



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE
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DAVID E. JANSSEN
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District
YVONNE BRATHWAITE BURKE
Second District
ZEV YAROSLAVSKY
Third District
DON KNABE
Fourth District
MICHAEL D. ANTONOVICH
Fifth District

May 27, 2004

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

QUARTERLY REPORT ON TRANSFERS OF APPROPRIATION

At the July 28, 1992 Board of Supervisors' meeting, the Chief Administrative Office was instructed to provide quarterly reports on all approved "action budget adjustments" (transfers of appropriations within budget units up to \$250,000 per quarter). The attached report lists action budget adjustments for the period January 1 through March 31, 2004.

Beginning with this report, we are listing separately appropriations within the Health Services General Fund and Enterprise Fund Hospital budget units to reflect the additional delegated authority granted to my office for transfers of appropriations up to \$1.0 million per quarter, as approved by the Board on June 23, 2003 during 2003-04 Budget Deliberations.

If you have any questions or require additional information regarding these transfers, please contact me, or your staff may contact Sid Kikkawa of my office at (213) 974-1133.

DEJ:DIL
SK:AHW:vyg

Attachment

c: Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
JANUARY 1 THROUGH MARCH 31, 2004**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
181	Transfer of appropriation (\$18,000) within Child Support Services Department – Salaries and Employee Benefits to Fixed Assets.	To provide funding for the purchase of a photocopier with color copying capabilities. Savings in Salaries and Employee Benefits are due to vacancies, hiring freeze, and attrition.
182	Transfer of appropriation (\$2,000) from the Board of Supervisors – Services and Supplies to the Department of Parks and Recreation – Services and Supplies.	Use of Fifth District discretionary funds, by the Department of Parks and Recreation, for the purchase of a solar flag pole light at the Two Strike County Park in La Crescenta.
189	Transfer of appropriation (\$235,000) within the Alternate Public Defender – Salaries and Employee Benefits to Services and Supplies.	To provide funding to cover increases in telecommunication facilities and other services and supplies. Savings in Salaries and Employee Benefits are due to vacancies.
192	Transfer of appropriation (\$250,000) within the Department of Community and Senior Services – Salaries and Employee Benefits to Services and Supplies.	To provide funding to partially offset the proposed \$500,000 grant monitoring contract costs currently in negotiation with the Auditor-Controller's Office. The strengthening of contract monitoring process is needed to meet the Board of Supervisors' requirements. Savings in Salaries and Employee Benefits are due to vacancies and hiring delays.
193	Transfer of appropriation (\$250,000) within the Public Library – Salaries and Employee Benefits to Services and Supplies.	To provide funding to complete the high priority air conditioning repairs. Savings in Salaries and Employee Benefits are due to vacancies.
199	Transfer of appropriation (\$177,000) within the Sheriff's Department – Intrafund Transfer to Services and Supplies.	To reflect funding received from the Department of Human Resources – Local 660 Program for two courses: computer software training and computer service training.
201	Transfer of appropriation (\$18,000) from the Board of Supervisors – Services and Supplies to the Department of Parks and Recreation – Services and Supplies.	Use of Fifth District discretionary funds, by the Department of Parks and Recreation, for the maintenance of Placerita Canyon Nature Center.
205	Transfer of appropriation (\$50,000) within the Treasurer-Tax Collector – Salaries and Employee Benefits to Fixed Assets.	To provide funding to replace the current metering machine, which is obsolete and not in compliance with the new Information Base Indicia Program. Savings in Salaries and Employee Benefits are due to vacancies, hiring delays and attrition.
208	Transfer of appropriation (\$110,000) within the Athens-Woodcrest-Olivita Garbage Disposal District Fund – Services and Supplies to Other Charges.	To provide funding for the department to pay the current year's Cal Compact litigation settlement amount.
210	Transfer of appropriation (\$243,000) within the Firestone Garbage Disposal District Fund – Services and Supplies to Other Charges.	To provide funding for the department to pay the current year's Cal Compact litigation settlement amount.
211	Transfer of appropriation (\$24,000) within the Malibu Garbage Disposal District Fund – Services and Supplies to Other Charges.	To providing funding for the department to pay the current year's Cal Compact litigation settlement amount.

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
JANUARY 1 THROUGH MARCH 31, 2004**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
212	Transfer of appropriation (\$38,000) within the Walnut Park Garbage Disposal District Fund – Services and Supplies to Other Charges.	To provide funding for the department to pay the current year's Cal Compact litigation settlement amount.
221	Transfer of appropriation (\$250,000) within the Probation Department – Services and Supplies to Fixed Assets.	To provide funding for the purchase of facility equipment related to the Central Juvenile Hall and Los Padrios Juvenile Hall Construction projects.
223	Transfer of appropriation (\$46,000) within the Department of Military and Veterans Affairs – Salaries and Employee Benefits to Services and Supplies.	To provide funding for the increased costs of Bob Hope Patriotic Hall maintenance and related services. Savings in Salaries and Employee Benefits are due to hiring delays.
226	Transfer of appropriation (\$250,000) within the Chief Administrative Office – Services and Supplies to Fixed Assets.	To provide funding for the upgrade of an existing server to enhance processing performance and provide additional storage capacity for research and evaluation studies and services.
236	Transfer of appropriation (\$65,000) within the Child Support Services Department – Services and Supplies to Fixed Assets.	To provide funding for the purchase of two videoconference systems.
238	Transfer of appropriation (\$200,000) within the Department of Beaches and Harbors – Salaries and Employee Benefits to Services and Supplies.	To provide funding to cover unexpected expenditures. Savings in Salaries and Employee Benefits are due to vacancies and hiring delays.
241	Transfer of appropriation (\$150,000) within the Department of Agricultural Commissioner/Weights and Measures – Salaries and Employee Benefits to Fixed Assets.	To provide funding to purchase various equipment (vehicles, brush chippers and lab dishwasher) not included in the Department's adopted budget. Savings in Salaries and Employee Benefits are due to vacancies.
243	Transfer of appropriation (\$142,000) within the Child Support Services Department – Services and Supplies to Fixed Assets.	To provide funding for the purchase of a Windows NT Server and Storage Areas Network (SAN).

Note: Transfers of Appropriation related to the Productivity Investment Fund have been exempted from this report.

**APPROVED TRANSFERS OF APPROPRIATION (ACTION BUDGET ADJUSTMENTS)
JANUARY 1 THROUGH MARCH 31, 2004**

BUDGET ADJ. NO.	DESCRIPTION	JUSTIFICATION
176	Transfer of appropriation (\$40,000) within the Department of Health Services' Children's Medical Services – Salaries and Employee Benefits to Fixed Assets.	To provide funding for the purchase of a new copier for additional office space located in El Monte. Savings in Salaries and Employee Benefits are due to hiring delays and vacancies.
179	Transfer of appropriation (\$551,000) within the Department of Health Services Coastal Cluster – Services and Supplies (\$508,000) and Other Charges (\$43,000) to Fixed Assets.	To provide funding for the purchase of various medical equipment, such as operating room tables, ultrasound machine, fluoroscope imaging system, etc, none of which individually exceed \$250,000. DHS had initially planned to acquire these items under capital leases through LAC-CAL; however, when these requests were submitted to the CAO, they were denied because they did not meet LAC-CAL guidelines. Savings in Services and Supplies are due to lower than anticipated expenditures for various vendor services.
196	Transfer of appropriation (\$100,000) within the Department of Health Services' Office of AIDS Programs and Policy (OAPP) – Services and Supplies to Fixed Assets.	To provide funding for the purchase of a Storage Area Network that will merge OAPP's services, which operate independently, to function as a cluster. Savings in Services and Supplies are due to anticipated under expending of OAPP's budgeted appropriation.
198	Transfer of appropriation (\$440,000) within the Department of Health Services' Coastal Cluster – Services and Supplies to Fixed Assets.	To provide funding for the purchase of 39 bedside monitors at a per unit cost of around \$11,280 for several hospital units. DHS had initially planned to acquire these items under capital leases through LAC-CAL; however, when these requests were submitted to the CAO, they were denied because they did not meet LAC-CAL guidelines. Savings in Services and Supplies are due to lower than anticipated expenditures for various vendor services.
202	Transfer of appropriation (\$500,000) within the Department of Health Services' Antelope Valley Cluster – Other Charges to Salaries and Employee Benefits.	To provide funding for critical vacancies that will maintain existing clinical operations and expanded hours of operation. Savings in Other Charges are due to lower than anticipated expenditures for various vendors services.
207	Transfer of appropriation (\$13,000) within the Department of Health Services' Children's Medical Services –Salaries and Employee Benefits to Fixed Assets.	To provide funding for the purchase of a new copier for additional office space located in El Monte. Savings in Salaries and Employee Benefits are due to hiring delays and vacancies.
214	Realignment of revenue (\$4,832,000) within the Department of Health Services – from Community Health Plan Medi-Cal revenue to Community Health Plan In-Home Supportive Services revenue.	To correct a 2003-04 budget adjustment, previously approved under delegated authority to CAO on 9/17/03, by realigning amounts to reflect the proper revenue category.