

APPROVED
JAN 06 2010

REPORT OF GENERAL MANAGER

NO. 10-006

DATE January 6, 2010

BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

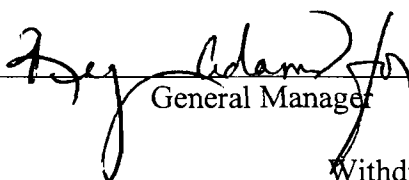
SUBJECT: RESIDENT CARETAKER FACILITIES ACCOUNT – REVISED FISCAL
YEAR 2009-2010 EXPENDITURE PLAN

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

Approved _____

Disapproved _____

Withdrawn _____


General Manager

RECOMMENDATION:

That the Board:

1. Authorize the Chief Accounting Employee to adjust, establish, or remove various Sub-Accounts within the Resident Caretaker Facilities Account (Fund 302, Department 89, Account 250K) in accordance with the Board Report and Attachment A; and,
2. Authorize the Chief Accounting Employee to transfer funds within the account to fund resident caretaker facility maintenance expenses for Fiscal Year 2009-10 in accordance with this Board Report and Attachment A.

SUMMARY:

On August 12, 2009, the Board approved an updated Resident Caretaker Program Policy which, in part, instructed the Department to deposit fifty percent (50%) of all rent into the Resident Caretakers Facility Account to cover administrative costs for the collection of rent, preparation of advertisements, maintenance and review of agreements, various other duties for the program, and to cover maintenance costs for general upkeep of the residences (Report No. 09-220).

On November 4, 2009, the Board approved the Fiscal Year 2009-2010 Expenditure Plan to transfer unallocated funds from within the Resident Caretaker Facility Account into the respective sub-accounts to ensure funds are expended for specific purposes and at designated facilities (Report No. 09-284).

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Due to an error in the formula for the total of the “Amount to Transfer from Unallocated” column on the attachment to the aforementioned board report, it is necessary to revise the total to be transferred from the allocated balance from \$130,285 to \$135,285 and the total remaining unallocated balance from \$32,692.26 to 27,692.26 (Attachment A). There is no change in the amounts to be transferred to the respective subaccounts.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department’s General Fund as expenditures will be paid from the Resident Caretaker Facilities Account, Fund 302, Department 89, Account 250K.

Report prepared by Robert N. Morales, Senior Management Analyst II, Administrative Resources Section, Finance Division

**CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS
RESIDENT CARETAKER FACILITIES ACCOUNT
FUND 302, DEPARTMENT 89, ACCOUNT 250K
FISCAL YEAR 2009-2010 EXPENDITURE PLAN (Revised)**

Sub-Account	Previous Sub-Account Name	New Sub-Account Name	Type of Expense	Balance as of 9/23/2009	Amount to Transfer To "Unallocated"	Amount to Transfer From "Unallocated"	New Sub-Account Balance
GA	n/a	General Administrative Expense	Resident caretaker program general administrative expenses.	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
AH	n/a	Caretaker Facility - Augustus Hawkins	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
DB	Caretaker Fac - Banning Res. Qtrs	Caretaker Facility - Drum Barracks Civil War Museum	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 3,720.00	\$ -	\$ 11,280.00	\$ 15,000.00
MP	Caretaker Fac - ColdH2O Cyn Hse	Caretaker Facility - Mulholland Park	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 14,560.00	\$ -	\$ 440.00	\$ 15,000.00
CS	Caretaker Fac - Chatsworth S Trl	Delete Subaccount	n/a	\$ 2,250.00	\$ 2,250.00	\$ -	\$ -
FD	Caretaker Fac - GP Ferndell Hse	Caretaker Facility - Fern Dell Ranger Station	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 100,465.50	\$ 82,465.50	\$ -	\$ 18,000.00
NC	Caretaker Fac - GP Nursery House	Caretaker Facility - Nursery Cottage	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 6,615.00	\$ -	\$ 11,385.00	\$ 18,000.00
GT	Caretaker Fac - Travel Town Trlr	Delete Subaccount	n/a	\$ 515.00	\$ 515.00	\$ -	\$ -
OP	Caretaker Fac - O'Melveny Pk Hse	Caretaker Facility - O'Melveny Park	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 11,200.00	\$ -	\$ 3,800.00	\$ 15,000.00
OR	Caretaker Fac - Orcutt Ranch Hse	Caretaker Facility - Orcutt Ranch	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 20,080.00	\$ 5,080.00	\$ -	\$ 15,000.00
GH	Caretaker Fac - Wilson Harding	Caretaker Facility - GP Golf House	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ 4,620.00	\$ -	\$ 10,380.00	\$ 15,000.00
WM	n/a	Caretaker Facility - Wattles Mansion	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ -	\$ -	\$ 18,000.00	\$ 18,000.00
SS	n/a	Caretaker Facility - South Seas House	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
AG	n/a	Caretaker Facility - Angels Gate	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
OV	n/a	Caretaker Facility - Oro Vista	Resident caretaker program administrative costs and maintenance expenses for upkeep of facility.	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
SP	n/a	Caretaker Facility - Stoney Point	Resident caretaker program administrative costs and maintenance expenses for upkeep of facilities.	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
00	Caretaker Facilities - Unallocated	Caretaker Facilities - Unallocated		\$ 72,666.76	\$ 90,310.50	\$ 135,285.00	\$ 27,692.26
		TOTAL		\$ 236,692.26		\$	\$ 236,692.26