

APPROVED
Oct 02 2025
**BOARD OF RECREATION
AND PARK COMMISSIONERS**

BOARD REPORT

NO. 25-159

DATE October 02, 2025

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

B. Aguirre _____


C. Stoneham _____

B. Jones _____

C. Santo Domingo _____

M. Rudnick _____

*N. Williams NDW



General Manager

Approved X

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Adopt the Resolution attached hereto as Attachment 1 authorizing the transfers of appropriations within Recreation and Parks Fund 302, Department 88, as follows:

FROM:

Unreserved and Undesignated Fund Balance (UUFB) \$3,063,000.00

TO:

Account 1070 – Salaries As-Needed \$1,217,000.00

Account 1090 – Salaries Overtime \$26,000.00

Account 3040 – Contractual Services \$207,000.00

Account 3160 – Maintenance Materials \$63,000.00

Account 6020 – Operating Supplies \$1,550,000.00

TOTAL \$3,063,000.00

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.

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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, transfers from other city entities and special funds, and closing of inactive accounts, etc.

UUFB funds are generally used to meet urgent and/or unforeseen funding needs, or are reappropriated in the current FY for uses that were authorized in a prior year. The Board of Recreation and Park Commissioners (Board) 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 SNL funds that were authorized for the program need in FY 2025-26.

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.

This Report requests that the Board approve the appropriation of the funds from UUFB into the following accounts: Salaries As-Needed (\$1,217,000.00) for salaries related to part-time SNL staff; Salaries Overtime (\$26,000.00) to pay overtime cost incurred by RAP to SNL staff; Contractual Services (\$207,000.00) to hire contractors for music, production and entertainment workshops during SNL; Maintenance Materials (\$63,000.00) for cleaning supplies such as toilet paper, trash bags for SNL parks; and Operating Supplies (\$1,550,000.00) to procure various operating supplies including food for SNL.

FISCAL IMPACT

The transfers between accounts within Fund 302 are for a budgetary adjustment that has a net zero impact on RAP's General Fund.

This Report was prepared by Jomari Agustin, Management Assistant, and reviewed by Joshua Beltran, 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 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)	\$3,063,000.00
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TO:

Account 1070 – Salaries As-Needed	\$1,217,000.00
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Account 1090 – Salaries Overtime	\$26,000.00
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Account 3040 – Contractual Services	\$207,000.00
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Account 3160 – Maintenance Materials	\$63,000.00
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Account 6020 – Operating Supplies	<u>\$1,550,000.00</u>
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TOTAL	\$3,063,000.00
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BE IT FURTHER RESOLVED, that the Board authorizes RAP's General Manager, Chief Accounting Employee, or their respective designee to make technical corrections as necessary to the transaction 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 Regular Meeting held on October 2, 2025 (Board Report No. _____).

TAKISHA SARDIN, BOARD SECRETARY

RESOLUTION NO. _____