

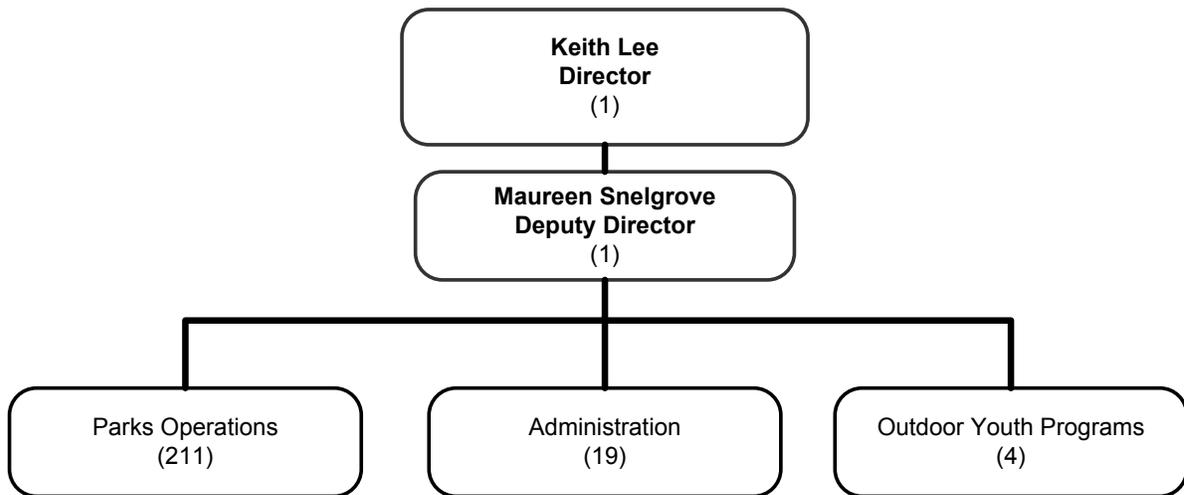
## REGIONAL PARKS Keith Lee

### DEPARTMENT MISSION STATEMENT

*Regional Parks Department ensures diversified recreational opportunities for the enrichment of County residents and visitors while protecting the County's natural, cultural, historical and land resources.*



### ORGANIZATIONAL CHART



### 2013-14 ACCOMPLISHMENTS

- Continued reduction of electrical, water and sewer utility usage at Prado and Cucamonga-Guasti Regional Parks by initiating energy efficient repairs
- Entered into a 3-year agreement (effective January 1, 2014) with Urban Parks Concessionaires (Operator) that will provide for outsourcing the daily management and operations of Lake Gregory Regional Park
- Completed Confluence Park, a recreational oasis for those who travel on the Santa Ana River Trail
- Completed the Campground "O" Restroom at Calico Ghost Town
- Completed the 12 camp sites at Cucamonga-Guasti Regional Park, and 20 full camp sites at Glen Helen Regional Park
- Entered into an agreement with Live Nation to allow concert and special event camping at Glen Helen Regional Park



**COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES**

**COUNTY GOAL: CREATE, MAINTAIN AND GROW JOBS AND ECONOMIC VALUE IN THE COUNTY**

**Objective(s):** • *Utilize County programs and resources to support the local economy and maximize job creation.*

*Department Strategy:*

- Collaborate with community partners to provide training opportunities in the field of land management.
- Promote youth entry into workforce/workplace environment through summer youth employment.
- Reserve a minimum of 50% of PSE summer positions as a means of supporting youth looking for part-time jobs.

| Measurement   | 2012-13<br>Actual | 2013-14<br>Target | 2013-14<br>Estimate | 2014-15<br>Target |
|---|-------------------|-------------------|---------------------|-------------------|
| Number of youth trained through collaborative programs.               | N/A               | N/A               | N/A                 | 15                |
| Percentage of employed seasonal part-time youth, under the age of 21. | N/A               | 50%               | 56%                 | 59%               |

**COUNTY GOAL: OPERATE IN A FISCALLY-RESPONSIBLE AND BUSINESS-LIKE MANNER**

**Objective(s):** • *Live within our means, fully funding the maintenance of infrastructure and facilities, the provision of state-of-the-art basic operating systems, liabilities, and reserves; while forming capital to strategically invest in the future.*

*Department Strategy:*

- Reduce reliance on the County General Fund by continuing to address infrastructure repairs and thereby reducing utility costs.
- Enhance and develop new amenities that will enhance the park experience for patrons, which generate additional revenues hence less reliance on the County General Fund.
- Continue to streamline park operations and identify supply cost inefficiencies using preventive maintenance measures to reduce ongoing repair costs.

| Measurement  | 2012-13<br>Actual | 2013-14<br>Target | 2013-14<br>Estimate | 2014-15<br>Target |
|--|-------------------|-------------------|---------------------|-------------------|
| Reduction of funding support from the County General Fund (general fund amount reduced). | N/A               | 1,000,000         | 1,000,000           | 1,000,000         |



**COUNTY GOAL: OPERATE IN A FISCALLY-RESPONSIBLE AND BUSINESS-LIKE MANNER**

**Objective(s):** • *Promote public/private collaboration and projects that help to meet the needs of county residents.*

*Department Strategy:*

- *Identify partners and other sources that provide financial support for the department's Active Outdoors Program that offers outdoor recreation programming.*
- *Continue and expand outdoor recreational experiences through collaborative partnerships for fishing, camping and educational programs.*
- *Promote the park system to other government agencies and community based organizations as facilities for healthy recreational activities.*

| Measurement   | 2012-13 Actual | 2013-14 Target | 2013-14 Estimate | 2014-15 Target |
|---|----------------|----------------|------------------|----------------|
| Amount of financial support received through grant funding and sponsorships to support the Active Outdoors Program. | N/A            | N/A            | N/A              | \$25,000       |
| Number of participants served through the fishing, camping and educational programs                                 | N/A            | N/A            | N/A              | 7,500          |

**SUMMARY OF BUDGET UNITS**

|  | 2014-15           |                   |                  |                  |                |            |
|--|-------------------|-------------------|------------------|------------------|----------------|------------|
|  | Requirements      | Sources           | Net County Cost  | Fund Balance     | Net Budget     | Staffing   |
| <b>General Fund</b>                              |                   |                   |                  |                  |                |            |
| Regional Parks                                   | 11,044,706        | 7,856,571         | 3,188,135        |                  |                | 232        |
| Total General Fund                               | 11,044,706        | 7,856,571         | 3,188,135        |                  |                | 232        |
| <b>Special Revenue Funds</b>                     |                   |                   |                  |                  |                |            |
| Regional Parks Special Revenue Fund-Consolidated | 6,700,352         | 3,044,440         |                  | 3,655,912        |                | 0          |
| Total Special Revenue Funds                      | 6,700,352         | 3,044,440         |                  | 3,655,912        |                | 0          |
| <b>Enterprise Fund</b>                           |                   |                   |                  |                  |                |            |
| Active Outdoors                                  | 63,586            | 62,500            |                  |                  | (1,086)        | 4          |
| Total Enterprise Fund                            | 63,586            | 62,500            |                  |                  | (1,086)        | 4          |
| <b>Total - All Funds</b>                         | <b>17,808,644</b> | <b>10,963,511</b> | <b>3,188,135</b> | <b>3,655,912</b> | <b>(1,086)</b> | <b>236</b> |



| <b>5-YEAR REQUIREMENTS TREND</b>        |                   |                   |                   |                   |                   |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | <b>2010-11</b>    | <b>2011-12</b>    | <b>2012-13</b>    | <b>2013-14</b>    | <b>2014-15</b>    |
| Regional Parks                          | 8,318,434         | 11,277,405        | 10,609,383        | 10,461,140        | 11,044,706        |
| County Trail System                     | 828,150           | 1,179,119         | 5,324,297         | 1,585,512         | 1,346,672         |
| Proposition 40 Projects                 | 1,741,254         | 552,590           | 5,403             | 286               | 0                 |
| San Manuel Amphitheater                 | 2,223,840         | 2,739,057         | 2,780,921         | 1,527,073         | 1,447,326         |
| Amphitheater Improvements at Glen Helen | 458,759           | 513,031           | 563,563           | 581,563           | 551,359           |
| Park Maintenance/Development            | 2,317,353         | 2,592,257         | 2,576,449         | 1,494,538         | 968,143           |
| Calico Ghost Town Marketing Services    | 664,302           | 716,537           | 749,405           | 663,420           | 657,407           |
| Off-Highway Vehicle License Fee         | 1,693,021         | 1,985,403         | 2,116,974         | 1,632,716         | 1,729,445         |
| Regional Parks Snack Bars               | 36,358            | 53,413            | 35,642            | 12,342            | 0                 |
| Active Outdoors                         | 119,922           | 58,892            | 63,456            | 57,877            | 63,586            |
| <b>Total</b>                            | <b>18,401,393</b> | <b>21,667,704</b> | <b>24,825,493</b> | <b>18,016,467</b> | <b>17,808,644</b> |

| <b>5-YEAR SOURCES TREND</b>             |                   |                   |                   |                   |                   |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | <b>2010-11</b>    | <b>2011-12</b>    | <b>2012-13</b>    | <b>2013-14</b>    | <b>2014-15</b>    |
| Regional Parks                          | 7,082,004         | 7,713,325         | 7,847,404         | 7,863,567         | 7,856,571         |
| County Trail System                     | 628,461           | 717,545           | 4,579,940         | 883,940           | 585,000           |
| Proposition 40 Projects                 | 1,659,952         | 0                 | 0                 | 0                 | 0                 |
| San Manuel Amphitheater                 | 1,500,838         | 1,591,000         | 1,459,585         | 1,403,000         | 1,401,600         |
| Amphitheater Improvements at Glen Helen | 28,511            | 30,000            | 28,000            | 28,000            | 26,200            |
| Park Maintenance/Development            | 763,635           | 1,156,912         | 360,000           | 414,746           | 342,040           |
| Calico Ghost Town Marketing Services    | 482,941           | 469,600           | 394,800           | 385,000           | 384,600           |
| Off-Highway Vehicle License Fee         | 336,932           | 311,000           | 308,000           | 310,000           | 305,000           |
| Regional Parks Snack Bars               | 37,229            | 11,000            | 35,000            | 0                 | 0                 |
| Active Outdoors                         | 98,462            | 45,000            | 50,000            | 47,108            | 62,500            |
| <b>Total</b>                            | <b>12,618,965</b> | <b>12,045,382</b> | <b>15,062,729</b> | <b>11,335,361</b> | <b>10,963,511</b> |

| <b>5-YEAR NET COUNTY COST TREND</b> |                  |                  |                  |                  |                  |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
|                                     | <b>2010-11</b>   | <b>2011-12</b>   | <b>2012-13</b>   | <b>2013-14</b>   | <b>2014-15</b>   |
| Regional Parks                      | 1,236,430        | 3,564,080        | 2,761,979        | 2,597,573        | 3,188,135        |
| <b>Total</b>                        | <b>1,236,430</b> | <b>3,564,080</b> | <b>2,761,979</b> | <b>2,597,573</b> | <b>3,188,135</b> |

| <b>5-YEAR FUND BALANCE TREND</b>        |                  |                  |                  |                  |                  |
|---|------------------|------------------|------------------|------------------|------------------|
|   | <b>2010-11</b>   | <b>2011-12</b>   | <b>2012-13</b>   | <b>2013-14</b>   | <b>2014-15</b>   |
| County Trail System                     | 199,689          | 461,574          | 744,357          | 701,572          | 761,672          |
| Proposition 40 Projects                 | 81,302           | 552,590          | 5,403            | 286              | 0                |
| San Manuel Amphitheater                 | 723,002          | 1,148,057        | 1,321,336        | 124,073          | 45,726           |
| Amphitheater Improvements at Glen Helen | 430,248          | 483,031          | 535,563          | 553,563          | 525,159          |
| Park Maintenance/Development            | 1,553,718        | 1,435,345        | 2,216,449        | 1,079,792        | 626,103          |
| Calico Ghost Town Marketing Services    | 181,361          | 246,937          | 354,605          | 278,420          | 272,807          |
| Off-Highway Vehicle License Fee         | 1,356,089        | 1,674,403        | 1,808,974        | 1,322,716        | 1,424,445        |
| <b>Total</b>                            | <b>4,525,409</b> | <b>6,001,937</b> | <b>6,986,687</b> | <b>4,060,422</b> | <b>3,655,912</b> |

| <b>5-YEAR NET BUDGET TREND</b> |                 |                 |                 |                 |                |
|--------------------------------|-----------------|-----------------|-----------------|-----------------|----------------|
|                                | <b>2010-11</b>  | <b>2011-12</b>  | <b>2012-13</b>  | <b>2013-14</b>  | <b>2014-15</b> |
| Regional Parks Snack Bars      | 871             | (42,413)        | (642)           | (12,342)        | 0              |
| Active Outdoors                | (21,460)        | (13,892)        | (13,456)        | (10,769)        | (1,086)        |
| <b>Total</b>                   | <b>(20,589)</b> | <b>(56,305)</b> | <b>(14,098)</b> | <b>(23,111)</b> | <b>(1,086)</b> |

Note: Beginning in fiscal year 2012-13, Capital expenditures have been included and Depreciation has been excluded in appropriation in enterprise and internal service funds for budgetary purposes. In the table above, prior years have been restated for consistency.



## Regional Parks

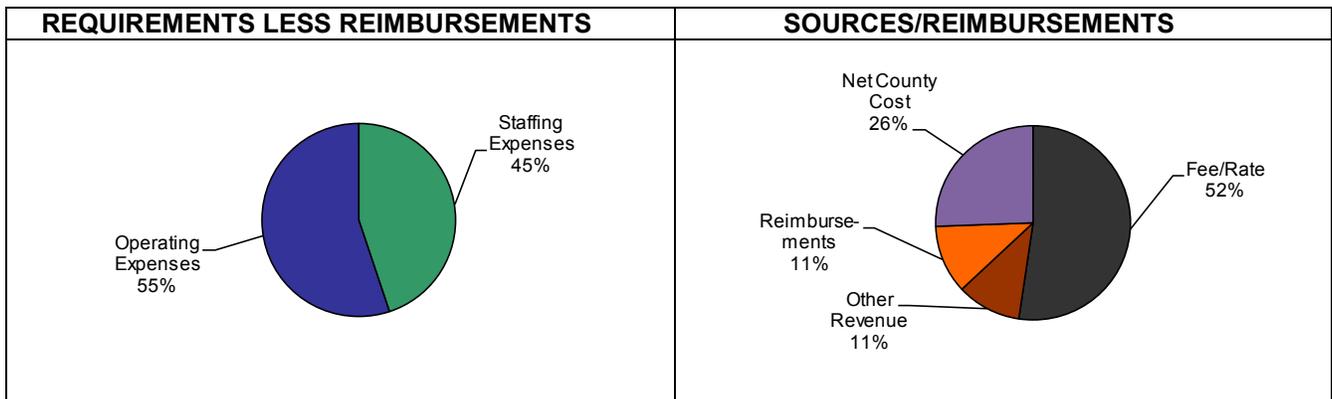
### DESCRIPTION OF MAJOR SERVICES

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.

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.

| Budget at a Glance                     |              |
|--|--------------|
| Requirements Less Reimbursements*      | \$12,462,321 |
| Sources/Reimbursements                 | \$9,274,186  |
| Net County Cost                        | \$3,188,135  |
| Total Staff                            | 232          |
| Funded by Net County Cost              | 26%          |
| <small>*Includes Contingencies</small> |              |

### 2014-15 RECOMMENDED BUDGET



**BUDGETED STAFFING**

| STAFFING ANALYSIS    |                  |                    |                     |                        | 5-YEAR STAFFING TREND |  |  |  |  |
|----------------------|------------------|--------------------|---------------------|------------------------|-----------------------|--|--|--|--|
| Authorized Positions | 2012-13<br>Final | 2013-14<br>Adopted | 2013-14<br>Modified | 2014-15<br>Recommended |                       |  |  |  |  |
| Regular              | 94               | 90                 | 90                  | 82                     |                       |  |  |  |  |
| Limited Term         | 165              | 162                | 162                 | 150                    |                       |  |  |  |  |
| Total                | 259              | 252                | 252                 | 232                    |                       |  |  |  |  |
| Staffing Expenses    | \$5,616,032      | \$5,589,117        | \$5,629,538         | \$5,591,687            |                       |  |  |  |  |

**ANALYSIS OF 2014-15 RECOMMENDED 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<br>Actual | 2011-12<br>Actual | 2012-13<br>Actual | 2013-14<br>Estimate | 2013-14<br>Modified<br>Budget | 2014-15<br>Recommended<br>Budget | Change From<br>2013-14<br>Modified<br>Budget |
|-------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------------|----------------------------------|--|
| <b>Requirements</b>     |                   |                   |                   |                     |                               |                                  |  |
| Staffing Expenses       | 6,726,964         | 5,420,195         | 5,408,959         | 5,369,817           | 5,629,538                     | 5,591,687                        | (37,851)                                     |
| Operating Expenses      | 2,031,511         | 6,173,142         | 5,832,788         | 5,654,007           | 5,567,002                     | 6,870,634                        | 1,303,632                                    |
| 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        | 11,023,824          | 11,196,540                    | 12,462,321                       | 1,265,781                                    |
| Reimbursements          | (440,045)         | (661,551)         | (817,577)         | (735,400)           | (735,400)                     | (1,417,615)                      | (682,215)                                    |
| Total Appropriation     | 8,318,430         | 10,955,631        | 10,430,854        | 10,288,424          | 10,461,140                    | 11,044,706                       | 583,566                                      |
| Operating Transfers Out | 0                 | 315,000           | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Requirements      | 8,318,430         | 11,270,631        | 10,430,854        | 10,288,424          | 10,461,140                    | 11,044,706                       | 583,566                                      |
| <b>Sources</b>          |                   |                   |                   |                     |                               |                                  |  |
| 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         | 6,705,155           | 6,625,492                     | 6,524,445                        | (101,047)                                    |
| Other Revenue           | 1,065,939         | 1,290,102         | 1,213,944         | 1,452,363           | 1,238,075                     | 1,204,126                        | (33,949)                                     |
| Total Revenue           | 7,082,005         | 7,713,329         | 6,731,870         | 8,157,518           | 7,863,567                     | 7,728,571                        | (134,996)                                    |
| Operating Transfers In  | 0                 | 0                 | 941,864           | 0                   | 0                             | 128,000                          | 128,000                                      |
| Total Financing Sources | 7,082,005         | 7,713,329         | 7,673,734         | 8,157,518           | 7,863,567                     | 7,856,571                        | (6,996)                                      |
| Net County Cost         | 1,236,425         | 3,557,302         | 2,757,120         | 2,130,906           | 2,597,573                     | 3,188,135                        | 590,562                                      |
| Budgeted Staffing       |                   |                   |                   |                     | 252                           | 232                              | (20)   |

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 RECOMMENDED BUDGET**

Staffing expenses of \$5.6 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 \$583,566. 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 \$682,215 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 the County general fund was increased by an amount that corresponds to the increase in COWCAP charges.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$5.6 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 Manager 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    |
| 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 Manager                     | 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                    | <u>150</u> 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              |                                    |
| <u>1</u> 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*      | \$6,725,352 |
| Sources/Reimbursements                 | \$3,069,440 |
| Fund Balance                           | \$3,655,912 |
| 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.

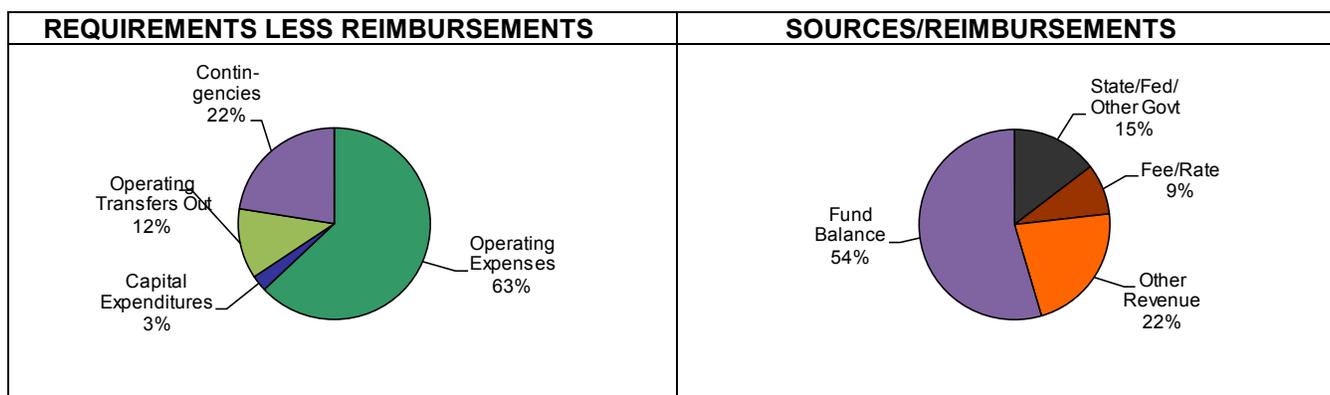
**Amphitheater Improvements at Glen Helen** was established to provide for improvements to the San Manuel Amphitheater at Glen Helen Regional Park. These improvements are designed to maintain the amphitheater and its facilities in their current condition in order to preserve a quality entertainment experience 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 RECOMMENDED BUDGET



**ANALYSIS OF 2014-15 RECOMMENDED 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<br>Actual | 2011-12<br>Actual | 2012-13<br>Actual | 2013-14<br>Estimate | 2013-14<br>Modified<br>Budget | 2014-15<br>Recommended<br>Budget | Change From<br>2013-14<br>Modified<br>Budget |
|-------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------------|----------------------------------|--|
| <b>Requirements</b>     |                   |                   |                   |                     |                               |                                  |  |
| Staffing Expenses       | 80,626            | 1,758             | 0                 | 0                   | 0                             | 0                                | 0  |
| Operating Expenses      | 2,889,358         | 2,785,782         | 2,822,805         | 2,306,980           | 4,835,401                     | 4,234,281                        | (601,120)                                    |
| Capital Expenditures    | 351,814           | 6,717             | 16,775            | 10,300              | 160,400                       | 181,250                          | 20,850                                       |
| Contingencies           | 0                 | 0                 | 0                 | 0                   | 1,429,803                     | 1,513,168                        | 83,365                                       |
| Total Exp Authority     | 3,321,798         | 2,794,257         | 2,839,580         | 2,317,280           | 6,425,604                     | 5,928,699                        | (496,905)                                    |
| Reimbursements          | (25,000)          | (135,600)         | (185,000)         | (25,000)            | (25,000)                      | (25,000)                         | 0  |
| Total Appropriation     | 3,296,798         | 2,658,657         | 2,654,580         | 2,292,280           | 6,400,604                     | 5,903,699                        | (496,905)                                    |
| Operating Transfers Out | 793,393           | 549,655           | 3,378,115         | 590,851             | 1,084,504                     | 796,653                          | (287,851)                                    |
| Total Requirements      | 4,090,191         | 3,208,312         | 6,032,695         | 2,883,131           | 7,485,108                     | 6,700,352                        | (784,756)                                    |
| <b>Sources</b>          |                   |                   |                   |                     |                               |                                  |  |
| 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           | 413,868             | 1,087,300                     | 978,360                          | (108,940)                                    |
| Fee/Rate                | 944,320           | 778,528           | 967,342           | 476,743             | 630,000                       | 576,680                          | (53,320)                                     |
| Other Revenue           | 1,676,569         | 1,726,511         | 1,568,204         | 1,588,010           | 1,707,386                     | 1,489,400                        | (217,986)                                    |
| Total Revenue           | 5,233,116         | 3,423,512         | 3,051,460         | 2,478,621           | 3,424,686                     | 3,044,440                        | (380,246)                                    |
| Operating Transfers In  | 0                 | 791,612           | 5,403             | 0                   | 0                             | 0                                | 0  |
| Total Financing Sources | 5,233,116         | 4,215,124         | 3,056,863         | 2,478,621           | 3,424,686                     | 3,044,440                        | (380,246)                                    |
|                         |                   |                   |                   | Fund Balance        | 4,060,422                     | 3,655,912                        | (404,510)                                    |
|                         |                   |                   |                   | Budgeted Staffing   | 0                             | 0                                | 0  |

**DETAIL OF 2014-15 RECOMMENDED BUDGET**

|  | 2014-15      |           |                 |          |
|--|--------------|-----------|-----------------|----------|
|  | Requirements | Sources   | Fund<br>Balance | Staffing |
| <b>Special Revenue Funds</b>               |              |           |                 |          |
| County Trail System (Fund RTS)             | 1,346,672    | 585,000   | 761,672         | 0        |
| San Manuel Amphitheater (Fund SGH)         | 1,447,326    | 1,401,600 | 45,726          | 0        |
| Amphitheater Improvements at GH (Fund SGR) | 551,359      | 26,200    | 525,159         | 0        |
| Park Maintenance/Development (Fund SPR)    | 968,143      | 342,040   | 626,103         | 0        |
| Calico Ghost Town Marketing Svs (Fund SPS) | 657,407      | 384,600   | 272,807         | 0        |
| Off-Highway Vehicle License Fee (Fund SBY) | 1,729,445    | 305,000   | 1,424,445       | 0        |
| Total Special Revenue Funds                | 6,700,352    | 3,044,440 | 3,655,912       | 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). Sources are based on \$485,000 in State Local Transportation Funds (SANBAG) for Phase III of the Santa Ana River Trail. State revenue of \$100,000 represents an allocation of 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. Contingencies of \$416,417 are set aside for unanticipated expenses.

**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. 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 \$276,359 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. 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 \$67,850 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. Sources of \$330,000 includes 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 \$752,542 are budgeted for unforeseen future projects. Sources consist of \$300,000 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 \$784,756, 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.

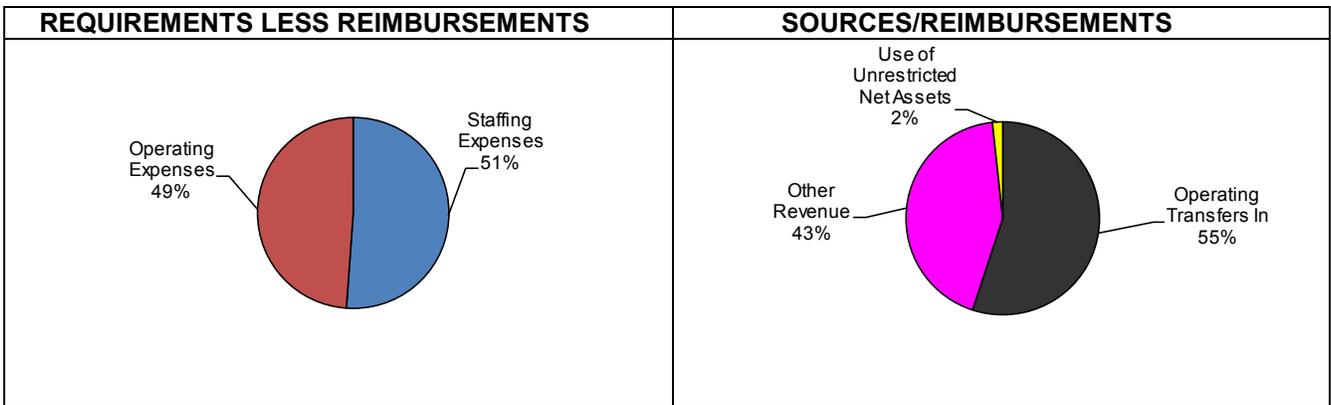
## Active Outdoors

### DESCRIPTION OF MAJOR SERVICES

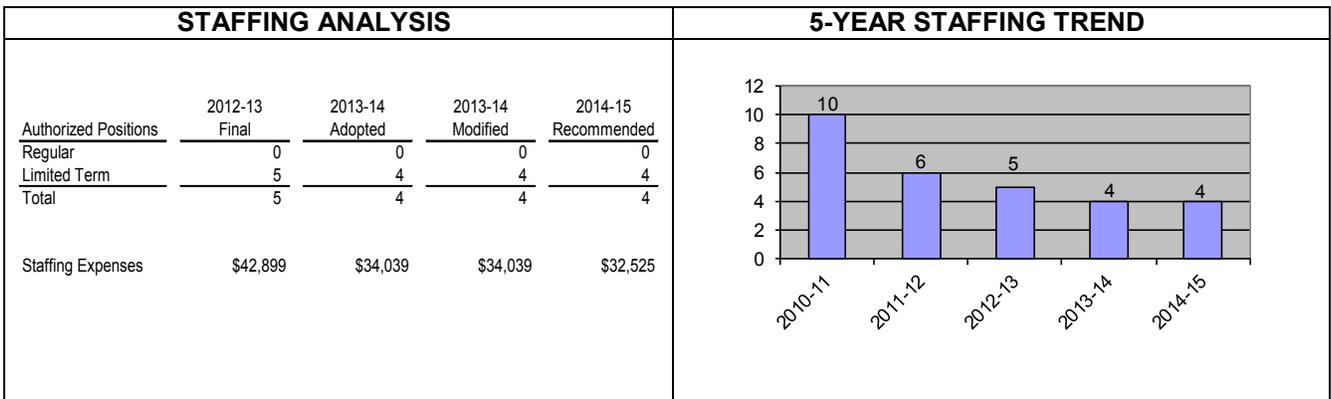
The Active Outdoors program was created to provide programs that promote a healthy outdoors lifestyle. All programs under “Active Outdoors” are funded by grants, operating transfers in from Regional Parks, or created through partnerships with local and/or state agencies. The Environmental Science Day Camp (ESDC) is a part of the program and is offered at Yucaipa. ESDC takes place during the traditional school year, Wednesday through Friday, and follows the California State 4<sup>th</sup> & 5<sup>th</sup> 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 Day Camp include the Junior Fishing Workshops and Derby, Doggie Padooza, 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 RECOMMENDED BUDGET



### BUDGETED STAFFING



## ANALYSIS OF 2014-15 RECOMMENDED BUDGET

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

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

|                         | 2010-11<br>Actual | 2011-12<br>Actual | 2012-13<br>Actual | 2013-14<br>Estimate | 2013-14<br>Modified<br>Budget | 2014-15<br>Recommended<br>Budget | Change From<br>2013-14<br>Modified<br>Budget |
|-------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------------|----------------------------------|--|
| <b>Requirements</b>     |                   |                   |                   |                     |                               |                                  |  |
| Staffing Expenses       | 59,561            | 22,253            | 26,534            | 34,163              | 34,039                        | 32,525                           | (1,514)                                      |
| Operating Expenses      | 74,681            | 28,794            | 24,122            | 23,812              | 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            | 57,975              | 59,119                        | 63,586                           | 4,467  |
| Reimbursements          | (191)             | 0                 | 0                 | 0                   | 0                             | 0                                | 0  |
| Total Appropriation     | 134,051           | 51,047            | 50,656            | 57,975              | 59,119                        | 63,586                           | 4,467  |
| Operating Transfers Out | 0                 | 0                 | 0                 | 11,100              | 11,100                        | 0                                | (11,100)                                     |
| Total Requirements      | 134,051           | 51,047            | 50,656            | 69,075              | 70,219                        | 63,586                           | (6,633)                                      |
| <b>Sources</b>          |                   |                   |                   |                     |                               |                                  |  |
| 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)          | 5,471               | 5,000                         | 27,500                           | 22,500                                       |
| Total Revenue           | 134,291           | 51,978            | (15,587)          | 5,471               | 5,000                         | 27,500                           | 22,500                                       |
| Operating Transfers In  | 0                 | 0                 | 45,000            | 42,108              | 42,108                        | 35,000                           | (7,108)                                      |
| Total Sources           | 134,291           | 51,978            | 29,413            | 47,579              | 47,108                        | 62,500                           | 15,392                                       |
| Net Budget*             | 240               | 931               | (21,243)          | (21,496)            | (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 RECOMMENDED BUDGET

Staffing expenses of \$32,525 funds 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 \$7,100 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            |

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

