

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

April 27, 2023

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: **TRANSFER OF FUNDS WITHIN FUND 300 IN THE AMOUNT OF \$550,000 FOR LIBRARY VEHICLES**

A. RECOMMENDATION:

THAT The Board of Library Commissioners:

1. Approve the transfer of funds in the amount of \$550,000 from Various Special Account 9510 to Transportation Equipment Account 7340 within the Library's Fiscal Year 2022-23 Budget, Fund 300, Department 44.

From:	<u>Acct. No.</u> 9510	<u>Account Name</u> Various Special	<u>Amount</u> \$ 550,000
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To:	<u>Acct. No.</u> 7340	<u>Account Name</u> Transportation Equipment	<u>Amount</u> \$ 550,000
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2. Authorize the City Librarian to make any necessary technical changes.
3. Adopt the attached Resolution regarding the transfer of funds in the amount of \$550,000.

B. FINDINGS:

1. The Shipping and Delivery group needs to replace three high-mileage vehicles which have surpassed their useful life expectancy of 10 to 15 years.
2. In addition, the Facilities Maintenance group needs to procure a four-wheel drive truck for landscape maintenance staff. This is a new vehicle for the Library fleet.
3. Staff recommends a transfer in the amount of \$550,000 from Various Special Account 9510 to Transportation Equipment Account 7340 to purchase necessary vehicles.
4. Sufficient funds are available in Various Special 9510 for this transfer.

Prepared by: Heather Smith, Assistant Business Manager

Reviewed by: Madeleine M. Rackley, Business Manager
Susan Broman, Assistant City Librarian

LIBRARY RESOLUTION NO. 2023-XX (C-XX)

WHEREAS, The Shipping and Delivery group needs to replace three high-mileage vehicles which have surpassed their useful life expectancy; and

WHEREAS, the Facilities Maintenance group needs to procure a four-wheel drive truck for landscape maintenance staff; and

WHEREAS, Library staff requested the transfer of \$550,000 from Various Special Account 9510 to Transportation Equipment Account 7340 within the Library's Fiscal Year 2022-23 Budget to comply with City procurement and expenditure policies; and,

WHEREAS, Sufficient funds have been budgeted in the Library's FY 2022-23 Adopted Budget and are available in Various Special Account 9510 for this transfer:

THEREFORE, RESOLVED, That the Board of Library Commissioners (Board) hereby approves the following transfer of \$550,000 from Various Special Account 9510 to Transportation Equipment Account 7340 within the Library's Fiscal Year 2022-23 Budget, Fund 300, Department 44, as follows:

From:	<u>Acct. No.</u>	<u>Account Name</u>	<u>Amount</u>
	9510	Various Special	\$ 550,000
To:	<u>Acct. No.</u>	<u>Account Name</u>	<u>Amount</u>
	7340	Transportation Equipment	\$ 550,000

FURTHER RESOLVED, That the Board authorize the City Librarian to make any necessary technical changes.

This is a true copy:

Raquel M. Borden
Commission Executive Assistant
Adopted by the following votes:

AYES:
NOES:
ABSENT: