

APPROVED
SEP 17 2020

BOARD OF RECREATION
AND PARK COMMISSIONERS

BOARD REPORT

NO. 20-176

DATE September 17, 2020

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUMMER NIGHT LIGHTS PROGRAM AND RELATED ACTIVITIES -
APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND
BALANCE IN FUND 302 TO VARIOUS ACCOUNTS IN THE DEPARTMENT
OF RECREATION AND PARKS

AP Diaz	_____	S. Piña-Cortez	_____
H. Fujita	_____	C. Santo Domingo	_____
V. Israel	_____	*N. Williams	<u>NDW</u>

General Manager

Approved X

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Adopt the Resolution attached hereto as Attachment 1 authorizing the transfer of appropriations within Recreation and Parks Fund 302, Department 88 for the Summer Night Lights Program (SNL) and related activities as follows:

FROM:

Unreserved and Undesignated Fund Balance (UUFB) \$961,550.00

TO:

Account 1070 – Salaries As Needed	\$879,290.00
Account 6020 – Operating Supplies	\$ 50,000.00
Account 9401 – SNL-Vendor Only	<u>\$ 32,260.00</u>

TOTAL \$961,550.00

2. Authorize the Department of Recreation and Parks (RAP) Chief Accounting Employee to encumber and pay from Fund 302, Department 88, Account 9401, SNL-Vendor Only, the specialized artists/instructors for SNL and related activities in the amount not to exceed Thirty-Two Thousand, Two Hundred Sixty Dollars (\$32,260.00) for the service period from April 1, 2020 to June 30, 2021; and
3. Authorize RAP's General Manager, Chief Accounting Employee, or designee to make technical corrections as necessary, consistent with the intent of this Report.

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SUMMARY

Budgeted funds appropriated to RAP that are uncommitted or unencumbered at the end of the Fiscal Year (FY) revert to RAP's UUFB. UUFB funds are also made available due to disencumbered items from prior years, residuals due to discounts later received, items not delivered, closing of inactive accounts, etc.

UUFB funds are generally used to meet urgent and/or unforeseen funding needs, or are re-appropriated in the current Fiscal Year (FY) for uses that were authorized in a prior year. The Board of Recreation and Park Commissioners authorizes appropriations from the UUFB for a variety of purposes in accordance with Charter Section 343(b). The following transfer is being recommended to re-appropriate the unspent SNL funds that were authorized in prior year for the program need in FY 2020-21.

RAP has played a supportive role in the implementation of the SNL as developed and overseen by the Office of the Mayor (Mayor). SNL provides enhanced programming for economically disadvantaged neighborhoods during the summer months. RAP has largely provided maintenance services, opened up its facilities for use by SNL, and performed other supportive tasks. In preparation for the SNL program during the summer of 2015, the Mayor requested that RAP assume the duties of "the Fiscal Agent" for SNL. This involved assisting in hiring and paying all the part-time staff to be used for SNL, purchasing of materials, and procuring the services of specialized artists/instructors to offer classes to patrons at SNL sites. RAP will continue in its role as the Fiscal Agent for SNL in FY 2020-21. The Mayor has also planned to continue the Fall Friday Nights (FFN) program which acts as an extension of SNL to provide enhanced programming at selected sites during the fall.

SNL 2020 program was adjusted due to the Covid-19 Pandemic. The unspent balance in the amount of \$961,550 at the end of FY 2019-20 was reverted to UUFB. This unspent balance included \$791,635 additional funding for SNL approved by the Mayor and City Council on March 20, 2020 (Council File No. 19-0600-S176). This Report requests that the Board of Recreation and Park Commissioners (Board) approve the appropriation of the funds from UUFB into various accounts based on SNL operating needs, adopt the attached Resolution approving such appropriation, and authorize RAP staff to encumber and pay specialized artists/instructors for services provided to SNL and related activities.

FISCAL IMPACT

The appropriation of \$961,550 is needed in FY 2020-21 to support SNL and related activities.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Report advances RAP's Strategic Plan by supporting:

Goal No. 2: Offer Affordable and Equitable Recreational Programming
Outcome No. 1: Improved health and social equity for young Angelenos
Key Metric: Number of youth participants in sports and fitness programs

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Result: Increased participation in youth sports, fitness and aquatics programs by removing barriers to enrollment, specifically in low income communities of color

This Report was prepared by Sondra Fu, Senior Management Analyst II, Finance Division.

ATTACHMENT:

1) Resolution

RESOLUTION NO. _____

WHEREAS, the Summer Night Lights Program (SNL), as developed and overseen by the Office of the Mayor (Mayor), provides enhanced programming for economically disadvantaged neighborhoods during the summer months; and

WHEREAS, the Department of Recreation and Parks (RAP) has largely provided maintenance services, opened up their facilities for use by SNL and performed other supportive tasks; and

WHEREAS, the Mayor requested that RAP continue to assume the duties of "the Fiscal Agent" for SNL, which involves assisting in the hiring and payment of all the part-time staff to be used in SNL, purchasing of materials and procuring the services of specialized artists/instructors to offer classes to patrons at SNL sites; and

WHEREAS, the Mayor has also authorized the continuation of SNL beyond the summer months through the Fall Friday Nights (FFN) program, which will offer programming with extended hours potentially at selected sites in the fall; and

WHEREAS, the requested appropriation from the Unreserved and Undesignated Fund Balance (UUFB) is needed to provide funding in various accounts for SNL and related activities.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Recreation and Park Commissioners (Board) authorizes the appropriation from Fund 302, Department 88 as follows:

FROM:

Unreserved and Undesignated Fund Balance (UUFB)

TO:

Account 1070 – Salaries As Needed.....	\$879,290.00
Account 6020 – Operating Expense.....	\$ 50,000.00
Account 9401 – SNL-Vendor Only.....	<u>\$ 32,260.00</u>
Total	\$961,550.00

BE IT FURTHER RESOLVED, that the Board authorizes RAP’s General Manager, Chief Accounting Employee, or designee to make technical corrections as necessary, consistent with the intent of this Report.

I HEREBY CERTIFY that the foregoing is a full, true and correct copy of a Resolution adopted by the Board of Recreation and Park Commissioners of the City of Los Angeles at its meeting held on September 17, 2020 (Board Report No. _____).

HAROLD ARRIVILLAGA, BOARD SECRETARY

RESOLUTION NO. _____