

Attachment 2 - Overtime Report for March 2024

PERIOD 9, MARCH 2024							75% Threshold
	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	PCT	
<b>GENERAL FUND (summary)</b>							
400031 OVERTIME/General	1,725,650	111,057	1,836,707	1,626,476	210,231	89%	
400032 OVERTIME/Sworn	9,282,969	2,561,865	11,844,834	8,332,740	3,512,094	70%	
<b>TOTAL GENERAL FUND</b>	<b>11,008,619</b>	<b>2,672,922</b>	<b>13,681,541</b>	<b>9,959,216</b>	<b>3,722,325</b>	<b>73%</b>	
<b>Overtime By Department</b>							
<b>CITY CLERK</b>							
Administration	20,000	-	20,000	17,806	2,194	89%	Two staff members are required for every council meeting.
<b>COMMUNITY DEVELOPMENT</b>							
General Plan Code Enforcement	20,000	20,000	40,000	3,007	36,993	8%	
<b>FINANCE</b>							
Administration	-	-	-	16	(16)	-	Short-staffed.
General Accounting	-	-	-	1,321	(1,321)	-	Short-staffed.
Payroll	-	-	-	62,713	(62,713)	-	Short-staffed.
Accounts Payable	600	-	600	954	(354)	159%	Short-staffed.
Revenue Collection	5,000	-	5,000	8,812	(3,812)	176%	Short-staffed.
<b>TOTAL FINANCE</b>	<b>5,600</b>	<b>-</b>	<b>5,600</b>	<b>73,816</b>	<b>(68,216)</b>	<b>1318%</b>	
<b>HUMAN RESOURCES</b>							
Administration	-	-	-	414	(414)	-	
<b>POLICE</b>							
Administration	490,227	-	490,227	401,455	88,772	82%	Short-staffed.
CAD Dispatch System	680,625	70,886	751,511	568,192	183,319	76%	New hire training
RM System	4,000	-	4,000	1,606	2,394	40%	
Parking Enforcement	6,000	-	6,000	3,409	2,591	57%	
Sworn Administration	4,800,000	1,908,965	6,708,965	4,833,031	1,875,934	72%	
<b>TOTAL POLICE</b>	<b>5,980,852</b>	<b>1,979,851</b>	<b>7,960,703</b>	<b>5,807,693</b>	<b>2,153,010</b>	<b>73%</b>	
<b>FIRE</b>							
Administration	2,000	-	2,000	231	1,769	12%	
Suppression	-	-	-	140,585	(140,585)	-	7 Personnel's OT is being charged to general OT object (400031) instead of sworn OT (400032). A correction to this line item will move these expenditures.
Sworn Suppression	4,453,872	652,900	5,106,772	3,432,981	1,673,790	67%	

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Sworn Prevention	29,097	-	29,097	13,260	15,837	46%	
Sworn Prv-Chvrn Insp	-	-		535	(535)	-	
Sworn Training	-	-	-	52,933	(52,933)	-	1 Battalion Chief's OT is being charged to Training instead of Suppression. A correction to this line item will move these expenditures.
<b>TOTAL FIRE</b>	<b>4,484,969</b>	<b>652,900</b>	<b>5,137,869</b>	<b>3,640,526</b>	<b>1,497,343</b>	<b>71%</b>	
<b>OFFICE OF NEIGHBORHOOD SAFETY</b>							
Administration	-	5,000	5,000	-	5,000	0%	
<b>PUBLIC WORKS &amp; ENGINEERING SVCS</b>							
Facility Maintenance Administration	-	-	-	118	(118)	-	A budget transfer will be done to cover the actual.
Stationary Engineers	10,000	-	10,000	8,557	1,443	86%	Stationary Engineers had after hours calls
Building Services	3,000	-	3,000	4,355	(1,355)	145%	Special assignment to build offices on the 2 <sup>nd</sup> floor of Engineering
Utility Sections	132,000	-	132,000	116,122	15,878	88%	Weekend cleaning of the Aquatic centers, stripping and waxing of floors at community centers.
Electric	25,000	-	25,000	17,918	7,082	72%	
Parks & Landscape Admin	200,000	-	200,000	171,939	28,061	86%	Tree work and extensive weed abatement in various locations that are open spaces and busy roadways.
Streets Administration	36,000	(30,000)	6,000	49	5,951	1%	
Street Sweeping	1,100	-	1,100	189	911	17%	
Pavement Maintenance	41,447	10,000	51,447	16,486	34,961	32%	
Traffic Signs & Lines	4,885	20,000	24,885	10,353	14,532	42%	
Equipment Services	8,000	-	8,000	17,474	(9,474)	218%	To catch up on outstanding work, clerical and maintenance.
Abatement Services	27,000	-	27,000	24,732	2,268	92%	Abatement staff had Dumpster Day work on the 15 <sup>th</sup> , 22 <sup>nd</sup> and 29 <sup>th</sup>
<b>TOTAL PUBLIC WORKS</b>	<b>488,432</b>	<b>-</b>	<b>488,432</b>	<b>388,293</b>	<b>100,139</b>	<b>79%</b>	
<b>LIBRARY</b>							
Library Administration	-	6,000	6,000	6,809	(809)	113%	Admin support fo Deputy City Manager, Library Commission, and staffing shortages.
<b>COMMUNITY SERVICES</b>							
Recreation Services/Cities of Service	-	23	23	23	-	-	Tool Lending Library OT
Recreation Administration	-	1,351	1,351	1,351	-	100%	Administrative staff were tabling at several weekend and evening events in July.
Booker T Center	250	-	250	204	46	82%	Staff overtime for futsal program
Nevin Center	1,000	864	1,864	1,864	-	100%	Short-staffed during summer camp
Shields Reid	37	123	161	161	-	100%	Short staffed during summer camp
Recreation Complex	1,000	-	1,000	983	17	98%	Short-staffed.
Parchester Center	200	533	733	733	-	100%	Short-staffed.
May Valley Center	-	1,616	1,616	1,616	-	100%	Short-staffed.
Recreation DPRC	500	250	750	413	337	55%	
Senior Center	300	-	300	-	300	0%	

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Senior Center Annex	250	-	250	236	14	95%	Staff participated in fireworks events.
Aquatics	2,028	2,764	4,792	4,921	(129)	103%	Short-staffed.
Convention Center	-	-	-	4,493	(4,493)	100%	Increased rentals required staff overtime
Plunge	2,200	1,647	3,847	3,855	(8)	100%	Short-staffed.
<b>TOTAL COMMUNITY SERVICES</b>	<b>7,766</b>	<b>9,171</b>	<b>16,937</b>	<b>20,853</b>	<b>(3,916)</b>	<b>123%</b>	
<b>ECONOMIC DEVELOPMENT PROGRAM</b>							
Administration	1,000		1,000	-	1,000	0%	
<b>TOTAL GENERAL FUND</b>	<b>11,008,619</b>	<b>2,672,922</b>	<b>13,681,541</b>	<b>9,959,217</b>	<b>3,722,324</b>	<b>73%</b>	
<b>NON-GENERAL FUND</b>							
<b>Overtime By Fund</b>							
1012 HILLTOP LANDSCAPE MAINT DIST	20,000	-	20,000	25,043	(5,043)	125%	The Hilltop crew completed weed abatement around the lake and High Fire Zones
1015 MARINA BAY LNDSKP & LIGHT DIST	25,300	-	25,300	9,284	16,016	37%	
1018 RENT CONTROL	2,500	-	2,500	285	2,215	11%	
1050 CR-PLANNING & BUILDING	9,500	3,000	12,500	-	12,500	0%	
1051 CR-PLANNING & BUILDING	-	13,000	13,000	1,862	11,138	14%	
1055 ENCROACHMENT SVCS	8,000	-	8,000	15,157	(7,157)	189%	To inspect services completed by PG&E and it corresponds with a permit and the funds should go back to that line
4001 PORT OF RICHMOND	-	-	-	123	(123)	-	
4003 WASTEWATER ADMINISTRATION	-	-	-	11,865	(11,865)	-	
4003 WASTEWATER PRE-TREATMENT	7,500	-	7,500	4,766	2,734	64%	
4006 STORMWATER	-	-	-	530	(530)	-	
4404 RHA-NEVIN PLAZA	-	1,908	1,908	2,156	(248)	113%	On-call services from tenants after hours and weekends.
4405 RHA-NYSTROM VILLAGE	-	4,491	4,491	3,127	1,364	70%	
5001 INSURANCE RESERVES	-	-	-	391	(391)	-	
<b>TOTAL NON-GENERAL FUNDS</b>	<b>72,800</b>	<b>22,399</b>	<b>95,199</b>	<b>74,588</b>	<b>20,611</b>	<b>78%</b>	