



City of Maricopa

Legislation Text

File #: BDGT 17-01, **Version:** 1

The Mayor and City Council shall discuss and possibly take action to approve a budgetary transfer request by the Financial Services Department in the amount of \$16,500 from General Fund, General Government, Contingency (10010000-99000) to General Fund, Finance, Professional and Occupational (10011313-53320) to hire temporary staff to assist the Finance Department with special projects. Discussion and Action.

Over the past two years several staff has left the department for other opportunities outside the City. This has caused the department to be staffed with temporary staff or having vacancies.

In fiscal year 2016, Finance utilized temporary services from Accountemps - A division of Robert Half International, Inc., to fill the Accountant position while the Financial Services Director and Finance and Budget Manager positions were filled with interim staff. The turnover of staff with the loss of institutional knowledge and continual learning curve has placed increased burdens on Finance staff to meet all of the Financial reporting and Budgetary deadlines. In addition, special projects during fiscal year 15-16 and early fiscal year 16-17 have caused delays in other areas and projects within Finance.

To the extent possible, Finance utilized Interns during the Spring and Fall semesters of 2016 and anticipate utilizing interns during the Spring 2017 semester to assist with day to day operating tasks to free up more experienced staff for more complicated projects. Staff is moving forward to fill the vacant Admin Assistant position that is currently being covered by the Accountant.

Staff is requesting to hire temporary personnel through Accountemps - A division of Robert Half International, Inc., to assist the department for approximately 8 weeks in an amount not to exceed \$16,500.

Staff recommends the Mayor and City Council shall discuss and possibly take action to approve a budgetary transfer request by the Financial Services Department in the amount of \$16,500 from General Fund, General Government, Contingency (10010000-99000) to General Fund, Finance, Professional and Occupational (10011313-53320) to hire temporary staff to assist the Finance Department with special projects. Discussion and Action.