

RIVERSIDE COUNTY
Regional Park And Open-Space District



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SCOTT BANGLE
General Manager/Parks Director

MEMORANDUM

TO: Budget Team Members
FROM: Scott Bangle, General Manager, CPRP
RE: **Budget Memorandum #2013-1**
DATE: February 20, 2013

The Mid-Year review of the 2012-13 budget is encouraging. Expenditure projections in five of six reporting areas are below targets. Revenue is tracking nicely, and a recent uptick in home sales in Riverside County should bolster property tax revenue, our biggest revenue stream. Recently, the District resolved a long-standing construction claim satisfactorily, and work plan tactics continue to be completed in order to support our short-term goals and long-term objectives. Through collective focus, resolve, and effort, we continue to lead the industry by ensuring that our fundamentals are sound and our system sustainable.

As a reminder, it is critical that every program complete the 2012-13 Fiscal Year within its budget target. As a precautionary measure, I have directed the District Fiscal Manager to alert the Bureau Chiefs, through memorandum, when a program is outside comfortable variances. This will allow program managers an opportunity to respond to concerns and provide assurance and transparency to strengthen our internal tracking system. Additionally, this year, those programs which end the Fiscal Year out of balance shall be required to reduce their 2013-14 budget projections by the amount of that imbalance during the first quarter budget adjustment period. Again, we must end the 2012-13 fiscal year within budget.

Looking forward to 2013-14, we have more difficult work ahead of us. I know many of you are preparing your budget revenue and expenditure projections, and I have directed all of the Chiefs to reduce expenditure targets by 7% from 2012-13 targets. This reduction is needed in order to suspend fund balance assistance in the future. While the reduction in expenditures may seem challenging, reducing fund balance further would be problematic. In order to meet policy directives and maintain adequate cash flow, it is important that we collectively hold the line on reserves. I have great confidence in each and every one of you and look forward to completing the task before us in a cooperative and thoughtful manner. Should you have additional questions, please contact Megan Gomez or your Bureau Chief as expeditiously as possible.

c: A. Gann, Principal Management Analyst, Executive Office
K. Brown, Bureau Chief, Parks and Recreation, Park District
K. Herron, Bureau Chief, Resources, Park District
B. Hune, Bureau Chief, Business Operations, Park District
M. Gomez, Fiscal Manager, Park District