

COUNTY OF SAN MATEO
Parks Department



DATE: January 22, 2015

COMMISSION MEETING DATE: February 5, 2015

TO: Parks and Recreation Commission

FROM: Eduardo Castillo, Management Analyst

SUBJECT: FY2014-15 Mid-Year Status, Year-End Projected Fund Balance, and FY2015-17 Budget Activities

RECOMMENDATION:

Review and accept report.

BACKGROUND:

This report covers budget activities since the Commission's December 4, 2014 meeting.

DISCUSSION:

This Mid-Year Report covers revenues and expenditures for the period from July 1, 2014 through and including December 31, 2014, which represents fifty percent of the fiscal year.

Revenues are at seventeen percent from budgeted. However, as previously reported, most of the revenue for capital projects is projected to come in at the later part of the fiscal year from grant reimbursements, Parks Reservation Fees (which are transferred from the corresponding Trust Funds in January and June), and approximately \$2.7 Million to come from Measure A reimbursements by June of 2015.

Total expenditures are at 37 percent, which is mostly due to Services and Supplies expenditures being at 22 percent and Fixed Assets at 28 percent at this point in the year. The main reason for these expenditures being low is that both Non-Capital Measure A and Capital Projects expenditures will increase substantially in the remaining half of the fiscal year. Therefore, monitoring of expenditures and conservative spending measures need to continue. Ranger IV's have access to their Districts' revenue and expenditures so that they can monitor and make proper decisions in the field.

Parks Department FY2014-15 Budget and Year-to-Date Revenue and Expenditures as of December 31, 2014 are as follows:

REVENUE	Budget	Actuals as of 12-31-14	%	Difference
GRAND TOTAL REVENUE	8,255,889	1,435,470	17%	6,820,419
EXPENDITURES				
	Budget	Total	%	Difference
SALARIES & BENEFITS	-	-	-	-
Salaries	5,088,727	2,352,196	46%	2,736,531
Benefits	<u>3,020,933</u>	<u>1,391,139</u>	<u>46%</u>	<u>1,629,794</u>
Sub total	8,109,660	3,743,335	46%	4,366,325
OPERATING EXPENSES	-	-	-	-
Services & Supplies	5,025,206	1,091,283	22%	3,933,923
Other Charges	1,838,551	936,104	51%	902,447
Fixed Assets	<u>2,728,247</u>	<u>760,021</u>	<u>28%</u>	<u>1,968,226</u>
Sub total	9,592,004	2,787,407	29%	6,804,597
GROSS APPROPRIATIONS	17,701,664	6,530,742	37%	11,170,922

Year-End Fund Balance Projections were done in early January. Adjustments were made to account for negotiated salary and benefits increases, seasonal employees (i.e. Park Aides), terminal pay (i.e. retirement pay outs) and administrative leave cash outs. Parks was given an offset from the County Manager's Office of \$531,745 to cover the cost of negotiated salary and benefits increase through the remainder of the fiscal year. An additional offset was given in the amount of \$309,495 as reimbursement from Non-Departmental General Funds for the loss in revenue caused by the closure of Memorial Park Campground.

The results of the Year-End Fund Balance Projections are as follows:

Beginning Fund Balance	\$2,995,088
Year-End Projected Fund Balance	<u>\$3,467,256</u>
	\$ 472,168 (Additional Fund Balance)

Budget activities have begun for FY2015-17. Scott Lombardi and I are meeting with all the Ranger IVs to go over their current District budgets and setting budget targets for individual parks. Today, the County Manager's Office will release initial salary and benefits projected costs to be used in the development of the FY2015-17 budget. On January 30th, future Department Service Charges will be released, which include facility rental charges, information technology, County security, and Human Resources. We have been told that Department Services Charges will increase substantially in FY2015-17. On February 9th, the County Manager's Office will release the Net County Cost Targets to all departments, which is the amount of General Funds given by the County Manager's Office to Departments to be able to run their programs.