

APPROVED
OCT 18 2006

REPORT OF GENERAL MANAGER

NO. 06-303

DATE October 18, 2006

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROPOSITION 12 PROJECT SIGNAGE – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF GENERAL SERVICES AND THE DEPARTMENT OF RECREATION AND PARKS

J. Combs
H. Fujita
*S. Huntley
B. Jensen

[Handwritten signature]

J. Kolb
F. Mok
K. Regan
M. Shull

[Handwritten signature: K. Regan (for JKM)]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Authorize a Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP) and the Department of General Services (GSD) for the fabrication and installation of 17 signs at various Recreation and Park facilities, as required by the State's Proposition 12 Per Capita Grant Program, subject to the approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for review and approval as to form;
3. Authorize the Department's General Manager to execute the proposed MOU, upon approval as to form by the City Attorney;
4. Authorize the Department to cash flow \$7,357 from Fund 205/88/AR01 to fund eight Proposition 12 Per Capita project signs to be reimbursed by Proposition 12 Per Capita Grant Program funds upon receipt of the Proposition 12 grant project retention funds; and
5. Authorize the Department's Chief Accounting Employee, subject to Council approval, to request the City Administrative Officer to process a transfer of funds in the amount of \$17,867 from the following fund and account numbers under the awarding authority of this Board Report:

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<u>Funding Source</u>	<u>Project Name</u>	<u>Fund/Dept./ Acct. No.</u>	<u>Appropriation Amount</u>
Prop. 12 PC	Branford Recreation Center	45W/22/T406	\$ 1,051.00
Prop. 12 PC	Delano Recreation Center	205/88/AR01	\$ 1,051.00
Prop. 12 PC	Denker Recreation Center	205/88/AR01	\$ 1,051.00
Prop. 12 PC	E. G. Roberts Pool	45W/22/V439	\$ 1,051.00
Prop. 12 PC	Ferraro Soccer Fields	205/88/AR01	\$ 1,051.00
Prop. 12 PC	Glassell Park Soccer Field	45W/22/T418	\$ 1,051.00
Prop. 12 PC	Gonzalez/Pacoima Rec. Ctr.	45W/22/T422	\$ 1,051.00
Prop. 12 PC	Griffith Park Travel Town	205/88/AR01	\$ 1,051.00
Prop. 12 PC	Oakwood RC – Fac Rehab	45W/22/T403	\$ 525.50
Prop. 12 PC	Oakwood RC – Boundless	45W/22/T419	\$ 525.50
Prop. 12 PC	Palms Childcare Center	45W/22/T415	\$ 1,051.00
Prop. 12 PC	Peck Park Pool	45W/22/T416	\$ 1,051.00
Prop. 12 PC	Queen Anne RC Greening	205/88/AR01	\$ 525.50
Prop. 12 PC	Queen Anne RC Gymnasium	205/88/AR01	\$ 525.50
Prop. 12 PC	Sepulveda Park West Park	45W/22/T405	\$ 1,051.00
Prop. 12 PC	Stonehurst Recreation Center	205/88/AR01	\$ 1,051.00
Prop. 12 PC	Victory-Valley Childcare Center	45W/22/T426	\$ 1,051.00
Prop. 12 PC	Winnetka Recreation Center	45W/22/T409	\$ 1,051.00
Prop. 12 PC	Yosemite Gymnasium	205/88/AR01	<u>\$ 1,051.00</u>
	TOTAL		\$ 17,867.00

through GSD Account A140, to the appropriate GSD accounts in Fund 100, Dept. 40, listed below:

1101 – Salaries Hiring Hall	\$ 8,390.00
1121 – Salaries Hiring Hall Fringe Benefits Construction	\$ 3,597.00
3180 – Construction Materials and Supplies	<u>\$ 5,880.00</u>
TOTAL	\$17,867.00

6. Authorize RAP to transfer cash on an as-needed basis subject to submission of expenditure reports by GSD and approval of those reports by RAP Grant Administrator.

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SUMMARY:

Pursuant to the Proposition 12 Grant Program guidelines, the Department, as the designated grantee, is required to provide project signage for each Proposition 12 completed project. Seventeen (17) Proposition 12 projects have completed construction at various Department facilities. Only one sign was constructed for projects with more than one State funded project. The cost of the sign was split equally between the projects.

To finalize and closeout these 17 projects, the Department requested the Department of General Services to fabricate and install the needed signs as specified in the Proposition 12 Grant Program guidelines. The Department of General Services has agreed to enter into an agreement with the Department to complete the 17 project signs at an estimated cost of \$1,051 each, totaling \$17,867.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund because the source of funding is State Proposition 12 Per Capita.

This report was prepared by Anthony Gonzalez, Grants Administration.