

Ventura County Grand Jury 2010 - 2011



Final Report

Rancho Simi Recreation and Park District Rangers

May 19, 2011

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Rancho Simi Recreation and Park District Rangers

Summary

The 2010-2011 Ventura County Grand Jury (Grand Jury) conducted an investigation of the Rancho Simi Recreation and Park District (District) ranger program. The investigation was in response to a public complaint.

The District has a ranger program intended to provide public safety, prevention of vandalism, facilities protection, and public education. The rangers are a highly paid security force. They are armed.

The ranger program has very limited staffing. Copies of the Daily Activity Reports were provided by the District at the request of the Grand Jury. Daily Ranger Activity Reports for the six-month period from April 1, 2010 through September 30, 2010 were analyzed to obtain a history of ranger staffing levels. The daily ranger schedule may include an early shift running from 8:00 a.m. to 4:30 p.m. and a late shift running from 3:30 p.m. to midnight. The analysis revealed the following information for both shifts over the 183-day (six-month) period:

Staffing	Early Shift (Days)	Late Shift (Days)
No rangers on duty	68	2
One ranger on duty	98	97
Two or more rangers on duty	17	84

The Grand Jury finds that it is not feasible to adequately provide the intended services to the District's 47 parks and facilities in the City of Simi Valley (Simi Valley), the nearby unincorporated areas, and the distant unincorporated community of Oak Park with such limited ranger staffing.

All District properties fall within the jurisdiction of either the Simi Valley Police Department (SVPD) or the Ventura County Sheriff's Department (VCSD). These agencies are well-trained professional law enforcement organizations.

The Grand Jury recommends that the District eliminate its ranger program. Law enforcement and public protection are the responsibility of the SVPD and the VCSD. Security services for special events and District programs could be provided by private security companies under contract. Coordination of these security contracts could be done by a part-time District employee possessing an understanding of the security requirements of crowd control and parking management. All incidents requiring law enforcement response should

immediately be reported to the SVPD or the VCSD. Public education could be provided by lower paid part-time employees or volunteer docents.

Savings realized through eliminating ranger salaries, employee benefits, patrol vehicles, and other support costs could be used to supplement declining revenues or to satisfy any unmet District needs. Costs of providing contract security services should be covered by facility use, program, and event fees.

Background

The District is an independent special district. In California, special districts are units of local government established by the residents of an area to provide some service not provided by the county or city. Independent special districts are governed by locally elected independent boards of directors. The District administers and maintains public parks and conducts recreation programs serving Simi Valley and the unincorporated areas of Ventura County near Simi Valley, including the distant community of Oak Park.

The District is funded by a share of property taxes generated within its boundaries and by special assessments approved by the voters of the District. It receives no funding from Simi Valley or the County of Ventura. Additional revenues are generated by fees paid by recreation program participants, fees charged for facility and golf course use, and by fines resulting from citations issued for violations of District ordinances. The District applies for California state and federal grants. Grants are used to provide recreation programs and improve park facilities.

The District employs park rangers to enforce District rules and provide security to the public. The rangers have police powers. They are armed. They use patrol vehicles equipped with two-way radios to coordinate activities, to contact the SVPD and the VCSD to report criminal activity, or to request support.

The Grand Jury received a public complaint alleging poor ranger performance, unqualified rangers, and physically unfit rangers. The 2006-2007 Ventura County Grand Jury issued a report on District ranger operations following an investigation of similar complaints.

Methodology

The Grand Jury interviewed the complainant. The Grand Jury reviewed the report filed on this subject by the 2006-2007 Ventura County Grand Jury and researched the internet and local newspaper archives for information on the District. The Grand Jury requested and analyzed documents provided by the District and by the SVPD. The Grand Jury reviewed California state law governing police officer use of firearms and standards of training.

Members of the Grand Jury visited District offices and toured parks located in Simi Valley and in the community of Oak Park.

The Grand Jury interviewed numerous individuals, including SVPD officers, Sheriff's officers and deputies, employees of the District and several unaffiliated interested citizens. The interviews focused on park ranger operations and interactions.

Facts

- FA-01.** The District is an independent special district governed by an elected board of directors and managed by a general manager appointed by the board of directors.
- FA-02.** The District's 2010-2011 Budget (Budget) is published on the District website. [Ref-01]
- FA-03.** As a special district, the District's primary source of revenue is a share of the ad-valorem property tax, supplemented by voter approved assessments, recreation program participant fees, facility use fees, golf course fees, and minimal revenues from fines generated by the issuance of citations. (Att-01)
- FA-04.** The Budget projects declining revenues for the budget year 2010-2011. (Att-02)
- FA-05.** The District owns, operates, and maintains 47 parks and recreation facilities in Simi Valley, in the nearby unincorporated areas, and in the distant unincorporated community of Oak Park. The District encompasses an area of 113 square miles. According to Google Maps, the shortest driving distance from the District's ranger office in Simi Valley to Oak Canyon Community Park in Oak Park is 21 miles with a driving time of between 32 and 40 minutes depending on traffic conditions. [Ref-02] (Att-03)
- FA-06.** The District is served by a park ranger program intended to provide public safety, enforcement of park rules and regulations, vandalism prevention, and public education. (Att-04)
- FA-07.** All rangers are armed, sworn peace officers. (Att-04)
- FA-08.** Rangers may issue warnings or citations to persons violating park rules or ordinances. (Att-04)
- FA-09.** The Budget provides for one senior ranger and two ranger positions. (Att-05)
- FA-10.** Full-time and eligible part-time rangers receive employee benefits including participation in the California Public Employee Retirement System. The costs of employee benefits are not clearly detailed in the Budget. The benefit costs for the one-half ranger position indicated on page 37 of the Budget under Fund 45-Special Zone Tax, can be interpreted to be approximately 30 percent of total salary and employee benefits. (Att-05)

- FA-11.** The District's ranger program is, in fact, staffed by one full-time senior ranger, two full-time rangers, and ten part-time rangers.
- FA-12.** The District operates and maintains five ranger vehicles.
- FA-13.** Rangers are issued uniforms, guns, ammunition, cell phones, protective vests, night vision instruments, and other types of equipment.
- FA-14.** Ranger wages, uniform, and supply expenditures in fiscal year 2009-2010 were estimated by the District to have been \$381,000.
- FA-15.** Armed, sworn rangers perform such non-law enforcement tasks as locking and unlocking gates and rest rooms. According to statements made by District personnel, rangers also conduct education programs.
- FA-16.** The Budget fails to provide clear and complete detail of ranger program personnel and support costs. [Ref-01]
- FA-17.** Ranger staffing varies widely from day to day. On most days there is only one ranger on duty. Daily Ranger Activity Reports for the six-month period from April 1, 2010 through September 30, 2010 were analyzed to obtain a history of ranger staffing levels. Copies of the Park Ranger Activity Reports, filed daily, were provided by the District at the request of the Grand Jury. The daily schedule may include an early shift running from 8:00 a.m. to 4:30 p.m. and a late shift running from 3:30 p.m. to midnight. The analysis revealed the following information for both shifts over the 183-day (six-month) period as shown in the table below:

Staffing	Early Shift (Days)	Late Shift (Days)
No rangers on duty	68	2
One ranger on duty	98	97
Two or more rangers on duty	17	84

- FA-18.** One or more additional rangers may be added to the day's duty roster on holidays, some weekends, or for special park events or programs.
- FA-19.** When confronted with law enforcement problems, rangers call upon the VCSD or the SVPD to assume responsibility.
- FA-20.** All District parks and facilities located in the City of Simi Valley are within the jurisdiction of the SVPD.

- FA-21.** All District parks and facilities located in the unincorporated areas of the County, including the Oak Park community, are within the jurisdiction of the VCSD.
- FA-22.** The SVPD responded to approximately 1,390 calls involving District parks and District facilities between September 1, 2009 and September 1, 2010.
- FA-23.** Of the approximate 1,390 calls responded to by the SVPD to District properties, only 15 can be directly attributed to requests from District personnel.
- FA-24.** Of the 1,390 responses to District parks and other District facilities, 492 were initiated by the SVPD.
- FA-25.** The majority of remaining calls responded to by the SVPD are attributed to unknown callers, citizens, or 911 calls.
- FA-26.** No definitive data on sources or numbers of responses to District parks or District facilities is available from the VCSD.
- FA-27.** According to the District, it does not track its requests for SVPD or VCSD response.

Findings

- FI-01.** It is not possible to determine the actual cost of the ranger program through examination of the Budget. (FA-16)
- FI-02.** All District properties fall within the jurisdiction of either the SVPD or the VCSD. These agencies have the duty to provide law enforcement and public safety at all District properties. Rangers patrolling 47 District parks and facilities distributed over a large area are superfluous and ineffective. (FA-05, FA-17 through FA-25)
- FI-03.** The level of law enforcement provided by the SVPD on District properties and the few contacts from the rangers requesting SVPD assistance demonstrate the relative importance of the SVPD in serving park properties. (FA-22 through FA-25)
- FI-04.** The expenditure of public funds for the Ranger Program should be called into question given the presence and jurisdiction of the SVPD and the VCSD. (FA-04, FA-09 and FA-10, FA-12 through 14, FA-19 through FA-25)
- FI-05.** Public funds are being inappropriately used by employing armed, sworn peace officers as rangers to perform non-law enforcement tasks. (FA-15)

Recommendations

- R-01.** The District Board of Directors should eliminate the District's Ranger Program. (FI-01 through FI-05)

- R-02.** The District Board of Directors should use savings from the elimination of the ranger program to conduct recreation programs, provide facility maintenance, and improvements. (FI-04 and FI-05)
- R-03.** The District Board of Directors should employ non-law enforcement personnel to perform duties such as locking and unlocking gates and rest rooms and providing public education programs. (FI-05)

Responses

Responses Required From:

Board of Directors, Rancho Simi Recreation and Park District (FI-01 through FI-05; R-01 through R-03)

Sheriff, County of Ventura (FI-02 and FI-04)

City Council, City of Simi Valley (FI-02 through FI-04)

Responses Requested From:

Chief of Police, City of Simi Valley (FI-02 through FI-04)

For Information Only:

Board of Supervisors, County of Ventura

References

- Ref-01.** Rancho Simi Recreation and Park District, *Budget 2010-2011*
Rancho Simi Recreation and Park District,
<http://www.rsrpd.org/admin/rsrpdbudget20102011.pdf> (accessed February 10, 2011)
- Ref-02.** *Directions from 1692 Sycamore Drive, Simi Valley, California to 5600 Hollytree Drive, Oak Park, California*, Google Maps,
<http://maps.google.com> (accessed February 10, 2011)

Attachments

- Att-01.** Rancho Simi Recreation and Park District Budget – Page 08 – General Fund Revenues 2009-2010
- Att-02.** Rancho Simi Recreation and Park District Budget - Page 13 – Summary of Revenues - General Fund No. 41
- Att-03.** Facilities Directory, Rancho Simi Recreation and Park District
- Att-04.** Rancho Simi Recreation and Park District, Park Ranger Brochure (2 pages)
- Att-05.** Rancho Simi Recreation and Park District Budget Salary and Employee Benefits Fund No. 41 (2 pages) (Arrows point to budgeted ranger positions)

Glossary

TERM

DEFINITION

Budget

Rancho Simi Recreation and Park District
2010-2011 Budget

District

Rancho Simi Recreation and Park District

Grand Jury

2010-2011 Ventura County Grand Jury

Simi Valley

City of Simi Valley

SVPD

City of Simi Valley Police Department

VCSD

Ventura County Sheriff's Department

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Attachment 01

Rancho Simi Recreation and Park District Budget

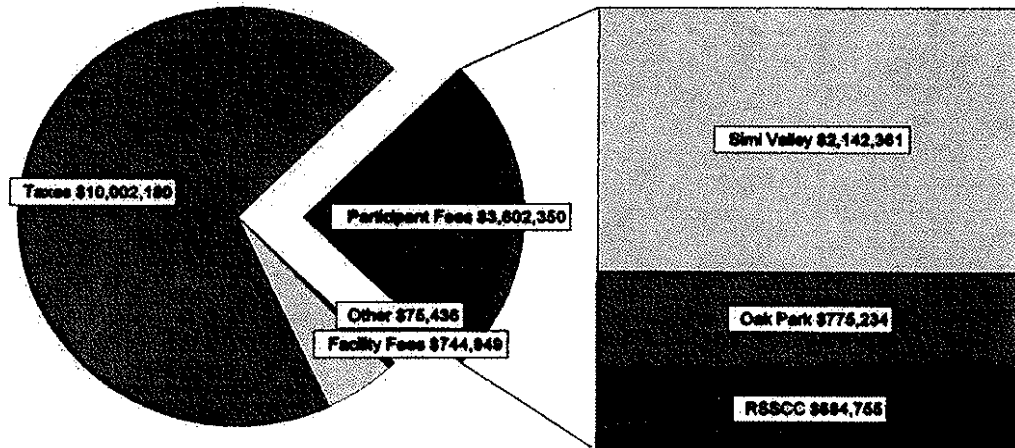
Page 08

General Fund Revenues 2009-10

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participant fees, facility rental fees, and other miscellaneous receipts, as shown below. This chart demonstrates the percentage that each of these revenue sources represent relative to General Fund revenue as a whole. Clearly demonstrated is the fact that property tax receipts represent the single largest source of revenue to the District. In recent years, the State of California's distressed financial condition has lead it to divert significant percentages of property tax revenue away from the District. To put it in perspective, these diversions now total close to \$27 million.

General Fund Revenue 2009-10



The second largest revenue source listed above comes from fees charged to participants in District recreation programming. These participant fees are further categorized by location, as seen in the bar chart to the right. The abbreviation "RSSCC" stands for Rancho Santa Susana Community Center. In short, there are three primary locations that these revenues are attributed to, Oak Park, Simi Valley, and the Rancho Santa Susana Community Center.

The District also rents to the public many of its facilities for things such as birthday parties, picnics, softball games, weddings, Quinceañeras, and more. Facility revenues are also attributed to the same locations, and also include rentals of the Oak Park Community Center and Gardens. The charts below include recreational and rental use of the District's two pools, and also facility rentals at various other park locations, and demonstrate the amounts attributed to the different locations.

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Attachment 02

Rancho Simi Recreation and Park District Budget

Page 13

Summary of Revenues

General Fund No. 41

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SUMMARY OF REVENUES
GENERAL FUND NO. 41

REVENUES	Actual 2008-09	Actual 2009-10	Approved 2010-11
<u>Property Taxes</u>	<u>10,293,837</u>	<u>10,002,180</u>	<u>9,355,835</u>
Secured (Net of On-going 1992 ERAF Diversion)	8,245,707	7,927,901	7,441,750
California State Loan	--	(753,279)	--
Repayment of California State Loan	--	753,279	--
Supplemental	277,198	204,088	247,213
Unsecured	256,959	292,062	256,959
Prior Year	786,987	730,510	630,911
Homeowners' Exemption	95,652	93,893	83,259
Redevelopment Pass Through	631,334	753,726	695,743
<u>Other Revenues</u>	<u>4,309,085</u>	<u>4,422,734</u>	<u>4,274,250</u>
<u>Recreation Fees</u>			
Recreation Programs-RSSCC	612,644	684,755	500,000
Recreation Programs-Oak Park	647,148	775,234	750,000
Recreation Programs-Simi Valley	2,157,012	2,142,361	2,275,000
<u>Swimming Pools</u>			
Recreation Swim Fees	223,824	228,749	260,000
School District Use Fees	54,250	54,250	54,250
Pool Use Fees	26,093	10,452	--
Interest Earned	104,036	50,816	10,000
<u>Rentals</u>			
Facility Use Fees - RSSCC	95,484	88,763	90,000
Facility Use Fees - OPCC&G	87,223	62,501	65,000
Facility Use Fees - Oak Park	39,283	47,750	50,000
Facility Use Fees - Simi Valley	199,292	249,762	200,000
Snack Bars/Vending Machines/Filming	28,534	2,722	10,000
Miscellaneous	34,263	24,620	10,000
 SUBTOTAL OPERATING REVENUES	 <u>14,602,922</u>	 <u>14,424,914</u>	 <u>13,630,085</u>
<u>Inter-Fund Transfer</u>	<u>(1,065,501)</u>	<u>(753,279)</u>	<u>(68,982)</u>
Fund 38	(1,065,501)	--	(68,982)
Fund 42	--	(753,279)	--
<u>Carry-Over (Prior Year)</u>	<u>3,878,624</u>	<u>4,845,563</u>	<u>4,145,462</u>
General Fund	4,382,883	4,845,563	4,145,462
Other Current Liabilities	(504,259)	--	--
 TOTAL REVENUE FUND NO. 41	 <u>17,416,045</u>	 <u>18,517,199</u>	 <u>17,706,565</u>

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Attachment 03

Facilities Directory

Rancho Simi Recreation and Park District

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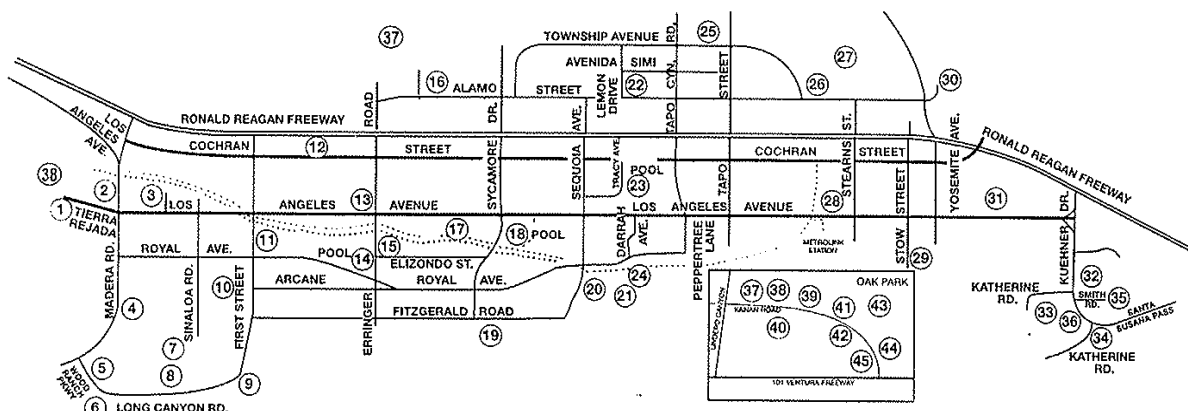
FACILITIES DIRECTORY

RANCHO SIMI RECREATION AND PARK DISTRICT

Sycamore Drive Community Center

1692 Sycamore Drive, Simi Valley, CA. 93065

Phone (805) 584-4400



SIMI VALLEY FACILITIES

1. Stargaze Park - 355 Stargaze Avenue
2. Strathearn Historical Park & Museum - 137 Strathearn Place
(805) 584-4400 for facility use and (805) 526-6453 for tour information
3. Arroyo Park - 2105 Socrates Avenue
4. Sinaloa Public Golf Course - 980 Madera Road (805) 581-2662
5. Rancho Madera Community Park - 556 Lake Park Drive
6. Sycamore Canyon Park - 502 S. Martha Morrison Drive
7. Coyote Hills Park - 275 Valley Gate Road
8. Old Windmill Park - 201 E. Long Canyon Road
9. Challenger Park - 298 First Street
10. Lincoln Park - 1215 First Street
11. Willowbrook Park - 1786 Willowbrook Lane
12. Mayfair Park - 2550 Caldwell Street
13. Citrus Grove Park - 2100 N. Marvel Avenue
14. Rancho Simi Community Park - 1765 Royal Avenue.
Pool Office (805) 584-4436
15. Frontier Park - 2163 Elizondo Avenue
16. Atherwood Park - 2271 Alamo Street

17. Berylwood Park - 1955 Bridget Avenue
18. Sycamore Drive Community Center & Pool - 1692 Sycamore Dr.
19. Sycamore Park - 855 N. Planetree Ave.
20. Vista Del Arroyo Park - 3455 Chickory Leaf Pl.
21. Arroyo Simi Equestrian Center - 3495 Chickory Leaf Pl.
22. Rancho Tapo Community Park & Veterans' Plaza -
3700 Avenida Simi
23. Sequoia Park - 2150 Tracy Ave.
24. Darrah Volunteer Park - Royal & Darrah Aves.
25. Houghton-Schreiber Park - 4333 Township Ave.
26. Simi Hills Neighborhood Park - 5031 Alamo Street
27. Simi Hills Golf Course - 5031 Alamo St. (805) 522-0803
28. Rancho Santa Susana Community Park & Community Center -
5005 Los Angeles Ave. (805) 584-4456
29. Arroyostow Park - 1700 N. Slow St.
30. Chumash Park and Chumash Trail - Flanagan Dr. & Broken Arrow
31. Verde Park - 6045 E. Nelda St.
32. Foothill Park - 1850 Ardenwood Ave.
33. Knolls Park - 1300 W. Katherine Rd.

34. Santa Susana Park & Historic Railroad Depot -
6503 Katherine Rd.
35. Corriganville Park - 7001 Smith Road
36. Rocky Pointe Natural Park - Kuehner Dr. at Smith Rd.
37. Big Sky Park - 2251 Lost Canyon Drive
Simi Dog Park
38. Tierra Rejada Park

OAK PARK FACILITIES

37. Eagle View Park - 1240 Hidden Springs Ave.
38. Valley View Park - 100 Los Arcos Dr.
39. Oak Canyon Community Park - 5800 Hollytree Dr.
Oak Park Community Center & Gardens -
1000 Kanan Rd.
40. Indian Springs Park - 4800 Rockfield St.
41. Medea Creek Linear Park
42. Chaparral Park - 217 N. Medea Creek Ln.
43. Deerhill Park - 6700 Doubletree Rd.
44. Mae Boyar Park - 130 Kanan Rd. (818) 991-8631
45. Oak Park Community Gardens - 401 Kanan Rd.

Classes, activities, sport lessons, camps, etc. take place at the location listed in bold face at the end of the course description. The majority of them are held at the following facilities:

BERYLWOOD PARK

1955 Bridget Avenue
(Reservable)

HOUGHTON-SCHREIBER PARK

(Houghton Park) 4333 Township Avenue
(Reservable)

RANCHO MADERA COMMUNITY PARK (RMCP)

(Wood Ranch area) 556 Lake Park Drive
(Reservable Picnic Pavilions and Ball Fields)

RANCHO SANTA SUSANA COMMUNITY PARK AND CENTER (RSSCC)

5005-C Los Angeles Avenue
(Reservable Rooms and Ball Fields)

RANCHO SIMI COMMUNITY PARK (RSCP)

1765 Royal Avenue
(Reservable Picnic Pavilions and Ball Fields)

RANCHO TAPO COMMUNITY PARK & VETERANS' PLAZA (RTCP)

(and Boys and Girls Club)
3700 Avenida Simi
(Reservable Picnic Pavilion)

SYCAMORE DRIVE COMMUNITY CENTER (SDCC)

1692 Sycamore Drive
(Reservable Rooms and Swimming Pool)

RESERVATIONS

Whether hosting a special family occasion or an upcoming business function, Rancho Simi Recreation and Park District offers a wide variety of indoor and outdoor facilities to suit your recreation or business needs.

- Classrooms
- Multi-use Facilities w/kitchens
- Softball Diamonds
- Small Conference Rooms
- Picnic Pavilions
- And More!

REASONABLE rates apply and in most cases reservations can be made up to a year in advance. Call 584-4400 or visit our website, www.rsprd.org for specific location amenities and booking information.

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Attachment 04

**Rancho Simi Recreation and Park District
Park Ranger Brochure
(2 pages)**

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Rancho Simi Recreation and Park District



Park Rangers



BECOMING A PARK RANGER

The current rangers, who are retired peace officers, say that they find that they can still provide value to the community by continuing to help through their role as a park ranger.

The district is always accepting applications from qualified applicants. More information may be obtained by contacting:

Rancho Simi Recreation
and Park District
1692 Sycamore Drive,
Simi Valley, CA 93065
(805) 584-4400
Monday through Friday
8:00 am – 5:00 pm.

WEB
www.rsrrpd.org



Specific rules & regulations may vary in parks and open space areas. Check the sign at the entrance of each property for specific rules for that site. The complete list of rules and regulations may be viewed on the District's website: www.rsrrpd.org.

There are a few types of park rangers in the parks and recreation field, although naturalists and peace officers are the most common. Naturalists offer tours and information about plants, animals, biology and nature. Peace officers are trained in law enforcement.

PEACE OFFICERS: The park rangers who work for Rancho Simi Recreation and Park District in both Simi Valley and Oak Park are peace officers. The district employs full-time and part-time rangers. Park Rangers have the same powers as a police officer with the ability to cite, gather evidence, preserve a crime scene, carry weapons, and arrest violators, as provided by the California penal code.



DUTIES: Park Ranger coverage includes park patrol, gate security, community events, facility rentals, filming company oversight, and more.

QUALIFICATIONS: The rangers who work for the district are peace officers who must pass a full background check and be qualified to carry a weapon.



The District's rangers come from diverse backgrounds that help them work well together when solving crimes and working with all aspects of the public.

COOPERATION: On a regular basis, they meet to review trends noticed in the community and work to solve those problems in the parks.

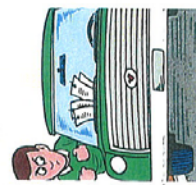
Park Rangers also work effectively with law enforcement agencies including Los Angeles County Sheriff and Simi Valley Police Department. When circumstances dictate, Park Rangers may call law enforcement authorities to the scene.



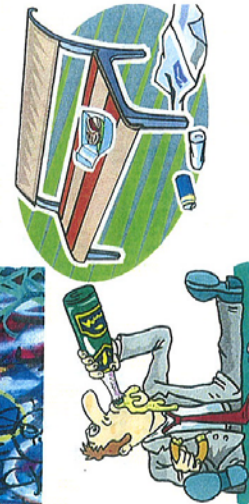
The district has agreements with both the Simi Valley Police Department and Ventura County Sheriff's Department to provide assistance with background and criminal history checks, along with trends in crimes. Everyone works cooperatively to exchange information as needed, especially in regards to graffiti and other wide-scale problems that affect all law enforcement agencies.

CITATIONS: "Park Rangers provide a very important deterrent to criminal activity," said Park District General Manager, Larry Peterson. Not every interaction with the public leads to a citation. According to Sr.

Park Ranger, Jerry DeRosa, "The rangers frequently work to educate the public on how best to enjoy the park in a way that does not negatively affect the use of the same park by others." As for citations, uncooperative or repeat offenders are more likely to receive one, with more serious offenses resulting in an arrest.



OFFENSES: Typical offenses seen in parks include vandalism, graffiti, being in the park before and after hours, alcohol consumption, dogs off leash, skateboarding, smoking, and littering. Any-one interfering with a park ranger in the performance of enforcement duties is subject to the same criminal prosecution as an individual who interferes with a police officer.



Attachment 05

Rancho Simi Recreation and Park District Budget

Salary and Employee Benefits Fund 41

(2 pages)

(Arrows point to budgeted ranger positions)

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SALARIES AND EMPLOYEE BENEFITS
FUND 41

	Position(s) 2009-10	Actual 2008-09	Actual 2009-10	Approved 2010-11
<u>ADMINISTRATION</u>				
General Manager	1.0			
Executive Assistant	1.0			
Marketing & Community Outreach Specialist	1.0			
Business & Accounting Supervisor	1.0			
Computer Support Specialist	1.0			
→ Sr. Park Ranger	1.0			
→ Park Ranger	1.5			
Lead Accountant	<u>1.0</u>			
Positions/ Salaries	8.5	732,496	707,039	693,428
Annual Leave Expense		19,964	19,893	13,671
Benefits		332,149	166,790	275,391
Retiree Health Care Benefits - Former FT Employees		--	144,380	147,472
Total Full-time Salaries and Employee Benefits		<u>1,084,610</u>	<u>1,038,102</u>	<u>1,129,962</u>
Part-time Wages		<u>89,788</u>	<u>154,968</u>	<u>105,000</u>
Total Salaries and Employee Benefits		1,174,397	1,193,069	1,234,962
<u>RECREATION AND LEISURE SERVICES - SIMI VALLEY</u>				
Recreation & Leisure Services Admin.	1.0			
Recreation Supervisor II	1.0			
Recreation Coordinator	2.0			
Recreation Specialist	2.0			
Administrative Secretary	1.0			
Receptionist/Clerk	<u>2.0</u>			
Positions/ Salaries	9.0	531,276	531,033	583,124
Annual Leave Expense		12,509	23,064	13,671
Benefits		<u>435,160</u>	<u>439,542</u>	<u>402,992</u>
Total Full-time Salaries and Employee Benefits		978,945	993,639	999,787
Part-time Wages		<u>1,490,392</u>	<u>1,477,000</u>	<u>1,430,000</u>
Total Salaries and Employee Benefits		2,469,337	2,470,640	2,429,787
<u>RECREATION AND LEISURE SERVICES - OAK PARK</u>				
Recreation Supervisor II	1.0			
Recreation Specialist	<u>1.0</u>			
Positions/ Salaries	2.0	146,949	119,715	122,628
Annual Leave Expense		0	21,884	3,038
Benefits		<u>129,286</u>	<u>124,907</u>	<u>93,617</u>
Total Full-time Salaries and Employee Benefits		276,236	266,506	219,283
Part-time Wages		<u>336,357</u>	<u>397,135</u>	<u>345,000</u>
Total Salaries and Employee Benefits		612,593	663,641	564,283

SALARIES AND EMPLOYEE BENEFITS
ALL FUNDS

	Position(s) <u>2009-10</u>	Actual <u>2008-09</u>	Actual <u>2009-10</u>	Approved <u>2010-11</u>
<u>FUND 43 - SIMI HILLS GOLF COURSE</u>				
Golf Course Manager - Simi Hills Golf Course	1.0			
Operations Assistant - Simi Hills Golf Course	1.0			
Foreman	1.0			
Sr. Maintenance Supervisor	<u>1.0</u>			
Positions/ Salaries	4.0	255,522	263,090	266,168
Annual Leave Expense		10,560	33,894	6,076
Benefits		<u>166,037</u>	<u>184,268</u>	<u>161,261</u>
Total Full-time Salaries and Employee Benefits		432,120	481,252	433,505
Part-time Wages		<u>435,519</u>	<u>443,946</u>	<u>467,723</u>
Total Salaries and Employee Benefits		867,638	925,198	901,228
<u>FUND 45 - SPECIAL ZONE TAX</u>				
→ Park Ranger	<u>0.5</u>			
Positions/ Salaries	0.5	28,213	28,578	28,152
Annual Leave Expense		1,930	--	--
Benefits		<u>9,427</u>	<u>8,136</u>	<u>9,786</u>
Total Full-time Salaries and Employee Benefits		39,569	36,713	37,938
Part-time Wages		<u>0</u>	<u>0</u>	<u>10,000</u>
Total Salaries and Employee Benefits		39,569	36,713	47,938
TOTAL POSITIONS/SALARIES	<u>79.0</u>	<u>4,961,915</u>	<u>5,143,779</u>	<u>4,990,178</u>
TOTAL ANNUAL LEAVE EXPENSE		127,856	185,659	120,001
TOTAL BENEFITS		<u>2,499,858</u>	<u>2,515,261</u>	<u>2,588,162</u>
TOTAL FULL TIME SALARIES AND BENEFITS		7,589,629	7,702,894	7,698,341
PART-TIME WAGES		<u>2,871,823</u>	<u>3,106,767</u>	<u>3,204,088</u>
TOTAL SALARIES AND EMPLOYEE BENEFITS		<u>10,461,452</u>	<u>10,809,661</u>	<u>10,902,429</u>