

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

DATE: January 11, 2006

TO: William T Fujioka  
City Administrative Officer

ATTN: Robert Kadomatsu, Senior Administrative Analyst II

FROM: William R. Bamattre, Fire Chief  
Fire Department

SUBJECT: MONTHLY FINANCIAL SUMMARY REPORT

**Summary:**

Attached is the CAO Monthly Financial Summary Report for December (covering July through December, Pay Periods 1 – 12), year-to-date as of December 31, 2005.

The Department continues the process of evaluating and prioritizing expenditures in the current fiscal year to ensure it remains within its allotted budget. However, unpredictable major events such as Hurricanes Katrina and Rita, and the recent brush fires have caused salary and expense account expenditures to exceed the budget.

On September 6, 2005, the Council approved a reserve fund loan of \$2.8 million (C.F.05-1826) to cover the costs associated with the deployment of Swiftwater and USAR resources to the Gulf States due to Hurricane Katrina. The funds were transferred to the Fire Department, Fund 335. On October 7, 2005, the Department requested a transfer of \$1.8 million into Account 1092. This transfer comprised the actual firefighter salary expenditures for Hurricane Katrina. On January 5, 2006, the Department requested and was approved for the transfer of \$457,270 from Fund 335 to Salary Account 1092.

On December 28, 2005, the Hurricane Katrina claim for reimbursement was submitted to FEMA for a total amount of \$2,313,137. At the same time, the Hurricane Rita claim of \$839,662 was submitted to FEMA. The Department has been notified that the City will be reimbursed a portion of each claim by approximately January 23, 2006: \$1,536,748 for the Katrina Claim and \$591,342 for the Rita claim. The total of \$2,128,090 will be applied towards the repayment of the \$2.8 million loan. Once FEMA has reviewed and approved both of these claims, the balance will be remitted to the City.

As indicated in previous reports, the Department anticipated the need for an additional appropriation from the Reserve Fund to cover the cost associated with Hurricane Rita and the Topanga Brush Fires. The extraordinary number and magnitude of deployments to major emergencies in the past five months has cost the Department an estimated \$4.2 million, primarily to the salary accounts and is the major factor contributing to the projected deficit in departmental accounts. When the \$2.8 million reserve fund loan was requested and approved, Hurricane Rita and the Topanga Brush Fires had not occurred. These expenditures are all eligible for reimbursement through the state and federal government.

As described earlier, the Rita claim for reimbursement has been submitted to FEMA for \$839,662. The Department now requests approval to utilize the remaining balance of the reserve fund loan (\$486,863) and apply the funds for Hurricane Rita expenses.

A second reserve fund loan is respectfully requested to reimburse department accounts for the outstanding expenses of \$352,799 for Hurricane Rita and for expenditures for the Topanga Fire that occurred between September 28 and October 11, 2005. Approximately 300 firefighters were deployed to assist Los Angeles and Ventura Counties fight the major brush fire in their jurisdictions and to prevent the spread of fire within the City of Los Angeles. Also, staff is now preparing the Topanga Fire claim for reimbursement to the California Department of Forestry and through the Fire Management Assistance Grant. The estimated cost of deploying a variety of resources to the fires is \$1.35 million. These claims for reimbursement are due on February 10, and April 10, 2006, respectively. Therefore, the Department respectfully requests a second reserve fund loan of \$1.7 million to reimburse departmental salary accounts.

The following expense account year-end projections are made on historical spending patterns and known expenditures planned for this fiscal year. To the extent possible, the Department will resolve individual account deficits with account surpluses.

The projected deficit of \$150,000 in Field Equipment Expense is attributable to the purchase of auto parts necessary to keep the Department's fleet in service. Funding for this account has not increased since 1999-2000 despite an increase in the Department's fleet of approximately 200 vehicles over the same period of time.

Also, a \$150,000 estimated deficit in Rescue Supplies is attributable to the increase usage of gloves that was caused by a noticeable rise in staph infections among field personnel. Since then, all field personnel have been directed to use disposable gloves when treating patients at all times.

The anticipated deficit of \$300,000 in the Operating Supplies account is based on the historical usage and operating needs projected for the remainder of the fiscal year. The Department has expended \$1.5 million (84%) of its budgeted funds year-to-date.

The 05-06 Adopted Budget includes \$1,635,915 placed in the Unappropriated Balance to fund 36 Firefighter III positions for the 10<sup>th</sup> Member on a Task Force and to restore four Fire Captain I and one Fire Captain II positions in the Bureau of Fire Prevention. The Department is reviewing staffing plans and will address this funding and authorities at a later date.

Conclusion:

The Department has one-half of the year's expenditures it has evaluated and analyzed. Various transfer requests to cover projected account deficits through the year-end report are requested at this time. Additional account transfers will be requested at year-end. Overall, the Department is addressing a projected deficit of \$2.7 million. In the first half of the fiscal year there were three major emergencies that required substantial resources and funding. Major events that the Department deploys resources for will certainly continue to impact our accounts. However, the Department will continue to strive to balance its accounts while assuring that operational needs and standards are maintained.



WILLIAM R. BAMATTRE  
Fire Chief

Robert Kadomatsu, Senior Administrative Analyst II  
January 11, 2006  
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**Attachments:**

- 1: 2005-06 Monthly Financial Summary
- 2: Monthly Financial Analysis
- 3: Salary Projection Model
- 4: 2005-06 Employment Level Report
- 5: LAFD Revenue Estimates
- 6: Transfer of Funds

## 2005-06 MONTHLY FINANCIAL SUMMARY

Reporting Month: December 2005 (Mid-Year Report)

Completed by: Sandra Ocon

Dept: Fire Fund: 100		2005-06 BUDGETED EXPENDITURES			YEAR-END PROJECTIONS	
Acct. No.	Account Title	2005-06 Adopted Budget (1)	Interim Appropriations or Adjustments (2)	Total Adjusted Budget (1 + 2 = 3)	Total Projected Expenditures At Year-End (4)	Year-End Projected Surplus or (Deficit) (3 - 4 = 5)
1010	General	19,733,001	182,718	19,915,719	19,550,370	365,349
1012	Firefighter (Sworn)	324,362,863	540,782	324,903,645	309,870,551	15,033,095
1030	Firefighter (Sworn) Bonuses	3,516,971	0	3,516,971	4,022,092	(505,121)
1050	Unused Sick Time	2,581,709	0	2,581,709	3,048,098	(466,389)
1070	Salaries As-Needed	100,000	(39,000)	61,000	34,352	26,648
1090	Overtime General	996,619	0	996,619	1,246,988	(250,369)
1092	Overtime Sworn	4,494,264	2,313,137	6,807,401	8,464,958	(1,657,557)
1093	Overtime Constant Staffing Firefighter	89,187,965	0	89,187,965	105,542,971	(16,355,006)
1098	Overtime Variable Staffing	10,184,040	88,000	10,272,040	8,781,722	1,490,318
	Subtotal Salaries	\$ 455,157,432	\$ 3,085,637	\$ 458,243,069	\$ 460,562,102	\$ (2,319,032)
2120	Printing and Binding	345,105		345,105	345,105	0
2130	Travel Expense	23,070	39,000	62,070	62,070	0
3030	Construction Materials	223,755		223,755	223,755	0
3040	Contractual Services	2,825,731	6,800	2,832,531	2,832,531	0
3070	Contract Brush Clearance	1,500,000		1,500,000	1,300,000	200,000
3090	Field Equipment Expense	2,767,056		2,767,056	2,917,056	(150,000)
3120	Investigations	5,400		5,400	5,400	0
3230	Petroleum Products	2,847,945		2,847,945	2,838,680	9,265
3260	Rescue Supplies and Equipment	2,567,997		2,567,997	2,717,997	(150,000)
3310	Transportation	3,158		3,158	3,158	0
4430	Uniforms	3,331,723		3,331,723	3,331,723	0
4450	Water Control Devices	447,019		447,019	447,019	0
6010	Office and Administrative	1,650,195		1,650,195	1,650,195	0
6020	Operating Supplies	1,758,826	(6,800)	1,752,026	2,052,026	(300,000)
	Subtotal Expense	\$ 20,296,980	\$ 39,000	\$ 20,335,980	\$ 20,726,715	\$ (390,735)
7300	Furn, Office & Tech Equip	300,275		300,275	300,275	-
7340	Transportation Equipment	-		-	-	-
7350	Other Operating Equip	121,400		121,400	121,400	-
	Subtotal Equipment	\$ 421,675	\$ -	\$ 421,675	\$ 421,675	\$ -
9350	Communication Services	3,370		3,370	3,370	-
	Subtotal Special	\$ 3,370	\$ -	\$ 3,370	\$ 3,370	\$ -
<b>Total Budget</b>		<b>\$ 475,879,457</b>	<b>\$ 3,124,637</b>	<b>\$ 479,004,094</b>	<b>\$ 481,713,862</b>	<b>(2,709,767)</b>

COMMENTS:

## MONTHLY FINANCIAL ANALYSIS

Reporting Month: December 2005

Department: Fire

Completed by: Sandra Ocon

Source of Funds: General Fund

### Instructions:

1. Identify the projected year-end surplus or deficit for all salary, expense, equipment and special accounts as indicated on the Monthly Financial Summary. Use additional pages if necessary.
2. For each account, explain all assumptions in determining the projected surplus or deficit.
3. Identify a plan/solution to eliminate any projected deficit by year-end and any impact on services.
4. Identify and explain any appropriation or transfer requests.
5. Provide estimated year-end revenue for the General Fund and any special funds, including all assumptions. Any deviation from the Adopted Budget should be explained.
6. Identify any issues of concern that might impact the department's budget or services, if applicable.

### Detailed explanation of expenditures in narrative form:

Appropriation Account:  
1010, Salaries General

Projected Surplus/(Deficit) at Year-End:  
\$365,348

**Assumptions:** The projected surplus in this account is due to the unanticipated increase in the number of vacancies that have resulted from transfers and promotions to other City departments. The lifting of the hiring freeze has resulted in 51 civilian vacancies at the present time.

Appropriation Account:  
1012, Salaries Sworn

Projected Surplus/(Deficit) at Year-End:  
\$15,033,095

**Assumptions:** The surplus in this account is due to over 177 platoon duty vacancies. The salaries for these positions accrue as savings, which will be transferred to the Constant Staffing Account 1093 to pay for backfilling these vacancies.

Appropriation Account:  
1030, Salaries Bonus (Sworn)

Projected Surplus/(Deficit) at Year-End:  
(\$505,121)

**Assumptions:** The year-end projected deficit is due to a number of MOU 22 bonuses that are not funded in this account. Thus far in the fiscal year, the largest payments have been made for paramedic and swiftwater bonuses. The deployment of the Swiftwater Team for Hurricanes Katrina and Rita rescue efforts resulted in paying additional swiftwater bonuses to these members.

Appropriation Account:  
1050, Unused Sick Time

Projected Surplus/(Deficit) at Year-End:  
(\$466,389)

**Assumptions:** The expenditure in the Unused Sick Time account is driven by payouts to sworn members upon retirement and planned unused sick time payouts made in January. It is difficult to project retirements, especially with the five-year window of opportunity to retire in the DROP Program. However, on average this account has been short by \$500,000 during the past three years. The projected year-end deficit will be resolved through other account surpluses.

Appropriation Account:  
1070, Salaries-As-Needed

Projected Surplus/(Deficit) at Year-End:  
\$26,648

**Assumptions:** The year-end surplus is expected based on a historical review of the activities this account supports.

Appropriation Account:  
1090, Salaries Overtime General

Projected Surplus/(Deficit) at Year-End:  
(\$250,369)

**Assumptions:** Due to Hurricanes Katrina and Rita, additional support activities occurred that created an increase in civilian overtime expenditures. Civilian staff members were part of the USAR Team sent to the Gulf States and was compensated for use of overtime. These costs are reimbursable through FEMA. The other factor resulting in higher levels of overtime is the unanticipated increase in civilian vacancies from lifting the hiring freeze. With a lean workforce of 333 authorized positions, 52 vacancies would require the use of overtime to compensate for a 15% decrease in productivity.

Appropriation Account:  
1092, Salaries Overtime Sworn

Projected Surplus/(Deficit) at Year-End:  
(\$1,657,557)

**Assumptions:** This account deficit is, in large part, due to the deployment of Swiftwater and USAR teams for rescue and recovery efforts in the aftermath of Hurricanes Katrina and Rita. The 1092 Account is used to pay for emergency overtime (while the 1093 Account is used to pay for staffing for vacancies and Compensated Time Off). FEMA will reimburse the City for the deployment of these resources to the Gulf States and the Department of Forestry and Fire Management Assistance Grant will reimburse the City for brush fire expenses. Also, a portion of the projected deficit is due to cost of living increases as a result of MOU 22 and 23 contracts in the past two years that have not been provided for in the budget.

Appropriation Account:  
1093, Salaries Overtime Constant Staffing

Projected Surplus/(Deficit) at Year-End:  
(\$16,355,006)

**Assumptions:** The deficit in this account is attributable to the 177 platoon-duty vacancies that must be backfilled. In addition, the deployment of Swiftwater and USAR teams in the aftermath of Hurricanes Katrina and Rita incurred additional backfill cost for those firefighters. These cost are reimbursable through FEMA. The salary savings accrued in the 1012 account from vacancies will be transferred at mid-year and year-end to offset this deficit.

Appropriation Account:  
1098, Salaries Overtime, Variable Staffing

Projected Surplus/(Deficit) at Year-End:  
\$1,490,318

**Assumptions:** The projected surplus is mostly attributable to any banked overtime earned in this account being paid from the 1093 Constant Staffing Account. In addition, while the Paramedic Training Program is funded in this account, the costs are actually incurred in the 1093 Constant Staffing Account. This surplus is targeted to offset deficits in other accounts.

Appropriation Account:  
3070, Contract Brush Clearance

Projected Surplus/(Deficit) at Year-End:  
\$200,000

**Assumptions:** The projected surplus is based on a review of the brush removal expenditures through year-end.

Appropriation Account:  
3090, Field Equipment Expense

Projected Surplus/(Deficit) at Year-End:  
(\$150,000)

**Assumptions:** The projected deficit is attributable to the purchase of auto parts and tires necessary to keep the Department's fleet in service. Funding for this account has not increased since 1999-2000 despite an increase in the Department's fleet of over 200 vehicles over the same period of time.

Appropriation Account:  
3230, Petroleum Products

Projected Surplus/(Deficit) at Year-End:  
\$9,265

**Assumptions:** As previously reported, fuel prices have risen to new highs in the past few months. However, the Department of General Services revised their projected fuel prices of \$3.00 for Unleaded Fuel down to \$2.40 and \$3.20 for Diesel Fuel down to \$2.60. The Department anticipates using approximately one million gallons of fuel in 05-06, this is based on an average of a historical average of 80,000 gallons per month.

Appropriation Account:  
3260, Rescue Supplies and Equipment

Projected Surplus/(Deficit) at Year-End:  
(\$150,000)

**Assumptions:** The anticipated deficit in this account is based on the increase of glove usage by field personnel as a result of staph infections. The gloves serve as a means to protect field personnel from contracting staph infections.

Appropriation Account:  
6020, Operating Supplies

Projected Surplus/(Deficit) at Year-End:  
(\$300,000)

**Assumptions:** The anticipated deficit in this account is based on the historical usage and operating needs for the remainder of the fiscal year of the Department. The Department has expended \$1.5 million (84%) of its budgeted funds year-to-date.

**Plan/Solution to Eliminate Projected Deficit(s):**

The Department anticipates that it will be able to balance account deficits with anticipated surpluses in other accounts by year-end. All accounts are being closely monitored with the goal of remaining within budget.

The Account 1092, Salaries Sworn Overtime projected deficit of \$1,657,557 is due in large part to the deployment of Swiftwater and Urban Search and Rescue (US&R) teams for search and recovery efforts in the aftermath of Hurricanes Katrina and Rita. On September 6, 2005, Council approved (C.F. 05-1826) a reserve fund loan of \$2.8 million which will mitigate the additional expenditures resulting from deploying resources to the Gulf States.

On December 28, 2005, the Hurricane Katrina claim for reimbursement was submitted to FEMA for a total amount of \$2,313,137. At the same time, the Hurricane Rita claim of \$839,662 was submitted to FEMA. The Department has been notified that the City will be reimbursed a portion of each claim by approximately January 23, 2006: \$1,536,748 for the Katrina Claim and \$591,342 for the Rita claim. Once FEMA has reviewed and approved both of these claims, the balance will be remitted to the City.

**Potential Impact on Services (including assumptions):**

**Explanation of revenue:** See attachment 5.

General Fund:

Special Fund:

**Issues of Concern:**

The Department is requesting an additional appropriation from the Reserve Fund (\$1.7 million loan) to cover the costs associated with Hurricane Rita and the Topanga Brush Fires. If this loan is not approved, the Department will not have enough funds to meet its operating needs.

12/9/05 fsranalysis.doc



**Attachment 3: Salary Projection Model**

**LOS ANGELES CITY FIRE DEPARTMENT**  
**SWORN SALARY PROJECTIONS - ACCOUNT 1012**  
**FISCAL YEAR 2005-06**

Pay Period	Pay period Ending	Attrition Plan	Attrition Actual	Hiring Plan	Hiring Actual	Adj of Status 11 Returned	Status 11 Taken Off	Vacation Payout	No of Empl	Average VC	Projected Deployment (Status 11, 12)	Average Salary	Budgeted Expenditure Plan	Actual(Above Line) Projected(Below Line)	FMIS
1	07/09/05	4	4	0	0	0	0	27,478.93	2	13,739.47	3,423	3,398.00	12,221,826.00	7,467,670.77	
2	07/23/05	4	1	0	0	2	(1)	0.00	0	0.00	3,423	3,370.53	11,896,828.00	11,537,316.76	
3	08/06/05	4	11	0	0	1	(1)	167,254.38	12	13,937.87	3,412	3,392.29	11,896,828.00	11,574,495.76	
4	08/20/05	4	3	0	0	2	(1)	25,612.70	3	8,537.57	3,410	3,383.05	11,871,828.00	11,536,191.71	
5	09/03/05	4	2	50	48	5	(1)	24,952.67	1	24,962.67	3,460	3,359.37	11,964,978.00	11,623,424.55	
6	09/17/05	4	2	0	0	5	0	7,224.86	1	7,224.86	3,463	3,360.74	12,014,978.00	11,638,240.92	
7	10/01/05	4	9	0	0	2	(4)	73,341.68	7	10,477.38	3,452	3,367.08	12,058,128.00	11,623,154.35	
8	10/15/05	4	2	0	0	1	0	16,226.87	2	8,113.44	3,451	3,368.46	12,008,128.00	11,624,547.96	
9	10/29/05	0	2	50	50	0	0	11,853.13	1	11,853.13	3,499	3,356.60	12,063,128.00	11,744,745.04	
10	11/12/05	4	2	0	0	0	0	18,649.29	1	18,649.29	3,497	3,348.78	12,063,128.00	11,710,668.10	
11	11/26/05	4	1	0	0	1	(1)	0.00	0	0.00	3,496	3,354.23	12,068,128.00	11,726,402.96	
12	12/10/05	4	7	0	0	0	(2)	42,722.28	3	14,240.76	3,487	3,358.00	12,018,128.00	11,709,345.88	135,898,563.15
13	12/24/05	4						50,000.00			3,483	3,374.96	12,161,278.00	11,755,000.00	
14	01/07/06	4		50				80,000.00			3,529	3,357.89	12,161,278.00	11,850,000.00	
15	01/21/06	4						60,000.00			3,525	3,381.70	12,211,278.00	11,850,000.00	
16	02/04/06	4						150,000.00			3,521	3,374.21	12,422,480.00	11,880,600.00	
17	02/18/06	4						45,000.00			3,517	3,379.58	12,472,480.00	11,886,000.00	
18	03/04/06	4		50				93,000.00			3,563	3,362.34	12,472,480.00	11,980,000.00	
19	03/18/06	4						75,000.00			3,559	3,366.11	12,472,480.00	11,980,000.00	
20	04/01/06	4						85,000.00			3,555	3,373.00	12,675,466.00	11,991,000.00	
21	04/15/06	4						98,000.00			3,551	3,376.80	12,675,466.00	11,991,000.00	
22	04/29/06	4						72,000.00			3,551	3,378.20	12,625,466.00	11,996,000.00	
23	05/13/06	4		50				98,000.00			3,597	3,361.13	12,675,466.00	12,090,000.00	
24	05/27/06	4						75,000.00			3,593	3,364.88	12,725,466.00	12,090,000.00	
25	06/10/06	4						140,000.00			3,589	3,368.63	12,675,466.00	12,090,000.00	
26	06/24/06	4						145,000.00			3,585	3,372.38	12,675,466.00	12,090,000.00	
	06/30/06							0.00					5,114,813.00	5,186,387.57	172,705,987.57
								1,266,000.00 (Est VC Payout PP 12-26)							1,266,000.00
								415,326.79 (Actual Pd inc in FMIS total)							
		96	46	250	98	19	(11)	1,681,326.79			3,507		324,362,863.00	308,222,192.33	308,870,550.72
											Averaged				

Adopted Budget  
Adjustments:  
Reimbursements From US&R  
Transfer to Fund 335 US&R  
Prop "Q" Reimbursement  
Anticipated Transfers:  
Reimbursements From US&R  
Prop "F" Reimbursements  
Prop "Q" Reimbursements  
Total amount available  
Actual & Estimated Expenditures  
Projected Surplus/Deficit

324,362,863.00  
81,360.40  
(374,000.00)  
129,087.00  
114,335.00  
460,000.00  
130,000.00  
324,903,645.40  
309,870,550.72  
15,033,094.68

**Attachment 4: Employment Level Report**

SALARY ACCT. NO: 1010 COMPLETED BY: Sandra Ocon PHONE EXTENSION: 83478

PHONE EXTENSION: 83478

[illegible]

## Special, Grant and Fee-funded

# EMPLOYMENT LEVEL REPORT FIRE - CIVILIAN

SALARY ACCT. NO: 1010

COMPLETED BY: Sandra Ocon

PHONE EXTENSION: 83478

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
	46	42	44	46	48	51	51	51	51	51	51	51
<b>III. VACANT POSITIONS--REGULAR, RESOLUTION &amp; SUBSTITUTE</b>												
<b>VACANT POSITIONS @ start of month</b>												
<b>Regular Authorities (excluding Citizen Board Members)</b>	37	37	34	36	38	36	37	37	37	37	37	37
General Fund	37	37	34	36	38	36	36	36	36	36	36	36
Special, Grant and Fee-funded	0	0	0	0	0	0	1	1	1	1	1	1
<b>Resolution Authorities</b>	6	6	6	6	6	8	10	10	10	10	10	10
General Fund	3	3	3	3	3	5	7	7	7	7	7	7
Special, Grant and Fee-funded	3	3	3	3	3	3	3	3	3	3	3	3
<b>Substitute Authorities</b>	3	3	2	2	2	4	4	4	4	4	4	4
General Fund	3	3	2	2	2	4	4	4	4	4	4	4
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
<b>INTERIM CHANGES</b>												
<b>Regular Authorities (excluding Citizen Board Members)</b>	0	(3)	2	2	(2)	1	0	0	0	0	0	0
General Fund	0	(3)	2	2	(2)	0	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	1	0	0	0	0	0	0
<b>Resolution Authorities</b>	0	0	0	0	2	2	0	0	0	0	0	0
General Fund	0	0	0	0	2	2	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
<b>Substitute Authorities</b>	0	(1)	0	0	2	0	0	0	0	0	0	0
General Fund	0	(1)	0	0	2	0	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
<b>VACANT POSITIONS @ end of month</b>												
<b>Regular Authorities (excluding Citizen Board Members)</b>	37	34	36	38	36	37	37	37	37	37	37	37
General Fund	37	34	36	38	36	36	36	36	36	36	36	36
Special, Grant and Fee-funded	0	0	0	0	0	1	1	1	1	1	1	1
<b>Resolution Authorities</b>	6	6	6	6	8	10	10	10	10	10	10	10
General Fund	3	3	3	3	5	7	7	7	7	7	7	7
Special, Grant and Fee-funded	3	3	3	3	3	3	3	3	3	3	3	3
<b>Substitute Authorities</b>	3	2	2	2	4	4	4	4	4	4	4	4
General Fund	3	2	2	2	4	4	4	4	4	4	4	4
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0

## DATA-ENTRY INSTRUCTIONS:

1. Fill in all unprotected cells in the column for the reporting month (unprotected numeric cells are blue and green).
2. "NEW HIRES TO THE CITY" and "TRANSFERS INTO THE DEPARTMENT" must be positive (+) numbers.
3. "TERMINATIONS," "TRANSFERS OUT OF THE DEPARTMENT" and "RETIREMENTS" must be negative (-) numbers.
4. All "VACANT POSITIONS @ start of month" and "VACANT POSITIONS @ end of month" should be positive (+) numbers.

## EMPLOYMENT LEVEL REPORT

### FIRE - SWORN

SALARY ACCT. NO: 1012

COMPLETED BY: Sandra Ocon

PHONE EXTENSION: 83478

[illegible]

PHONE EXTENSION: 83478

II: FILLED POSITIONS--REGULAR, RESOLUTION & SUBSTITUTE												
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
TOTAL FILLED POSITIONS @ start of month	3,430	3,428	3,426	3,423	3,413	3,405	3,405	3,405	3,405	3,405	3,405	3,405
Regular Authorities (excluding Citizen Board Members)	3,416	3,416	3,414	3,412	3,409	3,399	3,391	3,391	3,391	3,391	3,391	3,391
General Fund	3,416	3,416	3,414	3,412	3,409	3,399	3,391	3,391	3,391	3,391	3,391	3,391
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	10	10	10	10	10	10	10	10	10	10	10	10
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
Special, Grant and Fee-funded	10	10	10	10	10	10	10	10	10	10	10	10
Substitute Authorities	4	4	4	4	4	4	4	4	4	4	4	4
General Fund	4	4	4	4	4	4	4	4	4	4	4	4
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
INTERIM CHANGES												
NEW HIRES TO THE CITY (+)	0	0	0	0	0	0	0	0	0	0	0	0
Regular Authorities (excluding Citizen Board Members)	0	0	0	0	0	0	0	0	0	0	0	0
General Fund			0	0	0							
Special, Grant and Fee-funded												
Resolution Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
TRANSFERS INTO THE DEPARTMENT (+)	0	0	3	0	2	0	0	0	0	0	0	0
Regular Authorities (excluding Citizen Board Members)	0	0	3	0	2	0	0	0	0	0	0	0
General Fund			3	0	2							
Special, Grant and Fee-funded												
Resolution Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0											
Special, Grant and Fee-funded	0											
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
TERMINATIONS (-)	0	(2)	(3)	(1)	(2)	(5)	0	0	0	0	0	0
Regular Authorities (excluding Citizen Board Members)	0	(2)	(3)	(1)	(2)	(5)	0	0	0	0	0	0
General Fund		(2)	(3)	(1)	(2)	(5)						
Special, Grant and Fee-funded												
Resolution Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
TRANSFERS OUT OF THE DEPARTMENT (-)	0	0	(1)	0	0	0	0	0	0	0	0	0
Regular Authorities (excluding Citizen Board Members)	0	0	(1)	0	0	0	0	0	0	0	0	0
General Fund	0	0	(1)	0	0							
Special, Grant and Fee-funded												
Resolution Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
RETIREMENTS (-)	0	0	(1)	(2)	(10)	(3)	0	0	0	0	0	0
Regular Authorities (excluding Citizen Board Members)	0	0	(1)	(2)	(10)	(3)	0	0	0	0	0	0
General Fund			(1)	(2)	(10)	(3)						
Special, Grant and Fee-funded												
Resolution Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund												
Special, Grant and Fee-funded												
TOTAL FILLED POSITIONS @ end of month												
Regular Authorities (excluding Citizen Board Members)	3,416	3,414	3,412	3,409	3,399	3,391	3,391	3,391	3,391	3,391	3,391	3,391
General Fund	3,416	3,414	3,412	3,409	3,399	3,391	3,391	3,391	3,391	3,391	3,391	3,391
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	10	10	10	10	10	10	10	10	10	10	10	10
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
Special, Grant and Fee-funded	10	10	10	10	10	10	10	10	10	10	10	10
Substitute Authorities	4	4	4	4	4	4	4	4	4	4	4	4
General Fund	4	4	4	4	4	4	4	4	4	4	4	4
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0



# EMPLOYMENT LEVEL REPORT FIRE - SWORN

SALARY ACCT. NO: 1012

COMPLETED BY: Sandra Ocon

PHONE EXTENSION: 83478

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>III. VACANT POSITIONS--REGULAR, RESOLUTION &amp; SUBSTITUTE</b>	148	150	152	155	169	177	177	177	177	177	177	177
<b>VACANT POSITIONS @ start of month</b>												
Regular Authorities (excluding Citizen Board Members)	146	146	148	150	153	163	171	171	171	171	171	171
General Fund	146	146	148	150	153	163	171	171	171	171	171	171
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	2	2	2	2	2	5	5	5	5	5	5	5
General Fund	2	2	2	2	2	5	5	5	5	5	5	5
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	0	1	1	1	1	1	1	1
General Fund	0	0	0	0	0	1	1	1	1	1	1	1
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
<b>INTERIM CHANGES</b>												
Regular Authorities (excluding Citizen Board Members)	0	2	2	3	10	8	0	0	0	0	0	0
General Fund	0	2	2	3	10	8	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	0	0	0	0	3	0	0	0	0	0	0	0
General Fund	0	0	0	0	3	0	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	1	0	0	0	0	0	0	0
General Fund	0	0	0	0	1	0	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
<b>VACANT POSITIONS @ end of month</b>												
Regular Authorities (excluding Citizen Board Members)	146	148	150	153	163	171	171	171	171	171	171	171
General Fund	146	148	150	153	163	171	171	171	171	171	171	171
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	2	2	2	2	5	5	5	5	5	5	5	5
General Fund	2	2	2	2	5	5	5	5	5	5	5	5
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	1	1	1	1	1	1	1	1
General Fund	0	0	0	0	1	1	1	1	1	1	1	1
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0

## DATA-ENTRY INSTRUCTIONS:

1. Fill in all unprotected cells in the column for the reporting month (unprotected numeric cells are blue and green).
2. "NEW HIRES TO THE CITY" and "TRANSFERS INTO THE DEPARTMENT" must be positive (+) numbers.
3. "TERMINATIONS," "TRANSFERS OUT OF THE DEPARTMENT" and "RETIREMENTS" must be negative (-) numbers.
4. All "VACANT POSITIONS @ start of month" and "VACANT POSITIONS @ end of month" should be positive (+) numbers.

Financial Status Report  
Fire Department  
Revenue  
December 2005

**Annual Revenue Deviation**

The anticipated revenue for Fiscal Year 2005-2006 is \$104 million, which has been increased by \$4.5 million (5%) above the estimated revenue of \$99.6 million published in the Adopted Budget.

**Revenue Class 373 Reimb From Other Agencies**

Revenue Source Code 3734 Reimb From Other Agencies: The projected revenue for Fiscal Year 2005-2006 has been increased by \$2.1 million (213%) from \$1 million to \$3.1 million due to reimbursement anticipated to be received in January 2006 from Hurricanes Katrina and Rita. Claims for both Hurricanes Katrina and Rita were submitted to FEMA in December. As information becomes available regarding reimbursements from major emergencies, adjustments will be reflected in upcoming financial status reports.

**Revenue Class 388: Special Fire Department Services**

Revenue Source Code 3886 Inspection Restitution: The projected revenue for Fiscal Year 2005-2006 has been increased by \$1.4 million (54%) from \$2.6 million to \$4 million due to more construction permits being issued than expected. The Department has resolved issues with Building and Safety, which will now collect fees on a pre-payment basis for the Department.

**Revenue Class 389: Plan Checking Fees**

Revenue Source Code 3897 Underground Storage Tank-Plan Check: The projected revenue for Fiscal Year 2005-2006 has been increased by \$120,000 (48%) from \$250,000 to \$370,000 due to additional requirements by the State of California.

**Revenue Class 409: First Aid & Ambulance Serv CHR**

Revenue Source Code 4091 Emergency Ambulance Service: The projected revenue for Fiscal Year 2005-2006 is projected to remain at \$52.2 million. However, there are numerous vacancies in the Ambulance Billing Unit that have impacted the collection of revenues. It is anticipated that these vacancies will be filled within the next two months and the Fire Department will collect the projected revenue as stated in the Adopted Budget.

**Revenue Class 452 Damage Settlements**

Revenue Source Code 4521 Damage Claims & Settlements: The projected revenue for Fiscal Year 2005-2006 has increased to \$731,250 due to a helicopter settlement received from the insurance company in Fiscal Year 2004-2005. This amount will be credited to the General Fund to offset MICLA funding to purchase a new helicopter for the Fire Department. This amount was credited to this Fiscal Year's receipts as instructed by the CAO.

**Revenue Class 455 Miscellaneous Revenues**

Revenue Source Code 4551 Miscellaneous Revenues: The projected revenue for Fiscal Year 2005-2006 has increased by \$129,000 (1173%) from \$11,000 to \$140,000 due to unanticipated salvage income and cancelled warrants.

Financial Status Report  
Fire Department  
Revenue

CLASS	SOURCE	BUDGET 2006	LAFD REVISED BUDGET 2006	DECEMBER TO DATE 2006
319	ASSESSMENTS	800,000	800,000	680,866
327	OTHER LICENSES & PERMITS	1,800,000	1,800,000	797,337
341	OTHER STATE GRANTS/AGREEMENTS	0	0	0
373	REIMB FROM OTHER AGENCIES	1,000,000	3,128,090	96,603
383	OTHER GEN GOVERNMENT SERVICES	0	35	35
388	SPECIAL FIRE DEPT SERVICES	15,612,355	17,017,355	10,423,660
389	PLAN CHECKING FEES	250,000	370,000	357,605
392	ENGR FEES INSPECT OTHER SERV	375,000	375,000	199,920
403	WEED AND CLEANING	300,000	300,000	177,899
409	FIRST AID & AMBULANCE SERV CHR	52,261,000	52,261,000	23,250,823
419	QUASI-EXTERNAL TRANSACTION	26,293,033	26,293,033	2,978,924
452	DAMAGE SETTLEMENTS	0	731,250	731,250
455	MISCELLANEOUS REVENUES	313,000	442,063	291,303
461	REIMBURSEMENT FROM OTHER	656,590	656,590	164,679
900	SPECIAL	0	0	0
GRAND TOTALS		99,660,978	104,174,416	40,150,903

Notes:	Please see Reserve Fund load request attached.			
	Reserve Fund	335	38	\$ 1,700,000