


CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0116-00001-0000

Date: February 6, 2008

To: Honorable Members of the Budget and Finance Committee
Attn: Lauraine Braithwaite, Office of the City ClerkFrom: Raymond P. Ciranna, Assistant City Administrative Officer Subject: **ADDENDUM TO THE MID-YEAR ADJUSTMENT AND FINANCIAL STATUS
REPORT FOR FY ~~2006-07~~ (C.F. 07-0600-S77)**2007-08 

The CAO issued the Mid-Year Adjustment and Financial Status Report on January 28, 2008. The following technical corrections are now necessary:

- Technical corrections are necessary to Attachments 7 and 9b to reflect correct Fund and account information;
- Attachment 9a must be amended to reflect Council action on February 5, 2008 to transfer \$1.5 million to the Police Department's Accumulated Overtime account from the department's Sworn Salaries account in lieu of the Unappropriated Balance, Reserve for Economic Uncertainties account;
- The language in Recommendation No. 40 regarding the proposed increase to the Zoo's General Admission fees must be clarified;
- The Mid-Year (See page 45) discusses the transfer of Proposition K funds to the Board of Public Works' Salaries General account, however, the corresponding Controller instructions were inadvertently omitted and should be added;
- Council approval is required for the Bureau of Contract Administration to revise its 2006-07 reversion worksheet as the amount is over \$100,000; and,
- Lastly, the Mid-Year (See page 52) also discusses a \$4.2 million reduction to the Unappropriated Balance, Youth Development Strategy line item, for various Department of Recreation and Parks (RAP) programs, because the programs are to be directly funded by the Department of Water and Power. The corresponding Controller instruction should be added to effectuate this action.

RECOMMENDATIONS**Amend Recommendation No. 2**

- Transfer \$7,930,092 between various departments and funds as specified in **Revised** Attachment 7;

Amend Recommendation No. 4

- Appropriate **\$29,260,200** to different departments for various purposes from the Unappropriated Balance as specified in **Revised** Attachment 9a;

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Amend Recommendation No. 5

- Appropriate \$6,189,580 to various departments from the Unappropriated Balance for Special Fund COLAs as specified in **Revised** Attachment 9b;

Amend Recommendation No. 40

- Request the City Attorney to prepare and present an ordinance that amends Section 22.716.1 of the Los Angeles Administrative Code to increase the Zoo's General Admission fees as proposed by the **City**;

Add New Recommendations

- Authorize the Controller to increase appropriations to the Board of Public Works Fund No. 100/74, Account 1010 Salaries General in the amount of \$142,241 from Proposition K Administration Fund 43M/10, Account C074, Board of Public Works;
- Authorize the Controller to increase appropriations to the Bureau of Engineering Fund No. 100/78, Account 1010 Salaries General in the amount of \$440,000 from Proposition K Administration Fund 43M/10, Account C078, Bureau of Engineering;
- Authorize the Chief Accounting Employee for the Department of Public Works to transfer cash from Proposition K Administration Fund 43M/10 to reimburse the General Fund on an as-needed basis upon proper documentation from the Board of Public Works and Bureau of Engineering and approval of the City Administrative Officer;
- Authorize the Bureau of Contract Administration to revise its 2006-07 reversion worksheet to increase expenditures to the Library Bond, Prop Q, Fire Bond, MICLA, Subventions and Grants (Santa Monica Blvd. Transit), and Prop A and decrease General Fund expenditures by \$399,160; and,
- Reduce appropriations to the Unappropriated Balance Fund No. 100/58, Youth Development Strategy line item, Account 0232, by \$4.2 million, and reduce the General Fund revenue by a like amount, as the various Recreation and Parks programs are to be directly funded by the Department of Water and Power.

**REVISED ATTACHMENT 7
FY 2007-08 BUDGET ADJUSTMENTS
TRANSFERS BETWEEN DEPARTMENTS AND FUNDS**

DEPARTMENT	TRANSFER FROM		TRANSFER TO	
	FUND/ACCOUNT	AMOUNT	FUND/ACCOUNT	AMOUNT
Building and Safety	Fund 48R/08, Building & Safety Enterprise Fund C108, LADBS Salary	\$ 1,825,739	Fund 100/08, Building and Safety 1090, Salaries Overtime	\$ 1,825,739
	Fund 761/50, Sewer Construction & Maintenance Fund C400, Insurance and Bonds Premium Fund	\$ 348,299	Fund 46S/10, Insurance and Bonds Premiums Fund 0230, Insurance Premiums	\$ 348,299
Housing	Fund 424/22, Community Development Trust * C143, Housing	\$ 69,990	Fund 424/22, Community Development Trust C126, Controller	\$ 69,990
	Fund 100/43, Los Angeles Housing Department * 1010, Salaries General	\$ 69,990	Fund 100/26, Controller 1010, Salaries General	\$ 69,990
	Subtotal	\$ 69,990	Subtotal	\$ 69,990
PW/Sanitation	Fund 44G, Dept. 43, Affordable Housing Trust Fund C143, Housing	\$ 500,000	Fund 100/43, Los Angeles Housing Department 1010, Salaries General	\$ 500,000
	Fund 100/56, General City Purposes 0843, Financial Management System Replacement	\$ 350,000	Fund 100/26, Controller 1010, Salaries General 3040, Contractual Services	\$ 100,000 \$ 250,000
	Subtotal	\$ 350,000	Subtotal	\$ 350,000
PW/Sanitation	Fund 761/50, Sewer Capital Fund C282, Expenses & Equipment, Sanitation	\$ 100,000	Fund 100/74, Board of Public Works 1010, Salaries General	\$ 100,000
	Fund 761/50, Sewer Capital Fund CGA1, Wastewater Planning & Design Services	\$ 145,252	Fund 100/74, Board of Public Works 1010, Salaries General	\$ 145,252
PW/Sanitation	Fund 47R/50, CLARTS Trust Fund C330, Community Amenities Fees	\$ 260,270	Fund 47S/14, Central LA Transfer Station Com 3040, Contractual Services	\$ 260,270
	Fund 511/50, Stormwater Pollution Abatement A182, Bureau of Sanitation	\$ 59,000	Fund 208/4610, SCM Receipts Fund 4610, Reimb Fr Other Funds/Depts	\$ 59,000
PW/Sanitation	Fund 16F/50, Prop O Clean Water GOB Fund Y200/Program Development & Implementation	\$ 217,716	Fund 760/50, Sewer Construction & Maintenance Fund Y282/304, Contractual Services	\$ 205,381

**REVISED ATTACHMENT 7
 FY 2007-08 BUDGET ADJUSTMENTS
 TRANSFERS BETWEEN DEPARTMENTS AND FUNDS**

DEPARTMENT	FUND/ACCOUNT	AMOUNT	TRANSFER FROM	FUND/ACCOUNT	AMOUNT	TRANSFER TO	AMOUNT
				A282/304, Contractual Services	\$ 12,335		
						Subtotal \$	217,716
	<u>Fund 556/50, Integrated Solid Waste Management Fund</u>			<u>Fund 556/50, ISWMF</u>			
	Available Cash Balance	\$ 911,163		C500, Bev Container Recycling	\$ 671,878		
	C500/Beverage Container Recycling	\$ 1,567					
	Subtotal	\$ 912,730		<u>Fund 100/22, CDD</u>			
				1070, As-Needed Salaries	\$ 111,850		
				<u>Fund 100/22, CDD</u>			
				4610, Reimb Fr Other Fds/Depts	\$ 33,765		
				<u>Fund 100/37, EAD</u>			
				4610, Reimb Fr Other Funds/Depts	\$ 17,000		
				<u>Fund 100/40, GSD</u>			
				1070, As-Needed Salaries	\$ 28,000		
				<u>Fund 100/40, GSD</u>			
				1090, Salaries Overtime	\$ 5,000		
				<u>Fund 100/40, GSD</u>			
				2120, Printing & Binding	\$ 567		
				<u>Fund 100/40, GSD</u>			
				4610, Reimb Fr Other Funds/Depts	\$ 8,000		
				<u>Fund 100/48, CC</u>			
				4610, Reimb Fr Other Funds/Depts	\$ 20,000		
				<u>Fund 100/87, Zoo</u>			
				4610, Reimb Fr Other Funds/Depts	\$ 16,670		
				Subtotal	\$ 912,730		
				<u>Fund 100/82, Bureau of Sanitation</u>			
	1010, Salaries	\$ 22,281		<u>Fund 100/74, Board of Public Works</u>			
				6020, Operating Supplies	\$ 22,281		

**REVISED ATTACHMENT 7
FY 2007-08 BUDGET ADJUSTMENTS
TRANSFERS BETWEEN DEPARTMENTS AND FUNDS**

DEPARTMENT	FUND/ACCOUNT	AMOUNT	FUND/ACCOUNT	AMOUNT
	<u>Fund 46D/50, Citywide Recycling Trust Fund</u>		<u>Fund 100/82, Bureau of Sanitation</u>	
	Available Cash Balance	\$ 18,000	1070, As-Needed Salaries	\$ 18,000
	<u>Fund 760/50, Sewer Construction & Maintenance Fund</u>		<u>Fund 100/82, Bureau of Sanitation</u>	
	C205/334, Utilities, Electricity	\$ 764,985	1070, Salaries As Needed	\$ 27,535
	<u>Fund 100/82, Bureau of Sanitation</u>		1090, Salaries Overtime	\$ 969,850
	1010, Salaries General	\$ 600,000	1100, Hiring Hall	\$ 205,784
	Subtotal	<u>\$ 1,364,985</u>	1120, Hiring Hall Benefits	\$ 161,816
			Subtotal	<u>\$ 1,364,985</u>
	<u>Fund 100/82, Sanitation</u>		<u>Fund 100/84, Street Lighting</u>	
	1070, Salaries As-Needed	\$ 27,535	1010, Salaries General	\$ 27,535
Bureau of Street Services	<u>Fund 43D/50, Non-Department</u>		<u>Fund 100/86, Bureau of Street Services</u>	
	CD14, Holiday Lights Program	\$ 21,581	1090, Overtime Salaries	\$ 13,000
	Subtotal	<u>\$ 21,581</u>	3040, Contractual Services	\$ 5,000
			6020, Operating Supplies	\$ 3,581
			Subtotal	<u>\$ 21,581</u>
	<u>Fund 305/50, Non-Department</u>		<u>Fund 100/86, Bureau of Street Services</u>	
	4511, 50/50 Sidewalk Repair Program	\$ 966,900	3030, Contractual Services	\$ 966,900
	Subtotal	<u>\$ 966,900</u>	Subtotal	<u>\$ 966,900</u>
	<u>Fund 305/50, Non-Department</u>		<u>Fund 100/86, Bureau of Street Services</u>	
	A525, LAWA Asphalt Billings	\$ 415,065	3030, Contractual Services	\$ 415,065
	Subtotal	<u>\$ 415,065</u>	Subtotal	<u>\$ 415,065</u>
	<u>Fund 100/86, Bureau of Street Services</u>		<u>Fund 834/50, Non-Department</u>	
	3090, Field Equipment Expense	\$ 60,019	0834, Public Works Trust Fund (C.F. 02-0656)	\$ 60,019
	Subtotal	<u>\$ 60,019</u>	Subtotal	<u>\$ 60,019</u>
Transportation	<u>Fund 363/94, Transportation</u>		<u>Fund 100/94, Transportation</u>	
	0060 Parking Meter & Off-Street Parking Administration	\$ 174,740	1090, Salaries, Overtime	\$ 174,740
	Subtotal	<u>\$ 174,740</u>	Subtotal	<u>\$ 174,740</u>

**REVISED ATTACHMENT 7
 FY 2007-08 BUDGET ADJUSTMENTS
 TRANSFERS BETWEEN DEPARTMENTS AND FUNDS**

DEPARTMENT	TRANSFER FROM		TRANSFER TO	
	FUND/ACCOUNT	AMOUNT	FUND/ACCOUNT	AMOUNT
TOTAL ALL DEPARTMENTS AND FUNDS		\$ 7,930,092		\$ 7,930,092

* Source of Funds:
 Housing - CDBG, AHTF-General Funds

REVISED ATTACHMENT 9a
FY 2007-08 BUDGET ADJUSTMENTS
APPROPRIATIONS FROM THE UNAPPROPRIATED BALANCE

<u>APPROPRIATE FROM:</u>	<u>APPROPRIATE TO:</u>	<u>AMOUNT</u>
Outside Counsel Inc. Workers Comp. (0197)	<u>100/12, City Attorney</u> 9302, Workers Comp.-Outside Counsel	\$ 20,000
Litigation Expense Account (0055)	<u>100/12, City Attorney</u> 4200, Litigation Expenses	\$ 750,000
GSD-Petroleum Products (0130)	<u>100/40, General Services</u> 3230, Petroleum Products	\$ 4,000,000
<u>SUBTOTAL (Appropriations from Existing UB Line-items):</u>		<u>\$4,770,000</u>

Reserve for Economic Uncertainties Account (See Attachment 8)	<u>100/12, City Attorney</u> 1010, Salaries General	\$ 1,500,000
Total Available:	1080, Salaries Proprietary	\$ 1,000,000
	<u>100/38, Fire</u>	<u>2,500,000</u>
	1093, Constant Staffing Overtime	\$ 5,000,000
	<u>100/39, Finance</u>	
	1010, Salaries General	\$ 400,000
	2120, Printing	\$ 300,000
	3310, Transportation	\$ 80,000
	<i>Subtotal</i>	<u>\$ 780,000</u>
	<u>100/40, General Services</u>	
	1070, Salaries-As Needed	\$ 800,000
	1090, Salaries Overtime	\$ 1,500,000
	3040, Contractual Services	\$ 500,000
	3090, Field Equipment Expense	\$ 2,000,000

REVISED ATTACHMENT 9a
FY 2007-08 BUDGET ADJUSTMENTS
APPROPRIATIONS FROM THE UNAPPROPRIATED BALANCE

APPROPRIATE FROM:	APPROPRIATE TO:	AMOUNT
	3230, Petroleum Products	\$ 2,000,000
	<i>Subtotal</i>	\$ 6,800,000
	<u>100/66, Personnel</u>	
	9570, Training Expense Account	\$ 110,200
	<u>100/70, Police</u>	
	1092, Sworn Overtime	\$ 3,800,000
	3040, Contractual Services	\$ 2,000,000
	<i>Subtotal</i>	\$ 5,800,000
	<u>Fund 100/94, Transportation</u>	
	1090, Salaries Overtime	\$ 2,000,000
	<u>100/58, Unappropriated Balance</u>	
	0197, Outside Counsel Inc Wker's Com	\$ 1,500,000
	SUBTOTAL (Appropriations from the UB, Reserve for Economic Uncertainties Account):	\$ 24,490,200
	TOTAL APPROPRIATIONS FROM THE UNAPPROPRIATED BALANCE	\$29,260,200

**REVISED ATTACHMENT 9b
 FY 2007-08 BUDGET ADJUSTMENTS
 APPROPRIATIONS FROM THE Unappropriated Balance - Special Fund COLAs**

FUND/ACCOUNT	TRANSFER FROM	AMOUNT	FUND/ACCOUNT	TRANSFER TO	AMOUNT
Unappropriated Balance, EAA MOU Implementation Costs			Account 1010, Salary General		
760/50, Sewer Operation & Maintenance	\$	1,927,979	100/08, Building and Safety	\$	685
			100/10, CAO		7,016
			100/12, City Attorney		6,835
			100/37, Environmental Affairs		9,137
			100/39, Finance		3,091
			100/40, General Services		86,219
			100/32, ITA		3,042
			100/66, Personnel		3,044
			100/68, Planning		3,268
			100/74, Board of Public Works		44,882
			100/82, Bureau of Santation		1,760,760
			Subtotal	\$	1,927,979
761/50, Sewer Capital Fund	\$	1,280,448	100/10, CAO	\$	6,354
			100/12, City Attorney		6,002
			100/26 Controller		6,021
			100/84, Bureau of St. Lighting		1,692
			100/78, Bureau of Engineering		995,089
			100/40, General Services		19,464
			100/66, Personnel		5,032
			100/76, Bureau of Contract Admn		124,758
			100/82, Bureau of Santation		74,457
			100/74, Board of Public Works		31,028
			100/94, Transportation		2,701
			100/96, Treasurer		7,850
			Subtotal	\$	1,280,448
347/50, St. Lighting Maint. Assessment Fund	\$	325,844	100/14, City Clerk	\$	1,542
			100/40, General Services		6,706
			100/32, ITA		2,514
			100/74, Board of Public Works		5,731
			100/76, Bureau of Contract Admn		5,286

REVISED ATTACHMENT 9b
FY 2007-08 BUDGET ADJUSTMENTS
APPROPRIATIONS FROM THE Unappropriated Balance - Special Fund COLAs

<u>FUND/ACCOUNT</u>	<u>AMOUNT</u>	<u>TRANSFER TO</u>	<u>AMOUNT</u>
Unappropriated Balance, EAA MOU Implementation Costs			
440/43, Rent Stabilization Trust Fund	\$ 134,327	Account 1010, Salary General	
		100/84, Bureau of St. Lighting	304,065
		Subtotal \$	<u>325,844</u>
480/30, Arts & Cult Fac. & Services Fund	\$ 116,582	100/10, CAO	291
		100/12, City Attorney	3,264
		100/43, Housing	130,772
		Subtotal \$	<u>134,327</u>
385/94, Prop A Local Transit Fund	\$ 179,136	100/30, Cultural Affairs	\$ 116,582
		100/02, Aging	\$ 9,510
		100/26, Controller	1,770
		100/28, Council	1,380
		100/74, Board of Public Works	1,770
		100/76, Bureau of Contract Admn	2,224
		100/94, Transportation	162,482
		Subtotal \$	<u>179,136</u>
540/94, Prop C Anti-gridlock Transit Fund	\$ 579,949	100/10, CAO	\$ 870
		100/12, City Attorney	3,366
		100/46, Mayor	4,860
		100/76, Bureau of Contract Admn	9,431
		100/84, Bureau of St. Lighting	2,490
		100/86, St. Services	330,000
		100/94, Transportation	228,932
		Subtotal \$	<u>579,949</u>
48R/08, Bldg and Safety Enterprise Fund	\$ 1,259,736	100/08, Building and Safety	\$ 1,218,753
		100/10, CAO	1,169
		100/32, ITA	28,756
		100/68, Planning	11,058

REVISED ATTACHMENT 9b
FY 2007-08 BUDGET ADJUSTMENTS
APPROPRIATIONS FROM THE Unappropriated Balance - Special Fund COLAs

TRANSFER FROM	AMOUNT	FUND/ACCOUNT	TRANSFER TO	AMOUNT
Unappropriated Balance, EAA MOU Implementation Costs		Account 1010, Salary General		
	Subtotal \$			1,259,736
41M/43, Code Enforcement Trust Fund	\$ 329,115	100/10, CAO		890
		100/12, City Attorney		2,224
		100/43, Housing		326,001
		Subtotal \$		329,115
		Subtotal		
46D/50, Citywide Recycling Fund	\$ 56,464	100/82, Bureau of Sanitation		56,464
Total appropriations from the UB- Special Fund	\$ 6,189,580			\$ 6,189,580
COLAs				