

APPROVED
JAN 30 2006

REPORT OF GENERAL MANAGER

NO. 06-32

DATE January 30, 2006

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF APPROPRIATIONS WITHIN FUND 302 IN THE DEPARTMENT OF RECREATION AND PARKS

J. Combs _____	H. Fujita _____
B. Jensen _____	S. Huntley _____
*F. Mok <i>a.m.</i> _____	J. Kolb _____
K. Regan _____	M. Shull _____

Robert H. Jensen (for)
General Manager

Approved /

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board, subject to approval by the Mayor, authorize the transfer of appropriations within Recreation and Parks Fund 302, Department 88, to various accounts as follows:

FROM:	Account 1010 - Salaries General Account	\$45,200
TO:	Account 3310 – Transportation Expense	\$30,000
	Account 6030 – Property Management	\$12,000
	Account 6020 – Operating Supplies	\$ 3,200
FROM:	Account 3160 – Maintenance, Materials and Supplies	\$120,000
TO:	Account 3040 – Contractual Services	\$120,000

SUMMARY:

Periodic budgetary adjustments are required to assist the Department in meeting its workload and mandates. Following are various internal budgetary transfers between accounts to assist in this effort because specific types of expenditures must be made from designated appropriation accounts. A transfer of \$45,200 is requested from salary savings generated in the Salaries General account to assist with deficits in other accounts.

Also, a transfer of \$120,000 is requested to aid in the surveying of Venice Pier for restroom repairs.

The purpose for each transfer is detailed below.

REPORT OF GENERAL MANAGER

PG. 2

NO. 06-32

Transportation Expense – Account 3310, \$30,000 – Activity Code 0500

The transfer of funds from Account 1010, Salaries General to Account 3310, Transportation Expense is necessary to reimburse cost for employee mileage. The Transportation Expense account's budget has remained unchanged for a number of years, however, the mileage allowance has increased during this time. Currently, the mileage rate payout is 44.5 cents per mile traveled, from 36 cents in 2003.

Property Management – Account 6030, \$12,000 – Activity Code 0912

The Property Management account is used by the Department to pay property taxes on various tracts of land owned by the Department outside of the City of Los Angeles such as the San Bernardino, and Sierra Nevada Mountain Camp sites and properties in Mono County. The funding in this account has remained the same for some time despite the continued increase of property taxes. Therefore, more funding is necessary to meet our property tax obligations.

Operating Supplies – Account 6020, \$3,200 – Activity Code 0580

The transfer of funds from Account 1010, Salaries General, to Account 6020, Operating Supplies, is necessary to fund the cost of purchasing industrial shelving and post brackets to secure office furniture and fixtures to the walls as a safety precaution during an earthquake. This will prevent these objects from falling that may cause injuries to employees.

Contractual Services – Account 3040, \$120,000 – Activity Code 0900

Venice Pier recently sustained extreme weather damages that resulted in a portion of the Pier containing the bathrooms collapsing into the ocean. Transfer of \$120,000 from Maintenance Materials and Supplies to Contractual Services is necessary to cover the unforeseen cost of underwater inspection and survey along Venice Pier. Extensive investigation and evaluation of the ocean floor is necessary before new construction and/or restoration of the Pier can begin. The Department of Public Works, Bureau of Engineering and the Department of Recreation and Parks will oversee and review the results of the survey to determine the best and safest way to restore the Pier.

FISCAL IMPACT STATEMENT:

There is no impact on the Department General Fund, and transfers from the two accounts will have a zero net effect.

This report is prepared by Regina Adams, Chief Management Analyst, Finance Division, Budget and Accounting Section.