

APPROVED

APR 10 2020

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 20-055

DATE April 10, 2020

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF APPROPRIATIONS WITHIN FUND 302 TO MAINTENANCE MATERIALS, SUPPLIES AND SERVICES ACCOUNT IN THE DEPARTMENT OF RECREATION AND PARKS DUE TO COVID-19 RESPONSE

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Withdrawn _____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, subject to approval by the Mayor, as follows:

FROM:

Account 2120 – Printing and Binding	\$ 90,000.00
Account 3310 – Transportation	50,000.00
Account 4430 – Uniforms	150,000.00
Account 8620 – Children’s Play Equipment	844,000.00
Account 9401 – SNL Vendor Only	<u>144,565.00</u>

TOTAL \$1,278,565.00

TO:

Account 3160 – Maintenance Materials, Supplies and Services	\$1,278,565.00
---	----------------

2. Authorize the Department of Recreation and Parks (RAP) General Manager, Chief Accounting Employee, or designee to make technical corrections as necessary, consistent with the intent of this Report.

SUMMARY

RAP anticipates additional appropriations needed in Maintenance Materials, Supplies and Services - Account 3160 (\$1,278,565) due to the urgent need of cleaning and sanitizing

BOARD REPORT

PG. 2 NO. 20-055

supplies related to RAP's response to COVID-19. In accordance with guidance from State and local health officials to prevent the spread of COVID-19, RAP has activated 24-Hour Emergency Homeless Shelters and Emergency Child Care Centers. While all recreation centers, museums, aquatic facilities, senior centers, golf courses, indoor and outdoor sports amenities, hiking trails and beaches have been closed, RAP's expenses for cleaning and sanitizing supplies have escalated due to the response to COVID-19. RAP continues to incur increased cleaning, sanitizing, and other maintenance expenses associated with the activation of RAP's Department Operation Center (DOC), the maintenance of outdoor park space and restrooms that have public access; operation and maintenance of various 24-Hour Emergency Homeless Shelters and Emergency Child Care Centers; and provision of senior nutrition services.

The requested transfers between appropriation accounts are needed to meet RAP's operational needs for this Fiscal Year due to RAP's response to COVID-19. The funding is made available from the projected savings in other expense accounts as a result of RAP's suspension of normal operations.

FISCAL IMPACT

The transfer between accounts within Fund 302 is for budgetary adjustments that have a net zero impact on RAP's General Fund.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Report advances RAP's Strategic Plan by supporting:
Goal No. 3: Create and Maintain World Class Parks and Facilities
Outcome No. 3: Increased park maintenance, with a focus on cleanliness

This Report was prepared by Charles Wilkie, Senior Management Analyst I, Finance Division.

ATTACHMENT:

1) Resolution

RESOLUTION NO. _____

WHEREAS, the Department of Recreation and Parks (RAP) anticipates additional appropriations needed in its Maintenance Materials, Supplies and Services account in the amount of \$1,278,565 due to increased maintenance as a result of COVID-19 related operations;

WHEREAS, despite the closure of all recreation centers, museums, aquatic facilities, senior centers, golf courses, indoor and outdoor sports amenities, hiking trails and beaches, RAP has escalated cleaning, sanitizing, and other maintenance expenses associated with the activation of the Department Operation Center (DOC), the maintenance of outdoor park space and restrooms that have public access; operation and maintenance of various 24-Hour Emergency Homeless Shelters and Emergency Child Care Centers; and provision of senior nutrition services;

WHEREAS, the funding is made available from the projected savings in other expense accounts as a result of RAP's suspension of normal operations; and

WHEREAS, the requested transfers between appropriation accounts is needed to provide the maintenance supplies and services to meet RAP's operational needs as a result of RAP's response to COVID-19.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Recreation and Park Commissioners (Board), subject to approval by the Mayor, authorizes the transfer of appropriations within Recreation and Parks Fund 302 as follows:

FROM:

Account 2120 – Printing and Binding	\$ 90,000.00
Account 3310 – Transportation	50,000.00
Account 4430 – Uniforms	150,000.00
Account 8620 – Children's Play Equipment	844,000.00
Account 9401 – SNL – Vendor Only	<u>144,565.00</u>
TOTAL	\$1,278,565.00

TO:

Account 3160 – Maintenance Materials, Supplies and Services	\$1,278,565.00
---	----------------

BE IT FURTHER RESOLVED, that the Board authorizes RAP's General Manager or designee to make technical corrections as necessary to those transactions referenced herein to carry out the intent of the transfers.

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 April 10, 2020 (Board Report No. _____).

IRIS L. DAVIS, BOARD SECRETARY

RESOLUTION NO. _____