

REPORT OF GENERAL MANAGER

APPROVED

NO. 10-079

DATE April 7, 2010

APR 07 2010

C.D. ALL

BOARD OF RECREATION and PARK COMMISSIONERS

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

R. Adams _____ J. Kolb _____
H. Fujita _____ F. Mok _____
S. Huntley _____ K. Regan _____
V. Israel _____ *M. Shull [Signature]

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

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

FROM: Account 6030 Leasing \$60,000
TO: Account 3040 Contractual Services \$60,000

- 2. Authorize the General Manager or his designee to make technical corrections as necessary to the transaction included in this report to carry out the intent of the transfer as stated in the Summary of this report.

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 following transfer is requested to meet these needs:

FROM: Account 6030, Activity Code 0900 Leasing \$60,000
TO: Account 3040, Activity Code 0900 Contractual Services \$60,000

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PG. 2 NO. 10-079

The Department of Recreation and Park's (Department) Planning and Construction Division oversees the Department's real property acquisition, development, and construction including the maintenance of parks and structures located on Department property. Recently, the Department in association with the City's Redevelopment Agency and several non-profit organizations, submitted over 30 Proposition 84 Grant Applications. These applications required that certain contractual appraisal services and environmental phase I site assessment services be completed as part of the due diligence process required for the acquisition of properties. The transfer of funds is needed to pay for these services.

FISCAL IMPACT STATEMENT:

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

This report was prepared by Gino Ogtong, Management Analyst II, Planning and Construction Division.