

Regional Parks

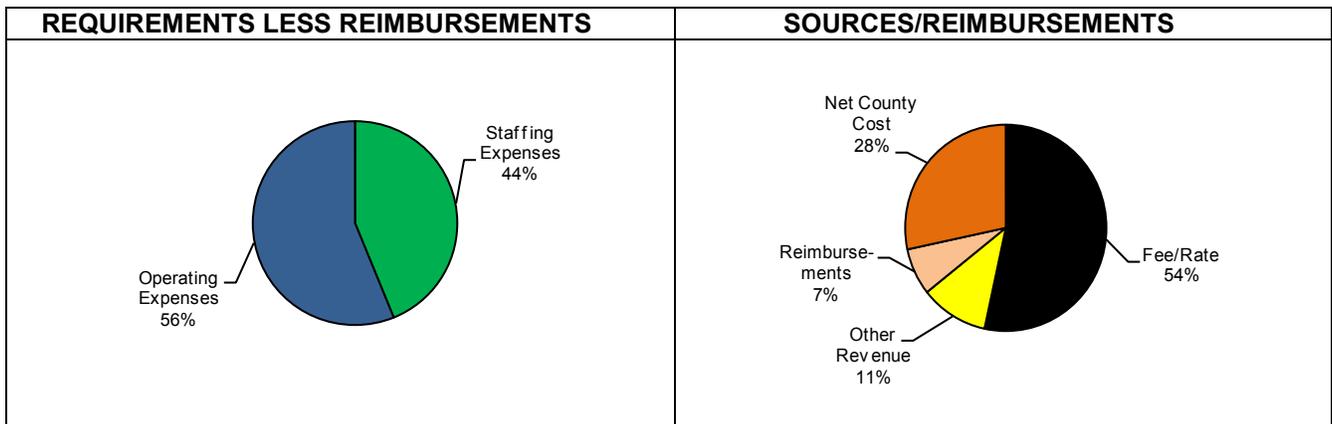
DESCRIPTION OF MAJOR SERVICES

The Regional Parks Department is responsible for the operation and maintenance of nine regional parks located throughout the County. These parks, which encompass 8,668 acres, are as follows: Prado (Chino), Cucamonga-Guasti (Ontario), Glen Helen (San Bernardino), Mojave River Forks (Summit Valley), Mojave Narrows (Victorville), Moabi (Needles), Lake Gregory (Crestline), Yucaipa, and Calico Ghost Town (Yermo). Visitors to the County parks enjoy open space, walking trails, camping, swimming, fishing, picnicking, equestrian activities and other recreational opportunities. The department hosts cultural, educational and special events through the use of park resources and contractual agreements with private and non-profit organizations. The department features special events such as Calico Ghost Haunt and the Wild West Festival at Calico Ghost Town, Huck Finn Jubilee at Cucamonga-Guasti, and Dragon Boat Races at Lake Gregory. Educational programs are the Environmental Science Day Camp at Yucaipa, and a Junior Fishing Workshop at multiple parks.

Budget at a Glance	
Requirements Less Reimbursements*	\$12,217,277
Sources/Reimbursements	\$8,754,142
Net County Cost	\$3,463,135
Total Staff	232
Funded by Net County Cost	28%
<small>*Includes Contingencies</small>	

The department is also responsible for maintaining 17.8 miles of open, accessible and usable trails through the County Trails Program. Additionally, the department oversees operation of the Morongo Wildlife Preserve in Morongo Valley, administers the lease with the operators of Lake Gregory Regional Park, the San Manuel Amphitheater, Park Moabi and concession contracts that offer amenities to park users.

2014-15 ADOPTED BUDGET



BUDGETED STAFFING

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2012-13 Final	2013-14 Adopted	2013-14 Final	2014-15 Adopted					
Regular	94	90	90	82					
Limited Term	165	162	162	150					
Total	259	252	252	232					
Staffing Expenses	\$5,616,032	\$5,589,117	\$5,662,538	\$5,353,171					

ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Regional Parks
 FUND: General

BUDGET UNIT: AAA CCP
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreation Facilities

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
Requirements							
Staffing Expenses	6,726,964	5,420,195	5,408,959	5,637,957	5,662,538	5,353,171	(309,367)
Operating Expenses	2,031,511	6,173,142	5,832,788	5,557,737	5,559,002	6,864,106	1,305,104
Capital Expenditures	0	23,845	6,684	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	8,758,475	11,617,182	11,248,431	11,195,694	11,221,540	12,217,277	995,737
Reimbursements	(440,045)	(661,551)	(817,577)	(743,001)	(740,400)	(897,571)	(157,171)
Total Appropriation	8,318,430	10,955,631	10,430,854	10,452,693	10,481,140	11,319,706	838,566
Operating Transfers Out	0	315,000	0	0	0	0	0
Total Requirements	8,318,430	11,270,631	10,430,854	10,452,693	10,481,140	11,319,706	838,566
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	6,016,066	6,423,227	5,517,926	6,426,810	6,625,492	6,524,445	(101,047)
Other Revenue	1,065,939	1,290,102	1,213,944	1,331,831	1,238,075	1,204,126	(33,949)
Total Revenue	7,082,005	7,713,329	6,731,870	7,758,641	7,863,567	7,728,571	(134,996)
Operating Transfers In	0	0	941,864	85	0	128,000	128,000
Total Sources	7,082,005	7,713,329	7,673,734	7,758,726	7,863,567	7,856,571	(6,996)
Net County Cost	1,236,425	3,557,302	2,757,120	2,693,967	2,617,573	3,463,135	845,562
Budgeted Staffing					252	232	(20)

MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Staffing expenses of \$5.4 million fund 232 budgeted positions (61 full-time, 21 part-time, and 150 seasonal/extra help employees) to oversee administration, operations and maintenance for the nine regional parks, the County Trails System, and various special events/programs. Operating expenses of \$6.9 million include stocking fish at park lakes, turf maintenance contracts (Prado, Cucamonga-Guasti, Yucaipa, and Glen Helen Regional Parks), supplies for general maintenance and special projects, aquatic facility supplies, office supplies, computer hardware and software replacement/upgrades, credit card use fee charges, advertising park events/amenities, restroom supplies, insurance, and COWCAP of \$3.7 million. Sources of \$7.9 million represent fees from camping, fishing, park entrance, swimming, facility use, special events, and concessionaire and/or partnership agreements.



BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$838,566. Operating expenses are increasing by \$1.3 million primarily due to increases in COWCAP charges (\$630,983), security services for Glen Helen and Calico Parks (\$120,982), contract payments to Urban Parks for the management of Lake Gregory Regional Park (\$275,000), and insurance premiums (\$219,053). Reimbursements are increasing by \$157,171 due to the amount of transfers from other Regional Park funds and other departments.

Sources are decreasing by \$6,996, which includes a decrease in Fee/Rate revenue and Other Revenue primarily due to the reduction in revenue from the outsourcing of Lake Gregory Regional Park, and an increase in operating transfers in to reimburse park staff for project management and marketing labor. Net County Cost support from County Discretionary General Funding was increased to support the increase in COWCAP charges plus an additional \$275,000 authorized on a one-time basis to fund the Lake Gregory Management Fee.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$5.4 million fund 232 budgeted positions, of which 82 are regular positions and 150 are limited term positions.

Due to projected budgetary constraints, the department continues to address program priorities and the provision of park services with a lower level of staffing resources and by a reconfiguration of position classifications which resulted in a net decrease of 20 positions.

The budget includes the addition of 2 positions: 1 Program Specialist position to provide for the full-year cost of an employee for marketing and recreational programming at various parks including Calico Ghost Town and 1 full-time General Services Worker II position for park support.

The budget includes the following reclassifications: 1 Youth Services Coordinator position reclassified to a Staff Analyst II, 1 Assistant Park Superintendent position reclassified to a Park Planner 1, and 1 Fiscal Specialist position reclassified to a Staff Aide. These reclassifications enable the department to make organizational changes and match duty/responsibility changes planned for 2014-15 with commensurate classifications for those individuals affected.

The budget includes the following deletions: 12 Public Service Employee positions and 10 General Services Worker II positions (part-time positions). Some of the related duties/responsibilities for deleted positions will be streamlined and spread to other full-time positions. The department is committed to managing park activities with this reduction in staffing.

2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	21	0	21	19	0	2	21
Park Operations	61	150	211	61	150	0	211
Total	82	150	232	80	150	2	232



Administration		Park Operations	
<u>Classification</u>		<u>Classification</u>	
1	Deputy Executive Officer (Director)	2	Park Superintendent
1	Deputy Director	4	Assistant Park Superintendent
1	Administrative Analyst III	1	Park Planner III
1	Administrative Supervisor	2	Fiscal Assistant
1	Program Specialist	2	Office Assistant III
1	Park Planner III	3	Ranger III
1	Park Planner I	15	Ranger II
1	Executive Secretary	32	General Service Worker II
3	Staff Analyst II	150	Public Service Employee
1	Revenue and Development Manager	211	Total
1	Automated System Technician		
2	Fiscal Specialist		
2	Staff Aide		
1	Fiscal Assistant		
1	Office Assistant II		
1	Recreation Coordinator		
1	General Service Worker II		
21	Total		



Special Revenue Funds - Consolidated

DESCRIPTION OF MAJOR SERVICES

County Trails System was established by the Board of Supervisors and the Regional Parks Department was assigned as the steward of the County's Regional Trail Program charged with the development, operation and maintenance of regional and diversified trails throughout the County. This budget unit was established to follow compliance requirements for federal and state grant funding used in the development and construction of the trail system. Currently the Department has built seven miles of the Santa Ana River Trail. This section makes the link to Riverside County, offering users over 22 miles of contiguous trail along the Santa Ana River.

Budget at a Glance	
Requirements Less Reimbursements*	\$6,863,018
Sources/Reimbursements	\$3,069,440
Fund Balance	\$3,793,578
Use of Fund Balance	\$2,142,744
Total Staff	0
<small>*Includes Contingencies</small>	

San Manuel Amphitheater was established to account for lease payments received annually from the operators of the San Manuel amphitheater at Glen Helen Regional Park. Each year, approximately 70% of this revenue is transferred to the County General Fund to fund the cost of the amphitheater's debt service payment.

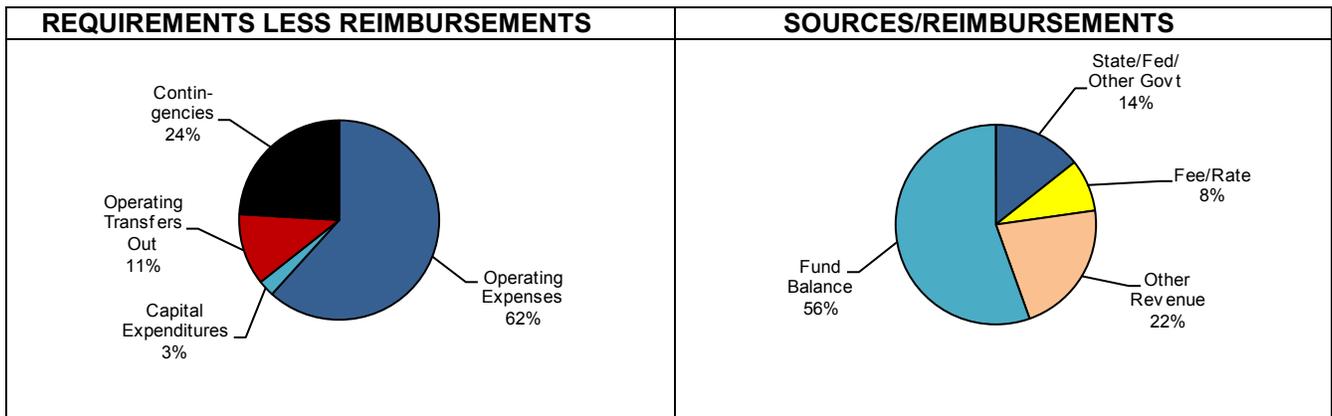
Amphitheater Improvements at Glen Helen was established to provide for improvements to the San Manuel Amphitheater at Glen Helen Regional Park. These improvements are designed to maintain the amphitheater and its facilities in their current condition in order to preserve a quality entertainment experience for its visitors. This budget unit is funded jointly by deposits from the County and the operators of the amphitheater.

Park Maintenance/Development was established to provide for the maintenance, development and emergency repairs at all regional parks. The costs associated with this budget unit are funded through an allocation of park admission fees.

Calico Ghost Town Marketing Services was established to provide separate accountability and operations of marketing services for Calico Ghost Town Regional Park. A portion of revenues from Calico Ghost Town concessionaire operations and park admission fees are used to advertise and market several special events including Calico Days, Calico Ghost Haunt, Civil War, Bluegrass in the Spring and Wild West Days.

Off-Highway Vehicle License Fee was established by Off-Highway Vehicle (OHV) "in-lieu of taxes". Fees are provided from the California State Controller's Office based on the amount of OHV recreation in the County. The state collects these fees for each OHV identification plate sold by the Department of Motor Vehicles.

2014-15 ADOPTED BUDGET



ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Operations and Community Services
 DEPARTMENT: Regional Parks
 FUND: Special Revenue - Consolidated

BUDGET UNIT: Various
 FUNCTION: Recreation and Cultural Services
 ACTIVITY: Recreation Facilities

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
Requirements							
Staffing Expenses	80,626	1,758	0	0	0	0	0
Operating Expenses	2,889,358	2,785,782	2,822,805	2,494,026	4,775,401	4,234,281	(541,120)
Capital Expenditures	351,814	6,717	16,775	0	160,400	181,250	20,850
Contingencies	0	0	0	0	1,429,803	1,650,834	221,031
Total Exp Authority	3,321,798	2,794,257	2,839,580	2,494,026	6,365,604	6,066,365	(299,239)
Reimbursements	(25,000)	(135,600)	(185,000)	(33,000)	(25,000)	(25,000)	0
Total Appropriation	3,296,798	2,658,657	2,654,580	2,461,026	6,340,604	6,041,365	(299,239)
Operating Transfers Out	793,393	549,655	3,378,115	393,024	1,144,504	796,653	(347,851)
Total Requirements	4,090,191	3,208,312	6,032,695	2,854,051	7,485,108	6,838,018	(647,090)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	2,612,227	918,473	515,914	338,868	1,087,300	978,360	(108,940)
Fee/Rate	944,320	778,528	967,342	547,527	630,000	576,680	(53,320)
Other Revenue	1,676,569	1,726,511	1,568,204	1,686,937	1,707,386	1,489,400	(217,986)
Total Revenue	5,233,116	3,423,512	3,051,460	2,573,332	3,424,686	3,044,440	(380,246)
Operating Transfers In	0	791,612	5,403	286	0	0	0
Total Sources	5,233,116	4,215,124	3,056,863	2,573,618	3,424,686	3,044,440	(380,246)
				Fund Balance	4,060,422	3,793,578	(266,844)
				Budgeted Staffing	0	0	0

DETAIL OF 2014-15 ADOPTED BUDGET

	2014-15			
	Requirements	Sources	Fund Balance	Staffing
Special Revenue Funds				
County Trails System (Fund RTS)	1,344,660	585,000	759,660	0
San Manuel Amphitheater (Fund SGH)	1,448,890	1,401,600	47,290	0
Amphitheater Improvements at Glen Helen (Fund SGR)	551,869	26,200	525,669	0
Park Maintenance/Development (Fund SPR)	1,099,632	342,040	757,592	0
Calico Ghost Town Marketing Svs (Fund SPS)	687,728	384,600	303,128	0
Off-Highway Vehicle License Fee (Fund SBY)	1,705,239	305,000	1,400,239	0
Total Special Revenue Funds	6,838,018	3,044,440	3,793,578	0

County Trails System includes operating expenses of \$830,255 for the anticipated costs for finalizing design, environmental and acquiring trail right-of-way for Phase III (Waterman Ave. to California) and Reach "A" of Phase IV of the Santa Ana River Trail (California Street to Orange Street, Redlands; 3.5 miles). Contingencies of \$414,405 are set aside for unanticipated expenses. Sources are based on \$485,000 in State Local Transportation Funds (SANBAG) for Phase III of the Santa Ana River Trail and state revenue of \$100,000 from Prop 84 grant funds from the Coastal Conservancy for the Santa Ana River Trail (Phase IV initial funding). Grant revenue reimbursements will be contingent upon incurring project expenses first, which will create cash flow challenges for this fund. The department will work with the County Administrative Office for financial assistance prior to grant contracts or construction contracts being presented to the Board of Supervisors for approval.

San Manuel Amphitheater includes operating expenses of \$1.4 million for payments to the County General Fund for the cost of the annual debt service payment for the amphitheater (\$1.0 million), other payments of \$442,284 for payment to the Regional Parks general fund budget unit for the upkeep and management of the amphitheater (\$417,284) and to the Amphitheater Improvements at Glen Helen budget unit (\$25,000) as required per the lease agreement with the operators of the amphitheater. Contingencies of \$1,564 are set aside



for unanticipated expenses. Sources of \$1.4 million include use of money/property as rent from the operators of the amphitheater and interest earnings.

Amphitheater Improvements at Glen Helen includes operating expenses of \$300,000 which represent a provision for maintaining the amphitheater to preserve quality entertainment experiences for its visitors. Contingencies of \$276,869 are set aside for unanticipated expenses. Reimbursements of \$25,000 represent the County's contribution towards improvements at the amphitheater per provisions of the lease agreement. Sources of \$26,200 include a \$25,000 matching contribution from the operators for the amphitheater per the lease agreement.

Park Maintenance/Development includes operating expenses of \$544,933 to be used in part for ongoing upgrades and implementation of a new Point of Sale system. The balance of the requirements authority is available for emergency repairs and development for the current fiscal year as well as held for repairs and development for future years. Capital expenditures for park equipment are budgeted at \$141,250, which include a CAT backhoe and utility vehicles. Replacement of heavy-equipment is part of the department's plan to rotate out all non-repairable or outdated equipment with high repair costs. Contingencies of \$199,339 are set aside for unanticipated expenses. Sources are anticipated at \$342,040 for current services representing a portion of gate entrance fees collected throughout all regional parks.

Calico Ghost Town Marketing Services includes total operating expenses of \$557,407 for the costs of producing special events at the Park, advertising of Calico Ghost Town, travel, and transfers. Travel of \$14,100 is expected for participation in the annual POW-WOW International Trade Show, a crucial event in promoting Calico Ghost Town and its specialized events. Approximately 60% of the attendance at Calico Ghost Town is a result of the tours booked at this trade show. Transfers of \$80,173 to the Regional Parks general fund budget unit represent the labor cost of park staff time (outside of regular duties) to produce and assist with the set up for the special events. Contingencies of \$30,321 are set aside for unanticipated expenses. Sources of \$384,600 include all special event gate revenue and, as stipulated in the concession contracts, the Department also contributes a percentage of the regular day fees collected throughout the year. Use of money and property revenue of \$54,600 represents rent payments from Calico concessions, and interest earned on the fund balance.

Off-Highway Vehicle License Fee includes operating expenses of \$554,360 for enforcement, safety, trail signage, maintenance and administration of the Off-Highway Vehicle Fund (OHV) throughout the County, at Moabi Regional Park, and Calico Ghost Town. Operating transfers out of \$382,543 are programmed for Calico Ghost Town Off Highway Vehicle campground hook-ups. Contingencies of \$728,336 are budgeted for unforeseen future projects. Sources consist of \$305,000 that is received from the state, which is derived from vehicle registrations/licensing for use of off-highway operations in the County. The California Public Resources code 5090.50 specifies that these funds may be used for "...planning, acquisition, development, maintenance, administration, operation, enforcement, restoration, and conservation of trails, trailheads, areas and other facilities associated with the use of off-highway motor vehicles, and programs involving off-highway motor vehicle safety or education."

BUDGET CHANGES AND OPERATIONAL IMPACT

Consolidated Special Revenue Funds are decreasing requirements by \$647,090, and sources are decreasing by \$380,246. Decreases to requirements primarily relate to capital expenditures planned for the construction of Phase III of the Santa Ana River that were not initiated during 2013-14 as planned due to environmental delays and were re-budgeted at a lower level for 2014-15. Decreases to sources are primarily related to the lower revenues intended to fund the cost of Phase III.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with these budget units.

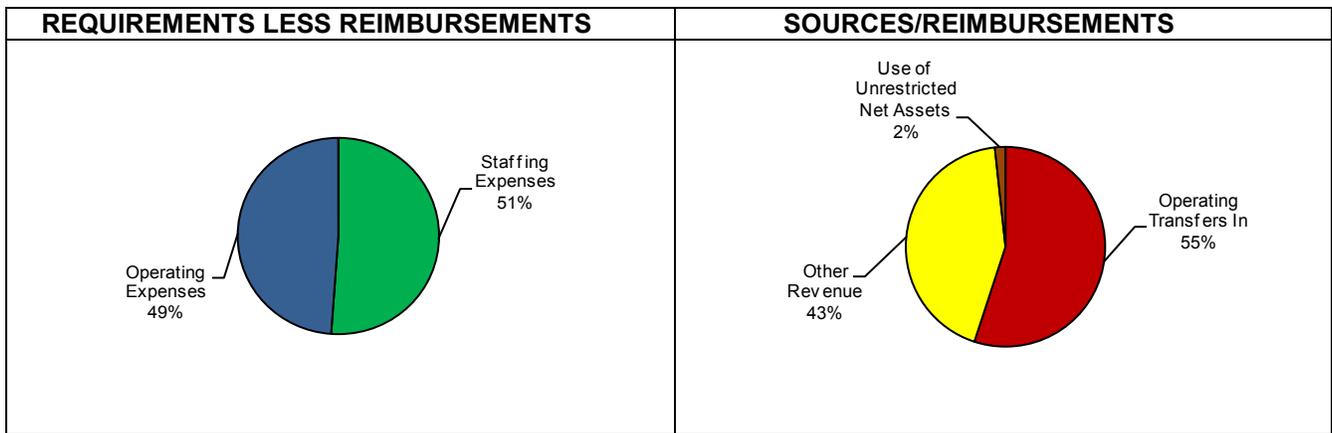
Active Outdoors

DESCRIPTION OF MAJOR SERVICES

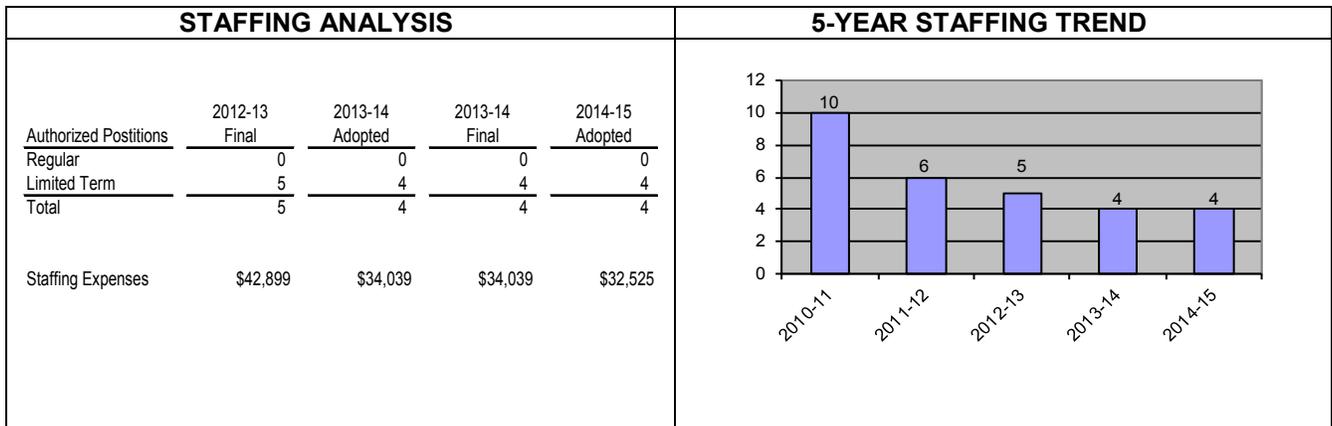
The Active Outdoors program was created to provide programs that promote a healthy outdoors lifestyle. All programs under “Active Outdoors” are funded by grants, operating transfers in from Regional Parks, or created through partnerships with local and/or state agencies. The Environmental Science Day Camp (ESDC) is a part of the program and is offered at Yucaipa Regional Park. ESDC takes place during the traditional school year, Wednesday through Friday, and follows the California State 4th & 5th grade science curriculum for wildlife, botany and geology. Each student attends the program with their class for a full day of learning, exploration, and hiking. Other programs in addition to the Environmental Science School Day Camp include the Junior Fishing Workshops and Derby, Doggie Palooza, and The Outdoor Family Program.

Budget at a Glance	
Requirements Less Reimbursements*	\$63,586
Sources/Reimbursements	\$62,500
Net Budget	(\$1,086)
Estimated Unrestricted Net Assets	\$22,288
Use of Unrestricted Net Assets	\$1,086
Total Staff	4
<small>*Includes Contingencies</small>	

2014-15 ADOPTED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Operations and Community Services
DEPARTMENT: Regional Parks
FUND: Active Outdoors and Snack Bars

BUDGET UNIT: EME CCP & EMT CCP
FUNCTION: Recreation and Cultural Services
ACTIVITY: Recreation Facilities

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
Requirements							
Staffing Expenses	59,561	22,253	26,534	27,043	34,039	32,525	(1,514)
Operating Expenses	74,681	28,794	24,122	23,632	25,080	31,061	5,981
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	134,242	51,047	50,656	50,675	59,119	63,586	4,467
Reimbursements	(191)	0	0	0	0	0	0
Total Appropriation	134,051	51,047	50,656	50,675	59,119	63,586	4,467
Operating Transfers Out	0	0	0	0	11,100	0	(11,100)
Total Requirements	134,051	51,047	50,656	50,675	70,219	63,586	(6,633)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	134,291	51,978	(15,587)	9,613	5,000	27,500	22,500
Total Revenue	134,291	51,978	(15,587)	9,613	5,000	27,500	22,500
Operating Transfers In	0	0	45,000	42,109	42,108	35,000	(7,108)
Total Sources	134,291	51,978	29,413	51,722	47,108	62,500	15,392
Net Budget*	240	931	(21,243)	1,047	(23,111)	(1,086)	22,025
Budgeted Staffing					4	4	0

*Net Budget reflects Total Sources less Total Requirements for Internal Service and Enterprise funds. When Net Budget is negative, it means that the department will be using assets that have been carried over from the prior year.

MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Staffing expenses of \$32,525 fund 4 budgeted Public Service Employee positions that will operate the Environmental Science Day Camp and other programs such as Junior Fishing Workshops and Doggie Palooza. Operating expenses of \$31,061 will primarily fund services and supplies for use in the Environmental Science Day Camp program, The Outdoor Family program, and fishing poles, equipment/supplies for the Junior Fishing Workshop. Expenses also include the costs of supplies, awards and printing materials for all programs within Active Outdoors. Sources of \$62,500 are anticipated through an operating transfer in from the department's Park Maintenance/Development fund in the amount of \$35,000, and the balance of \$27,500 through vendor fees, participation fees associated with the Junior Fishing Workshop and Doggie Palooza, as well as sponsorship revenue for The Outdoor Family program.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by \$6,633. Active Outdoors includes a new program for 2014-15, The Outdoor Family program. Services and supplies expenses for the program are the primary reason for the overall increase in operating expenses. Operating transfers out of \$11,100 to the Regional Park's general fund budget is eliminated because of one-time program expenses incurred in 2013-14.

Sources are increasing by \$15,392 due to an increase in other revenue of \$22,500, which is primarily attributed to The Outdoor Family program revenues and sponsorships and a reduction of \$7,108 in operating transfers in from the Regional Park Maintenance/Development fund. The Snack Bar operation at Lake Gregory was outsourced in 2012-13 and the residual funds were closed out in 2013-14.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$32,525 fund 4 budgeted limited term positions. There are no changes to budgeted staffing.



2014-15 POSITION SUMMARY

<u>Division</u>	<u>Regular</u>	<u>Limited Term</u>	<u>Total</u>	<u>Filled</u>	<u>Vacant</u>	<u>New</u>	<u>Total</u>
Active Outdoors	0	4	4	4	0	0	4
Total	0	4	4	4	0	0	4

Active Outdoors	
<u>Classification</u>	
4 Public Service Employees	
4 Total	

