



MECKLENBURG COUNTY
Park and Recreation Department

MEMO

April 16, 2019

TO: Leslie Johnson, Assistant County Manager
Michael Bryant, Director Office of Management and Budget
CC: Lorraine Bias, Sr. Fiscal Administrator

FM: W. Lee Jones, Director
RE: Lapse Salary Request

We would like to request \$925,000 from lapse salaries to fund operational needs for Park and Recreation. The lapse salary request be used to cover the following:

- Comprehensive Master Plan- to begin the development of Park's new assessment and master plan. The total estimated cost of the project is \$725k. We are requesting \$400k to begin the process of selecting the vendor. A budget request was submitted for the initial funding of \$325k. It was recommended that PRK secure all funding and move forward with the RFQ/RFP in the last quarter of FY19. We are requesting **\$400k** to begin the process of selecting the vendor.
- Synthetic Turf Field Replacement- Seeking to replace 2 synthetic turf fields at Harrisburg Park. The current capital reserve account has an available balance of \$917k. The total cost of the field replacement is \$1.1 million. Requesting to utilize **\$200k** from lapse salaries to complete the fields.
- Mowing Contracts- due to the termination of more than one maintenance contractual agreement, Park is now responsible for field maintenance (includes mowing), The additional cost of field preparation has caused our current mowing budget projections to be over by **\$225K**. We are requesting to use lapse salaries to cover this gap.
- Security Cost- Park has experience an increase in theft at several of our locations, in addition to other security concerns. This has resulted in an increase in patrol at several locations. We are projecting our security budget to go over by **\$100k**.

At this time, we believe our lapse salary projections of \$1.5 million will allow Park to cover the gap of \$925k. We recognized this is a short-term solution and we will not rely upon lapse salaries to maintain the needs listed above as we move forward toward FY20.

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Bias, Lorraine

From: Bias, Lorraine
Sent: Thursday, May 16, 2019 3:38 PM
To: Gimenez, Jesus
Subject: FW: Lapse Salary Request

From: Bryant, Michael
Sent: Monday, April 22, 2019 9:50 AM
To: Johnson, Leslie <Leslie.Johnson@mecklenburgcountync.gov>; Bias, Lorraine <Lorraine.Bias@mecklenburgcountync.gov>
Cc: Jones, Lee <Lee.Jones@mecklenburgcountync.gov>; Cox, Adrian M. <Adrian.Cox@mecklenburgcountync.gov>; Lilly, David <David.Lilly@mecklenburgcountync.gov>
Subject: RE: Lapse Salary Request

Leslie,

David has confirmed the availability of the funds.

Thanks,

Mike Bryant



Please consider the environment before printing this e-mail

From: Johnson, Leslie
Sent: Thursday, April 18, 2019 2:58 PM
To: Bias, Lorraine <Lorraine.Bias@mecklenburgcountync.gov>
Cc: Bryant, Michael <Michael.Bryant@mecklenburgcountync.gov>; Jones, Lee <Lee.Jones@mecklenburgcountync.gov>
Subject: RE: Lapse Salary Request

Hi Lorraine,

Yes, it's almost the weekend.

I'm ok with the transfer of lapse salaries for the identified request assuming funds are available and these transaction will not deplete funds.

Enjoy the long weekend ☺



Leslie Johnson
Assistant County Manager

Mecklenburg County Manager's Office
600 East Fourth Street - 11th Floor
Charlotte, NC 28202

(980) 314-2910 voice

Leslie.Johnson@MecklenburgCountyNC.gov

From: Bias, Lorraine <Lorraine.Bias@mecklenburgcountync.gov>

Sent: Thursday, April 18, 2019 2:37 PM

To: Johnson, Leslie <Leslie.Johnson@mecklenburgcountync.gov>

Subject: FW: Lapse Salary Request

Happy Work Day Friday! 😊

Just wanted to follow up with you regarding the attached lapse salary request to ensure there were no questions or additional information that is needed.

Thanks

LB

Lorraine Bias

Sr. Fiscal Administrator

Accounting and Administration

Park and Recreation Division

5841 Brookshire Boulevard • Charlotte, North Carolina 28216-2403

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lorraine.bias@mecklenburgcountync.gov

"Manage with your heart, document with your mind."



Please take our PRK Fiscal Administration Customer Satisfaction Survey.

From: Bias, Lorraine

Sent: Tuesday, April 16, 2019 5:05 PM

To: Johnson, Leslie <Leslie.Johnson@mecklenburgcountync.gov>

Cc: Lee Jones (<Lee.Jones@mecklenburgcountync.gov>) <Lee.Jones@mecklenburgcountync.gov>

Subject: Lapse Salary Request

Hi Leslie

Attached is the PRK's Lapse Salary Request for your review.

LB

Lorraine Bias

Sr. Fiscal Administrator

Accounting and Administration

Park and Recreation Division

5841 Brookshire Boulevard • Charlotte, North Carolina 28216-2403

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