

REPORT OF GENERAL MANAGER

APPROVED
JAN 03 2007

NO. 07-08

DATE January 3, 2007

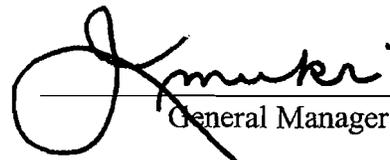
C.D. Various

**BOARD OF RECREATION
and PARK COMMISSIONERS**

BOARD OF RECREATION AND PARK COMMISSIONERS

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

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



General Manager

Approved

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Authorize the transfer of appropriations within Recreation and Parks Fund 302, Department 88, to various accounts as follows:

FROM: Account 6020 – Operating Supplies	\$22,000
TO: Account 6010 - Office and Administrative	\$22,000
FROM: Account 7350 – Other Operating Equipment	\$30,000
TO: Account 7340 – Transportation Equipment	\$30,000
FROM: Account 1010 – Salaries General	\$535,366
TO: Account 3040 – Contractual Services	\$535,366

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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SUMMARY:

Periodic budgetary adjustments are necessary to meet the Department's workload and mandates. Various internal budgetary transfers between accounts to assist in this effort are needed because specific types of expenditures must be made from designated appropriation accounts. The following transfers are being recommended to meet these needs:

Griffith Observatory - Office and Administrative Expenses - Account 6010 - \$20,000

The transfer of funds from Account 6020, Operating Supplies Expense to Account 6010, Office and Administrative Expenses is needed to cover funding for the purchase of supplies and other administrative expenses, such as computers, software, training, etc. for the remainder of the fiscal year for the Griffith Observatory.

<u>From</u>	<u>To</u>
Account 6020	Account 6010
Activity Code 7800	Activity Code 7800

Human Resources Division – Office and Administrative Expenses – Account 6010 - \$2,000

The transfer of funds from Account 6020, Operating Supplies Expense to Account 6010, Office and Administrative Expenses is needed to cover funding for the purchase of supplies for the remainder of the fiscal year for the Human Resources Division.

<u>From</u>	<u>To</u>
Account 6020	Account 6010
Activity Code 0590	Activity Code 0590

Passenger Van for San Pedro –Avalon Park (Pacific Region) - Account 7340 - \$30,000

The transfer of funds from Account 7350, Other Operating Equipment to Account 7340, Transportation Equipment is needed for the Department to be able to purchase a passenger van for the Pacific Region. The \$30,000 was erroneously placed in Account 7350 in the Fiscal Year 2006-07 budget process, although it was intended to be for the purpose of purchasing a passenger van for the Pacific Region.

<u>From</u>	<u>To</u>
Account 7350	Account 7340
Activity Code 0610	Activity Code 0610

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Griffith Observatory – Contractual Services – Account 3040 - \$535,366

The transfer of funds from Account 1010, Salaries General to Account 3040, Contractual Services is needed to pay for the shuttle services from the Greek Theatre to the Griffith Observatory. This shuttle service is provided free of charge to some Observatory patrons. Salary savings have been generated from vacant positions and thus are available for usage toward this purpose.

<u>From</u>	<u>To</u>
Account 1010	Account 3040
Activity Code various	Activity Code 7800

FISCAL IMPACT STATEMENT:

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

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