

REPORT OF GENERAL MANAGER

NO. 02-379

DATE November 6, 2002

CD. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND
BALANCE IN FUND 302 TO VARIOUS ACCOUNTS IN THE
DEPARTMENT OF RECREATION AND PARKS

J. Combs _____
T. Coroalles _____
J. Duggan* JD
R. Fawcett _____

H. Fujita _____
J. Kobb _____
M. Matthews _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board, subject to the approval by the Mayor, approve the appropriation of \$3,021,113 from the Unreserved and Undesignated Fund Balance (Fund 302) to various appropriation accounts for this fiscal year 2002-2003 for various purposes detailed in the report.

SUMMARY:

As of June 30, 2002, the UUFB had a balance of \$3.02 million. This money represents a net combination of revenues, reimbursements and unencumbered funds remaining within the Department's budget. These funds do not revert to the City's Reserve Fund, but instead remain in the Department's Unreserved and Undesignated Fund Balance (UUFB), for the Department's purposes in the succeeding fiscal year. All the projects (listed on the attachment) have been determined to have sufficient funding needs to warrant the use of these funds. Appropriation of these funds will reflect changes to the Department's FY 2002-03 Budget as follows:

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ACCOUNT NO	ACCOUNT TITLE	AMOUNT
1010	Salaries - General	\$ 1,100,000
1070	Salaries - As Needed	\$ 25,000
1090	Salaries - Overtime	\$ 125,000
3040	Contractual Services	\$ 546,113
3160	Maintenance Materials & Supplies	\$ 573,000
6010	Office and Administrative Expens.	\$ 153,000
6020	Operating Expense	\$ 482,000
6030	Leasing Expense	\$ 10,000
7350	Other Operating Equipment	\$ 7,000
	TOTALS	\$ 3,021,113

Prepared by Bart Benjamins

ATTACHMENT
PROJECTS REQUIRING FUNDING FROM THE UUF

Budget Commitment - \$1,200,000 total (\$1,100,000 Salaries General Account 1010; \$100,000 Salaries-Overtime Account 1090). The Mayor and Council directed this Department to commit \$1.2 million of (any) UUF funds towards the operation of the FY2002-03 Budget.

CLASS Parks - \$438,000, Operating Supplies Account 6020. Unencumbered old year funding for operating supplies to continue the CLASS Parks programs need to be reappropriated.

Debris Basin Cleaning - \$25,000, Salaries-Overtime Account 1090. In anticipation of a possible El Nino storm season, funding is required to clear out debris basins in Griffith Park. This will be done on overtime by a crew of six over four weekends.

Palms Child Care Center - \$62,000 total (\$5,000 Contractual Services Account 3040; \$3,000, Maintenance, Materials and Supplies Account 3160; \$3,000 Office and Administrative Expense Account 6010; \$44,000 Operating Expenses Account 6020; \$7,000 Other Operating Equipment Account 7350). The reopening of the Palms Childcare Center is anticipated for October/November 2003. Although additional staffing was provided for in the FY 2002-03 Budget, no funding was provided for expense and equipment.

Additional Leasing Costs - \$10,000, Lease Costs Account 6030. The Department has a current allocation of \$103,004 for Lease Costs, which are used to pay taxes on those Department properties outside City boundaries. An additional \$10,000 will be needed.

Griffith Park Master Plan - \$185,000, Contractual Services Account 3040. The Department is updating the 25 year old Master Plan for Griffith Park, the nation's largest urban city park. These funds will pay for approximately half the estimated cost, with the remainder coming from various Department accounts.

Additional Copy Machine and Pager Rentals - \$55,000 Contractual Services Account 3040. Funding is required to meet additional copying and paging needs.

Additional Aquatics Chemicals - \$245,000 Maintenance Materials and Supplies Account 3160. Funding is required to cover additional cleaning and maintenance needs for aquatic operations.

DWP Outdoor Security Lighting Program - \$54,000 Contractual Services Account 3040. Funding is required to make up an anticipated budget shortfall to pay DWP for rental costs associated with installing security outdoor lighting at various recreational facilities.

Pool and Lake Repairs - \$140,000 Construction Materials and Supplies Account 3160. Funding is needed to repair the Harbor Lake Aerating System (\$20,000); \$30,000 to do initial damage estimates and pressure testing of pipes and \$30,000 for a pool rehabilitation/design (\$60,000 total) at E.G. Roberts Pool; and provide for a non-slip surface at Hansen Dam Swim Lake (\$60,000).

EPICC Communications Needs - \$150,000 Operating Materials and Supplies Account 6010. Funding is needed to provide for the data and communications needs at the Exposition Park Intergenerational Community Center.

Year Round Nutrition - \$432,113, Contractual Services Account 3040. Funding is required to fund the administrative and operation costs of the year round nutrition program, which complements \$1.164 million in Community Development Block Grant Funds. In the past \$450,000 was provided by a private donation.

Camperships - \$25,000 Salaries-As Needed Account 1070. Funding is required for additional As Needed position coverage to provide proper oversight of children on camping scholarships.