

APPROVED

REPORT OF GENERAL MANAGER

NO. 13-075

DATE March 20, 2013

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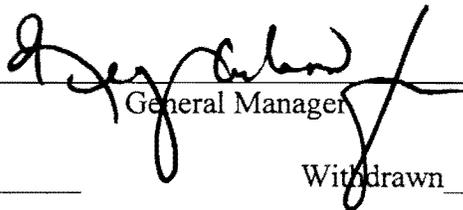
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**BOARD OF RECREATION
& PARK COMMISSIONERS**

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 _____	K. Regan _____
H. Fujita _____	M. Shull _____
V. Israel _____	*N. Williams <u>NDW</u>



 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Withdrawn _____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	\$2,180,000
TO:	Account 1070 – Salaries, As Needed	\$2,000,000
	Account 3040 – Contractual Services	150,000
	Account 3310 – Transportation	<u>30,000</u>
		\$2,180,000

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), Contractual Services (Account 3040), and Transportation (Account 3310) are in need of additional appropriations due to unanticipated and therefore unbudgeted expenses.

Additional funds are needed in Salaries, As Needed (Account 1070) inasmuch as the Department of Recreation and Parks has had to utilize part-time staff due to continued attrition in full-time staff, brought about by retirements, transfers, and promotions. More as-needed personnel had to

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-075

be called on to perform tasks and duties, such as maintenance and coordination of recreation activities, in order to meet critical needs.

Funds are needed in Contractual Services (Account 3040), for the pilot project for the procurement and installation of an automated parking system for Harbor Regional Park.

Additional appropriations are also needed in Transportation (Account 3310), as the Department has decreased the number of vehicles in its fleet per the Mayor's directions, resulting in more staff being placed on mileage.

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 – Budget Section.