

RECOMMENDED MID-YEAR ADJUSTMENTS FOR FISCAL YEAR 2021/2022

| Account | Amount | Comment |
|---|----------------------|---|
| GENERAL FUND APPROPRIATIONS: | | |
| ON-GOING ADJUSTMENTS - PERSONNEL | | |
| 10114500.411100 | \$ 49,540.00 | Purchasing Supervisor - Upgrade of Warehouse Supervisor position - Unfunded in FY 21/22 |
| 10122100.411100 | \$ 38,330.00 | Human Resources Director - Upgrade of Human Resources and Equity Manager - Existing position |
| 10122100.411100 | \$ 68,150.00 | Human Resources Technician - Two (2) positions - New position |
| 10122100.411100 | \$ 49,035.00 | Human Resources Analyst - New position |
| 10122100.411100 | \$ 24,595.00 | Administrative Clerk - upgrade position from part-time to full-time |
| 10124100.411100 | \$ 28,135.00 | GIS Technician - Unfunded in FY 21/22 |
| 10130100.411100 | \$ 2,035.00 | Secretary - upgrade existing Administrative Clerk position in 10130100 - PRCS Admin |
| 10130200.411100 | \$ - | Recreation and Community Services Coordinator - downgrade existing Associate Analyst position in 10130300 - Parks |
| 10130300.411100 | \$ 6,300.00 | Sr. Irrigation Maintenance Technicians - upgrade of two (2) existing Irrigation Technician positions. |
| 10140200.411100 | \$ 27,555.00 | Parking Enforcement Officer - Unfunded in FY 21/22 |
| 10140200.411100 | \$ 41,470.00 | Community Service Officer - Two (2) positions - Unfunded in FY 21/22 |
| 10140200.411100 | \$ 26,110.00 | Police Records Technician - New position |
| 10145100/10145400.411100 | \$ 21,150.00 | Associate Analyst - reclass of Secretary position - Desk Audit in progress |
| 10145600.411100 | \$ 93,960.00 | Permit Technician I - Unfunded FY 21/22 |
| 10150120/10150500.411100 | \$ 39,180.00 | Structural Rehabilitation Specialist - Unfunded in FY 21/22 |
| 10150150.411100 | \$ 38,500.00 | Permit Technician I - New Position |
| 10150150.411100 | \$ 3,130.00 | Reclass existing Permit Technician I to Permit Technician II |
| 10160200.411100 | \$ 13,145.00 | Associate Analyst - New position (50% General Fund/50% Sewer Fund) |
| 10160210.411100 | \$ 28,475.00 | Street Maintenance Crew Leader - Unfunded in FY 21/22 |
| 10160210.411100 | \$ 45,795.00 | Maintenance Worker II - two (2) positions - unfunded in FY 21/22 |
| 10160210.411100 | \$ 22,990.00 | Traffic Painter - New position |
| 10160230.411100 | \$ 24,050.00 | Maintenance Carpenter - reclass of unfunded Maintenance Worker position in FY 21/22 |
| 10160240.411100 | \$ 26,290.00 | Maintenance Electrician - Unfunded in FY 21/22 |
| 10160250.411100 | \$ 19,400.00 | Maintenance Worker I - Graffiti Abatement - Unfunded in FY 21/22 |
| 10160260.411100 | \$ 31,200.00 | Parking Meter Technician - New position |
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| Sub-Total On-Going Personnel | \$ 768,520.00 | |
| ON-GOING ADJUSTMENTS - OTHER | | |
| 10116100.513000 | \$ 350,000.00 | Southern California Edison - increased costs of Southern California Edison invoices. Cost increases have resulted from the City Council decision to enroll in the more costly Clean Power Alliance, the significant SCE delivery rate increase that the CA Public Utilities Commission approved, and volatility in the electricity spot market. This is an ongoing cost increase that must be added to the FY 22-23 budget. |
| 10116100.910200 | \$ 49,200.00 | Replenish Appropriated Reserve - Funds transferred to 10150120 for SWA Design Development |
| 10122100.732160 | \$ 40,000.00 | NeoGov On-Boarding program for employee orientation. Ongoing amount will be \$32,000/annually. |
| 10130200.516100 | \$ 2,000.00 | New Training Opportunity - Outdoor Recreation and Leadership Training (offered by California State Parks). |
| 10130220.516100 | \$ 2,000.00 | Mandatory Recertifications - Restoration of training and education hours for plunge pool managers and coordinator to obtain/retain the instructor certifications necessary to teach and train staff and conduct community courses. Covers three Life Guard Instructor recertifications and two Life Guard Instructor Trainer courses. |

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| 10130220.550110 | \$ 1,500.00 | New Staffing Expense - Increase to cover expenses for the uniforms for anticipated new hires to replace staff lost over the last two years. Includes: suits, sweat pants/sweatshirts, shorts for female staff, fanny packs, pocket masks, gloves and whistles. |
| 10130300.619800 | \$ 26,400.00 | Landscaping Services - Restoration of services reduced in prior year. |
| 10130300.619800 | \$ 10,000.00 | Landscape Architect Services |
| 10130300.619800 | \$ 8,000.00 | Custodial Services - Increased service areas |
| 10130400.619800 | \$ 11,200.00 | Monthly Mailing of Senior Center Newsletter |
| 10140200.614100 | \$ 55,000.00 | Vital Medical Services - increased services including 3% CPI |
| 10150120.516700 | \$ 1,000.00 | Transcription Services for Economic Development Subcommittee meetings |
| 10150200.517310 | \$ 25,000.00 | Advertising for additional notice cost regarding Cannabis Uses, and General Plan Update, Housing Element, and Zone Code Amendment mailings and newspaper publications. |
| 10160150.411700 | \$ 30,000.00 | Contract Labor for Underground Service Alert Markings |
| 10160150.516100 | \$ 500.00 | Training - Attendance to the City and County Engineers Association of Los Angeles monthly meetings; seminars on updates to the Standard Specifications of Public Works Construction; American Public Works Association seminars. |
| 10160150.516500 | \$ 500.00 | Increased Membership and Dues for Engineering staff |
| 10160150.516700 | \$ 2,000.00 | Conference and Conventions - Attendance of the League of California Cities Public Works Officers Institute Conference in March 2022 in Monterey, California. |
| 10160230.619800 | \$ 25,450.00 | This request is for a contractor to replace the old and non-working entry pad system and install new Hirsch pad system at the Veterans Memorial Building and install new Hirsch Pad system at the Teen Center, which currently has no electronic entry system in place. (The Hirsch System is used at City Hall, Senior Center, Transportation, Police Department, and at Fire Station 1,3.) |
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| Sub-Total On-Going Other | \$ 639,750.00 | |
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| ONE-TIME ADJUSTMENTS - OTHER | | |
| 10113100.611600 | \$ 50,000.00 | Legal Services - In-depth review of Memorandum of Understandings |
| 10114300.514100 | \$ 20,000.00 | Reconfiguration of partitions/cubicles to better meet needs of department |
| 10122100.512100 | \$ 5,000.00 | Supplies - Higher number of recruitments during fiscal year |
| 10122100.517300 | \$ 5,000.00 | Advertising - Higher number of recruitments during fiscal year |
| 10130300.619800 | \$ 18,000.00 | Rehabilitation of decomposed granite (DG) paths at various City parks, including DG fill, leveling, de-weeding, etc. |
| 10145200.514010 | \$ 11,993.00 | Additional funding needed for Quality Assurance Fee (QAF) payment related to the Ground Emergency Medical Transport (GEMT) grant from the State of California. |
| 10150120.610100 | \$ 20,000.00 | Contract Services - Farmer's Market Audit |
| 10150200.512400 | \$ 5,500.00 | Transcription Services for Current Planning events |
| 10150250.732120 | \$ 6,000.00 | Four (4) Apple I Pads for use by Code Officers to track case information and photos while performing field work. Will allow officers to retrieve and access data and will allow for more efficient case work. |
| 10150400.512200 | \$ 10,000.00 | Mailing for General Plan Update public review |
| 10150400.619800 | \$ 700.00 | Advance Planning - Translation Services |
| 10150550.512100 | \$ 1,000.00 | Two (2) monitors for Rent Stabilization Coordinator and Rent Stabilization Analyst |
| 10150550.512100 | \$ 3,000.00 | Two (2) Computer Hard Drives for Rent Stabilization Coordinator and Rent Stabilization Analyst |
| 10160150.740100 | \$ 1,500.00 | New Cubicle setup in Engineering and Mobility and Traffic Engineering area. |
| 10160210.516100 | \$ 1,550.00 | Heavy Equipment Operator - Training |

| RECOMMENDED MID-YEAR ADJUSTMENTS | | |
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| FOR FISCAL YEAR 2021/2022 | | |
| Account | Amount | Comment |
| 10160210.550110 | \$ 1,200.00 | This request is for new personnel uniforms, boots and PPE due to covid-19 related action responses. |
| 10160220.619800 | \$ 99,000.00 | Emergency Tree Trimming services |
| 10160220.619800 | \$ 9,750.00 | Necessary Tree Trimming at Media Park |
| 10160230.411200 | \$ 39,075.00 | This request is for 576 hours from now until the end of the fiscal year 2022 to assist the Transportation Department with the Move Culver City project with traffic signals. traffic signs, traffic delineation repair requests, and street markings. |
| 10160230.516700 | \$ 1,500.00 | Pool Technician Certification. Required by LA County Health Department |
| 10160230.550110 | \$ 1,200.00 | This request is for new personnel uniforms, boots and PPE due to covid-19 related action responses. |
| 10116100.952420 | \$ 583,304.00 | Transfer to Fund 420 for CIP improvements. See detail below under 'Other Funds Appropriations-One-time Adjustments.' |
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| Sub-Total One-Time | \$ 894,272.00 | |
| Sub-Total General Fund Appropriation Adjustments | \$ 2,302,542.00 | |
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| 10116100.910300 | \$ (2,302,542.00) | Offsetting Excess Appropriations for Adjustments |
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| Net General Fund Adjustments | \$ - | |
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| OTHER FUNDS APPROPRIATIONS: | | |
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| ON-GOING ADJUSTMENTS - PERSONNEL | | |
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| 20370100.411100 | \$ 10,180.00 | Transportation Manager - Administration - reclass of existing Sr. Management Analyst position funded in FY 21/22. <i>*This reclassification is a conditional approval. The classification and compensation review will be conducted by the HR Department. The final recommendation will be submitted to the City Manager for approval before the position can be filled.</i> |
| 20370200.411100 | \$ 17,100.00 | Human Resources Technician - New position |
| 20460300.411100 | \$ 13,145.00 | Associate Analyst - New position (50% Sewer Fund/50% General Fund) |
| 30922200.411100 | \$ 32,100.00 | Risk Manager - Upgrade Risk Analyst position - Existing Position |
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| Sub-Total On-Going Personnel | \$ 72,525.00 | |
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| ONE-TIME ADJUSTMENTS | | |
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| 20260400.514100 | \$ 10,000.00 | This request is for additional N95 masks for employees for the remainder of the fiscal year. EPO has been notified that the federal/state government may no longer providing funding for mask, therefore the division needs to request funding to support the additional expense. |
| 20260400.516100 | \$ 40,000.00 | Training and Education for new Sanitation Drivers and other staff |
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| 20260400.517300 | \$30,000.00 | Public Notices - Senate Bill 1383, which requires cities to establish organic and mixed recycling services for all residential and business customers. |
| 20460300.550110 | \$ 1,200.00 | This request is for new personnel uniforms, boots and PPE due to covid-19 related action responses. |
| 30922220.660200 | \$ 225,000.00 | Department of Industrial Relations 20/21 Public Annual Report - |

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| 42080000.730100.PZ639 | \$ 65,000.00 | New Project - Demolition of dilapidated snack bar and restroom at Culver City Park Upper Ball Fields (aka Little League Fields), including the removal of concrete. Public Works asked PRCS to make this request for the project. |
| 42080000.730100.PZ639 | \$ 16,500.00 | New Project - Grade the area and install City-provided street pavers near the new portable snack bar and restroom at the Upper Ball Fields and add an additional ground drain. |
| 42080000.730100.PZ639 | \$ 225,769.00 | New Project - Purchase of one portable snack bar for the Culver City Park Upper Ball Fields (aka Little League Fields). Jacks under the unit can be adjusted to accommodate the shifting of the land. Cost = \$190,121 (unit & delivery) + \$19,012 (10% contingency) + \$16,636 (tax). |
| 42080000.730100.PZ639 | \$226,035.00 | New Project - Purchase of one portable restroom for the Culver City Park Upper Ball Fields (aka Little League Fields). Jacks under the unit can be adjusted to accommodate the shifting of the land. Cost = \$190,345 (unit & delivery) + \$19,034 (10% contingency) + \$16,655 (tax). |
| 42080000.730100.PZ599 | \$50,000.00 | PZ599 On August 23, 2021, City Council authorized the opening of the existing Ballona Creek access gate at the southern end of Jackson Avenue. This request is to purchase and install retractable bollards to facilitate the opening of the gate to all users. The bollards are needed to prohibit public motor vehicle access onto the path and ensure the safety of the path users as they enter and exit the path at this location. An additional bollard will be installed that will be used to lock the open gate and prevent it from blocking the path., including bollards, at the entrance to the Jackson Gate leading onto the Ballona Creek Bike Path to facilitate a speedy opening of that access point. |
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| Sub-Total One-Time | \$ 808,304.00 | |
| Total Other Funds Appropriation Adjustments | \$ 808,304.00 | |
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| GENERAL FUND REVENUES: | | |
| 10114400.312100 | \$ 300,000.00 | Increase to Electricity - UUT based on current receipts and consultant recommendation |
| 10114400.312130 | \$ (400,000.00) | Decrease to Telecommunications - UUT based on current receipts and consultant recommendation |
| 10114400.312140 | \$ 50,000.00 | Increase to Cable - UUT based on current receipts and consultant recommendation |
| 10114400.317000 | \$ 3,500,000.00 | Increase to Real Property Transfer Tax based on current receipts |
| 10114400.318000 | \$ 3,600,000.00 | Increase to Transient Occupancy Tax (TOT) based on current receipts |
| 10116100.313000 | \$ 3,409,295.00 | Increase to Sales Tax based on current activity and recommendation by consultant |
| 10116100.313020 | \$ 980,000.00 | Increase to Sales Tax - Measure CC (formerly Measure Y) based on current activity and recommendation by consultant |
| 10116100.313030 | \$ 469,000.00 | Increase to Sales Tax - Measure C based on current activity and recommendation by consultant |
| 10116100.314000 | \$ 25,000.00 | Increase to Public Safety Sales Tax (PSAF) |
| 10116100.319000 | \$ 1,000,000.00 | Increase to Commercial/Industrial Development Tax based on actual receipts to date |
| 10116100.325000 | \$ 30,000.00 | Increase to Utilities - License and Permits |
| 10116100.341310 | \$ 1,080,790.00 | Increase to Coronavirus Relief Funds (CRF) based on known receipts |
| 10130110.365710 | \$ (25,000.00) | Decrease Senior Center Room Rental - based on Department estimate through year-end |
| 10130110.365730 | \$ (75,000.00) | Decrease Meeting Room Rental - Vets Auditorium - based on Department estimate through year-end |
| 10130110.365740 | \$ (30,000.00) | Decrease Auditorium Rental - based on Department estimate through year-end |

| RECOMMENDED MID-YEAR ADJUSTMENTS | | |
|---|-------------------------|--|
| FOR FISCAL YEAR 2021/2022 | | |
| Account | Amount | Comment |
| 10130211.365240 | \$ 100,000.00 | Increase to Recreation Park & Picnic Permits - based on Department estimate through year-end |
| 10130211.365250 | \$ 2,500.00 | Increase Parks Program Revenue - based on Department estimate through year-end |
| 10130212.365210 | \$ (100,000.00) | Decrease Day Camp Fees - based on Department estimate through year-end |
| 10130212.365220 | \$ (45,000.00) | Decrease Youth Camp Fees - based on Department estimate through year-end |
| 10130220.365510 | \$ 49,000.00 | Increase Pool Admissions and Passes - based on Department estimate through year-end |
| 10130220.365520 | \$ 10,000.00 | Increase Pool Rentals - based on Department estimate through year-end |
| 10130220.365540 | \$ 15,000.00 | Increase Aquatics Contract Classes - based on Department estimate through year-end |
| 10130233.365150 | \$ 125,000.00 | Increase After School Program - based on Department estimate through year-end |
| 10130240.365310 | \$ 100,000.00 | Increase Youth Sports Program - based on Department estimate through year-end |
| 10130240.365350 | \$ (10,000.00) | Decrease Adult Sports Program - based on Department estimate through year-end |
| 10130250.365410 | \$ (100,000.00) | Decrease Enrichment Classes - Contract - based on Department estimate through year-end |
| 10130260.365600 | \$ (4,500.00) | Decrease Membership Fees - based on Department estimate through year-end |
| 10130280.365110 | \$ (7,000.00) | Decrease Special Events - based on Department estimate through year-end |
| 10130285.365125 | \$ 82,500.00 | Increase to Fiesta - Rides - based on actual receipts from October 2021 event |
| 10130285.365135 | \$ 17,449.00 | Increase to Fiesta - Vendors - based on actual receipts from October 2021 event |
| 10130285.365136 | \$ 56,150.00 | Increase to Fiesta - Sponsors - based on actual receipts from October 2021 event |
| 10150150.321000 | \$ 250,000.00 | Increase to Building Permits based on current activity |
| 10150150.371300 | \$ (200,000.00) | Decrease to Plan Check Fees based on current activity |
| 10150200.364100 | \$ 150,000.00 | Increase to Plan Zone, Subdivision based on current activity |
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| Sub-Total One-Time | \$ 14,405,184.00 | |
| Total General Fund Revenue Adjustments | \$ 14,405,184.00 | |
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