

**CITY OF MERCED
2012-2013 ADOPTED BUDGET**

TAB 12

PARKS AND COMMUNITY SERVICES

Parks & Community Services

Park Reserve Fund

Child Development

Wahneta Hall Trust

PAGE NO.

12-1

12-11

12-14

12-17

PARKS AND COMMUNITY SERVICES
FUND NOS. 024 & 424
ACCOUNT NOS. 1201 – 1236, 1239 & 1252-1256

DESCRIPTION

The Parks and Community Services Department is responsible for providing recreation and leisure programs for children and adults, renting park facilities and fields, and overseeing the Merced Senior Community Center and Applegate Park Zoo.

MISSION

The mission of the Parks and Community Services Department is to serve all the citizens of the City by planning, promoting, maintaining, and developing activities and facilities that enhance the quality of life in Merced.

SERVICES TO BE PROVIDED

- Provide affordable youth sports programs and activities including basketball, baseball, flag football, and soccer.
- Provide adult sports programs and activities including basketball and softball.
- Continued support of Youth Sports Organizations (YSO's) through field preparations. YSO's will assume payments for use of lights at Rivera and Hoover Middle Schools, McNamara Park, and the Youth Sports Complex.
- Reduced funding for the Boys and Girls Club.
- Work with the Zoological Society to increase their contribution to the operations of Applegate Zoo.
- Schedule and coordinate facility rentals for the Rossotti building, Senior Center, Sam Pipes Room and other park buildings and facilities.
- Maintain Senior Center facility.
- Park program coordination to include Applegate Park Zoo, and youth and adult sport complexes for tournaments and practices.
- Wellness programs that compliment the HEAL Campaign.
- Recreational swim at McNamara Pool is added
- CEASE Fire program coordination will be added
- Continue coordination of Neighborhood Watch

SERVICES THAT DO NOT FIT INTO THE BUDGET

- Aquatics programs at Stephen Leonard and Ada Givens Pools
- The bounce houses and mobile recreation eliminated.

- Youth Services division will be reduced and Drop In programs at McNamara Park and Stephen Leonard Park eliminated due to duplication of services.
- The contract with the Boys and Girls Club will be decreased
- Senior Center staffing will be decreased and the use of volunteers and other programs will increase.

2012-2013 BUDGET HIGHLIGHTS

The Secretary positions will be eliminated for FY 12-13.

Parks & Community Service

PERSONNEL

Number of Positions

Classification	Funded In Budget 2011-12	City Mgr. Recom. 2012-13	Council Approval
Director of Economic Dev. Rec. Coordinator	.20	2.00	
Recreation Supervisor	3.00		3.00
Clerk-Typist/Sec'y I/II	1.00		
Lead Zookeeper	1.00	1.00	1.00
TOTAL	5.20	3.25	4.25

BUDGET DETAIL EXPENSES

024-1201 Parks & Community Service						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2009-10	ACTUAL 2010-11	FINAL BUDGET 2011-12	CITY MGR. RECOM. 2012-13	COUNCIL APPROVAL 2012-13
541.01-00	Regular Salaries	497,773	365,765	305,608	170,429	250,819
541.03-00	Extra Help	287,013	270,338	231,046	96,823	125,610
541.04-01	Regular Overtime	7,485	1,689	3,891	3,391	3,391
541.04-04	Call Back Time Worked	0	43	131	131	131
541.10-01	Holiday Pay	1,883	1,923	1,739	1,739	1,739
541.10-02	Unused Sick Leave	1,141	1,177	0	0	0
541.10-05	Retirement PERS	85,320	61,758	61,234	35,686	52,437
541.10-06	Social Security-OASDI	30,904	24,058	18,879	10,601	15,585
541.10-07	Social Security-Medicare	11,818	10,391	7,778	3,883	5,467
541.10-08	State Unemployment	5,555	167,884	35,823	197	20,214
541.10-12	Workers Compensation	6,962	31,252	31,943	25,867	25,867
541.10-20	Earned Benefit	19,746	91,886	3,477	3,477	3,477
541.10-24	Vehicle Allowance	7,500	3,000	0	0	0
541.10-27	PTS Plan FICA Alternative	3,752	3,523	3,004	1,258	1,635
541.10-32	Cash Back-Biweekly Allow	617	14	0	0	0
541.10-33	Core Allowance	98,299	80,431	73,157	52,544	56,995
541.10-35	Post Employment Benefits	19,426	23,399	32,116	32,689	32,689
Personnel Services		1,085,194	1,138,531	809,826	438,715	596,056
542.11-00	Utilities	39,289	39,387	59,367	46,047	46,047
542.12-00	Telephone	8,462	6,344	6,984	4,596	5,796
542.13-00	Postage	1,152	644	1,100	1,100	1,100
542.14-00	Advertising	132	0	850	1,850	1,850
542.15-00	Office Supplies	4,542	2,482	5,050	2,950	2,950
542.16-00	Printing	0	0	255	255	255
542.17-00	Professional Services	115,355	91,711	133,960	99,590	110,232
542.18-00	Travel and Meetings	2,402	976	3,580	0	0
542.19-00	Mileage	108	152	500	0	3,500
542.20-00	Training Expense	1,641	400	2,900	0	0
542.21-00	Rents/Leases	10,139	3,948	2,428	2,428	2,428
542.22-00	Office Equipment O & M	52	0	510	510	510
542.23-00	Vehicle Operations/Maint	4,967	5,758	7,752	8,212	8,212
542.24-00	Memberships, Subscription	1,833	789	14,246	4,389	4,389
542.25-00	Maintenance Matls & Svcs	5,939	6,132	4,830	4,830	4,830
542.29-00	Other Materials Supplies	85,953	65,638	50,329	36,659	58,126
542.30-01	Dept Share of Insurance	25,510	19,816	23,871	15,607	15,607
542.34-00	Contingency Reserve	0	0	50,000	50,000	50,000
542.38-00	Support Services	62,586	51,715	44,161	35,899	35,899
542.45-00	Facilities Maint Charge	141,597	120,337	128,446	127,977	127,977
Supplies and Services		511,659	415,429	541,119	442,899	479,708
543.43-00	Machinery/Equipment	1,742	480	400	400	400
Property		1,742	480	400	400	400
544.91-01	Adm Exp-City Manager	15,536	11,572	7,359	5,322	5,322
544.91-02	Adm Exp-City Attorney	2,602	1,040	17	573	573
544.91-09	Adm Exp-Finance	39,714	35,584	27,609	20,959	20,959
544.91-10	Adm Exp-Purchasing	6,137	5,099	3,183	2,640	2,640
544.91-16	Adm Exp-City Council	6,876	5,755	3,578	2,074	2,074
Other		70,865	59,050	41,746	31,568	31,568
545.92-01	Interdept DSC-General Fnd	27,864	26,608	2,637	0	0
545.92-17	Interdept DSC-Develop Svc	10,638	10,544	9,124	0	0
Interdepartmental		38,502	37,152	11,761	0	0

BUDGET DETAIL EXPENSES

024-1201 Parks & Community Service						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2009-10	ACTUAL 2010-11	FINAL BUDGET 2011-12	CITY MGR. RECOM. 2012-13	COUNCIL APPROVAL 2012-13
948.93-42	Trsf-Park ReserveCIP(442)	7,416	10,291	10,452	10,452	10,452
	Other	7,416	10,291	10,452	10,452	10,452
968.93-71	Trsf-Facilities Main(671)	0	0	0	7,533	7,533
	Other	0	0	0	7,533	7,533
**	Parks & Community Service	1,715,378	1,660,933	1,415,304	931,567	1,125,717

BUDGET DETAIL EXPENSES

424-1201 Parks & Community Service						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2009-10	ACTUAL 2010-11	FINAL BUDGET 2011-12	CITY MGR. RECOM. 2012-13	COUNCIL APPROVAL 2012-13
647.65-00	Capital Imp. Projects	218,780	241,087	2,936,406	2,680,481	2,680,481
	Capital Outlay	218,780	241,087	2,936,406	2,680,481	2,680,481
908.93-01	Trsf-General Fund (001)	1,596	20,807	1,350	0	0
	Other	1,596	20,807	1,350	0	0
**	Parks & Community Service	220,376	261,894	2,937,756	2,680,481	2,680,481

PARKS AND COMMUNITY SERVICES

- 03-00 Extra help for USDA mandated staffing levels at Applegate Park Zoo, facility rental programs, and special events such as Summer Camp.
- 11-00 Includes utility costs for recreation centers, Merced Senior Community Center, Rossotti Ed-Zoo-Cation Center and Applegate Park Zoo.
- 12-00 Includes admin staff desk phones, cell phones, recreation center and Senior Center office phones; internet services to Senior Center and Zoo.
- 16-00 Printing of special event and recreation program brochures, business cards, evaluation forms and educational materials.
- 17-00 Annual agreement for Boys and Girls Club of Merced, sports official agreements, health permits; fingerprinting of recreation leaders, and zoo volunteers; contract instructor agreements for dance, creative arts, outdoor recreation and fitness/sports leisure classes and annual agreement for zoo veterinarian services.
- 18-00 All travel and meetings to California Parks and Recreation Society (CPRS) State Conference (Administrator and Commissioners) and League of California Cities.
- 19-00 Mileage for miscellaneous meetings.
- 20-00 All California Park and Recreation Society Administrators Institutes, annual conferences, continuing education, and other miscellaneous training fees have been deleted for this budget cycle.
- 21-00 Reimbursement to Merced City School District, rents and leases of security alarms, gyms for basketball and volleyball, buildings, shelters, and commercial storage units.
- 22-00 Maintenance for typewriter, copy machines, audiovisual equipment, and PC software.
- 24-00 All memberships have been deleted except as required for the Applegate Zoo.

PARKS AND COMMUNITY SERVICES (continued)

Required USDA,, California Department of Fish and Game and National Wildlife Service annual license fees for annual zoo permits and fees will be paid through this fund.

- 25-00 Repair of zoo cages and grounds, food preparation and cleaning materials, plant materials, lumber, wire for cages, hardware, chemicals and paint, zoo landscape material.
- 26-00 Repairs to refrigerators, freezers, and power tools
- 27-00 Replacement rakes, shovels, buckets, saws, paint brushes and other small supply items at Zoo
- 28-00 Disposable gloves, boots, surgical soap, miscellaneous first aid supplies at zoo
- 29-00 Supplies and trophies for special events, receptions, youth and adult sports, swimming, after-school and summer recreation, volunteers, and zoo camps, first aid and safety equipment for youth and sport programs, computer supplies for registration, pool supplies and chemicals, zoo food supplies for animals, general office supplies All other program supplies and services for Recreation Administration, Rossotti Ed-Zoo-Cation Center, Applegate Park Zoo are funded in this account.
- 34-00 Contingency reserve for unanticipated program start-up or expansion

FOOTNOTE:

Fund 024 includes Parks and Community Services administration, programs, facilities and the Zoo.

Fund 424 was established to account for capital improvements, formerly included in Fund 024.

The City will continue to fund two-thirds of the zoo-operating budget. The Merced Zoological Society contributes proceeds from admissions and other fund raising activities to assist with zoo overhead expenses.

**PARK RESERVE FUND
FUND NO. 442
ACCOUNT NO. 1202**

PROGRAM

In accordance with the Merced Municipal Code, as a condition of approval of a final subdivision map or parcel map, a developer must dedicate land; pay a fee in lieu thereof, or both, at the option of the City, for neighborhood and Community Park or recreational purposes.

All in-lieu fees collected are deposited into this fund and may only be used for the purpose of acquiring necessary land and developing new or rehabilitating existing park or recreational facilities reasonably related to serving the subdivision.

The Development Services Department has completed an update to the Open Space Master Plan. This Plan is a significant tool in making decisions regarding when and where facilities are constructed.

BUDGET DETAIL EXPENSES

442-1202 Park Reserve						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2009-10	ACTUAL 2010-11	FINAL BUDGET 2011-12	CITY MGR. RECOM. 2012-13	COUNCIL APPROVAL 2012-13
647.65-00	Capital Imp. Projects	321,759	614,172	572,354	81,822	81,822
	Capital Outlay	321,759	614,172	572,354	81,822	81,822
706.71-01	Principal-Bond Payment	0	0	0	250,000	250,000
706.72-01	Interest Bond Payment	15,000	15,000	15,000	15,000	15,000
	Debt Services	15,000	15,000	15,000	265,000	265,000
908.93-48	Trsf-Facilities-Park(048)	0	11,899	0	0	0
	Other	0	11,899	0	0	0
**	Park Reserve	336,759	641,071	587,354	346,822	346,822

CHILD DEVELOPMENT SPECIAL REVENUE FUND
FUND NO. 036
ACCOUNT NO. 1210

PROGRAM

Pursuant to the provisions of the Federal Block Grant, the City of Merced, as grantee, shall maintain a special revenue fund entitled "Child Development Fund" for the receipt and distribution of proceeds from the grant.

The City subcontracts with the Merced City School District for the operation of this program, including all day-care for school-age children for "off-track" students, after-school care for "on-track" students, and summer care for traditionally tracked students. The grant, in part, subsidizes income-qualified families for this program.

This program was previously referred to as the Youth Enrichment Program - YEP.

BUDGET DETAIL EXPENSES

036-1210 Child Development SR Fund						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2009-10	ACTUAL 2010-11	FINAL BUDGET 2011-12	CITY MGR. RECOM. 2012-13	COUNCIL APPROVAL 2012-13
542.17-00	Professional Services	888,164	535,703	545,058	62,740	62,740
	Supplies and Services	888,164	535,703	545,058	62,740	62,740
544.91-09	Adm Exp-Finance	10,270	11,398	11,398	0	0
544.91-24	Adm Exp-Recr. and Parks	20,510	22,796	22,796	0	0
	Other	30,780	34,194	34,194	0	0
**	Child Development SR Fund	918,944	569,897	579,252	62,740	62,740

WAHNETA HALL TRUST FUND
FUND NO. 795
ACCOUNT NO. 1903

PROGRAM

The City Council was named trustee for funds bequeathed by Wahnetta Hall for two specific purposes:

1. The operation of a train in Applegate Park; or
2. Public concerts in Applegate Park.

An administrative policy has been established regulating the annual disbursement of trust income to qualified applicants. The amount of the annual distribution is all interest earnings in excess of the original principal amount of \$167,278.

BUDGET DETAIL EXPENSES

795-1903 Wahneteta Hall 1991 Trust						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2009-10	ACTUAL 2010-11	FINAL BUDGET 2011-12	CITY MGR. RECOM. 2012-13	COUNCIL APPROVAL 2012-13
592.29-00	Other Materials Supplies	2,500	3,770	1,200	1,590	1,590
	Supplies and Services	2,500	3,770	1,200	1,590	1,590
**	Wahneteta Hall 1991 Trust	2,500	3,770	1,200	1,590	1,590