

# Chief Administrative Office – Parks

RECOMMENDED BUDGET • FY 2023-24

## MISSION

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees the Parks Division. The mission of the Chief Administrative Office – Parks Division is to manage the County's recreational assets and opportunities.

## DIVISION BUDGET SUMMARY BY FUND – GENERAL FUND

Description	FY 2021-22 Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	282,663	2,927,018	2,068,953	(858,065)
IG Rev - Federal	7,150	9,200	9,200	0
Service Charges	163,508	125,000	175,000	50,000
Miscellaneous Rev	1,528	38,040	0	(38,040)
Other Fin Sources	338,665	930,238	845,601	(84,637)
<b>Total Revenue</b>	<b>793,513</b>	<b>4,029,496</b>	<b>3,098,754</b>	<b>(930,742)</b>
Salaries & Benefits	509,441	796,186	868,287	72,101
Services & Supplies	894,297	2,096,068	791,950	(1,304,118)
Other Charges	106,753	136,496	56,990	(79,506)
Fixed Assets	207,894	2,705,793	7,011,934	4,306,141
Other Fin Uses	0	1,500	0	(1,500)
Intrafund Transfers	29,493	158,850	101,566	(57,284)
Intrafund Abatement	0	(1,000,000)	(1,000,000)	0
<b>Total Appropriations</b>	<b>1,747,879</b>	<b>4,894,893</b>	<b>7,830,727</b>	<b>2,935,834</b>
<b>FUND 1000 GENERAL FUND TOTAL</b>	<b>954,366</b>	<b>865,397</b>	<b>4,731,973</b>	<b>3,866,576</b>

## MAJOR BUDGET CHANGES

### Revenue

#### State Revenue

(\$858,065) Decrease in Proposition 68, Off-Highway Vehicle, and Sacramento Placerville Transportation Corridor State funding due to project and grant timelines.

#### Service Charges

\$50,000 Increase in park and recreation fee revenue due to an agreement with the State of California for State Park fee collection, this revenue is offset by appropriations in Services and Supplies, Other Government Agencies, to account for the fees passed through to the State.

#### Miscellaneous Revenue

(\$38,040) Decrease in donation revenue to align budget with projected revenue.

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## *Other Financing Sources*

(\$84,637) Decrease in Operating Transfers from Parks Special Revenue Funds including \$95,960 less from Off Highway Vehicle Green Sticker, \$422 more from Henningsen Lotus Park, \$389 less from Skateboard Ordinance, \$2,190 less from Trails Committee, and \$13,480 more from River Use Permits.

## Appropriations

### *Salaries and Benefits*

\$54,993 Increase in Salaries and Benefits for the first full year of budget for the Administrative Analyst allocation added with the FY 2022-23 Adopted Budget; only six months of the position was included in the FY 2022-23 Budget.

\$17,108 Increase in Salaries and Benefits costs due to Board-approved compensation increases.

### *Services and Supplies*

(\$1,186,623) Decrease in Professional and Specialized Services primarily due to \$1,000,000 of appropriations for the Diamond Springs Community Park being moved to Fixed Assets and a decrease in Rubicon Grant activities.

(\$50,883) Decrease in Trail Maintenance cost due to additional El Dorado Trail natural trail improvements completed in the prior year.

(\$155,127) Decrease in Special Department Expense for Rubicon Trail improvements completed in the prior year.

\$50,000 Increase in Other Government Agencies expense due to an agreement with the State of California for State Park fee collection; this is offset by park and recreation fee revenue.

\$38,515 Increase due to adjustments in multiple objects to align with actual costs.

### *Other Charges*

(\$76,500) Decrease due to the request for a contribution to the City of Placerville Pool not being submitted to the County prior to the finalization of the Recommended Budget. If requested by the City, this contribution would be considered with the Adopted Budget.

(\$3,006) Decrease in Interfund Transfers due to a reduction in Fleet charges.

### *Fixed Assets*

\$4,306,141 Increase in Fixed Assets due to the Diamond Springs Community Park and Chili Bar Park development, funded by the General Fund Designation for the parks and Transient Occupancy Taxes.

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## *Intrafund Transfers*

(\$57,284) Decrease in Intrafund Transfers primarily due to the decrease of State Off-Highway Vehicle Grant activities provided by the Sheriff's Office.

Description	FY 2021-22 Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	155,808	130,000	0	(130,000)
Rev Use Money/Prop	(34,905)	60	0	(60)
IG Rev - State	59,635	63,000	0	(63,000)
Service Charges	91,402	80,000	0	(80,000)
Fund Balance	0	1,244,769	961,309	(283,460)
<b>Total Revenue</b>	<b>271,941</b>	<b>1,517,829</b>	<b>961,309</b>	<b>(556,520)</b>
Other Fin Uses	139,230	785,388	0	(785,388)
Residual Equity Xfer	0	0	961,309	961,309
Contingency	0	732,441	0	(732,441)
<b>Total Appropriations</b>	<b>139,230</b>	<b>1,517,829</b>	<b>961,309</b>	<b>(556,520)</b>
<b>FUND 1206 COUNTYWIDE SR - CENTRAL SRV TOTAL</b>	<b>(132,710)</b>	<b>0</b>	<b>0</b>	<b>0</b>

## MAJOR BUDGET CHANGES PARKS SPECIAL REVENUE FUNDS 1206

### Revenue

(\$273,060) Decrease in revenue due to a change in budgeting methodology where Parks will be isolated in a separate accounting structure from other Chief Administrative Office Divisions starting in FY 2023-24, with all new revenue accounted for in the Fund 1214, as described below.

### *Fund Balance*

(\$283,460) Decrease in Fund Balance available in Parks Special Revenue Funds primarily due to the use of State Off-Highway Vehicle Fees funding in the prior year.

### Appropriations

(\$1,517,829) Decrease Special Revenue Fund 1206 appropriations due to a change in budgeting methodology where Parks will be isolated in a separate accounting structure from other Chief Administrative Office Divisions starting in FY 2023-24, with appropriations accounted for in the Fund 1214, as described below.

### *Other Financing Uses*

\$961,309 Increase in Residual Equity Transfers Out of Fund 1206 to Fund 1214 to move the funding to Fund 1214 due a change in budgeting methodology where Parks will be isolated in a separate accounting structure from other Chief Administrative Office Divisions starting in FY 2023-24.

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Description	FY 2021-22 Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	0	0	140,000	140,000
IG Rev - State	0	0	62,000	62,000
Service Charges	0	0	89,167	89,167
Residual Equity	0	0	961,309	961,309
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>1,252,476</b>	<b>1,252,476</b>
Other Fin Uses	0	0	698,923	698,923
Contingency	0	0	553,553	553,553
<b>Total Appropriations</b>	<b>0</b>	<b>0</b>	<b>1,252,476</b>	<b>1,252,476</b>
<b>FUND 1214 COUNTYWIDE SR - PARKS TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## MAJOR BUDGET CHANGES PARKS SPECIAL REVENUE FUND 1214

### Revenue

#### *License, Permit, and Franchise Fees*

\$140,000 Increase in River Use Permits revenue, a \$10,000 increase from the prior year with revenue budgeted in Fund 1206.

#### *State Revenue*

\$62,000 Decrease in Off-Highway Vehicle Fee State Revenue to support Parks projects, a \$1,000 decrease from the prior year to align budget with actual revenue.

#### *Service Charges*

\$89,167 Increase in park and recreation fee revenue from Henningsen Lotus Park fees, a \$9,167 increase from the prior year due to projected increases in revenue.

#### *Residual Equity Transfers In*

\$961,309 Increase in Residual Equity Transfers In from Fund 1206 to Fund 1214 to move the funding to Fund 1214 due to a change in budgeting methodology where Parks will be isolated in a separate accounting structure from other Chief Administrative Office Divisions starting in FY 2023-24.

### Appropriations

#### *Other Financing Uses*

\$698,923 Increase in Operating Transfers Out due to the budget in the prior year appropriated in Fund 1206, an actual decrease of \$86,465, when compared to Fund 1206, primarily due to a decrease of Off-Highway Vehicle Fee State Revenue to support Parks projects.

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## Contingency

\$553,553 Increase in Contingency due to the budget in the prior year appropriated in Fund 1206, an actual decrease of \$178,888, when compared to Fund 1206, primarily due to remaining Off-Highway Vehicle Fee revenue.

## PROGRAM SUMMARY

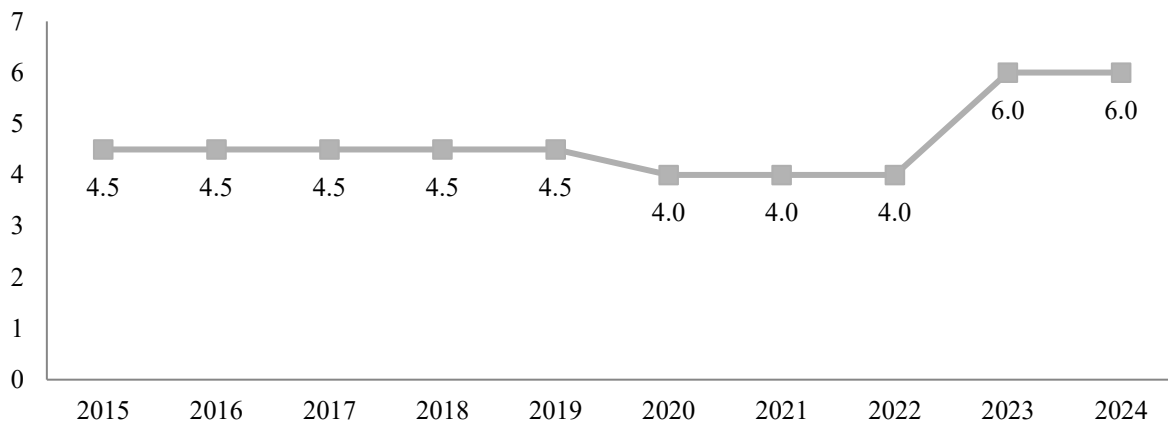
The Parks & Trails Division, in accordance with El Dorado County’s General Plan Goal 9.1, directs the County to provide adequate recreation opportunities and facilities, including parks, trails, and resource-based recreation areas for the health and welfare of El Dorado County residents and visitors. This includes overseeing the operations of the established parks and trails in the County as well as acquiring and overseeing the development of new park facilities. These parks include Henningsen Lotus Park, Pioneer Park, Forebay Community Park, Bradford Park, and Joe's Skate Park. The Division also oversees the El Dorado Trail, the Sacramento-Placerville Transportation Corridor (SPTC), the Rubicon Trail and the River Program. The Parks Division also provides education on conservation and protection of the County’s natural resources.

The Rubicon program is responsible for monitoring, maintenance, education, restoration, and preservation of the world-renowned Rubicon Trail. The program provides community outreach and develops educational resources for the public to educate users on safe and responsible practices that promote the preservation and conservation of the trail and natural resources. The division is responsible for maintenance and monitoring activities, grant writing and administration, and compliance with the easement with the U.S. Forest Service. The division also works directly with the community, user groups, vendors, and other County departments and government agencies to coordinate activities on the Rubicon Trail.

Parks is also responsible for implementation of the El Dorado County River Management Plan (RMP). The program regulates commercial and non-commercial whitewater recreation activities on the 21-mile segment of the South Fork of the American River between the Chili Bar Dam near State Highway 193 and Salmon Falls Road at the upper extent of Folsom Reservoir. This program administers the established operational rules for commercial and non-commercial/private boaters navigating the river, along with health and safety objectives identified in the RMP and other County Ordinances. The division provides private boat education at the put-ins along the river corridor.

## STAFFING TREND

The recommended staff allocation for FY 2023-24 is 6.0 FTEs, which remains unchanged from FY 2022-23.



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## RECOMMENDED BUDGET

The Parks budget includes an operating budget in the General Fund and several Special Revenue Funds that fund specific programs.

The General Fund budget for the Division is recommended at \$7,830,727, which is an increase of \$2,935,834 (60%) compared to the FY 2022-23 Adopted Budget. The increase is primarily related to the development of the Diamond Spring Community Park and Chili Bar Park. Revenues total \$3,098,754 in the General Fund, a decrease of \$930,742 (23%) compared to FY 2022-23 Adopted Budget. The decrease in the budget is due to changes in programming, which were primarily funded through grants and funding from the Special Revenue Funds in FY 2022-23.

The Recommended Budget includes the use of the \$4.125 million General Fund Diamond Springs and Chili Bar Park Designation. The revenue is shown in Department 15 – General Revenues and Other Operations. The funding was put in the General Fund Designation in FY 2022-23 and is anticipated to be used in FY 2023-24 for the development of these parks.

The total General Fund Contribution of \$4,731,973 represents approximately 60% of the Parks budget, an increase of \$3,866,576 compared to the prior year. This increase is due to the use of the General Fund Diamond Springs and Chili Bar Park Designation where the revenue from this designation is not reflected in the Parks Budget but reflected in Department 15 – General Revenues and Other Operations.

## CAO Adjustments

At the recommendation of the Parks and Recreation Commission, there were several requests for funding for Parks improvements and Parks acquisitions. These requests are not included in the Recommended Budget but may be added should the year end with a higher-than-anticipated General Fund balance, and the Board determines that they should be prioritized over other needs.

## Sources & Uses of Funds

Parks and Trails funds come from a variety of sources, including donations, state, and federal grant funding, and the General Fund. Parks currently receives \$150,000 each year from Sacramento Municipal Utility District (SMUD) Fund Revenues to fund the Rubicon program. Funding is also provided by State Off-Highway Vehicle (OHV/Green Sticker) fees, which also fund the Rubicon program. Funding for American River programs is funded by commercial rafting user fees. Parks also generate some revenue from Parks use fees and fees for services provided by the Division.