

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: April 23, 2013

CAO File No. 0220-04520-0020
Council File No. 08-0897-S5
Council District: All

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer *DJS*

Reference: Transmittal from the Mayor dated April 5, 2013; referred for report April 9, 2013.

Subject: **FINAL APPROPRIATIONS ADJUSTMENTS TO FISCAL YEAR 2009 REGIONAL
CATASTOPHIC PREPAREDNESS GRANT PROGRAM (RCPGP)**

SUMMARY

The Mayor's Office of Homeland Security and Public Safety (Mayor's Office) requests approval of financial transactions needed to close out the Fiscal Year 2009 Regional Catastrophic Preparedness Grant Program (FY09 RCPGP).

On November 19, 2010, the City Council accepted the FY09 RCPGP award (C.F. 08-0897-S1) in the amount of \$3,617,000 for a grant performance period of August 1, 2009 to April 29, 2011. Since then, the performance period has been extended to January 31, 2013. Funding in the amount of \$2,591,077 is provided for the City of Los Angeles and supports the Emergency Management Department (EMD), Los Angeles Fire Department (LAFD), Housing Department, Los Angeles Police Department (LAPD), and the Mayor's Office for management and administration of the grant. The RCPGP requires a 25 percent cost share.

There remains a total of \$100,301.10 of the FY09 RCPGP grant award. The remaining funds are from: (1) savings in the amount of \$36,281 from the American Red Cross for personnel planning; (2) savings in the amount of \$586 from the City of San Bernardino Fire Department for personnel planning; (3) salary savings in the amount of \$3,309.51 from the LAPD; (4) savings in the amount of \$43,396.75 for travel reimbursement, since only three trainings were conducted instead of four as originally budgeted. The number of trainings was reduced because it was determined that it was unlikely that the fourth training could be conducted in time to meet the grant performance period; and (5) salary savings in the amount of \$16,726.35 from the EMD for Fiscal Year 2011-12.

The Mayor's Office requests to re-appropriate the remaining funds to the EMD. \$69,827.82 will be re-appropriated to support Fiscal Year 2012-13 personnel costs for the Department. In addition, \$30,478.28 will be used to pay off a Reserve Fund loan for prior year salary expenditures for the EMD that should be expended from the FY09 RCPGP.

RECOMMENDATIONS

That the Council:

1. Authorize the Controller to:

- a. Transfer appropriations within Fund 53E, Department 46, for the reallocation of FY09 RCPGP grant funds, as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
53E/46	46G906	Partner Jurisdictions	\$ 36,868.49
53E/46	46H135	EMD Salaries	\$ 16,726.35
53E/46	46J170	Police Salaries	\$ 3,309.51
53E/46	46J392	Emergency Operations Fund	\$ 43,396.75
TOTAL			\$ 100,301.10

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
53E/46	46J135	EMD	\$ 69,827.82
53E/46	46J235	Emergency Management	\$ 30,473.28
TOTAL			\$ 100,301.10

- b. Transfer appropriations from Fund 53E, Department 46, to the General Fund to reimburse FY09 RCPGP related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
53E/46	46J135	EMD	\$ 69,827.82

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
100/35	001010	Salaries, General	\$ 69,827.82

- c. Reduce appropriations from Fund 100, Department 70, Account 001012, in the amount of \$3,309.51, to reflect the re-appropriation of the grant funds;
- d. Reduce appropriations from Fund 392, Department 34, Account 342130, in the amount of \$43,396.75, to reflect the re-appropriation of the grant funds;

2. Authorize the Mayor's Office of Homeland Security and Public Safety to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and instruct the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

There is no General Fund impact as a result of these actions. Approval of the recommendations within this report will allow for the continued expenditure of the Fiscal Year 2009 Regional Catastrophic Preparedness Grant Program (FY 09 RCPGP). These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities.

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