

APPROVED

12-14-2016

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 16-243

DATE December 14, 2016

C.D. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF APPROPRIATIONS WITHIN FUND 302 IN THE DEPARTMENT OF RECREATION AND PARKS FOR BUDGETARY ADJUSTMENTS

AP Diaz _____
R. Barajas _____
H. Fujita _____

V. Israel _____
K. Regan _____
*N. Williams NDW

General Manager

Approved

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Subject to approval by the Mayor, authorize the transfers of appropriations within Recreation and Parks Fund 302, as follows:

FROM:

Fund 302/88, Account 1010 – Salaries, General \$3,020,000.00

TO:

Fund 302/88, Account 1070 – Salaries, As Needed	\$1,250,000.00
Fund 302/88, Account 1090 – Salaries, Overtime	300,000.00
Fund 302/88, Account 1100 – Salaries, Hiring Hall	700,000.00
Fund 302/88, Account 1120 – Fringe Benefits, Hiring Hall	400,000.00
Fund 302/88, Account 8304 – Refuse Collection Services	<u>370,000.00</u>
	\$3,020,000.00

2. Authorize the General Manager, or Designee, to make technical corrections as necessary to carry out the intent of the transfers as stated in the Summary of this Report.

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SUMMARY

The Department of Recreation and Parks (RAP) anticipates additional appropriations needed in Salaries, As-Needed (Account 1070), Salaries, Overtime (Account 1090), Salaries, Hiring Hall (Account 1100), and Fringe Benefits, Hiring Hall (Account 1120) due to shortage of full-time employees, fire watches, extreme weather, as well as other unexpected program and event needs. Although RAP has been working hard and aggressively to hire critically needed full-time employees, the shortage in full-time personnel persists as a result of retirements, transfers, promotions, etc. Since Fiscal Year 2015-16, RAP has hired approximately 170 full-time employees but gained only a net increase of 38 as of October 2016.

Therefore, RAP requests additional appropriations to cover the shortages in the following labor accounts. The funding is made available from the projected savings in Salaries, General (Account 1010) mostly due to the underfill of full-time positions.

- Salaries, As-Needed (Account 1070) - \$1,250,000.00
- Salaries, Overtime (Account 1090) - \$300,000.00
- Salaries, Hiring Hall (Account 1100) - \$700,000.00
- Fringe Benefits, Hiring Hall (Account 1120) - \$400,000.000

Additional appropriation in the amount of Three Hundred Seventy Thousand Dollars (\$370,000.00) in Refuse Collection Services (Account 8304) is needed to cover the costs in the current Fiscal Year and the carryover costs from prior year due to the rate increases by the Bureau of Sanitation.

The abovementioned appropriations will be needed to cover anticipated costs through the end of the current Fiscal Year.

FISCAL IMPACT STATEMENT

This transfer between accounts is for budgetary adjustments and has a net zero impact on RAP's General Fund.

This report was prepared by Noel Williams, Chief Financial Officer, Finance Division.