

The Department of Parks, Recreation, and Community Services (PRCS) provides recreational, educational, wellness, cultural, and supportive opportunities to County residents. Facilities are located throughout the County and include recreation centers, community centers, athletic fields, swimming pools, senior centers, adult day care centers, the Central Kitchen, parks, trails, historic properties, and after school care programs. Offerings include sports activities for youth and adults, instructional and interpretive classes, programs for senior citizens, visual and performing arts, childcare, preschool, after school activities, trips, camps, special events, volunteer opportunities, educational and prevention programs for youth, and programs for individuals with disabilities.

Parks, Recreation, and Community Services' Programs

Adaptive Recreation

Provides accessible leisure and recreational opportunities for County residents with cognitive and physical disabilities.

Administration

Provides human resources management, facility management, planning and development, training, public relations, communications and marketing, procurement, emergency management, and financial services for the Department.

Aging Services

Plans, implements, and promotes programs and services to enhance well-being, independence, and quality of life for older adults and their caregivers.

Children's Programs

Provides after school programs and summer and specialty camps that build leisure, social, and physical skills through diverse and developmentally appropriate recreational and educational programs.

Community Centers

Provides recreational, educational, and cultural services for all abilities and age levels in childcare and pre-school programs, special events, classes, and activity programs.

Facilities Planning and Development

Supports the Department through facility planning and design, proffer management, recreational trail development, and project management activities.

Maintenance Services

Maintains and repairs Department property, facilities, vehicles, and equipment, and provides services in emergency response situations.

Parks

Provides high quality outdoor park facilities, open space, cultural programs and services, and management of park facilities.

Recreation Centers

Provides land and aquatic-based recreational programming and activities for youth and adults of Loudoun through three facilities, including two full-service recreation centers.

Sports

Provides youth and adults with opportunities to participate in athletics in both a competitive and recreational environment and to learn and develop lifelong skills.

Youth Services

Provides middle school and high school age youth with opportunities in recreational, educational, and cultural events that promote leadership development and positive choices.



Budget Analysis

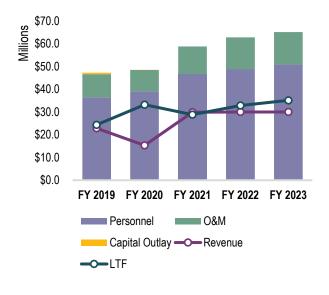
Department Financial and FTE Summary¹

	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Proposed	FY 2023 Projected
Expenditures					
Personnel	\$36,440,315	\$39,065,416	\$46,704,430	\$48,893,212	\$50,871,358
Operating and Maintenance	10,206,554	9,395,054	12,060,462	13,919,775	\$14,217,785
Capital Outlay	565,789	31,419	0	0	0
Total – Expenditures	\$47,212,658	\$48,491,889	\$58,764,891	\$62,812,987	\$65,089,144
Revenues					
Permits, Fees, and Licenses	\$15,041	\$10,039	\$10,425	\$13,250	\$13,250
Use of Money and Property	1,569,180	1,260,786	2,284,859	2,309,859	\$2,309,859
Charges for Services	19,779,902	12,796,189	26,270,379	26,300,040	\$26,300,040
Miscellaneous Revenue	287,541	120,721	35,200	35,200	\$35,200
Recovered Costs	348,722	267,401	389,759	389,759	\$389,759
Intergovernmental - Commonwealth	241,128	249,914	249,869	251,796	\$251,796
Intergovernmental - Federal	502,419	492,612	555,052	569,801	\$569,801
Other Financing Sources	117,780	117,780	117,780	117,780	\$117,780
Total – Revenues	\$22,861,712	\$15,315,442	\$29,913,323	\$29,987,485	\$29,987,485
Local Tax Funding	\$24,350,945	\$33,176,447	\$28,851,568	\$32,825,502	\$35,101,659
FTE ²	620.22	654.05	677.13	719.27	729.44

¹ Sums may not equal due to rounding.

² PRCS has positions associated with two requests (Trail Crew, 2.00 FTE and YAS Expansion, 1.33 FTE) included in the FY 2022 Proposed Budget within Board of Supervisors' Priorities included in the Board of Supervisors' narrative in the General Government section. The resources—budget and FTE—associated with those requests will be structured and budgeted in PRCS's budget.





Revenue and Expenditure History

Revenue/Local Tax Funding

As shown, the Department of Parks, Recreation, and Community Services (PRCS) is generally funded almost equally by local tax funding and program-generated revenue. Program-generated revenue consists of charges for services, programs, and facility rentals. FY 2020 revenue declines are attributed to program and facility interruptions due to the COVID-19 pandemic.

Expenditure

The majority of PRCS's expenditure budget is dedicated to personnel costs (approximately 80 percent). Major drivers of personnel increases are additional staffing as outlined in the Staffing/FTE History section, market and merit increases in each fiscal year, adjustments in FY 2020 and 2021 to reflect a new classification and compensation system approved by the Board in November 2019, and a 3.5 percent merit increase for FY 2021.



FY 2019: 3.00 FTE Administration, 1.00 FTE Facilities Planning and Development, 0.47 FTE Aging Services, 1.00 FTE Franklin Park Arts Center, 3.00 FTE Parks Maintenance Technicians, 2.98 FTE Children's Programs FY 2020: 6.00 FTE Administration, 1.00 FTE Adaptive Recreation, 0.93 FTE Aging Services, 8.18 FTE Children's Programs, 5.00 FTE Maintenance Services, 6.04 Recreation

Centers, 2.87 FTE Sports, 3.80 FTE Youth Services

FY 2021 (total 23.08 FTE): 7.53 FTE Ashburn Senior Center

Staffing, 2.86 FTE CASA Academies Staffing, 4.69 FTE Summer Camp Staff – Licensed Programs, 2.00 FTE licensed program assistants (Preschools), 1.00 FTE children's program manager, 2.00 FTE HR Staff, 3.00 FTE Re-org positions (2.00 FTE assistant directors, 1.00 FTE aquatics manager)

The Department of Parks, Recreation, and Community Services (PRCS) provides recreational, educational, and cultural opportunities to County residents through its broad array of programs and services. In addition, the Department provides wellness and support services to residents. PRCS's expenditures have risen primarily due to personnel costs. Personnel costs make up approximately 80 percent of the Department's expenditures. PRCS's revenues are driven by the Department's programs and facilities including fees associated with childcare and children's programs, adult programs, aging programs, sports, and facility rentals.

In FY 2021, PRCS added a total of 23.08 FTE associated with capital facility openings, internal support needs, and revenue generating programs. PRCS added 7.53 FTE to support the needs of Ashburn Senior Center, which is set to open in April 2021. The FY 2021 Adopted Budget also included 2.00 FTE for two HR assistants to manage the routine workload associated with hiring and managing PRCS positions. Additionally, as part of the first phase of its departmental

Staffing/FTE History



reorganization, PRCS added 1.00 FTE for an aquatics manager and 2.00 FTE for assistant directors. Finally, a total of 10.55 FTE were added for programs fully offset by revenue including: 1.00 FTE children's program manager, 4.69 FTE summer camp staff- licensed programs, and 2.00 FTE licensed program assistants (preschools).

Due to the unclear economic picture resulting from the COVID-19 pandemic, when the Board of Supervisors adopted the FY 2021 budget, most new expenditures, including new positions funded by local tax funding, were frozen until revenues are determined available to support those expenditures. The Board unfroze 7.53 FTE for Ashburn Senior Center and 2.00 FTE for the HR assistants on December 15, 2020. The 3.00 FTE re-org positions remain frozen until further Board action or the start of FY 2022. Additionally, the FTE Authority positions described above are filled on an as-needed basis to support PRCS's revenue generating programs.

PRCS's operating and maintenance budget includes a decrease of approximately \$250,000 due to the movement of vehicle fuel charges from department budgets into the budget of the Department of General Services (DGS). This is offset by base adjustments of approximately \$250,000 for increases in contract prices for outdoor maintenance, supply and equipment costs, and professional service needs. The revenue budget for PRCS is reevaluated annually to align budget with actuals. Accordingly, the FY 2022 Proposed Budget includes a decrease of approximately \$220,000 from FY 2021 Adopted to reflect program actuals for programs without board-mandated cost recovery requirements. This decrease amount is offset by increases associated with program expansions in the CASA and YAS program as described in the resource request sections below.

For FY 2022, the Department's budget requests focus on the thematic areas of capital facility openings, internal support, and FTE authority. Additionally, PRCS has positions associated with two requests (Trail Crew, 2.00 FTE and YAS Expansion, 1.20 FTE) included in the FY 2022 Proposed Budget within Board of Supervisors' Priorities included in the Board of Supervisors' narrative in the General Government section. The resources—budget and FTE—associated with those requests will be structured and budgeted in PRCS's budget.

Capital Facility Openings

PRCS is preparing to open Hal and Berni Hanson Regional Park, a new 257.35 acre park within the Dulles Planning Subarea. This will be PRCS's fourth regional park after Franklin, Bolen, and Claude Moore. The park will include athletic fields and amenities such as lighted fields, fencing, site utilities, parking, site access from the public road, landscaping, public restrooms, groundwater wells, irrigation, staff offices, meeting rooms, storage, scorekeeper/umpire areas, maintenance facilities, picnic pavilions, bleachers, and passive areas. This request includes 24.88 FTE necessary for the operations and maintenance planned for the park. Two positions, the park manager and outdoor maintenance coordinator, are budgeted for the full year. The remainder of the staff are requested for six months to coincide with final completion anticipated for early calendar year 2022.

PRCS has two community centers undergoing renovations, which will expand programing capacity at those sites due to increased hours of operation and enhanced amenities. Sterling Community Center is expected to be completed in summer 2021 and Lovettsville in spring 2022. The requested resources (2.00 FTE at each site) will provide one recreation programmer and facility supervisor at each site to meet increased demands for programs and services.

Finally, the Proposed Budget for PRCS includes 3.00 FTE to meet the growing demand for athletic fields in addition to sustaining general park maintenance needs. Included in this request are two maintenance technicians and one irrigation technician to maintain irrigation systems at Moorefield, Evermore, Brambleton East, and Lovettsville Parks as well as new school sites.

FTE Authority

Included in the FY 2022 Proposed Budget for PRCS is a request to add the PRCS's After School program (CASA) to Hovatter Elementary, which will open in fall 2021, including the addition of 2.93 FTE. Opening this site will enable the program to



serve up to 72 additional students. This request continues the service level of providing after school care for children in most Loudoun County elementary schools while attaining the Board mandated 118.4 percent cost recovery rate program wide.

Internal Support

PRCS's first priority resource request is 1.00 FTE for an administrative office manager to supervise three customer service assistants (CSAs), manage escalated customer service incidents, and support general office logistics for PRCS's Miller Drive office. CSAs manage customer phone calls and walk-in inquiries for all PRCS programs. Additionally, they provide administrative support to the divisions of Children's Programs and Sports and Youth Services. The position is needed to manage office logistics and CSA staff needs to continue providing the current level of customer service.

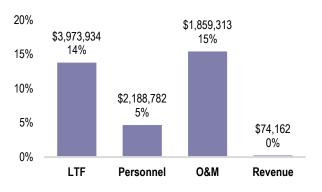
The Department's second priority request is to add personnel included in the second phase of the departmental reorganization. PRCS has grown significantly over the past five fiscal years to meet increasing community service, programming, and recreational needs for County residents. This growth has added tremendous volume to the workload of management, decreasing the capacity for the organization to be forward thinking and proactive in meeting its central mission. Recognizing this need for additional management support, PRCS contracted with GreenPlay LLC in FY 2019 to conduct an organizational analysis and benchmarking study, which recommended changes to the Department's organizational structure. The first phase of this study added a total of 3.00 FTE in FY 2021, which is described in the Staffing/ FTE History section above.

The second phase, PRCS's second priority for FY 2022, proposes the addition of 3.00 FTE including 1.00 FTE deputy director, 1.00 FTE division manager of programing, and 1.00 FTE customer service manager. The deputy director will be primarily dedicated to the oversight of the facilities planning and development and accreditation areas, but will also be responsible for special projects, planning, and policy development. The division manager of programming will oversee all PRCS programs, evaluate best practices, and make recommendations for improvement to ensure consistent and reliable quality service delivery across all PRCS programs regardless of location. Additionally, this position will ensure compliance with PRCS's programming plan, which is a requirement for the National Recreation and Park Association's Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation. Finally, the customer service manager will serve as the subject matter expert for customer service for the entire Department, providing quality control and ensuring that PRCS programs meet customer needs. Where the deputy director will lead the development of policy, the division manager of programming will operationalize such policies, and the customer service manager will close the feedback loop with customers.

Collectively, these positions will enable a more proactive, results-oriented, and customer service driven organization. Implementation of the two phases of the reorganization will enable each level of the organization to focus on primary functions. The Department has grown by 142.66 FTE over the previous five fiscal years, representing a 27 percent increase (FY 2016-2021)—comprised of primarily programming staff to deliver programs to residents. Full implementation of this reorganization will create the organizational infrastructure necessary to fully support this mission.



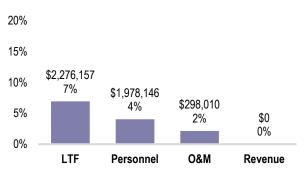
Percent Change from Adopted FY 2021 to Proposed FY 2022



Reasons for Change:

Personnel: ↑ 42.14 FTE¹, general pay changes **|| O&M:** ↑ O&M associated with resource requests **|| Revenue:** ↑increased revenue associated with expanded CASA and YAS programs

Percent Change from Proposed FY 2022 to Projected FY 2023



Reasons for Change:

Personnel: ↑ 4 percent including FTE associated with the opening of Scott Jenkins Memorial Park (1.50 FTE) & Lovettsville District Park (8.67 FTE)|| O&M: ↑ 2 percent, new capital facility expenditures || Revenue: ↔

¹ This includes FTE associated with the two requests included as Board (Trail Crew, 2.00 FTE and YAS Expansion, 1.33 FTE), which are discussed in the FY 2022 Proposed Budget within Board of Supervisors' Priorities.



 \$860,295 \$1,788,858 \$191,000 \$0 \$50,000 \$2,790,153 2 Details Details PM Highlight: Number of daily visits annually Program: Parks Programs & Parks Maintenance Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Coordinator, 1 Maintenance Tech II, 1 Maintenance Tech II, 1 Horticulture Tech III, 1 Horticulture Tech III, 1 Horticulture Tech III, 1 Horticulture Tech III, 1 Horticulture Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening 							
\$860,295 \$1,788,858 \$191,000 \$0 \$50,000 \$2,790,153 2 Details Service Level: Enhanced Service Level Request Not mandated Number of daily visits annually • Hal and Berni Hanson Regional Park, located in the Planning Subarea, is 257.35 acres and will contain at fields and supporting amenities such as lighted fields, fencing, site utilities, parking, site access from the pull road, landscaping, public restrooms, groundwater we irrigation, staff offices, meeting rooms, storage, scorekeeper/umpire areas, maintenance facilities, pic pavilions, bleachers and passive recreational areas. Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Tech II, 1 Horticulture Tech III, 1 Horticulture Tech II, 1 Administrative Manager, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty • Revenue is budgeted for six months to coincide with planned opening; revenue will be reevaluated in subsystems; revenue will be reevaluated in s	oital Facility Ope	ning: Hal & Berni Han	nson Regiona	l Park			
 Service Level: Enhanced Service Level Request Mandates: Not mandated PM Highlight: Number of daily visits annually Program: Parks Programs & Parks Maintenance Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Coordinator, 1 Maintenance Tech II, 4 Maintenance Tech II, 1 Horticulture Tech III, 1 Horticulture Tech III, 1 Horticulture Tech II, 1 Administrative Manager, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening Hal and Berni Hanson Regional Park, located in the Planning Subarea, is 257.35 acres and will contain at fields and supporting amenities such as lighted fields, fencing, site utilities, parking, site access from the pulroad, landscaping, public restrooms, groundwater we irrigation, staff offices, meeting rooms, storage, scorekeeper/umpire areas, maintenance facilities, picture areas, naintenance facilities, parking site access from the pulroad, landscaping, public restrooms, groundwater we irrigation, staff offices, meeting rooms, storage, scorekeeper/umpire areas, maintenance facilities, picture areas, naintenance facilities, picture areas, naintenance facilities, parking area and outdoor maintenance coordinato requested for the full year; remaining positions are profor six months. Capital costs will include fleet vehicles necessary for maintaining park grounds, fields, and facilities. Revenue is budgeted for six months to coincide with planned opening; revenue will be reevaluated in subsystems. 		•					FTE: 24.88
 Mandates: Not mandated PM Highlight: Number of daily visits annually Program: Parks Programs & Parks Maintenance Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Coordinator, 1 Maintenance Tech II, 4 Horticulture Tech III, 1 Horticulture Tech II, 1 Horticulture Tech III, 1 Horticulture Tech II, 1 Horticulture Tech III, 1 Horticulture Tech II, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening 	ails			Overview			
 PM Highlight: Number of daily visits annually Program: Parks Programs & Parks Maintenance Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Tech II, 4 Maintenance Tech II, 1 Horticulture Tech III, 1 Horticulture Tech III, 1 Horticulture Tech II, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening 	Service Level:	Enhanced Service Level	Request				
 Program: Parks Programs & Parks Maintenance Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Tech II, 1 Horticulture Tech III, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening 	Mandates:	Not mandated		•			
 Maintenance Positions: 1 Park Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Coordinator, 1 Maintenance Tech II, 4 Maintenance Tech I, 1 Horticulture Tech III, 1 Horticulture Tech II, 1 Administrative Manager, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening 	PM Highlight:	Number of daily visits an	nually	fencing, site utilities	s, parking, site ad	ccess from the	public
 Positions: TPark Manager, 1 Assistant Manager, 1 Naturalist, 1 Program Specialist, 1 Outdoor Maintenance Coordinator, 1 Maintenance Tech II, 4 Maintenance Tech I, 1 Horticulture Tech III, 1 Horticulture Tech II, 1 Administrative Manager, 2 Maintenance Workers, 1 Customer Services Assistant, 16 Facility Supervisors (Pool), 2 Managers on Duty Theme: Capital Facility Opening Park is expected to be completed at the end of CY 2 Park manager and outdoor maintenance coordinato requested for the full year; remaining positions are pr for six months. Capital costs will include fleet vehicles necessary for maintaining park grounds, fields, and facilities. Revenue is budgeted for six months to coincide with planned opening; revenue will be reevaluated in subs years. 	Program:		3	scorekeeper/umpir	e areas, mainten	ance facilities,	
	Positions:	Manager, 1 Naturalist, 1 Specialist, 1 Outdoor Ma Coordinator, 1 Maintenar Maintenance Tech I, 1 H Tech III, 1 Horticulture Te Administrative Manager, Maintenance Workers, 1 Services Assistant, 16 Fa Supervisors (Pool), 2 Ma	Program aintenance nce Tech II, 4 lorticulture ech II, 1 2 Customer acility	 Park is expected Park manager an requested for the fit for six months. Capital costs will maintaining park gi Revenue is budge planned opening; r 	to be completed d outdoor mainte ull year; remainin include fleet vehi rounds, fields, an eted for six month	at the end of C nance coordina g positions are cles necessary d facilities. ns to coincide v	Y 2020. ator are prorated for vith the
	Theme:	Capital Facility Opening					
One-time Costs: \$1,327,370 Recurring Costs: \$1,512,783	One-time Costs: ecurring Costs:	\$1,327,370 \$1,512,783					

FY 2022 Proposed Resource Requests^{1,2}

¹ The requests presented display total cost, including the acquisition of vehicles, technology, and office furniture (as applicable). Funds for these items are shown in the Non-Departmental section, page 6-2.

² PRCS has positions associated with two requests (Trail Crew, 2.00 FTE and YAS Expansion, 1.33 FTE) included in the FY 2022 Proposed Budget within Board of Supervisors' Priorities included in the Board of Supervisors' narrative in the General Government section. The resources—budget and FTE—associated with those requests will be structured and budgeted in PRCS's budget.



Capital Facility Op	ening: Sterling Cor	nmunity Center				
Personnel: \$137,141	O&M: \$31,880	Capital: \$0	Reallocation: \$0	Revenue: \$0	LTF: \$169,021	FTE: 2.00
Details			Overview			
Service Level: Mandates: PM Highlight:	Enhanced Service L Not mandated Number of programs	·	 Sterling Commu renovations that v increased hours of will require addition 	vill increase the se f operation and e	ervice delivery nhanced amen	through
Program:	Community Center - Support	Operational	 Sterling Commu August 2021; reso 	inity Center is sla	ted to be comp	
Positions:	1 Recreation Progra Supervisor	mmer, 1 Facility	year.			
Theme:	Capital Facility Oper	ning				
One-time Costs: Recurring Costs:	\$9,505 \$159,516					

Capital Facility Op	ening: Lovettsville	Community Ce	nter			
Personnel: \$34,285	O&M: \$31,880	Capital: \$0	Reallocation: \$0	Revenue: \$0	LTF: \$66,165	FTE: 2.00
Details			Overview			
Service Level: Mandates:	Enhanced Service L Not mandated	evel Request	Lovettsville Con renovations that v	vill increase the s	ervice delivery	/ through
PM Highlight:	Number of programs	sheld	increased hours of will require addition • Lovettsville Con	onal staff support		
Program:	Community Center - Support	Operational	completion date of one quarter.			
Positions:	1 Recreation Progra Supervisor	mmer, 1 Facility				
Theme:	Capital Facility Oper	ning				
One-time Costs: Recurring Costs:	\$9,505 \$56,660					



Capital Facility Ope	ning: Outdoor M	laintenance Staff				
Personnel: \$194,864	O&M: \$43,470	Capital: \$109,000	Reallocation: \$0	Revenue: \$0	LTF: \$347,334	FTE: 3.00
Details			Overview			
Service Level: Mandates: PM Highlight: Program: Positions:	Current Service I Not mandated Number of athlet Outdoor Mainten 2 Maintenance T Irrigation Technic	ic fields maintained ance echnicians, 1	 PRCS Outdoor N geographic crews Demands from n increases in field p tournaments, addi park maintenance time, requires an a Central & South cr 	(West, South, Ea ew parks (Moorei vriority level, num tional school field needs, combined additional mainter	st, Central, and field, Evermore ber of weekly s and increase d with extensive nance technicia	d Lakes). ;), e in general e travel an for West,
Theme:	Capital Facility O	penings	level demands for		profield Everm	010
One-time Costs: Recurring Costs:	\$116,020 \$231,314		Additional irrigati Brambleton East & requires a third teo Request includes maintenance dema	Lovettsville Park chnician to meet of capital equipme	ks and new sch county irrigation	nool sites n needs.

FTE Authority: CASA Expansion	
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FIE Authority: CAS	A Expansion					
Personnel:	O&M:	Capital:	Reallocation:	Revenue:	LTF:	FTE:
\$169,068	\$19,982	\$0	\$0	\$223,835	(\$34,785)	2.93
Details			Overview			
Service Level: Mandates:	Enhanced Servic Not mandated	ce Level Request	 This request for leaders will enab 	le PRCS to open		
PM Highlight:	Number of CASA Annually	A Participants	 Elementary for 72 CASA operates is in an area whe 	at each element		
Program:	CASA		and substantial w		5	
Positions:	1 Child Care Sup Leaders	pervisor, 4 CASA	• Revenue is bas \$355 planned for			nonth cost of
Theme:	FTE Authority					
One-time Costs: Recurring Costs:	\$8,573 \$180,477					



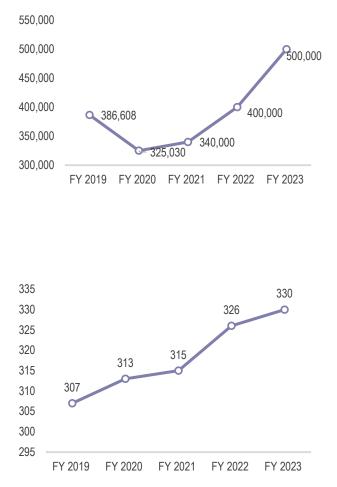
Priority 1: Administ	rative Office Ma	nager				
Personnel: \$83,833	O&M: \$8,655	Capital: \$7,500	Reallocation: \$0	Revenue: \$0	LTF: \$99,988	FTE: 1.00
Details			Overview			
Service Level: Mandates: PM Highlight: Program: Positions: Theme: One-time Costs:	Current Service Not mandated Calls Answered Administration - 1 Office Manage Internal Support \$14,530	(CSA's) Operations r	 An administrative customer service customer service needs. CSAs take customer service pRCS programs, Program, Sports well as office sup Since moving to December 2018, 	assistants (CSA issues, and gen provide admin. Services and Yo port for the Mille PRCS's current	s), manage esc eral office logis and walk-in in support to the C uth Services Di r Drive office. office on Miller	calated tics of staff quiries for all Children's visions, as
Recurring Costs:	\$85,458		an additional 20 s next two years.			

Personnel: \$92,255	O&M: \$98,535	Capital: \$68,000	Reallocation: \$0	Revenue: \$0	LTF: \$258,790	FTE: 3.00
Details			Overview			
Service Level: Mandates: PM Highlight:	Enhanced Ser Not mandated None	vice Level Request	 This is the second reorganization. T during the FY 202 Phase two of the two of two of the two of the two of the two of two o	he BOS approve 21 budget proces	d phase one of ss.	the re-org
Program:	Administration Management	- Department	director, division service manager by adding operat	These positions	will impact serv	vice deliver
Positions:		ervice Manager, 1 or, 1 Division Manager	 Positions are bu FY 2021 re-org p 	ig. This additiona on higher level d idgeted for one o	al capacity will e emands of the I quarter of FY 20	nable the Departmen 22 to give
Theme:	Span of Contr	ol	prior to implement		be miled and one	Joarded
One-time Costs: Recurring Costs:	\$135,810 \$122,980			-		

Department Total						
Personnel:	O&M:	Capital:	Reallocation:	Revenue:	LTF:	FTE:
\$1,571,741	\$2,023,260	\$375,500	\$0	\$273,835	\$3,696,666	38.81



Key Measures¹



Objective: Increase Regional Parks and all Park Division facilities park visits by one percent annually by properly maintaining facilities, providing diverse recreational opportunities while developing innovative methods to maintain service levels.

Measure: Number of Daily Visits Annually.

The resources requested associated with Hanson Park will increase the capacity to accommodate the increasing number of PRCS parks visitors. The decline in FY 2020 visitors is due to park and facility closures due to the COVID-19 pandemic in spring 2020.

Objective: Maintain 100% of athletic fields to Department safety standards.

Measure: Number of Athletic Fields Maintained.

The requested maintenance and irrigation techs will help manage the growing number of school and County athletic fields while maintaining PRCS's safety standards at all fields.

¹ For key measures that relate to resources included in the Proposed Budget, FY 2021 and FY 2022 data reflect the estimated impact of these resources.



22,000 21,000 21.000 20,000 20.000 19,000 18,000 18,000 17,799 17,728 17,000 16,000 FY 2019 FY 2020 FY 2021 FY 2022 FY 2023



Objective: Offer the YAS program at eleven middle school sites and maintain utilization rate of at least 80 percent or capacity to provide safe recreational activities while promoting belonging, healthy living, and respect for others.

Measure: Number of Middle School Youth Served Annually.

The resources requested to expand PRCS's YAS program to Trailside Middle School will increase the capacity of the program overall. The decline in FY 2021 participants is due to lower enrollment numbers during the COVID-19 pandemic.

Objective: Ensure excellent customer satisfaction by answering 90% of calls coming into the customer service line.

Measure: Calls Answered by Customer Service Assistants

The total number of calls answered by CSAs is expected to continue growing with the increased volume of PRCS programs. The office manager is needed to manage this volume while ensuring high quality customer service is maintained.

Objective: Provide County After-School Activities by maintaining countywide 95 percent program enrollment of capacity.

Measure: Number of CASA Participants Annually.

The number of CASA participants is expected to continue increasing in future fiscal years. Thus, additional program management staffing is needed to support the program. The dip in FY 2020 is associated with program interruptions due to the COVID-19 pandemic.



Department Programs

Department Financial and FTE Summary by Program^{1,2}

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Actual	Adopted	Proposed	Projected
Expenditures					
Children's Programs	\$6,355,759	\$6,962,770	\$8,468,785	\$8,687,229	\$8,923,253
Maintenance Services	5,540,955	6,172,430	6,847,500	7,296,148	7,465,270
Sports	2,474,150	2,143,503	2,740,922	2,751,248	2,816,230
Parks	4,258,641	3,880,218	4,564,863	7,069,252	7,898,772
Community Centers	6,273,901	6,360,665	7,775,562	7,993,460	8,211,876
Adaptive Recreation	647,121	701,305	884,279	887,657	910,230
Aging Services	7,706,289	7,717,784	9,128,916	9,141,692	9,374,372
Youth Services	1,277,185	1,408,481	1,855,343	1,943,913	1,998,24
Facilities Planning and Development	355,791	432,772	445,680	452,002	464,86
Administration	3,999,067	4,513,068	5,878,036	6,378,793	6,529,63
Recreation Centers	8,323,797	8,198,893	10,175,005	10,211,593	10,496,39
Total - Expenditures	\$47,212,658	\$48,491,889	\$58,764,891	\$62,812,987	\$65,089,14
Children's Programs	\$7,920,257	\$5,435,646	\$9,801,744	\$10,025,579	\$10,025,57
Revenues					
Maintenance Services	171,692	124,795	599,745	79,398	79,398
Sports	1,742,511	1,088,363	1,547,886	1,954,872	1,954,872
Parks	804,655	509,478	792,784	831,145	831,14
Community Centers	3,235,350	1,919,809	4,822,710	4,708,286	4,708,28
Adaptive Recreation	141,133	56,184	235,285	235,285	235,28
Aging Services	2,742,554	1,917,064	2,161,812	2,178,488	2,178,48
Youth Services	142,395	104,358	190,120	210,370	210,37
Facilities Planning and	14,941	9,839		13,250	
Development			10,425		13,25
Administration	15,044	4,912	0 750 040	0	
Recreation Center	5,931,180	4,144,995	9,750,812	9,750,812	9,750,81
Total – Revenues	\$22,861,712	\$15,315,442	\$29,913,323	\$29,987,485	\$29,987,48
Local Tax Funding					
Children's Programs	\$(1,564,498)	\$1,527,124	\$(1,332,959)	\$(1,338,350)	\$(1,102,326
Maintenance Services	5,369,263	6,047,635	6,247,755	7,216,750	7,385,87

¹ Sums may not equal due to rounding.

² PRCS has positions associated with two requests (Trail Crew, 2.00 FTE and YAS Expansion, 1.33 FTE) included in the FY 2022 Proposed Budget within Board of Supervisors' Priorities included in the Board of Supervisors' narrative in the General Government section. The resources—budget and FTE—associated with those requests will be structured and budgeted in PRCS's budget.



	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Proposed	FY 2023 Projected
Sports	731,639	1,055,139	1,193,036	796,376	861,358
Parks	3,453,986	3,370,741	3,772,079	6,238,107	7,067,627
Community Centers	3,038,551	4,440,856	2,952,852	3,285,174	3,503,590
Adaptive Recreation	505,988	645,121	648,994	652,372	674,945
Aging Services	4,963,735	5,800,720	6,967,104	6,963,204	7,195,884
Youth Services	1,134,790	1,304,124	1,665,223	1,733,543	1,787,875
Facilities Planning and Development	340,850	422,933	435,255	438,752	451,611
Administration	3,984,023	4,508,156	5,878,036	6,378,793	6,529,637
Recreation Center	2,392,617	4,053,897	424,193	460,781	745,586
Total – Local Tax Funding	\$24,350,945	\$33,176,447	\$28,851,568	\$32,825,502	\$35,101,659
FTE Children's Programs	108.55	116.73	117.73	120.66	120.66
v					
Maintenance Services	54.63	59.63	59.63	64.63	64.63
Sports	24.19	27.06	27.06	27.06	27.06
Parks Community Centers	133.08	107.69	112.26	116.26	114.59
Adaptive Recreation	11.16	12.16	12.20	12.16	12.16
Aging Services	81.52	82.5	90.63	90.63	90.63
Youth Services	18.12	21.92	21.92	23.25	23.12
Facilities Planning and Development	3.00	3.00	3.00	3.00	3.00
Administration	23.00	29.00	34.00	38.00	38.00
Recreation Center	0.00	81.39	119.2	119.2	119.2
Total – FTE ¹	620.22	654.05	677.13	719.27	729.44

¹ During 2020, an audit of PRCS positions was conducted to ensure all positions were in the appropriate programs. Some positions were moved to the appropriate program area, thus some FTE values shifted for FY 2021.