

May 21, 2013

LOS ANGELES FIRE DEPARTMENT



BRIAN L. CUMMINGS
FIRE CHIEF

May 3, 2013

BOARD OF FIRE COMMISSIONERS
FILE NO. 13-064

TO: Board of Fire Commissioners
FROM: Brian L. Cummings, Fire Chief
SUBJECT: FISCAL YEAR 2012-13 MONTHLY FINANCIAL STATUS REPORT:
YEAR-END REPORT

FOR INFORMATION ONLY:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

For Information Only

Attached is the Year-End Financial Status report for Fiscal Year 2012-13. It is recommended that the Fire Commission receive and file this report as it is being submitted for information purposes only.

Board report prepared by Sandra Ocon, Senior Management Analyst II, Financial Management Division, Administrative Services Bureau.

Attachments

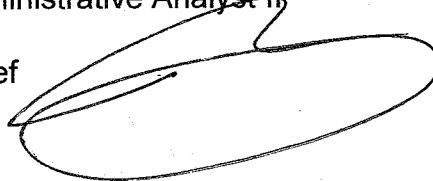
CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

May 3, 2013

TO: Miguel A. Santana, City Administrative Officer
City Administrative Office

Attn: Mark Davis, Senior Administrative Analyst II

FROM: Brian L. Cummings, Fire Chief
Fire Department



SUBJECT: FISCAL YEAR 2012-13 MONTHLY FINANCIAL STATUS REPORT:
YEAR-END REPORT

Attached is the Monthly Financial Status Report, which includes July 2012 through April 2013 (Pay Periods 1-20), actual data and projections through the end of June 2013.

If further information is required, please contact Salvador Martinez, Chief Management Analyst, at (213) 978-3434.

Attachments:

1. 2012-13 Monthly Financial Summary
2. Monthly Financial Analysis
3. 2012-13 Employment Level Report
4. LAFD Revenue Estimates
5. Transfer Requests

2012-13 MONTHLY FINANCIAL ANALYSIS

Reporting Month: **July 2012 to April 2013 (PP 1 to 20)**
 Department: **Fire**
 Source of Funds: **General Fund**
 Completed By: **Sandra Ocon, Sr. Management Analyst II**
 Approved By: **Brian Cummings, Fire Chief**

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. ****NEW REPORTING- Employment under Charter Section 1164(b) (i.e., 120 Day Employees)****
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 (GF) and any special funds (SF), including all assumptions. In addition, provide estimated year-end interfund operating transfers from any special fund to the General Fund. 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.

*****NEW REPORTING FOR SALARY ACCOUNTS:** Report the number of retired individuals employed under 120-day returns to work (i.e., employment under Charter Section 1164(b)). Identify the number of employees currently on contract/payroll as of this reporting period. To avoid double counting, please note that employees that are part of the Controller's Accounting Resource Pool will be tracked in the Controller's FSR***

Detailed explanation of expenditures in narrative form:

The Fire Department projects a year-end deficit of \$3.9 million in the Salaries Sworn Account 001012; however, after applying additional revenues (previously reported) in the amount of \$2.7 million, the deficit is revised down to \$1.3 million.

Projected Year-End Deficit:	(\$3,986,248)
Additional Revenues:	
1) Reimbursement from DWP for downed power lines -	\$2,000,000
2) Updated Special Services Fees -	\$675,000
3) Pre-Inspection Services for Day Care Facilities -	<u>\$20,000</u>
	\$2,695,000
 Revised Year-End Deficit	 (\$1,291,248)

The Department also has \$3.3 million in surpluses in various salary accounts that are requested to be transferred to the Salaries Sworn Account 001012. These savings helped to reduce the year-end deficit down to \$1.3 million.

It should be noted that the deficit was initially projected in the Constant Staffing Overtime Account 001093. However, in the Mid-Year Financial Status Report, funds were transferred from the Salaries Sworn Account to the Constant Staffing Overtime to avoid shortfalls prior to consideration of the Year-End FSR.

The Department was not able to achieve any savings from the proposed schedule change of the dispatchers from Platoon Duty to Administrative Duty since the meet and confer process is still on-going. The Fire Department's FY 2012-13 Adopted Budget assumed savings of approximately \$3.2 million in anticipation of the schedule change.

Staffing augmentations due to extreme weather, Red Flag days, the Getty Fire in the first half of FY 2012-13 cost approximately \$1 million. The Department evaluates the risk on Red Flag days and determines the need for staffing augmentations to prevent, or immediately respond to, the potential for major fires. Weather predictions indicate that there is a potential for major brush fires throughout the year, but especially during the summer. The Department has to be proactive in deploying resources to avoid major fires. May and June are expected to have several Red Flag days and approximately \$900,000 is included in our projections for staffing augmentation during these two months.

The Department has received significant funding through various grants. Unfortunately, the timing for reimbursements do not line up with the City's fiscal year. A Reserve Fund loan in the amount up to \$1,755,792 is also requested to cover expenditures authorized from two grants that have not yet been reimbursed:

1) Port Security Grant 2010	\$1,100,000
2) Assistant for Firefighter Grant 2011	<u>\$ 655,792</u>
	\$1,755,792

Although some reimbursements may be received prior to June 30, a significant portion is anticipated in the first quarter of FY 13-14 so the loan will be repaid as soon as possible.

Assumptions:

1. Projections include a 2% salary increase for sworn members as of January 1, 2013.
2. The Constant Staffing Overtime Account 001093 includes \$3 million for the annual banked overtime payment to be made in June 2013.
3. The Salaries General Account 001010 includes full year funding for 12 civilian Resolution Authorities. The LAFD absorbed the cost of these 12 positions.
4. The Department will receive \$651,059 in reimbursement for the staff assigned to the 405 Freeway closure.

Plan/Solution to Eliminate Projected Deficit(s):

The Department is using \$3.3 million in various salary and expense account surpluses and \$2.7 million in revenue to offset the majority of the deficit. The Department cannot cover the remaining deficit of \$1.3 million.

Potential Impact on Services (including assumptions):

Revenue

The total revenue for FY 2012-13 is revised down to \$139 million. This is \$31 million lower than the Adopted Budget of \$170 million. The decrease is primarily due to: (1) the AB678 revenue totaling \$23.6 million, which may not be received this fiscal year; (2) the \$5 million productivity gain included in Emergency Ambulance Services budget, which will not materialize; and (3) the decrease in receipts from the proprietary Departments. The decrease in receipts from the proprietary Departments is due to a decrease in the CAP overhead rates obtained from the Controller's Office. Additional details are provided on Attachments 4 and 4A.

FSR Narrative: *(Include discussion of recommendations to be included in the FSR)*

Recommendations

Grants

Recommend a Reserve Fund loan in the amount up to \$1,755,792 to cover delays in processing and receiving grants reimbursements:

- 1) Assistance for Firefighters (AFG) 2011 Grant – The Department received a grant award of \$1,629,160 to purchase defibrillators. Reimbursements in the amount of \$973,368 are pending based on reimbursement claims submitted. A Reserve Fund loan in the amount up to \$655,792 is requested to cover pending reimbursements that may not be made until early FY 2013-14.
- 2) Port Security Grant 2010 – The Department received a grant award in the amount of \$1,200,000 for training and equipment. Only \$1.1 million has been spent and reimbursement claims are being processed, with the actual reimbursement to be received in early FY 2013-14.

Other Transfers

- 1) 405 Freeway Reimbursement – The Department submitted an invoice in the amount of \$635,031.53 for salary costs associated with the temporary closure of the 405 Freeway due to improvements in September 2012. Upon receipt of the \$635,031.53 reimbursement, a transfer of funds from Fund 100/38, Revenue Code 5301 to Fund 100/38, Salaries Sworn Account 001012 is requested.
- 2) Reimbursements for assistance at fires outside the City of Los Angeles - The Department has been reimbursed for resources sent to fires outside the City of Los Angeles. This impacted our salary accounts; therefore, funds need to be transferred to avoid additional shortfalls. A transfer of \$334,000 from Fund 100/38, Revenue Code 3811 to Fund 100/38, Salaries Sworn, Account 001012 is requested.
- 3) Reimbursement to the VET Account – A loan in the amount of \$276,233 from VET funds was approved in support of a Fire Act Grant. The funds have been reimbursed and a transfer of \$276,233 from Fund 335/38, Account 38600E to Fund 40J/38, Account 3840JB, State Educational Account is requested.
- 4) Approve recommended internal account transfers included in Attachment 5 to offset projected deficits and surpluses.

Salary and Expense Accounts Analysis

Appropriation Account:
001010, Salaries General

Projected Surplus/(Deficit) at Year-End:
\$548,000

Assumptions:

- Project ending the year on budget.
- A surplus is projected due to savings from the delays in filling unfrozen civilian positions and other frozen vacancies. The surplus is requested to be transferred out at year-end.
- Includes funding reimbursement from US&R and Prop F.
- Includes full year funding for 12 regular authorities converted to resolution authorities.

Appropriation Account:
001012, Salaries Sworn

Projected Surplus/(Deficit) at Year-End:
(\$3,919,824)

Assumptions:

- An appropriation in the amount of \$3,929,824 is required to meet payroll needs at year-end. Although the Department has identified additional revenues totaling \$2,695,000 which offsets the deficit in this account, either a transfer from revenues or an additional appropriation will be required.

Appropriation Account:
001030, Salaries Bonus (Sworn)

Projected Surplus/(Deficit) at Year-End:
(\$140,000)

Assumptions:

- A transfer of \$140,000 into this account is required at year-end.

Appropriation Account:
001050, Unused Sick Time

Projected Surplus/(Deficit) at Year-End:
\$690,000

Assumptions:

- The projected surplus is \$690,000 which is being transferred out to reduce part of deficit.
- This account is used to pay unused sick time to retired sworn members as retirements occur and the annual (January) unused sick time for members with more than 136 accumulated hours.
- Surplus in this account is projected due to the 2011-14 Chief Officers MOU 22 which includes a provision that excess sick leave accumulated at the end of 2012 and 2013 will be converted to a time bank rather than paid out in cash.

Appropriation Account:
001092, Salaries Overtime Sworn

Projected Surplus/(Deficit) at Year-End:
\$0

Assumptions:

- Due to the potential for severe weather in May and June, \$300,000 is set aside in this account for potential responses.

Appropriation Account:
001093, Salaries Overtime Constant Staffing

Projected Surplus/(Deficit) at Year-End:
\$265,187

Assumptions:

- A small surplus is projected in this account. The surplus is being transferred-out to offset deficits in other salary accounts.

Appropriation Account:
001098, Overtime Variable Staffing

Projected Surplus/(Deficit) at Year-End:
\$1,750,000

Assumptions:

- Part of the projected surplus is due to overtime worked which is banked and paid out of the Constant Staffing Overtime Account 1093 and various reimbursements.
- The surplus is being transferred to the Salaries Sworn account to offset part of the deficit.
- Due to the potential for severe weather in May and June, \$600,000 is set aside in this account for potential responses due to Red Flag Days.

Budget Adjustments/other Recommendations: *(Submit controller instructions—Fund, Dept, Account information—on Excel spreadsheet)*

See Attachment 5

2012-13 MONTHLY FINANCIAL SUMMARY BY FUND AND ACCOUNT

Reporting Month:

Payperiod 1-20 (April 6, 2013)

Completed by:

Sandra Ocon, Senior Management Analyst II

Dept: Fund: General Fund		2012-13 BUDGETED EXPENDITURES			YEAR-END PROJECTIONS		REVISED YEAR-END PROJECTIONS	
Acct. No.	Account Title	Adopted Budget (1)	Interim Appropriations or Adjustments* (2)	Total Adjusted Budget (1+2=3)	Total Projected Expenditures At Year-End (4)	Projected Year-End Balance (3-4=5)	Requested Interim Appropriations or Adjustments** (6)	FSR Revised Projected Year-End Balance (5+6=7)
001010	Salaries, General	\$ 23,369,015	(203,165)	23,165,850	\$ 22,571,272	594,578	(593,835)	743
001012	Salaries, Sworn	\$ 342,348,519	(14,340,242)	328,008,277	\$ 339,909,024	(11,900,747)	7,970,923	(3,929,824)
001030	Sworn Bonuses	\$ 4,069,896	(400,000)	3,669,896	\$ 3,809,820	(139,924)	140,000	76
001050	Unused Sick Time	\$ 3,381,709	-	3,381,709	\$ 2,688,302	693,407	(690,000)	3,407
001070	Salaries, As-Needed	\$ 106,000	(254)	105,746	\$ 72,000	33,746	(33,000)	746
001090	Overtime General	\$ 1,230,910	188,000	1,418,910	\$ 1,418,363	547	0	547
001092	Overtime Sworn	\$ 4,964,283	1,000,000	5,964,283	\$ 5,964,283	0	0	0
001093	Overtime Constant Staffing	\$ 99,822,372	13,200,000	113,022,372	\$ 112,755,321	267,051	(265,187)	1,864
001098	Overtime Variable Staffing	\$ 10,570,248	2,363,626	12,933,874	\$ 11,373,680	1,560,194	(1,491,000)	69,194
Subtotal Salaries		\$ 489,862,952	\$ 1,807,965	\$ 491,670,917	\$ 500,562,065	(8,891,148)	5,037,901	(3,853,247)
002120	Printing and Binding	\$ 348,105	-	348,105	\$ 348,105	0		0
002130	Travel Expense	\$ 23,070	1,903	24,973	\$ 24,973	(1)		(1)
003030	Construction Materials	\$ 223,755	-	223,755	\$ 178,755	45,000	(45,000)	0
003040	Contractual Services	\$ 5,331,728	800	5,332,528	\$ 4,932,528	400,000	(400,000)	0
003070	Contract Brush Clearance	\$ 2,500,000	-	2,500,000	\$ 2,500,000	0		0
003090	Field Equipment Expense	\$ 3,284,604	1,000,000	4,284,604	\$ 4,816,604	(532,000)	532,000	0
003120	Investigations	\$ 5,400	-	5,400	\$ 5,400	0		0
003260	Rescue Supplies and Exp	\$ 2,660,477	4,939	2,665,416	\$ 2,665,416	0		0
003310	Transportation Expense	\$ 3,158	-	3,158	\$ 3,158	0		0
004430	Uniforms	\$ 2,833,230	(1,041,707)	1,791,523	\$ 1,791,523	0	0	0
004450	Water Control Devices	\$ 766,060	-	766,060	\$ 633,060	0	(133,000)	(133,000)
006010	Office and Administrative	\$ 1,753,138	(1,903)	1,751,236	\$ 1,751,236	(1)		(1)
006020	Operating Supplies	\$ 3,849,096	241,617	4,090,713	\$ 4,090,713	0	0	0
Subtotal Expense		\$ 23,581,821	\$ 205,649	\$ 23,787,470	\$ 23,741,471	(87,001)	\$ (46,000)	\$ (133,001)

Dept: Fund: General Fund		2012-13 BUDGETED EXPENDITURES			YEAR-END PROJECTIONS		REVISED YEAR-END PROJECTIONS	
Acct. No.	Account Title	Adopted Budget (1)	Interim Appropriations or Adjustments* (2)	Total Adjusted Budget (1+2=3)	Total Projected Expenditures At Year-End (4)	Projected Year-End Balance (3-4=5)	Requested Interim Appropriations or Adjustments** (6)	FSR Revised Projected Year-End Balance (5+6=7)
007300	Furn, Office & Tech Equip	-		-	-	-		-
007340	Transporation Equipment	-		-	-	0		0
007350			10,000					
	Subtotal Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Special	-	-	-	-	0		0
	Subtotal Special	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Budget		\$ 513,444,773	\$ 2,013,614	\$ 515,458,387	\$ 524,303,536	\$ (8,978,149)	\$ 4,991,901	\$ (3,986,248)

- 1 Pending reimbursement from DWP by end of fiscal year
- 2 Updated Special Services Fees
- 3 Pre-Inspection Services for Day Care Facilities

2,000,000
675,000
20,000

Revised Surplus/Deficit \$ (1,291,248)

COMMENTS:

- 1) Include salary reimbursements from US&R Grants for 3 Resolution Authorities
- 2) Sick payout liability of FY 10 postponed that may be payable during the fiscal year (\$2 million) - Payable to member when he or she retires and traditionally in January to members reaching threshold
- 3) Holiday freeze (4 days) during FY10, which is a deferral (\$8 million) - Payable to member upon retirement.
- 4) Includes estimated Banked Overtime payout of \$3 million in June 2013.
- 5) Acct 001093 includes full year cost of overtime, \$3.2 milion, for dispatchers on platoon duty
- 6) Acct 001098 includes an estimated expenditure of \$313,858 in overtime for the Enveavor Shuttle move. Amount of reimbursement pending.

EMPLOYMENT LEVEL REPORT

FIRE - CIVILIAN

SALARY ACCT. NO: 1010 - FY 2012-13 (March Report)

COMPLETED BY: Sandy Lai

PHONE EXTENSION: 8-3769

[illegible]

EMPLOYMENT LEVEL REPORT

FIRE - CIVILIAN

SALARY ACCT. NO: 1010 - FY 2012-13 (March Report)

COMPLETED BY: Sandy Lai

PHONE EXTENSION: 8-3769

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
II. FILLED POSITIONS—REGULAR, RESOLUTION & SUBSTITUTE	309	309	309	307	306	303	300	300	297	297	297	297
TOTAL FILLED POSITIONS @ start of month												
Regular Authorities	290	290	290	290	288	288	285	282	282	279	279	279
General Fund	290	290	290	290	288	288	285	282	282	279	279	279
Special, Grant and Fee-funded		0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	13	13	13	13	13	13	13	13	13	13	13	13
General Fund	12	12	12	12	12	12	12	12	12	12	12	12
Special, Grant and Fee-funded	1	1	1	1	1	1	1	1	1	1	1	1
Substitute Authorities	6	6	6	6	6	5	5	5	5	5	5	5
General Fund	6	6	6	6	6	5	5	5	5	5	5	5
Special, Grant and Fee-funded		0	0	0	0	0	0	0	0	0	0	0
INTERIM CHANGES												
NEW HIRES TO THE CITY (+)	0	2	0	0	0	1	0	0	0	0	0	0
Regular Authorities	0	2	0	0	0	1	0	0	0	0	0	0
General Fund	0	2				1						
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												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0											
Special, Grant and Fee-funded												
TRANSFERS INTO THE DEPARTMENT (+)	0	1	4	2	2	0	0	0	1	0	0	0
Regular Authorities	0	1	4	2	2	0	0	0	1	0	0	0
General Fund	0	1	4	2	2				1			
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												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0											
Special, Grant and Fee-funded												
TERMINATIONS (-)	0	(2)	(2)	(2)	(1)	(2)	(1)	0	(2)	0	0	0
Regular Authorities	0	(2)	(2)	(2)	(1)	(2)	(1)	0	(2)	0	0	0
General Fund	0	(2)	(2)	(2)	(1)	(2)	(1)		(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												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0											
Special, Grant and Fee-funded												
TRANSFERS OUT OF THE DEPARTMENT (-)	0	(1)	(2)	(2)	(2)	(1)	(1)	0	(1)	0	0	0
Regular Authorities	0	(1)	(2)	(2)	(1)	(1)	(1)	0	(1)	0	0	0
General Fund	0	(1)	(2)	(2)	(1)	(1)	(1)		(1)			
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												
Substitute Authorities	0	0	0	0	(1)	0	0	0	0	0	0	0
General Fund	0				(1)							
Special, Grant and Fee-funded												
RETIREMENTS (-)	0	0	0	0	0	(1)	(1)	0	(1)	0	0	0
Regular Authorities	0	0	0	0	0	(1)	(1)	0	(1)	0	0	0
General Fund	0					(1)	(1)		(1)			
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												
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0											
Special, Grant and Fee-funded												
TOTAL FILLED POSITIONS @ end of month												
Regular Authorities	290	290	290	288	288	285	282	282	279	279	279	279
General Fund	290	290	290	288	288	285	282	282	279	279	279	279
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	13	13	13	13	13	13	13	13	13	13	13	13
General Fund	12	12	12	12	12	12	12	12	12	12	12	12
Special, Grant and Fee-funded	1	1	1	1	1	1	1	1	1	1	1	1
Substitute Authorities	6	6	6	6	5	5	5	5	5	5	5	5
General Fund	6	6	6	6	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

EMPLOYMENT LEVEL REPORT

FIRE - CIVILIAN

SALARY ACCT. NO: 1010 - FY 2012-13 (March Report)

COMPLETED BY: Sandy Lai

PHONE EXTENSION: 8-3769

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
III. VACANT POSITIONS--REGULAR, RESOLUTION & SUBSTITUTE	25	25	25	27	27	30	29	28	31	31	31	31
VACANT POSITIONS @ start of month												
Regular Authorities	25	25	25	25	27	27	30	33	33	36	36	36
General Fund	25	25	25	25	27	27	30	33	33	36	36	36
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	0	0	0	0	0	0	0	(12)	(12)	(12)	(12)	(12)
General Fund	0	0	0	0	0	0	0	(12)	(12)	(12)	(12)	(12)
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	0	0	0	8	7	7	7	7
General Fund	0	0	0	0	0	0	0	8	7	7	7	7
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
INTERIM CHANGES												
Regular Authorities	0	0	0	2	0	3	3	0	3	0	0	0
General Fund	0	0	0	2	0	3	3	0	3	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	0	0	(12)	0	0	0	0	0
General Fund	0	0	0	0	0	0	(12)	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	0	0	8	(1)	0	0	0	0
General Fund	0	0	0	0	0	0	8	(1)	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
VACANT POSITIONS @ end of month												
Regular Authorities	25	25	25	27	27	30	33	33	36	36	36	36
General Fund	25	25	25	27	27	30	33	33	36	36	36	36
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	0	0	0	0	0	0	(12)	(12)	(12)	(12)	(12)	(12)
General Fund	0	0	0	0	0	0	(12)	(12)	(12)	(12)	(12)	(12)
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	0	0	8	7	7	7	7	7
General Fund	0	0	0	0	0	0	8	7	7	7	7	7
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 - FY 2012-13 (March Report)

COMPLETED BY: Sandy Lai

PHONE EXTENSION: 8-3769

[illegible]

EMPLOYMENT LEVEL REPORT															
FIRE - SWORN															
SALARY ACCT. NO:		1012 - FY 2012-13 (March Report)		COMPLETED BY: Sandy Lai		PHONE EXTENSION: 8-3769									
				JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
II. FILLED POSITIONS--REGULAR, RESOLUTION & SUBSTITUTE				3,326	3,317	3,306	3,300	3,294	3,293	3,270	3,234	3,224	3,224	3,224	3,224
TOTAL FILLED POSITIONS @ start of month															
Regular Authorities				3,193	3,187	3,182	3,176	3,171	3,175	3,178	3,167	3,154	3,149	3,149	3,149
General Fund				3,193	3,187	3,182	3,176	3,171	3,175	3,178	3,167	3,154	3,149	3,149	3,149
Special, Grant and Fee-funded				0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities				141	138	134	129	128	118	114	102	79	74	74	74
General Fund				131	127	123	118	117	107	103	91	68	63	63	63
Special, Grant and Fee-funded				10	11	11	11	11	11	11	11	11	11	11	11
Substitute Authorities				1	1	1	1	1	1	1	1	1	1	1	1
General Fund				1	1	1	1	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
INTERIM CHANGES															
NEW HIRES TO THE CITY (+)				0	0	0	0	0	0	0	0	0	0	0	0
Regular Authorities				0	0	0	0	0	0	0	0	0	0	0	0
General Fund															
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 (+)				9	1	1	3	9	5	1	14	1	0	0	0
Regular Authorities				8	1	1	3	9	5	1	14	1	0	0	0
General Fund				8	1	1	3	9	5	1	14	1			
Special, Grant and Fee-funded															
Resolution Authorities				1	0	0	0	0	0	0	0	0	0	0	0
General Fund															
Special, Grant and Fee-funded				1											
Substitute Authorities				0	0	0	0	0	0	0	0	0	0	0	0
General Fund															
Special, Grant and Fee-funded															
TERMINATIONS (-)				(2)	0	(3)	(1)	(3)	0	(4)	0	(3)	0	0	0
Regular Authorities				0	0	0	0	(1)	0	0	0	0	0	0	0
General Fund								(1)							
Special, Grant and Fee-funded															
Resolution Authorities				(2)	0	(3)	(1)	(2)	0	(4)	0	(3)	0	0	0
General Fund				(2)		(3)	(1)	(2)		(4)		(3)			

PHONE EXTENSION: 8-3769

EMPLOYMENT LEVEL REPORT

FIRE - SWORN

SALARY ACCT. NO: 1012 - FY 2012-13 (March Report)

COMPLETED BY: Sandy Lai

PHONE EXTENSION: 8-3769

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
III. VACANT POSITIONS--REGULAR, RESOLUTION & SUBSTITUTE	35	40	46	51	47	44	55	68	73	73	73	73
VACANT POSITIONS @ start of month												
Regular Authorities	29	35	40	46	51	47	44	55	68	73	73	73
General Fund	29	35	40	46	51	47	44	55	68	73	73	73
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	1	0	0	0	0	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
Special, Grant and Fee-funded	1	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
INTERIM CHANGES												
Regular Authorities	6	5	6	5	(4)	(3)	11	13	5	0	0	0
General Fund	6	5	6	5	(4)	(3)	11	13	5	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	(1)	0	0	0	0	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
Special, Grant and Fee-funded	(1)	0	0	0	0	0	0	0	0	0	0	0
Substitute Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
VACANT POSITIONS @ end of month												
Regular Authorities	35	40	46	51	47	44	55	68	73	73	73	73
General Fund	35	40	46	51	47	44	55	68	73	73	73	73
Special, Grant and Fee-funded	0	0	0	0	0	0	0	0	0	0	0	0
Resolution Authorities	0	0	0	0	0	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	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	0	0	0	0	0	0	0	0
General Fund	0	0	0	0	0	0	0	0	0	0	0	0
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
March 2013**

Annual Revenue Deviation

The revenue for FY 2012-13 is anticipated to be \$139 million. This is \$31 million lower than the Adopted Budget of \$170 million. This decrease is primarily due to: (1) the AB678 revenue totaling \$23.6 million, which may not be received this fiscal year; (2) the \$5 million productivity gain included in Emergency Ambulance Services budget, which will not materialize; and (3) the receipts from the proprietary Departments. The decrease in receipts from the proprietary Departments is due to a decrease in the CAP overhead rates obtained from the Controller's Office. Details of variances over \$100,000 or equal or greater than 5% are as follows:

Revenue Source Code 3177 Brush Removal: The projected revenue for the Fiscal Year increased \$300,000 from the budget amount of \$900,000 to \$1.2 million due to unanticipated payments by homeowners.

Revenue Source Code 3811 Reim From Oth Agencies: The projected revenue for the Fiscal Year increased \$217,186 from the budget amount of \$300,000 to \$517,186 because of reimbursable incidents during the fiscal year.

Revenue Source Code 4111 Continuing Permits: Based on the revenue receipts for July 2012 to March 2013, the anticipated gross revenue for the year is projected at \$3 million, an increase of \$300,000. The increase is due to fee increases.

Revenue Source Code 4112 Non-Continuing Permits: Based on the revenue receipts for July 2012 to March 2013, the anticipated gross revenue for the year is projected at \$2.1 million, an increase of \$800,000. The increase is due to increase in fees.

Revenue Source Code 4115 Fire Services Restitution: The projected revenue for FY 2012-13 increased \$110,000 from the budget amount of \$60,000 to \$170,000 due to unanticipated payments on legal cases.

Revenue Source Code 4116 Inspection Restitution: The projected revenue for FY 2012-13 increased \$228,000 from the budget amount of \$600,000 to \$828,000 due to an increase in requests for inspections.

Revenue Source Code 4117 Misc Fire Service: The projected revenue for FY 2012-13 increased \$350,000 from the budget amount of \$400,000 to \$750,000 due to receipts from customers for prior year's fire services.

Revenue Source Code 4119 Non-Compliance Inspection Fees: Based on actual receipts for July 2012 to March 2013, the anticipated gross revenue for the fiscal year is \$90,000, a decrease of \$26,000. The decrease is due to increased compliance which results in less compliance orders and less fees.

Revenue Source Code 4120 Unified Program Fees: Receipts for the period were \$250,000 higher than the projected revenue, due to an increase in fees and receipts from businesses. The projected revenue for fiscal year 2012-2013 increased \$250,000 from the budget amount of \$5 million to \$5.25 million.

Revenue Source Code 4121 High-Rise Inspection Fee: Receipts for the period were \$300,000 higher than the projected revenue, due to an increase in inspection fees. The projected revenue for FY 2012-13 increased \$300,000 from the budget amount of \$3 million to \$3.3 million.

Revenue Source Code 4123 Brush Clearance Inspection: The projected revenue for the Fiscal Year decreased \$500,000 from the budget amount of \$2.5 million to \$2 million. The decrease is due to a reduction in billable amounts in FY 2011-12 as well as homeowners opting out of the program. The Brush Clearance Initial Fee program has an opt-out option which allows property owners the option of not paying the \$23 initial inspection fee.

Revenue Source Code 4124 Brush Non-Compliance Fee: The projected revenue for the fiscal year decreased \$430,000 from the budget amount of \$500,000 to \$70,000 because property owners are complying with the requirements and fewer non-compliance orders are being issued.

Revenue Source Code 4152 Construction Plan Check: Based on the revenue receipts for July 2012 to March 31 2013 the anticipated gross revenue for the fiscal year is \$5.1 million, an increase of \$1 million. The increase is due to the increased requests for plan checks and implementation of new plan check fees for Hydrants.

Revenue Source Code 4157 Underground Storage Tank: The projected revenue for the fiscal year decreased \$315,000 from the budget of \$800,000 to \$485,000 due to reduced requests for underground storage tank removals and installations.

Revenue Source Code 4243 Spot CK Pro Cost Recovery: Based on actual receipts for July to December the anticipated revenue for the fiscal year is \$550,000 an increase of \$150,000. The increase is due to an increase in filming activities.

Revenue Source Code 4451 Emergency Ambulance Services: Based on the revenue receipts for July 2012 to March 2013 the anticipated gross revenue for the fiscal year is \$67.3 million, which is \$4.9 million lower than the adopted budget. The adopted budget includes a \$5 million productivity gain, which will not be realized and anticipated \$10 million receipts from AB678. It is anticipated that AB678 revenue will not be received by the end of the fiscal year.

The anticipated gross revenue from operations is \$71.3 million less vendor payments of \$4 million for a net revenue of \$67.3 million.

The Controller's Office performed an audit of AB678 and found that AB678 revenue was included as part of the overall ambulance revenue. The audit recommended a separate revenue source code for AB678 for proper accounting, tracking, and transparency. Based on the recommendation, the Department created a new Revenue Source Code –

“Ground Emergency Medical Transport (GEMT) – 4453” for recording and tracking AB678 revenue. As a result, all the anticipated GEMT revenue totaling \$23.6 million is transferred to the new account. This include \$13.6 million for January 31, 2010 to June 30, 2011 budgeted in Revenue Source Code “Reimb From Other Funds – 5301” and \$10 million for July 1, 2011 to June 30, 2012 patient transports.

Revenue Source Code 4453 Ground Emergency Medical Transport: Based on current assessment, the AB678 revenue totaling \$23.6 million is not anticipated to be received this fiscal year. The \$23.6 million includes 10 million for this fiscal year’s patient transports and \$13 million for January 31, 2010 to June 30, 2011.

Revenue Source Code 4595 Service To Airports: The projected revenue for the fiscal year decreased \$1.2 million due to the decrease in the CAP rates. The CAP rates are obtained from the Office of the Controller.

Revenue Source Code 4597 Service to Harbor: The projected revenue for the fiscal year decreased \$3.6 million from the budget amount of \$18.63 million to \$14.98 million primarily due to Harbor’s adjustments to the Department’s revenue estimate. The adjustments were made without use of the full CAP rates provided by the Office of the Controller.

Revenue Source Code 5188 Misc Revenue: The projected revenue for the fiscal year increased \$100,000 from the budget amount of \$200,000 to \$300,000 based on actual receipts.

Revenue Source Code 5301 Reim From Other Funds: The projected revenue for the fiscal year increased \$236,000 from the budget amount of \$114,000 to \$350,000 based on actual receipts.

Revenue Source Code 5311 Metro Rail Project: The projected revenue for the fiscal year increased \$276,065 from the budget amount of \$200,000 to \$476,065 due to anticipated receipts.

Revenue Source Code 9900 Industrial Building Inspection: The Department does not anticipate fee collection in this fiscal year due to lack of an ordinance. However, Council has approved the Board report authorizing collection of the fees and instructed City Attorney to write the ordinance. Collection of the fees is expected in the next fiscal year.

2012-13 MONTHLY REVENUE SUMMARY BY FUND

Reporting Month: March 2013

Revenue Source Code 3811 Reim From Oth Agencies: The projected revenue for the fiscal year increased \$681,293 from the budget amount of \$300,000 to \$981,293 because of reimbursable incident

Dept: Fire Department 38		BUDGETED REVENUES			RECEIPTS	PROJECTED REVENUES		
Fund No.	Fund Title	Adopted Revenue (1)	Interim Revenue Revision (2)	Revised Revenue (1+2=3)	Revenue Receipts To-Date (4)	Remaining Projected Revenue (5)	Total Projected Revenue (4+5=6)	Variance from Budgeted Revenue (6-3=7)
100	General Fund	170,007,771	-	170,007,771	97,233,821	41,834,793	139,068,614	(30,939,157)
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total Budget		\$ 170,007,771	\$ -	\$ 170,007,771		\$ 41,834,793	\$ 139,068,614	\$ (30,939,157)

2012-13 MONTHLY REVENUE BY FUND AND REVENUE SOURCE

Reporting Month: March 2013

Revenue Source Code 3811 Reim From Oth Agencies: The projected revenue for the fiscal year increased \$681,293 from the budget amount of \$300,000 to \$981,293 because of reimbursable incidents during the fiscal year

Dept: Fire Department 38 Fund: General Fund		BUDGETED REVENUES			RECEIPTS	PROJECTED REVENUES		
RSC No.	Revenue Source Title	Adopted Revenue (1)	Interim Revenue Revision (2)	Revised Revenue (1+2=3)	Revenue Receipts To-Date (4)	Remaining Projected Revenue (5)	Total Projected Revenue (4+5=6)	from Budgeted Revenue (6-3=7)
3177	BRUSH REMOVALS	900,000	0	900,000	926,528	273,472	1,200,000	300,000
3282	FILMING PERMITS	1,550,000	0	1,550,000	1,108,794	411,206	1,520,000	(30,000)
3811	REIMB FROM OTH AGENCIES	300,000	0	300,000	658,127	(140,941)	517,186	217,186
4111	CONTINUING PERMITS	2,700,000	0	2,700,000	2,844,363	155,637	3,000,000	300,000
4112	NON-CONTINUING PERMITS	1,300,000	0	1,300,000	1,576,320	523,680	2,100,000	800,000
4113	FIRE SAFETY OFFICER	1,200,000	0	1,200,000	834,217	315,783	1,150,000	(50,000)
4114	FIRE SVCS-SAN FERNANDO	2,700,000	0	2,700,000	1,842,959	857,041	2,700,000	-
4115	FIRE SERVICES RESTITUTION	60,000	0	60,000	138,351	31,649	170,000	110,000
4116	INSPECTION RESTITUTION	600,000	0	600,000	645,122	182,878	828,000	228,000
4117	MISC.-FIRE SERVICE	400,000	0	400,000	330,813	419,187	750,000	350,000
4119	NON-COMPLIANCE INSP FEES	116,000	0	116,000	67,398	22,602	90,000	(26,000)
4120	UNIFIED PROGRAM-FEES	5,000,000	0	5,000,000	5,171,736	78,264	5,250,000	250,000
4121	HIGH-RISE INSPECTION FEE	3,000,000	0	3,000,000	3,199,218	100,782	3,300,000	300,000
4122	FIRE SFTY CLEAR INSP-CARE	11,000	0	11,000	10,465	1,535	12,000	1,000
4123	BRUSH CLEARANCE RESTITUT	2,500,000	0	2,500,000	1,395,216	604,784	2,000,000	(500,000)
4124	BRUSH NON-COMPLIANCE FEE	500,000	0	500,000	55,497	14,503	70,000	(430,000)
4152	CONS PLAN CHECKING	4,100,000	0	4,100,000	3,827,221	1,272,779	5,100,000	1,000,000
4157	UNDERGROUND STORAGE TK	800,000	0	800,000	367,046	117,954	485,000	(315,000)
4243	SPOT CK PRO COST RCVY	400,000	0	400,000	412,250	137,750	550,000	150,000
4451	EMERGENCY AMB SERVICES	82,300,000	(10,000,000)	72,300,000	50,614,965	16,712,608	67,327,573	(4,972,427)
4453	GROUND EMERG MED. TRANSPORT	0	23,600,000	23,600,000	0	-	-	(23,600,000)
4595	SERVICE TO AIRPORTS	23,907,102	0	23,907,102	11,475,534	11,246,498	22,722,032	(1,185,070)
4596	SERVICE TO DWP	1,606,669	0	1,606,669	1,054,945	527,472	1,582,417	(24,252)
4597	SERVICE TO HARBOR	18,628,000	0	18,628,000	7,389,502	7,594,509	14,984,011	(3,643,989)
5161	REIMB OF EXPENDITURES	0	0	0	835	-	835	835
5163	REIMB EMPL REL - UFLAC	200,000	0	200,000	109,218	90,782	200,000	-
5169	JURY DUTY REIMBURSEMENT	0	0	0	0	-	-	-
5188	MISC REVENUE-OTHERS	200,000	0	200,000	224,611	75,389	300,000	100,000
5301	REIMB FROM OTHER FUNDS	13,714,000	(13,600,000)	114,000	316,678	33,322	350,000	236,000
5311	REIMB-METRO RAIL PROJECT	200,000	0	200,000	417,397	58,668	476,065	276,065
5320	REIMB PROP F FIRE BOND	110,000	0	110,000	0	110,000	110,000	-
9000	INDUSTRIAL BLD INSP	1,000,000	0	1,000,000	0	-	-	(1,000,000)
5321	REIMB PROP Q FIRE BOND	5,000	0	5,000	0.00	5,000	5,000	-
5331	REIMB OF RELATED COST- PRIOR YEAR	0	0	0	126,472	-	126,472	126,472
5346	RELATED COST REIM FR GRANTS			-	92,023	-	92,023	92,023
Total Budget		\$ 170,007,771	\$ -	\$ 170,007,771	\$ 97,233,821	\$ 41,834,793	\$ 139,068,614	\$ (30,939,157)

COMMENTS: RSC 4152 includes additional \$300,000 for Hydrant plan check

