

REPORT OF GENERAL MANAGER

APPROVED
MAY 02 2007

NO. 07-103

DATE May 2, 2007

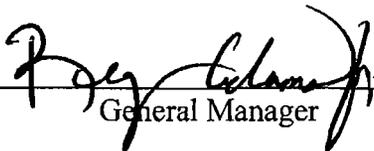
C.D. Various

**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

R. Adams _____	J. Kolb _____
J. Combs _____	*F. Mok _____
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Withdrawn _____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 the transfer of appropriations, within Recreation and Parks Fund 302, Department 88, to the following accounts:

FROM: Account 3040 – Contractual Services	\$73,300
Account 6010 – Office and Administrative Expenses	\$16,700
Account 6020 – Operating Expenses	<u>\$170,000</u>
	\$260,000

TO: Account 6010 – Office and Administrative Expenses	\$170,000
Account 7350 – Other Operating Equipment	<u>\$ 90,000</u>
	\$260,000

2. Authorize the transfer of appropriations, within Recreation and Parks Fund 302, Department 88, to the following accounts:

FROM: Account 6010 – Office and Administrative Expenses	\$ 8,813
Account 6020 – Operating Expenses	<u>\$ 7,000</u>
	\$15,813

TO: Account 3160 – Maintenance Materials and Supplies	\$ 8,813
Account 4580 – Animal Food/Feed and Grain	<u>\$ 7,000</u>
	\$15,813

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

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:

CLASS Parks Teen Computer Laboratories - Account 6010 - \$170,000 - Activity Code 0195

The transfer of funds from Operating Expenses Account 6020 where CLASS Parks recreational activities funding is allocated is needed to fund purchases of replacement computers for the 23 CLASS Parks computer laboratories. CLASS Parks supports many costly teen club activities, and the computer labs have been an integral part of the recreation center-based teen program since its inception in 2000.

Funding is earmarked each year for the replacement of part of the CLASS Parks equipment inventory; some years for bicycles or kayaks, other years for climbing walls, ping pong tables, etc. This year, funding has been allocated for computer replacement. The computers and peripherals were purchased in 2000 and are increasingly difficult and expensive to repair. The software and hardware are antiquated and do not meet the needs of our participants.

Computer purchases are now required to be funded and purchased from Office and Administrative Expenses Account 6010. This fund transfer will allow the replacement of computers, monitors, printers and peripherals at the teen computer laboratories at CLASS Parks facilities.

<u>From</u>	<u>To</u>
Account 6020	Account 6010
Activity Code 0195	Activity Code 0195

Machado Lake - Low Draft, Aquatic Service Vehicle, "Cookie Cutter" - Account 7350 - \$90,000 - Activity Code 2725

A transfer of \$175,000 from the Unreserved and Undesignated Fund Balance (UUFB) was approved on August 9, 2006 (Board Report No. 06-238), to purchase the low draft, flat bottom Aquatic Service Vehicle "Cookie Cutter" to be used at Machado Lake.

The original price quote from Texas Aquatic Harvesting, approximately one and one-half years ago, was for \$175,000 for their Tiger Cutter and does not include transport trailer and training.

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The Department's Equipment Division conducted further research for this specialized equipment and found another vendor, Aquarius Systems, that manufactures an Aquatic Service Vehicle "Cookie Cutter" that is superior to Texas Aquatic Harvesting's Tiger Cutter and is recommended as the proper equipment to perform a safer job. The cost of the Cookie Cutter is an additional \$90,000 which includes a trailer, enclosed cab, and training; therefore, a one-time fund transfer of \$90,000 from the Pacific Region's Contractual Services Account 3040 and Office and Administrative Expenses Account 6010 is requested to cover the shortage in funding.

The purchase of this Cookie Cutter is a priority due to requirements imposed by the Department of Fish and Game for abatement of West Nile virus-carrying mosquitoes which inhabit the emergent vegetation that is removed each year. The Cookie Cutter will be used to cut channels in and through the lake vegetation to reduce mosquito habitat and allow Los Angeles County Vector Control staff access to treat the lake for mosquito larvae, the main vector of the West Nile virus.

<u>From</u>		
Account 3040	Activity Code 2690	\$ 50,000
Account 3040	Activity Code 2856	23,300
Account 6010	Activity Code 7770	12,000
Account 6010	Activity Code 0300	<u>4,700</u>
		\$ 90,000

<u>To</u>		
Account 7350	Activity Code 2725	\$ 90,000

Cabrillo Marine Aquarium – Account 4580 - \$7,000 – Activity Code 7780

A shortage exists in the fish food budget for the Cabrillo Marine Aquarium. The total budget of \$17,985 has been spent to date, and additional funding is needed for the remainder of the fiscal year. The price of fish food has continued to increase over the years while the budget has remained the same. A transfer of \$7,000 from Operating Expenses Account 6020 to Animal Food/Feed and Grain Account 4580 is needed to cover the expenses for the remainder of the fiscal year.

<u>From</u>	<u>To</u>
Account 6020	Account 4580
Activity Code 7780	Activity Code 7780

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Park Rangers – Maintenance Materials and Supplies - Account 3160 - \$8,813 – Activity Code 2360

The Park Rangers' Maintenance Materials and Supplies Account 3160 currently has a deficit of \$5,239, and a transfer of funds from Office and Administrative Expense Account 6010 will eliminate this negative balance. Additional funding is also necessary for the remainder of this fiscal year to purchase fire extinguishers, fire fighting hand tools, locks, mops, brooms, etc. for the Park Rangers Division.

<u>From</u>	<u>To</u>
Account 6010	Account 3160
Activity Code 2360	Activity Code 2360

FISCAL IMPACT STATEMENT:

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

This report was prepared by Evelyn Castillo, Senior Management Analyst, Finance-Budget Section.