

APPROVED
JUN 11 2014

REPORT OF GENERAL MANAGER

NO. 14-145

DATE June 11, 2014

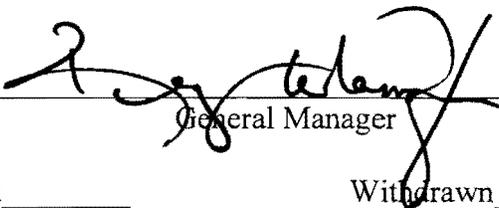
BOARD OF RECREATION
& PARK COMMISSIONERS

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BOARD OF RECREATION AND PARK COMMISSIONERS

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

R. Adams _____ V. Israel _____
R. Barajas _____ K. Regan _____
H. Fujita _____ *N. Williams NBW



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

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 1010 – Salaries, General	\$1,132,000.00
TO:	Account 1070 – Salaries, As Needed	\$ 750,000.00
	Account 1090 – Salaries, Overtime	50,000.00
	Account 1120 – Fringe Benefits, Hiring Hall	300,000.00
	Account 3040 – Contractual Services	7,000.00
	Account 3310 – Transportation	<u>25,000.00</u>
		\$1,132,000.00

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

SUMMARY:

Salaries, As-Needed (Account 1070), Salaries, Overtime (Account 1090), and Fringe Benefits, Hiring Hall (Account 1120) are in need of additional appropriations. The Department of Recreation and Parks (RAP) has had to continue utilizing the services of part-time staff and

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hiring hall employees as well as overtime due to shortages in full-time personnel as a result of retirements, transfers, hiring freezes and promotions. Furthermore, the uncommon excessive heat in May requires extra staff time to open cooling facilities with extended hours. Of the \$750,000.00 needed for Salaries, As-Needed (Account 1070), \$500,000.00 was to cover for the supplemental maintenance (cleaning of restrooms, litter and debris removal, etc.) services at some of our most heavily utilized facilities. This funding was held in City's Unappropriated Balance. The transfer of this funding to RAP's fund is currently pending approval by the City Council and Mayor, and is not likely to materialize this fiscal year.

RAP is requesting approval to transfer an additional \$7,000.00 to the Controller's Office for services provided under the Accounting Assistance Program. Funds will be provided to Contractual Services (Account 3040). The total amount for the accounting services is \$37,000.00, of which \$30,000.00 has already been approved by the Board of Recreation and Park Commissioners on January 8, 2014, per Board Report No. 14-004.

Transportation (Account 3310) also needs additional funds for reimbursement of mileage and the cost of bus passes.

FISCAL IMPACT STATEMENT:

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

This report was prepared by Noel Williams, Chief Management Analyst, Finance Division.