

APPROVED

3-15-2017

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 17-072

DATE March 15, 2017

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 _____
for N. Williams EC

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Withdrawn _____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 \$3,200,000.00

TO:

Fund 302/88, Account 1070 – Salaries, As Needed	\$2,150,000.00
Fund 302/88, Account 1100 – Salaries, Hiring Hall	200,000.00
Fund 302/88, Account 1120 – Fringe Benefits, Hiring Hall	150,000.00
Fund 302/88, Account 3040 – Contractual Services	500,000.00
Fund 302/88, Account 8620 – Children's Play Equipment	<u>200,000.00</u>
	\$3,200,000.00

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.

SUMMARY

The Department of Recreation and Parks (RAP) anticipates additional appropriations needed in Salaries, As-Needed (Account 1070), 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

BOARD REPORT

PG. 2

NO. 17-072

2015-16, RAP has hired approximately 205 full-time employees but gained only a net increase of 54 as of January 2017.

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) – \$2,150,000.00
- Salaries, Hiring Hall (Account 1100) – \$200,000.00
- Fringe Benefits, Hiring Hall (Account 1120) – \$150,000.00

In addition, a total of Five Hundred Thousand Dollars (\$500,000.00) in Contractual Services (Account 3040) is needed to cover costs incurred for veterinarian services for Park Ranger horses and bus rentals enabling fieldtrips for under-served children.

- Equine Services (Account 3040) – \$50,000.00
- Bus Rental (Account 3040) – \$450,000.00

Lastly, appropriation in the amount of Two Hundred Thousand Dollars (\$200,000.00) in Children's Play Equipment (Account 8620) is needed to cover play equipment installation and/or repairs for safety and aesthetic purposes.

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

FISCAL IMPACT STATEMENT

These transfers between accounts are for budgetary adjustments and have a net zero impact on RAP's General Fund.

This Report was prepared by Sondra Fu, Senior Management Analyst II, Finance Division.