
CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: April 24, 2017

To: Theodore Lipscomb, Sr, Chairman, County Board of Supervisors

From: John Dargle, Jr., CPRP, Director, Milwaukee County Parks

Subject: **Approval of Funding from the 2017 Appropriations for Contingencies per the 2017 Recommended Budget to Support Approved Parks Positions (ACTION)**

POLICY

Approve funding from the 2017 Appropriations for Contingencies in the amount of \$582,246.19 to support twelve (12) Parks positions approved by the Board in March of 2017: (1) Office Assistant 1, (1) Receptionist, (1) Office Assistant 3, (2) Head Lifeguards, (1) Concessions Food Service Worker, (2) Parks Maintenance Worker Assistants, (3) Parks Maintenance Workers, and (1) Park Unit Coordinator – Concessions.

BACKGROUND

In accordance with County Board of Supervisors 2017 Budget Amendment #1A-045 (attached), the Parks Department requests funding in the amount of \$582,246.19 from the 2017 Appropriations for Contingencies to support twelve (12) positions that were recently approved by the Board and proposed in the 2017 Recommended Budget.

File 17-129 requesting the approval of funding from the 2017 Appropriation for Contingencies first appeared before the Parks, Energy, and Environment Committee in December of 2016, followed by the Finance & Audit Committee in March of 2017 where the item was approved with a 6-0 vote. At the March Board meeting, Supervisors approved the requested positions while the requested funding was denied. Companion Files are 17-129, 17-135, 17-136, 17-137, 17-139, 17-140, 17-141, 17-142.

Except for the Park Unit Coordinator – Concessions position, these positions have existed and been filled for years, either as seasonal or shared positions, and provide critical capacity to the department in delivering essential services to the community.

Early in the implementation of the 2017 Budget, all funds related to County position creates/changes were moved to the County's contingency fund (1A-045). This transfer included dedicated operational dollars that were originally allocated to support existing

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Parks Maintenance Workers (formerly Parks/Highway Workers) and eight existing seasonal positions, approved by the Board in April of 2017.

The transfer of these funds to contingency has major financial impacts on the department. Because operational dollars were transferred to contingency, Parks not only faces a deficit in funding the recently approved full-time positions, but the budget that was originally identified to support these existing positions (pre-April approval) was retracted from the Parks budget with the contingency transfer.

The Parks Department requests the accompanying approval of contingency funding to support these recently approved full-time positions:

FUNDING REQUEST FOR FULL-TIME POSITIONS (POSITIONS APPROVED IN APRIL)
Position 00001370 Office Assistant 1 (1 FTE), Org 9430 Maintenance Service Building
Position 00001390 Office Assistant 3 (1 FTE), Org 9046 Public Services, Administration support
Position 00000014 Receptionist (1 FTE), Org 9010 Parks Administration Building
Position 00041200 Head Lifeguard (1 FTE), Org 9167 Noyes Indoor Pool
Position 00041200 Head Lifeguard (1 FTE), Org 9167 Pulaski Indoor Pool
Position 00015872 Food Service Operator (1 FTE), Org 9035 Concessions Food Service Worker
Position 00041120 Park Maintenance Worker Assistant (1 FTE), Org 9168 Martin Luther King Jr. Center
Position 00041120 Park Maintenance Worker Assistant (1 FTE), Org 9168 Kosciuszko Center
Position 00040482 Park Maintenance Worker (1 FTE), Org 9136 Currie-Hansen Unit
Position 00040482 Park Maintenance Worker (1 FTE), Org 9155 Whitnall Unit
Position 00040482 Park Maintenance Worker (1 FTE), 9125 Dineen Unit
Position 00015850 Park Unit Coordinator 2 – Concessions (1 FTE), Org 9035 Parks Administration Building

Given the delay in formalizing and funding these full-time positions, the department has re-evaluated the original 2017 financial request of \$629,876 to reflect savings incurred during the first quarter.

The Parks Department's revised request is \$582,246.19. Savings may be realized from the first quarter vacancies of both the Park Unit Coordinator – Concessions position and the three Maintenance Workers.

The following chart identifies first quarter savings:

POSITION	Q1 SAVINGS
Office Assistant 1, Maintenance Service Building	\$341.94
Office Assistant 3, Public Services, Admin Support	\$3,748.86
Receptionist	\$1,516.17
Head Lifeguard, Noyes Indoor Pool	\$0.00
Head Lifeguard, Pulaski Indoor Pool	\$0.00
Food Service Operator, Concessions	\$2,445.12
Parks Maintenance Worker Assistant, MLK Center	\$2,172.38
Parks Maintenance Worker Assistant, Kozy Center	\$2,172.38
Parks/Hwy: Park Maintenance Worker, Currie-Hansen	\$4,750.02
Parks/Hwy: Park Maintenance Worker, Whitnall	\$5,998.18
Parks/Hwy: Park Maintenance Worker, Dineen	\$10,782.46
Park Unit Coordinator, Concessions	\$13,702.30
SUB-TOTAL	\$47,629.81
ORIGINAL FUNDING REQUEST	\$629,876.00
Q1 SAVINGS	\$47,629.81
REVISED FUNDING REQUEST	\$582,246.19

Because of Budget Amendment 1A-045 which transferred operational dollars originally included to support these positions, the department faces a projected deficit of seasonal and full-time staffing, and reduced revenues and services. Additionally, we have less seasonal dollars in the 2017 budget than in the 2016 budget.

Further, per the approved 2017 budget, the new Park Unit Coordinator – Concessions position is responsible for bringing in \$350,000 in revenues. This position will support a new revenue stream through expanded concessions that is dependent on this position being approved, financially supported, and filled. With the delayed position approvals and lack of support funding the department has been forced to delay filling this position, compromising Parks' ability to generate revenues in the 2017 season.

The following chart outlines the impacts on the delivery of Parks services without the requested financial support:

POSITION	SERVICE IMPACT SHOULD POSTION REMAIN UNFUNDED
Office Assistant 1, Maintenance Service Building	Significantly compromised response to work orders, maintenance administration, and CityWorks implementation; would require trades and land resources staff to handle administrative functions
Office Asst. 3, Public Services, Administration Building	Significantly compromised customer service, which supports Parks revenue production; fewer calls answered, longer response rates, reduced rental revenues
Receptionist (front desk), Administration Building	Significantly compromised customer service, which supports Parks revenue production, fewer calls answered, longer response rates, reduced rental revenues
Head Lifeguard, Noyes Indoor Pool	Limit operating hours; potential facility closure
Head Lifeguard, Pulaski Indoor Pool	Limit operating hours; potential facility closure
Food Service Operator, Concessions	Significantly compromised customer service, closure or greatly reduced hours of operations, reduced catering revenues
Parks Maintenance Worker Assistant, MLK Center	Reduced facility hours, compromised cash handling, increased turn over, reduced programs & services
Parks Maintenance Worker Assistant, Kozy Center	Reduced facility hours, compromised cash handling, increased turn over, reduced programs & services
Park Maintenance Worker, Currie-Hansen	Significantly compromised Parks grounds maintenance: ball diamonds, special event prep, snow removal, trails maintenance
Park Maintenance Worker, Whitnall	Significantly compromised Parks grounds maintenance: ball diamonds, special event prep, snow removal, trails maintenance
Park Maintenance Worker, Dineen	Significantly compromised Parks grounds maintenance: ball diamonds, special event prep, snow removal, trails maintenance
Park Unit Coordinator, Concessions	Significantly compromised Parks target revenues, closure or greatly reduced hours of operations for Beer Gardens

Lack of funding for these positions will result in real impact on the delivery of significant Parks services to the community, and significantly compromise the department's ability to realize 2017 revenue goals.

Additionally, a lack of funding may result in the termination of all twelve positions. Should the request not be approved, Parks will be forced to take administrative actions to reduce expenses and revenues.

RECOMMENDATION

Approve an administrative fund transfer from the 2017 Appropriations for Contingencies to the Parks operating budget in the amount of \$582,246.19 to support twelve (12) Parks positions approved by the Board in March of 2017: (1) Office Assistant 1, (1) Receptionist, (1) Office Assistant 3, (2) Head Lifeguards, (1) Concessions Food Service Worker, (2) Parks Maintenance Worker Assistants, (3) Parks Maintenance Workers, and (1) Park Unit Coordinator – Concessions.

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Approved by:



John Dargle, Jr., CPRP, Director

Attachments:

- Attachment 1 – Resolution
- Attachment 2 – Fiscal Note
- Attachment 3 – (1A-045) Amendment to Budget

Copy:

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