

REPORT OF THE GENERAL MANAGER

APPROVED
MAY 7 2008

NO. 08-126

DATE May 7, 2008

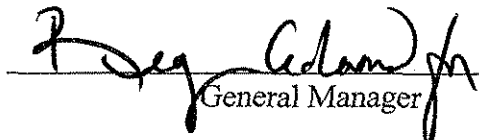
BOARD OF RECREATION
and PARK COMMISSIONERS

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BOARD OF RECREATION AND PARKS COMMISSIONERS

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

R. Adams _____	J. Kolb _____
V. Israel _____	*F. Mok <u>B.M.</u>
H. Fujita _____	K. Regan _____
S. Huntley _____	M. Shull _____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Subject to approval by the Mayor, authorize various transfer of appropriations within Recreation and Parks Fund 302, Department 88, as follows:

FROM:	Account 1010 - Salaries, General	\$1,350,000
	Account 3040 - Contractual Services	<u>490,000</u>
		\$1,840,000
TO:	Account 1070 - Salaries, As Needed	\$1,640,000
	Account 3160 - Maintenance Materials, Supplies	<u>200,000</u>
		\$1,840,000

2. Authorize the General Manager or his designee to make technical corrections as necessary to those transactions included in this report.

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PG 2

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SUMMARY:

Periodic budgetary adjustments are necessary to meet the Department's workload and mandates. Internal budgetary transfers between accounts are necessary because specific types of expenditures must be made from designated appropriation accounts.

The Department identified savings in the Salaries, General and Contractual Services Accounts that will be used to cover the part time employees' Cost of Living Adjustments (COLA), part time salary expenditures incurred during the Griffith Park fire recovery, and funding shortfall for pool chemicals. The details of these fund transfers are shown below:

From Salaries General, Account 1010 to Salaries As Needed, Account 1070 - \$1,350,000

The estimated COLA for Fiscal Year 2007-08 for part time employees is approximately \$1.35 million. A transfer of funds from the Salaries, General to Salaries, As Needed is necessary to cover the funding deficit.

From Contractual Services, Account 3040 to Salaries As Needed, Account 1070 - \$290,000

On May 8, 2007, a brush fire broke out in Griffith Park destroying a substantial portion of the park land. The Department received funding from the City and also, contributed its own funds to be used in the rehabilitation of the damaged areas. A majority of the funding received for the Griffith Fire Recovery efforts was allocated to the Contractual Services Account to pay outside contractors for mitigation and erosion control services. In addition to hiring contractors, RAP also used in-house staff towards the recovery efforts. A transfer of funds from Contractual Services to Salaries, As Needed is necessary to cover the part time expenses incurred in the Griffith fire recovery activities.

From Contractual Services, Account 3040 to Maintenance Materials and Supplies, Account 3160 - \$200,000

The funding shortfall for pool chemicals during the current fiscal year is approximately \$200,000. The Department of Recreation and Parks (RAP) is responsible for maintaining safe chemical levels in the City's seasonal and year round swimming pools for the safety of the patrons and in compliance with the County Health Codes and Regulations. The cost of purchasing chemicals has increased over the years but RAP budget has remained the same. A transfer of funds from the Contractual Services Account to Maintenance Materials and Supplies is necessary to pay for the pool chemicals.

FISCAL IMPACT STATEMENT:

This transfer between accounts is for budgetary adjustments and has a net zero impact on the Department's General Fund.

This report was prepared by Noel Williams, Chief Management Analyst, Finance-Budget Section.