

APPROVED
AUG 08 2018

BOARD REPORT

BOARD OF RECREATION
AND PARK COMMISSIONERS

NO. 18-162

DATE August 8, 2018

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUMMER NIGHT LIGHTS PROGRAM AND RELATED ACTIVITIES –
ARTIST/INSTRUCTOR SERVICES; APPROPRIATIONS WITHIN FUND 302 IN
THE DEPARTMENT OF RECREATION AND PARKS

AP Diaz _____ V. Israel _____
R. Barajas _____ S. Piña-Cortez _____
H. Fujita _____ *N. Williams NDW



General Manager

Approved X

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Adopt a Resolution attached hereto as Attachment 1 authorizing the appropriation of General City Purpose Funds as set forth in this Report for the Summer Night Lights Program (SNL) and related activities;
2. Authorize the Department of Recreation and Parks' (RAP) Chief Accounting Employee to appropriate One Million, Six Hundred Eighty-Eight Thousand Dollars (\$1,688,000.00) from the General City Purpose Fund, to various accounts as follows:

<u>Fund</u>	<u>Department</u>	<u>Account</u>	<u>Account</u>	<u>Amount</u>
302	88	001070	Salaries-As-	\$1,433,500.00
302	88	006020	Operating Expense	\$ 74,500.00
302	88	009401	SNL-Vendor Only	<u>\$ 180,000.00</u>
Total				\$1,688,000.00

3. Authorize RAP's Chief Accounting Employee to encumber and pay from Fund 302, Department 88, Account 009401, SNL-Vendor Only, the specialized artists/instructors for SNL and related activities in the amount not to exceed One Hundred, Eighty Thousand Dollars (\$180,000.00) for the service period from April 1, 2018 to June 30, 2019; and,
4. Authorize RAP's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

For the last several years, RAP has played a supportive role in the implementation of the Summer

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Summer Night Lights Program (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 Fiscal Year 2018-19.

For Fiscal Year 2018-19, funds in the amount of One Million, Six Hundred Eighty-Eight Thousand Dollars (\$1,688,000.00) were placed in the General City Purposes (GCP) Account to reimburse RAP for performing its Fiscal Agent duties. This Report requests that the Board of Recreation and Park Commissioners (Board) approve the appropriation of the funds from the GCP into various accounts based on operating needs, adopt a 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 STATEMENT

The appropriation of funds will have no negative impact on RAP’s General Fund.

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

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, In preparation for the program for the Summer of 2018, 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 past the traditional summer time programming in the new program, Fall Friday Nights (FFN), which will continue offering enhanced programming potentially at eight (8) sites in the fall; and

WHEREAS, For Fiscal Year 2018-19, funds in the amount of One Million, Six Hundred Eighty-Eight Thousand Dollars (\$1,688,000.00) were placed in the General City Purposes (GCP) Account, to reimburse RAP for performing its Fiscal Agent duties, which funds must be appropriated into various accounts;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Recreation and Park Commissioners (Board), subject to approval by the Mayor, authorizes the appropriation of funds to the various accounts in Fund 302, Department 88 as follows:

To:	001070 – Salaries-As-Needed	\$1,433,500.00
	006020 – Operating Expense	\$74,500.00
	009401 – SNL-Vendor Only	\$180,000.00
Total		<u>\$1,688,000.00</u>

BE IT FURTHER RESOLVED, that the Board authorizes RAP’s Chief Accounting Employee to make technical corrections as necessary to carry out the intent of the appropriations.

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 August 8, 2018 (Board Report No. xx-xxx).

Iris L. Davis, BOARD SECRETARY

RESOLUTION NO. xxxxx