



# COUNTY OF HUMBOLDT

For the meeting of: 12/3/2024

File #: 24-1528

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: 4/5th

**SUBJECT:**

Extension of Extra Help Hours for Parks & Recreation Budget Unit 1100-713 (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Authorize the extension of extra-help employment hours for Park Caretaker I, Calvin Robinson, to a maximum of 1920 hours for fiscal year (FY) 2024-25 (4/5 Vote Required).

**STRATEGIC PLAN:**

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3002 - Invest in county facilities

**DISCUSSION:**

Calvin Robinson has been working as an extra help employee during the current fiscal year (FY). To date, Mr. Robinson has worked a total of 934 hours as a Park Caretaker I. The Parks & Recreation Division of the Humboldt County Department of Public Works is requesting an extension of extra help hours to the total of 1920 for the remainder of FY 2024-25. The requested extension of extra help hours is necessary to maintain the level of services provided by, and maintain the workload of, the Parks & Recreation Division of the Department of Public Works.

**SOURCE OF FUNDING:**

Parks & Recreation (1100713)

**FINANCIAL IMPACT:**

<i>Expenditures (1100713)</i>	<b>FY24-25</b>
<i>Budgeted Expenses</i>	<u>\$16,951</u>
<i>Total Expenditures</i>	<u>\$16,951</u>

*\*Projected amounts are estimates and are subject to change.*

<i>Funding Sources (Fund, Budget Unit)</i>	<b>FY24-25</b>
<i>General Fund</i>	
<i>Fees/Other</i>	<u>\$16,951</u>

<b>Total Funding Sources</b>	<u>\$16,951</u>
------------------------------	-----------------

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

The estimated salary and benefit cost for the requested extension of extra-help hours is \$16,951 for the 1100713, Parks & Recreation. There are sufficient funds in the FY 2024-25 budget to cover the extension of extra-help hours.

All extra help employees working beyond the 960 hours are subject to paying into the California Public Employee Retirement System (PERS). The additional costs for PERS have been included in the above-mentioned estimated salary cost.

Beginning January 2015, the Affordable Care Act (ACA) required large employers with fifty or more full-time employees to offer health coverage to all full-time employees. A full-time employee is defined as a person who is employed for an average of thirty or more hours per week. The Public Works Department is aware of these 2015 federal provisions that impact extra-help employment and is also aware of the county standard measurement period of employee hours will occur over the course of a fifty-two (52) week period. These employees will not fall under the guidelines of the requirement to provide health insurance.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

This extension of extra help hours will not increase the overall FTE for Parks & Recreation.

**OTHER AGENCY INVOLVEMENT:**

N/A

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could deny the request for additional extra-help hours. However, this is not recommended as it would cause a reduction in the level of services provided to maintain county parks.

**ATTACHMENTS:**

None

**PREVIOUS ACTION/REFERRAL:**

Meeting of: N/A

File No.: N/A