



Dallas Park & Recreation

Park and Recreation Department Budget Process Introduction

Park and Recreation Board
January 9, 2020

Purpose

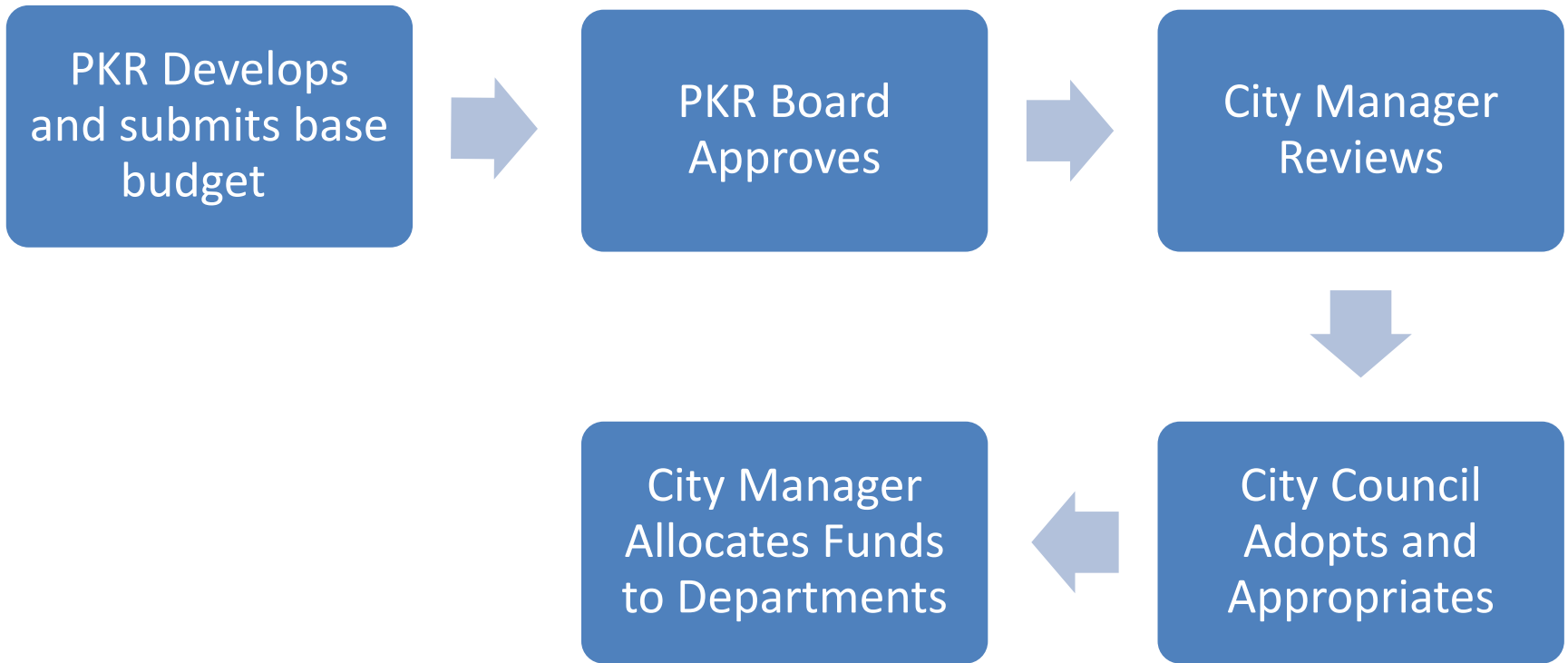
- To provide a brief overview to Park Board concerning the current adopted FY 2019-20 budget and the process that will occur to make changes to the FY 2020-21 proposed budget and to develop a FY 2021-22 planned budget
- To provide FY 2019-20 budget and position information by key focus areas
- To provide a preliminary budget schedule to ensure Park Board is aware of Office Budget deadlines

Budget Process Overview

The FY 2020-21 & FY 2021-22 Biennial budget development kick-off will begin January 7, 2020.

- The annual budget is developed on a biennial budget system. The first year of the budget is proposed at the same time the second year budget is planned.
- The Park and Recreation Department General Fund (Operating) budget funds the operations and maintenance of park lands and park facilities
- The FY 2020-21 budget will be reviewed to determine if revenue and expense forecasts are still appropriate
- The FY 2021-22 budget will be planned based on adjustment requests (enhancements) or needed reductions to meet the proposed base budget target determined by Office of Budget
- Staff proposed enhancements or suggested reduction scenarios will be presented to Park Board for approval before the February 7, 2020 deadline
- Approved enhancement or reductions will be submitted to Office of Budget by February 7, 2020 for inclusion the in City Budget Workshops
- An official Schedule/Timeline of Budget Workshops, Public Hearings and Town Hall Meetings will be available at the next scheduled budget presentation

Budget Process

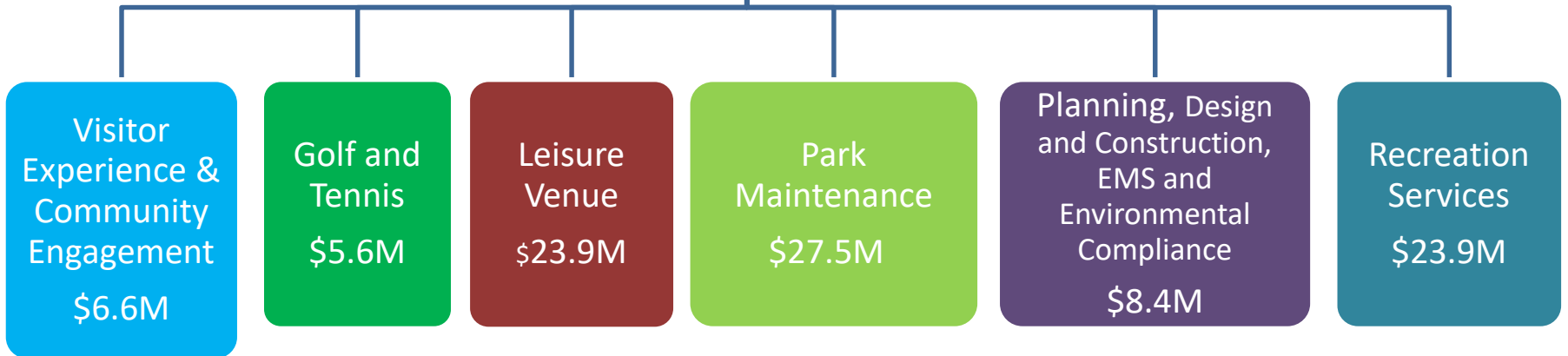


Park Board Role in Budget Development

- Reviews staff recommendations to ensure the direction of the key focus/strategic planning within the department
- Approves funding allocations for Partner Agreements as submitted for consideration (DZM, DABS, FPF)
- Approves staff recommended new services or reallocated service funds to be implemented within Department
- Provide ranking and approval for budget enhancements, adjustments and reductions
- Works with council member to promote Department programs and objectives

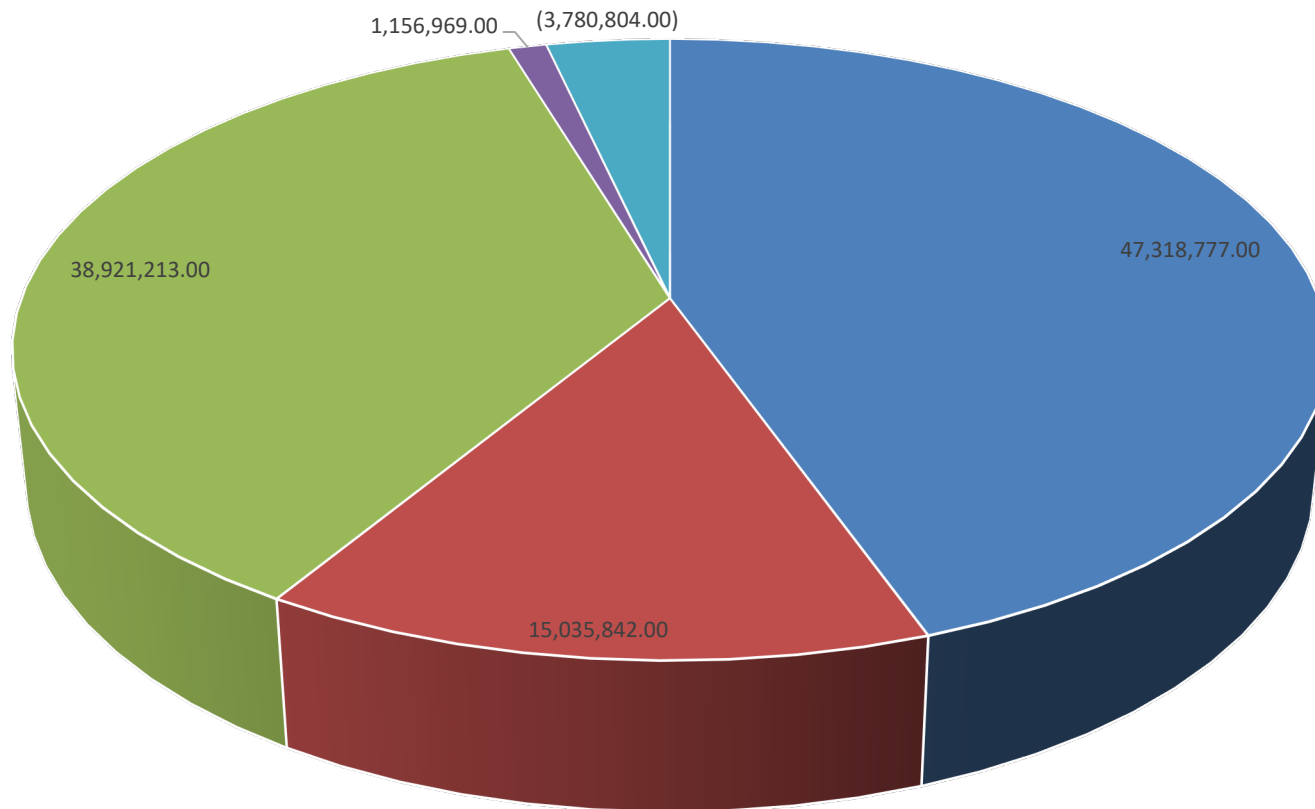
Adopted Budget FY2019-20

PKR Operating Budget
(funds day-to-day operations and maintenance)
\$98.6M
1,483 Authorized Positions



PKR Expense Budget Breakdown

FY 2019-20 \$98.6 M

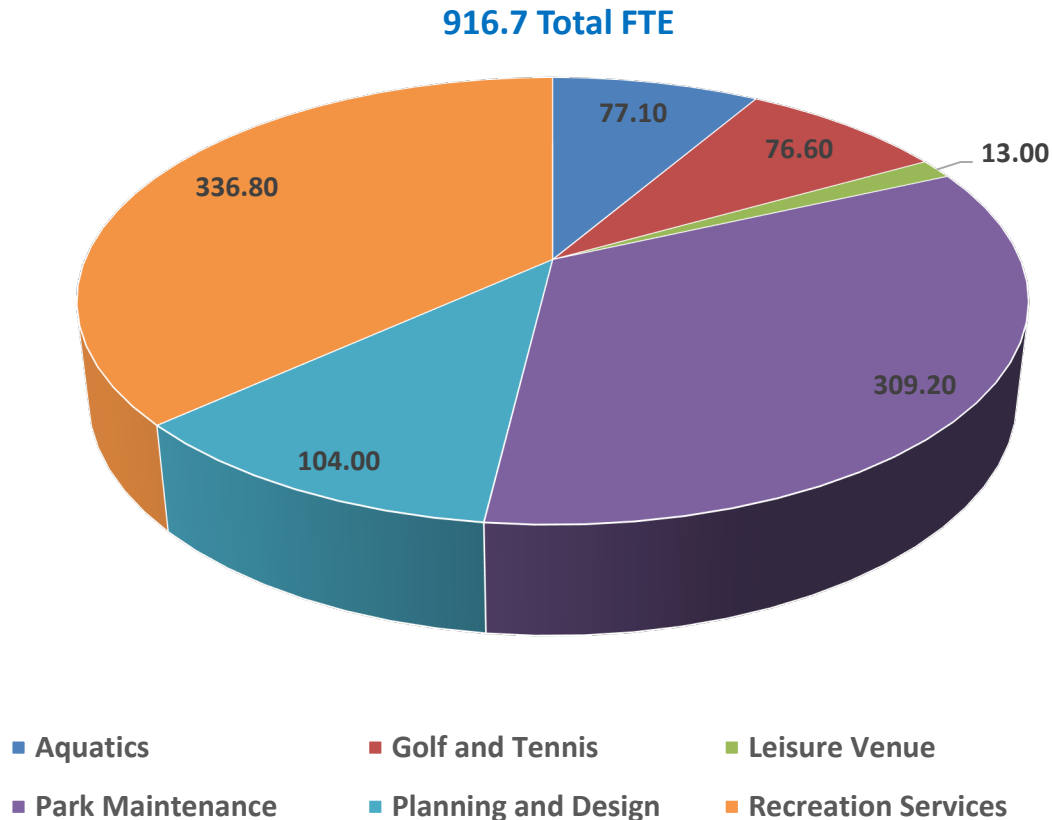


■ Salaries ■ Materials ■ Service ■ Capital ■ Reimbursements

PKR FTEs by Service

FTEs are used to describe number of hours paid to employees within the fiscal year

- One FTE equals 2,080 hours of paid time
- FTE is not the same as position or headcounts
- Position or headcount is the number of employees on payroll



Park Maintenance Operations

Expense Budget
\$27,412,597

Authorized Positions:
299 full-time, 7 part-time/seasonal

Forestry and Horticulture

Park Maintenance

Park Ambassadors

Playground

Graffiti, Signs and Amenities

Irrigation

Pesticide Applications

Warehouse

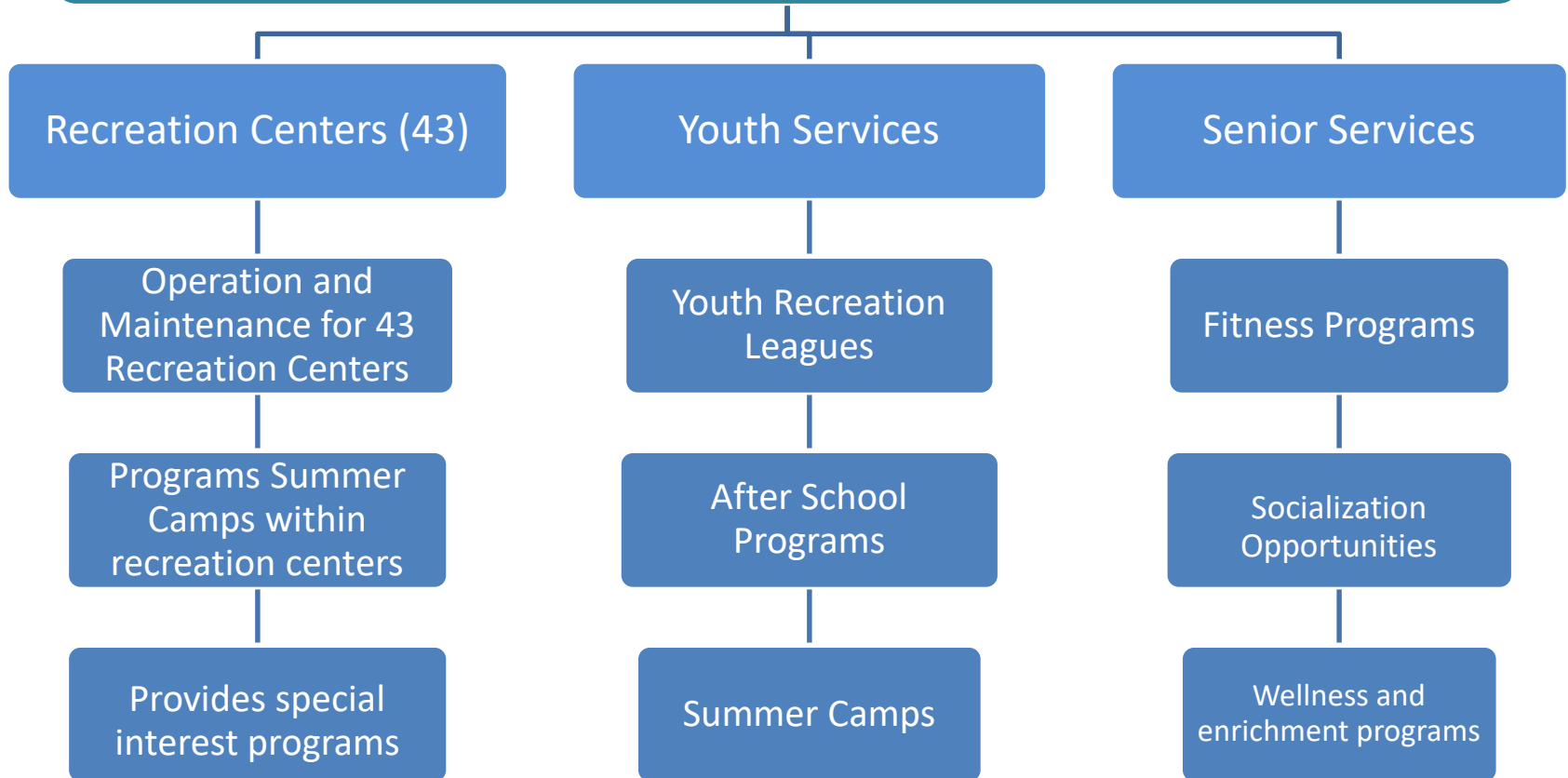
Litter

Strike Teams

Recreation Services

Expense Budget \$23,889,771 Revenue Budget \$5,014,056

Authorized Positions: 285 full-time, 303 part-time/seasonal



Leisure Venue Management

Expense Budget \$23,926,768* Revenue Budget \$1,276,170*

Authorized Positions: 12 full-time, 2 part-time/seasonal

Contract Management

Oversight of more than 35 partner agreements

Oversight of Outdoor Programs and Concessions

Manages Partner Stipends

Athletics, Events & Reservations

Oversight of reservations for:

Athletic Fields

Pavilions

Facility Reservations

Permitting for:

Special Events

Alcoholic Permits

Visitor Experience and Community Engagement

FY19/20 Expense Budget: \$6,613,258 FY19/20 Revenue Budget: \$2,518,000

Authorized Positions: 31 full-time, 363 part-time/seasonal

Operation and maintenance (O&M) for
11 community pools
Bahama Beach Waterpark
Six Aquatic Centers
Bachman Indoor Pool

Website development and management
Social Media presence
Marketing Programs
Volunteer Services

Programming for:
DISD Indoor Pool
Swim Lessons
Exercise Classes
Open Swim
Special Events

Golf and Tennis Operations

FY19/20 Expense Budget: \$5,635,186 FY19/20 Revenue Budget: \$3,135,284

Authorized Positions: 73 full-time, 6 part-time/seasonal

Operation and maintenance (O&M) for Six 18-hole golf courses
Golf Course Marketing
Fleet Maintenance
Warehouse
Golf Pro Contract Monitoring

Junior Golf Programming

O&M for Five Tennis Centers
Tennis Pro Contract Monitoring
Marketing

Junior Tennis Programming

Planning, Design and Construction, EMS and Environmental Compliance

Expense Budget \$8,371,717

Authorized Positions: 102 full-time

Planning and Design

Site Development
Land Acquisitions
Facility
Development

Environmental Services

Environmental
Management
Environmental
Training

Facility Services

Maintenance of
Fleet
Trade Services
Capital Projects

Construction Management

Project
Management
Construction
Inspection

Looking Forward

A tentative schedule has been set by Budget Management Services for department budget submissions and associated budget activities.

Date	Activity
January 7, 2020	Operating & Capital budget kick-off
February 7, 2020	Budget requests due to BMS - close Oracle system
February 10-21	BMS technical review and meetings with departments
February 19, 2020	Council Retreat: strategic direction from City Council
February 28, 2020	Budget revisions due to BMS - Close Oracle system
March 2-20	Analyst technical review meetings with Budget Director
March 2-20	BMS technical review and follow-up meetings with departments
March 2-27	Community Engagement meetings
March 25, 2020	Budget Public Hearing
April 2, 2020	Grant/Trust and Other Multi-Year Funds budget kick-off
April 24, 2020	Grant/Trust and Other Multi-Year Funds due to BMS - Close Oracle system
April 24, 2020	Deadline for CMO to finalize organizational changes (including name changes)
April 1 - April 24	Meetings with BMS/CFO and departments (include ACM/Chief)
May 6, 2020	Budget Workshop
May 1 - June 19	Meetings with CMO
June 17, 2020	Budget Workshop



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