


TO MAYOR/COUNCIL FYI
Date 6/17/20 By Y. Fierro



BUDGET & MANAGEMENT STUDIES

DATE: June 12, 2020

TO: MAYOR LEE BRAND
COUNCIL PRESIDENT MIGUEL ARIAS
CITY COUNCIL MEMBERS

THROUGH: WILMA QUAN,  City Manager

FROM: HENRY FIERRO, Budget Manager 

SUBJECT: RESPONSE TO COUNCIL DIRECTION No. 4.3 REQUESTING OVERTIME INFORMATION

During the Budget Hearing on June 9, 2020, Council President Arias requested overtime information.

Attached is a report of overtime by fund type and by department.

C: Jane Sumpter, Assistant City Manager
Jim Schaad, Assistant City Manager
Tim Orman, Chief of Staff

**Overtime Analysis
Amended Budget & Actuals as of May 27, 2020**

	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)
General Fund	9,250,600	9,334,461	(83,861)	10,595,784	(1,345,184)
Special Revenues	2,451,700	2,412,419	39,281	2,477,405	(25,705)
Capital	7,700	66,599	(58,899)	73,400	(65,700)
Enterprise	4,653,100	5,864,317	(1,211,217)	6,750,900	(2,097,800)
Internal Serv Fund	104,800	239,995	(135,195)	288,331	(183,531)
Total	16,467,900	17,917,792	(1,449,892)	20,185,820	(3,717,920)
General Fund	1,700	4,815	(3,115)	4,800	(3,100)
Mayor & CMO	0	157	(157)	300	(300)
City Clerk	8,200	31,564	(23,364)	31,900	(23,700)
City Attorney	3,557,500	3,055,627	501,873	3,557,500	0
Police	5,543,700	6,084,349	(540,649)	6,801,261	(1,257,561)
PARCS	24,500	37,832	(13,332)	55,000	(30,500)
Public Works	10,000	17,997	(7,997)	20,900	(10,900)
Planning & Dev	95,000	75,246	19,754	88,600	6,400
Information Serv	0	1,823	(1,823)	1,823	(1,823)
Finance	10,000	25,050	(15,050)	33,700	(23,700)
Subtotal	9,250,600	9,334,461	(83,861)	10,595,784	(1,345,184)
Special Revenue	1,537,100	727,766	809,334	824,900	712,200
Police	341,900	90,668	251,232	184,005	157,895
Fire	0	1,002	(1,002)	1,000	(1,000)
PARCS	195,000	248,783	(53,783)	265,700	(70,700)
Public Works	0	4,522	(4,522)	5,500	(5,500)
Planning & Dev	127,800	301,169	(173,369)	301,200	(173,400)
Airports	249,900	1,038,509	(788,609)	895,100	(645,200)
Transportation	2,451,700	2,412,419	39,281	2,477,405	(25,705)

**Overtime Analysis
Amended Budget & Actuals as of May 27, 2020**

	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)
Capital					
Police	0	408	(408)	400	(400)
Public Works	7,700	66,191	(58,491)	73,000	(65,300)
Subtotal	7,700	66,599	(58,899)	73,400	(65,700)
Enterprise					
Police	2,049,200	2,303,956	(254,756)	2,582,000	(532,800)
PARCS	0	421	(421)	400	(400)
Public Works	120,200	84,886	35,314	97,400	22,800
Public Utilities	1,385,600	957,506	428,094	1,074,400	311,200
Transportation	1,098,100	2,517,548	(1,419,448)	2,996,700	(1,898,600)
Subtotal	4,653,100	5,864,317	(1,211,217)	6,750,900	(2,097,800)
Internal Services					
Public Works	32,800	15,683	17,117	17,900	14,900
Gen'l City Purpose	0	328	(328)	400	(400)
Public Utilities	800	844	(44)	200	600
Transportation	41,700	110,951	(69,251)	137,300	(95,600)
Information Serv	29,200	111,848	(82,648)	132,031	(102,831)
Finance	300	314	(14)	400	(100)
Personnel	0	26	(26)	100	(100)
Subtotal	104,800	239,995	(135,195)	288,331	(183,531)

Overtime Analysis
Amended Budget & Actuals as of May 27, 2020

Fund Descr	Acct Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Amended Fav / (Unfav)	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Office of the Mayor & City Mgr	Overtime	1,700	4,815	(3,115)	4,800	(3,100)	(3,100)		
Total Department		1,700	4,815	(3,115)	4,800	(3,100)	(3,100)		
City Clerk's Office	Overtime	0	157	(157)	300	(300)	(300)		
General Fund		0	157	(157)	300	(300)	(300)		
Total Department		0	157	(157)	300	(300)	(300)		
City Attorney's Department	Overtime	8,200	31,564	(23,364)	31,900	(23,700)	(23,700)	Processing PRA requests, weekend enforcement requested by policymakers	Processing PRA requests, weekend enforcement requested by policymakers
General Fund		8,200	31,564	(23,364)	31,900	(23,700)	(23,700)		
Total Department		8,200	31,564	(23,364)	31,900	(23,700)	(23,700)		
Police Department	Overtime	3,457,500	2,900,274	557,226	3,457,500	0	0	Proactive law enforcement, court appearances, min. staffing, backfilling vacancies	Proactive law enforcement, court appearances, min. staffing, backfilling vacancies. We believe we will end the year close to our budgeted amount.
General Fund		3,457,500	2,900,274	557,226	3,457,500	0	0		
General Fund	Voluntary Overtime	100,000	155,353	(55,353)	100,000	0	0	MOU Guaranteed leave	MOU Guaranteed leave. This will come in at budget as there are mispostings that are being moved to fund 48001.
Subtotal General Fund		3,557,500	3,055,627	501,873	3,557,500	0	0		
BSCC State Law Enforcement	Overtime	2,600	0	2,600	2,600	0	0	Critical Incident Training for sworn personnel.	Provide Critical Incident Training for sworn personnel. Training taught by American Ambulance. The overtime will be used for Train the Trainer classes as the CIT courses will be taught by FPD once the allocated amount to American Ambulance ends.

Fund Descr	Acct Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Police Department								
Misc Federal Grants - Police	Overtime	39,700	20,205	19,495	22,100	17,600	To investigate Cold Sexual Assault Cases by sworn personnel (SAKI 18 and SAKI 19). Two sworn officers assigned to low-income housing in Southeast and Southwest Policing Districts (HUD).	To investigate CODIS hits received on Cold Sexual Assault cases from 2000 to present. Due to the volume of hits being returned, more cases are being investigated. Overtime being utilized by the Detectives assigned to this unit. HUD - overtime to be used by the two officers assigned to the low-income housing units in Southeast and Southwest Fresno.
Misc Federal Grants - Police	Voluntary Overtime	62,100	0	62,100	0	62,100	All overtime is charged to Account 51301.	This account is not allowable under the grant.
Misc State Grants - Police	Overtime	729,200	614,170	115,030	698,200	31,000	To investigate Domestic Violence cases (DV), perform Tobacco decoy operations and inspections of tobacco businesses within the City of Fresno (Tobacco), conduct enforcement/education at river bottom by Motor Officers (OHV), and conduct traffic enforcement (STEP).	To investigate backlog of domestic violence cases which the department has seen an increase due to the COVID19 pandemic; to perform inspections with CDTFA and enforcement through decoy operations at tobacco based businesses in the City Fresno; patrol and surveil the river bottom for those violating the OHV laws and providing education when necessary as use of this area has increased due to persons looking for places to hang out as a result of the pandemic; and conducting traffic enforcement for persons in violation of driving under the influence laws through Saturations, checkpoints, Motor cycle ops and warrant ops which has also seen an increase especially during the day time hours. We believe will be come in pretty close to our mid-year budgeted amount due to the Tobacco grant ending 6/30/2020; and the STEP being in the last 4-5 months of the grant before the start of the new grant (provided we are awarded the grant).
Subtotal Grants		833,600	634,375	199,225	722,900	110,700		

Fund Descr	Act Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Amended Fav / (Unfav)	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Police Department P.O.S.T.	Overtime	535,000	1,490	533,510	2,000	533,000	\$500K State POST reimbursable OT for training and \$35K for Regional Training Center OT.	Regional Training Center civilian staff OT for administrative tasks. The State POST OT has not been used because the State stopped reimbursements.	
Patrol Support Fund Southeast Police Station	Overtime Overtime	168,500 0	91,902 408	76,598 (408)	100,000 400	68,500 (400)		Construction Management employees completing the new SE Police Station construction.	
Contract Law Enforcement Svcs	Overtime	65,000	20,886	44,114	21,000	44,000		Reimbursable OT from officers working the Big Fresno Fair contract.	
Contract Law Enforcement Svcs	Voluntary Overtime	1,984,200	2,283,070	(298,870)	2,561,000	(576,800)	Reimbursable OT from officers working various Contract Law Enforcement Services contracts.	Reimbursable OT from officers working various Contract Law Enforcement Services contracts.	
Total Department		7,143,800	6,087,758	1,056,042	6,964,800	179,000			

Fund Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Fire Department							
General Fund	1,311,700	1,276,486	35,214	1,319,960	(8,260)	OT appropriations are needed to primarily cover backing filling of sworn staff scheduled for training and/or for providing assistance towards State Fires.	Cost activity projected to be in line with budgeted amount.
General Fund	4,232,000	4,807,864	(575,864)	5,481,300	(1,249,300)	Minimum Staffing pay corresponds to back filling sworn staff on leave absence or assistance with meeting minimum sworn daily staffing.	Cost activity projected to be above budget due to elevated Workers' compensation status, vacancies in the relief pool, growth in vacation, illness, and other leaves.
Subtotal General Fund	5,543,700	6,084,349	(540,649)	6,801,261	(1,257,561)		
Misc.State Grants - Fire	85,000	0	85,000	85,000	0	OT appropriations are for joint, reimbursed training programs between the City and Fresno Community College	Cost of activity is expected to approximate budgeted amount after reconciliation processed.
Misc.State Grants - Fire	85,000	0	85,000	0	85,000		
Homeland Security Grant-Fire	13,000	0	13,000	0	13,000	OT is for Training related to High Speed Rail Hazardous Material accidents	The timing for the training was delayed but is expected to resume in early FY 21
Subtotal Grants	183,000	0	183,000	85,000	98,000		
Airport Public Safety - Fire	22,800	26,710	(3,910)	29,225	(6,425)	Overtime is related to both training with FFD for department curriculum and training related to Airport emergencies.	The training costs slightly exceeded budget due to extra classroom hours.
Airport Public Safety - Fire	136,100	63,959	72,141	69,781	66,319	Minimum Staffing pay corresponds to back filling sworn staff on leave absence or assistance with meeting minimum sworn daily staffing.	Cost of activity projected to be below budget due to lower than usual vacation leaves and other leaves believed to be resulting from COVID 19.
Total Department	5,805,600	6,175,018	(289,418)	6,985,266	(1,099,566)		

Fund Descr	Acct Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$s needed for:
Dept of Parks, Rec & Comm Svcs	Overtime	24,500	37,832	(13,332)	55,000	(30,500)	Backfilling projected vacancies; meeting minimum daily staffing due to vacations, sick leave, and/or injuries; safety/hazardous repairs	Approximately \$32,200 of the OT expended is in the Parks Division of which Custodial = \$19,400, Irrigation = \$5,000, and Maintenance = \$7,800. In Custodial, Leadworkers are used to oversee the Adult Offenders and when absent due to vacations, sick leave, and/or injuries, OT is incurred. Irrigation and Maintenance OT is due to safety/hazardous repairs. Additional OT is incurred due to mandates/directives through the CMO and/or Council, Community Special events that run later than expected, multiple events at one time with staffing level issues, vacancies, vacations, and sick leave.
Parks Special Projects	Overtime	0	1,002	(1,002)	1,000	(1,000)	Special events including Councilmember Community event requests - impacted schedules during summer months	Impacted schedules (staffing levels) - Special events including Councilmember Community events (ex: Carnaval)
Camp Fresno Capital Impr	Overtime	0	421	(421)	400	(400)	Impacted staffing levels, urgent repairs	urgent repairs and impacted schedules - staffing levels
Total Department		24,500	39,256	(14,756)	56,400	(31,900)		

Fund Descr	Div Descr	Amended Budget	Actuals	Amended Fav / (Unfav)	Estimate	Amended Fav / (Unfav)	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Department of Public Works									
General Fund	Construction Managen	0	859	(859)	1,500	(859)	(1,500)	Periodic overtime for inspections.	Project inspection needs
	Landscape Maintenance	10,000	15,113	(5,113)	17,100	(5,113)	(7,100)	Weekend projects @ CH; Due to Covid-19	Weekend projects @ CH; Due to Covid-19
								Leadworker needed to report earlier to jobsite to check in temporary employees @ jobsite; higher than anticipated equipment repair.	Leadworker needed to report earlier to jobsite to temporary employees @ jobsite; higher than anticipated equipment repair.
	Traffic Sig-& Streetlight	0	2,025	(2,025)	2,300	(2,025)	(2,300)	Plan Review Deadline within BFF	Plan Review Deadline within BFF
Subtotal General Fund		10,000	17,997	(7,997)	20,900	(7,997)	(10,900)	Varies by Division, explanations above	
Special Gas Tax	Traffic Sig & Streetlight	110,000	133,762	(23,762)	148,700	(23,762)	(38,700)	On Call electrician for nights, weekends and small cities and Fresno County.	Number of emergency calls
Subtotal Special Gas Tax		110,000	133,762	(23,762)	148,700	(23,762)	(38,700)		
Prop. 111 - Special Gas Tax	Street Maintenance Di	0	22,573	(22,573)	25,500	(22,573)	(25,500)	Higher than anticipated signage call outs due to traffic accidents	Number of emergency calls
Subtotal Prop. 111		0	22,573	(22,573)	25,500	(22,573)	(25,500)		
ABX8 6 Gas Tax (formerly TCRP)	Street Maintenance Di	25,000	23,489	1,511	25,500	1,511	(500)	On call for night and weekend for emergency calls.	Number of emergency calls
Subtotal ABX8 6 Gas Tax		25,000	23,489	1,511	25,500	1,511	(500)		
SBI Road Repair Gas Tax	Street Maintenance Di	20,000	10,144	9,856	12,000	9,856	8,000	Work scheduled for Friday day off. Also to complete jobs which cannot be shut down by scheduled time off. Paving cannot impact traffic nor can occur during extreme weather conditions.	Weather conditions and need to schedule a project to avoid traffic congestion
Subtotal SBI		20,000	10,144	9,856	12,000	9,856	8,000		
Planning & Dev Grant Programs	Sustainable Fresno	0	47	(47)	100	(47)	(100)	Meet project deadlines	
Subtotal		0	47	(47)	100	(47)	(100)		
Meas C-PW Alloc Street Maint	Street Maintenance Di	40,000	35,332	4,668	42,000	4,668	(2,000)	Work scheduled for Friday day off. Also to complete jobs which cannot be shut down by scheduled time off. Paving cannot impact traffic nor can occur during extreme weather conditions.	Weather conditions and need to schedule a project to avoid traffic congestion
Subtotal Meas C-PW Alloc		40,000	35,332	4,668	42,000	4,668	(2,000)		
Meas C-PW Alloc Flexible Fund	Engineering Services D	0	868	(868)	1,000	(868)	(1,000)	Due to reduction in staffing, overtime needed to complete project deadlines	Staffing level fluctuations
	Construction Managen	0	229	(229)	300	(229)	(300)	Staff work to complete inspections	Project inspection needs

Fund Descr	Div Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Amended Fav / (Unfav)	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Department of Public Works	Traffic Operations & PI	0	21,398	(21,398)	9,300		(9,300)	Overtime work related to synchronization of traffic software and to work. Completion of the Emergency Vehicle Preemption set up for the Police Department.	Dependent on type so projects or software upgrade work
	Fulton Street Maintenc:	0	325	(325)	600		(600)	Fountain Maintenance emergency calls	Number of emergency calls
Subtotal Meas C PW Alloc Flex		0	22,820	(22,820)	11,200		(11,200)	Varies by Division, explanations above	
	CASp Program SB1186 / SB1379	0	614	(614)	700		(700)		
Subtotal		0	614	(614)	700		(700)	Work handled by Development related to the CASp funding per the State	
	Landscape Maintenance Dist #1	0	98	(98)	200		(200)		
Subtotal		0	98	(98)	200		(200)	On Call Irrigation for emergency issues.	Number of emergency calls
	Community Facilities Dist No 2	5,000	1,393	3,607	1,600		3,400		
Subtotal		5,000	1,393	3,607	1,600		3,400	On Call Irrigation for emergency issues.	Number of emergency calls
	Community Facility Dist No. 11	2,000	41	1,959	100		1,900		
Subtotal		2,000	41	1,959	100		1,900	On Call Irrigation for emergency issues.	Number of emergency calls
	Community Sanitation Operating	20,000	14,114	5,886	16,000		4,000	Shift coverage for staff time off.	Vacation requests or call in by staff.
	Landscape Maintenance	55,000	43,853	11,147	51,000		4,000	On Call tree trimming and Irrigation for emergency issues.	Number of emergency calls
	Fulton Street Maintenc:	0	786	(786)	800		(800)	Additional trash can pick up due to special events downtown.	Number of special events
Subtotal		75,000	58,753	16,247	67,800		7,200	Varies by Division, explanations above	
	PW Special Proj Revolving Fund	45,000	25,345	19,655	28,700		16,300		
Subtotal	Traffic Sig & Streetlight:	45,000	25,345	19,655	28,700		16,300	Traffic accident response involving a Traffic signal or streetlight.	Number of emergency calls
	Public Works Admin Di	0	194	(194)	200		(200)	Completion of payroll processing.	Accounting
	Facilities Management	0	36	(36)	100		(100)	OT needed for accounting staff member to meet deadline	
	Street Maintenance Di	200		200	0		200		
	Landscape Maintenance	0	558	(558)	600		(600)	Additional Payroll reporting due to Covid-19	Additional Payroll reporting due to Covid-19
Subtotal		200	789	(589)	900		(700)		
	Facilities Management	31,000	15,231	15,769	17,300		13,700		
Subtotal	Facil Mgt Oper	31,000	15,231	15,769	17,300		13,700	This OT is due to either emergency requests that are called in after hours or work that needs to be done after hours to prevent disturbing employees work.	Repair and Project Requests

Fund Descr	Div Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav) Budget \$s needed for:	Actuals \$ needed for:
Department of Public Works							
Facility Repairs & Replacement	Facilities Management	0	452	(452)	600	(600)	
Subtotal Facil Repairs & Repl.		0	452	(452)	600	(600) OT needed to prevent disturbing employees work	Projects
Municipal Service Center Oper	Facilities Management	1,800	0	1,800	0	1,800	
Subtotal MSC Oper.		1,800	0	1,800	0	1,800	
Capital OT		700	64,660	(63,960)	71,100	(70,400) Overtime for projects related to the need for work to be scheduled so as not to impact traffic and to avoid extreme temperatures (paving related jobs) - Construction Management inspections	Various projects which require the work to happen after 5:00pm
Total Department		365,700	433,541	(67,841)	474,900	(109,200)	
General City Purpose Dept							
Retirement ISF	Overtime	0	328	(328)	400	(400)	
Total Department		0	328	(328)	400	(400)	

Fund Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)	Actuals \$ needed for:
Planning and Development						
General Fund	95,000	75,246	19,754	88,600	6,400	<ul style="list-style-type: none"> Special weekend inspections Meet deadlines for permit, plan and solar review
						<ul style="list-style-type: none"> Building & Safety Special weekend inspections Meet deadlines for permit, plan and solar review
						<ul style="list-style-type: none"> Training Parking Special events football or stadium coverage Shift enforcement/coverage for absent employees Towing with Streets Alarm/Emergency calls
						<ul style="list-style-type: none"> Planning Meet deadlines for plan checks Community meetings Planning commission
						<ul style="list-style-type: none"> Parking 216 hours for: towing, alarm calls, football, back up enforcement Majority of OT is for streets charges related to curb updates, installation and removal of poles for signs or meters; installation of bollards, and cement work. Some of the OT work is from Facility work orders for maintenance repair or property loss at facilities
Comm Dev Block Grant Revenue	0	4,421	(4,421)	5,400	(5,400)	
HOME Fund	0	101	(101)	100	(100)	
Total Department	95,000	79,768	15,232	94,100	900	

Div Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)	Actuals \$ needed for:
Department of Public Utilities						
Public Utilities Admin Div Total	800	844	(44)	200	600	
Water Division Total	680,100	462,731	217,369	533,800	146,300	Responding to after hours emergencies (water main and service line failures, SCADA hosting, etc.), standby response and meeting minimum daily staffing levels at the surface water treatment facilities. Reduction primarily due to mid-year changes in work shifts at the surface water treatment facilities to meet minimum staffing levels.
Solid Waste Management Div Total	460,000	163,306	296,094	171,700	288,300	Overtime is budgeted to cover minimum service levels primarily for the SolidW drivers due to: heavy workload through holiday season and summer months, leave time coverage, employee retirement/termination, emergency/incidental events.
Wastewater Management Division Total	245,500	245,636	(136)	266,800	(21,300)	Meeting minimum daily staffing levels; responding to after hours emergencies/standby response
Water Capital Total	0	48,887	(48,887)	56,900	(56,900)	Primarily charges from Water Division staff to complete service transfers, wet-ties, abandonments, while on site and reduce overall costs of demobilizing and remobilizing the next day. Also includes charges from DPW/Streets and WW/Sewer for inspection, construction management, engineering & electrical activities.
Sewer Capital Total	0	5,841	(5,841)	7,200	(7,200)	Construction management performed after hours including inspection work; traffic control including electricians adjusting traffic signals in order for work to be performed at intersections; and checking sewer construction sites for safety concerns

Div/Descr
Department of Public Utilities
 Waste Water Capital Total

Actuals \$ needed for:
 Construction management performed after hours including inspection work; traffic control including electricians adjusting traffic signals in order for work to be performed at intersections

Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Var from Amended Fav / (Unfav)	Budget \$s needed for:
0	30,505	(30,505)	38,000	(38,000)	Not budgeted in Overtime Account 51301; in budgeting CIP all PERS are appropriated in Salaries Account 51101
1,385,400	958,350	428,050	1,074,600	311,800	

Airports Department

FYI Operations
 Overtime
 Airport Federal Grants
 Overtime
 Airports Projects Administratn
 Overtime
 Chandler Operating
 Overtime
Total Department

Electricians to maintain runway lights, police officers to staff mandated shifts.
 Historically requests to adjust the Base consistent with actual expenditures have not been approved.

Fund Descr	Acct Descr	Actuals	Estimate	Var from Amended Fav / (Unfav)
	Overtime	295,213	295,200	(167,913)
	Overtime	4,489	4,500	(4,500)
	Overtime	87	100	(100)
	Overtime	1,379	1,400	(900)
	Overtime	301,169	301,200	(173,400)

Transportation Department

Measure C Transit
 Overtime

Bus Operator overtime was increased due to absentee rates increasing and COVID-19 screening and cleaning processes. The department offsets overtime with salary savings associated with vacant positions caused by turnover or positions maintained vacant. There is also salary savings realized due to the equivalent of 4 FT positions who are out on leave without pay annually.

Fund Descr	Acct Descr	Actuals	Estimate	Var from Amended Fav / (Unfav)
	Overtime	1,038,509	895,100	(645,200)

Fresno Transit Operating

Overtime

Bus Operator overtime was increased due to absentee rates increasing and COVID-19 screening and cleaning processes. The increase in Admin overtime is due to payroll staff reporting for COVID-19.

Fund Descr	Acct Descr	Amended Budget	Actuals	Var from Amended Fav / (Unfav)	Estimate	Amended Fav / (Unfav)	Var from Amended Fav / (Unfav)	Budget \$s needed for:	Actuals \$ needed for:
Transportation Department Federal Operating-43504	Overtime	125,000	34,607	90,393	49,900	75,100	Maintenance overtime is budgeted for maintaining bus stops, bus repairs, and services tied to Fresno requests.	Actuals are below budget.	
Grant Funded Operating Support	Overtime	31,200	877,214	(846,014)	1,002,100	(970,900)	Bus Operator overtime is budgeted for requirements tied to training, drug screening, reporting, and absences.	Bus Operator overtime was increased due to absentee rates increasing and COVID-19 screening and cleaning processes.	
Subtotal FAX Operations		1,347,700	3,553,235	(2,205,535)	3,891,200	(2,543,500)			
Fleet Operating	Overtime	41,700	86,363	(44,663)	103,300	(61,600)	Overtime fluctuates throughout the year based on the needs of our customers.	Due to COVID-19, we have not had as great of a need for overtime. Considering the Actuals through May 2020, the mid-year estimate can be reduced to \$96,000 if needed.	
Fleet Replacement	Overtime		247	(247)	200	(200)	Overtime fluctuates throughout the year based on the needs of our customers.	A few hours of overtime as one of our office staff needed to finish special projects.	
Public Safety Fleet	Overtime		24,341	(24,341)	33,800	(33,800)	Overtime fluctuates throughout the year based on the needs of our customers.	Due to COVID-19, we have not had as great of a need for overtime. Considering the Actuals through May 2020, the mid-year estimate can be reduced to \$30,000 if needed.	
Capital		300	2,821	(2,521)	600	(300)	Extremely rare for any overtime to be billed to a Capital org, as most PERS are for exempt employees. No need		
Total Department		1,389,700	3,667,007	(2,277,307)	4,029,100	(2,639,400)			

Fund Descr	Acct Descr	Amended Budget	Actuals	Amended Fav / (Unfav)	Estimate	Amended Fav / (Unfav)	Var from	Budget \$s needed for:	Actuals \$ needed for:
Information Services Dept General Fund	Overtime	0	1,823	(1,823)	1,823	(1,823)	(1,823)	One Call Center: Special Event in March doing community outreach at the Home and Garden Show.	\$1,823 - no additional OT for OCC needed thru EOY
Information Services Operating	Overtime	29,200	111,848	(82,648)	132,031	(102,831)	(102,831)	Admin/Computer Services /Communications: Council mtgs and Press conferences, CC Events, Website updates, Network upgrades, patching and upgrades of servers / systems during the night and weekends to minimize down time, emergency response to power outages, Stand By staff to assist City workers after hours and weekends	COVID Related projects i.e..Health Screening Questionnaire App, Save our Small Business Grant Program, Website, Admin/Computer Services /Communications: Council mtgs and Press conferences, CC Events; Network upgrades; patching and upgrades of servers / systems during the night and weekends to minimize down time, emergency response to power outages, Stand By staff to assist City workers after hours and weekends
Total Department		29,200	113,672	(84,472)	133,854	(104,654)			
Finance Department General Fund	Overtime	10,000	25,050	(15,050)	33,700	(23,700)	(23,700)	Timely deposit of Business Tax payments during renewal seasons (April & October)	Timely deposit of Business Tax payments during renewal seasons (April & October).
Utility Billing & Collection	Overtime	300	314	(14)	400	(100)	(100)	Customer Service - Clerks may be on the phone with a customer and call takes longer than expected.	Customer Service - Clerks may be on the phone or at the counter with a customer and call/transaction takes longer than expected.
Total Department		10,300	25,365	(15,065)	34,100	(23,800)			
Personnel Department PROPERTY SELF-INS FUND	Overtime	0	26	(26)	100	(100)	(100)		
Total Department		0	26	(26)	100	(100)			