

**CITY OF LOS ANGELES**  
INTERDEPARTMENTAL CORRESPONDENCE

Date: February 7, 2020

To: Honorable Members of the Budget and Finance Committee

From: *Claire Bartels*  
Claire Bartels, Director of Finance / City Treasurer  
Office of Finance

Subject: **REVISED: REQUEST FOR FUNDS FOR BANKING TRANSITION IN THE FISCAL YEAR 2019-20 UNAPPROPRIATED BALANCE**

On January 29, 2020, the Office of Finance (Finance) and the Office of the Controller (Controller) transmitted a joint memorandum to request funds from the Unappropriated Balance. At this time, Finance would like to amend its prior request changing the overall request from \$583,000 to \$605,000. The change is detailed in the table below:

Item #	Account	Original Request	Revised Request	Reason
5	1010	\$117,000	\$139,000	Incorrect Job Classification Listed which increased the overall amount requested (Information Operation Systems Manager instead of Information Systems Manager)

**RECOMMENDATION**

That the Council, subject to approval by the Mayor, authorize the Controller to transfer funds from Fund 100/58 Account No. 580287, Unappropriated Balance, to Fund 100/39, Office of Finance as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
001010	Salaries General	\$ 139,000
001070	Salaries As-Needed	\$ 69,000
001090	Salaries Overtime	\$ 47,000
003040	Contractual Services	\$ 80,000
004040	Bank Fees	\$ 80,000
006010	Office and Administrative	<u>\$ 190,000</u>
	Total	\$ 605,000

The Controller amounts remain unchanged.

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If you have any questions, please contact Nicole Bernson, Office of Finance, at (213) 978-1774.

cc: Miguel Sangalang, Office of the Mayor  
Andrew Kaplan, Office of the Mayor  
Matthew Crawford, Office of the Controller  
Melissa Krance, Office of the City Administrative Officer  
Elizabeth Lee, Office of the City Administrative Officer  
Heather Smith, Office of the City Administrative Officer  
Nicole Bernson, Office of Finance  
Saul Romo, Office of Finance  
Edwin Avanesian, Office of Finance