

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: May 24, 2019

TO: Office of the City Clerk

FROM: Sharon M. Tso   
Chief Legislative Analyst

Council File No: 19-0600

SUBJECT: Technical Corrections to the Budget and Finance Committee Report

As discussed in Council on May 23, 2019, during consideration of the report by the Budget and Finance Committee relative to the Mayor's proposed 2019-20 Budget for the City of Los Angeles, these are the verbal corrections. Revised pages 22 and 24 are attached.

- b. Transfer funds from General City Purposes - "Additional Homeless Services" line item for this purpose.

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Public Works - Sanitation and Unappropriated Balance

- 152. Create a new line item in the Unappropriated Balance with funding for work on small diameter sewers (\$1,300,000), and instruct the Bureau of Sanitation and the General Services Department to report with a proposal for creating a program to utilize City crews to perform this work and position descriptions for the fifteen positions (six Maintenance and Construction Helpers, two Construction and Maintenance Supervisor Is, two Equipment Operators, two Wastewater Collection Worker IIs, and one Senior Construction Engineer) necessary to perform this work and an analysis of whether the Targeted Local Hire may be used. Funding is to be provided by the Sewer Capital Fund.

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Public Works - Street Lighting

- 153. Copper Wire Theft Replacement Program

- a. Add resolution authority and nine-months funding for one Street Lighting Electrician Supervisor I to oversee the Copper Wire Theft Replacement Program (\$91,185 direct cost/\$34,488 indirect cost) to be offset by the Street Lighting Maintenance Assessment Fund (SLMAF.)

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- b. Instruct the Bureau of Street Lighting to report in 90 days with materials needed.

- 154. Add funding and resolution authority for one Street Lighting Construction and Maintenance Superintendent I (\$83,625 direct cost/\$36,212 indirect cost) to oversee the Co-Location of Small Cell Communications program, to be offset with funding in the Street Lighting Maintenance Assessment Fund (SLMAF).

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- 155. Add funding and resolution authority for one Senior Systems Analyst II (\$94,798 direct cost/\$39,693 indirect cost) to manage in-house computer systems, to be offset with funding in the Street Lighting Maintenance Assessment Fund (SLMAF).

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Public Works - Street Services

- 156. Add resolution authority and nine-months funding for three positions and expenses (\$249,147 direct cost/\$98,141 indirect cost) for private development B-permit review, to be offset by permit fees.

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- 157. Add overtime for the Failed Street Reconstruction Program (\$3,321,059) to be offset by a reduction in Schedule 47 Street Damage Restoration Fee Special Fund appropriated to the Program.

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### Transportation

162. Add resolution authority and nine-months funding for one Senior Management Analyst I and one Transportation Planning Associate II (\$134,739 direct cost/\$62,293 indirect cost) to support transit expansion to be offset by a reduction in Schedule 26 Proposition A Reserve for Future Transit Service. \$-0-
163. Add resolution authority and nine-months funding for one Transportation Engineering Aide I and equipment funding (\$84,368 direct cost/\$25,537 indirect cost) to support the Speed Hump Program to be offset by a reduction in the Speed Hump line item in Schedule 52 - Measure M. \$-0-
164. Provide resolution authority and nine-months funding for one Transportation Engineering Associate I, three Transportation Engineering Associate IIs, and one Signal Systems Electrician (\$331,471 direct cost/\$154,058 indirect cost) to support the accelerated design, construction and inspection of safety-related traffic signal projects to be provided through interim appropriations from Schedule 5 – Special Gas Tax Improvement Funds (SB 1). \$-0-

### **Instructions and Technical Adjustments**

#### Exhibit H

165. Delete Exhibit H in its entirety and replace with Attachment 1. Various instructions were deleted for the following reasons: (1) it was not required for implementation of the Budget; (2) an instruction has already been provided by the Council; or (3) a similar report has been requested by the Budget and Finance Committee.

#### General Instructions

166. Instruct all Departments to ensure that all receipts, including settlements and liability claims, are properly deposited into the General Fund, and further request the Controller to ensure that Departments are adhering to this instruction.
167. Instruct all Departments to ensure immediate invoicing for all grant reimbursements.
168. Instruct all departments to process FMS transactions resulting from Mayor/Council fiscal actions within 10 working days from the approval date as recorded by the Mayor and City Clerk.
169. Instruct the CAO to monitor and ensure timely data entry of budget adjustments by City Departments.
170. Authorization of substitute positions other than for layoff avoidance and/or for which adequate savings within a department's budget has not been identified, shall require Council approval, effective July 1, 2019. The use of substitute authorities shall be restricted only to limited duration or critical uses.