

**APPROVED**  
MAY 20 2015

REPORT OF GENERAL MANAGER

NO. 15-110

DATE May 20, 2015

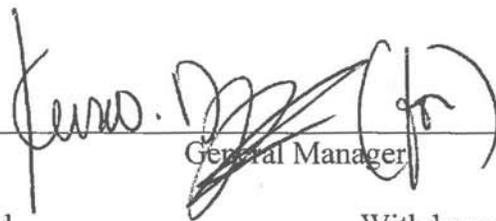
BOARD OF RECREATION AND PARK COMMISSIONERS C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 TO VARIOUS ACCOUNTS IN THE DEPARTMENT OF RECREATION AND PARKS

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

V. Israel \_\_\_\_\_  
K. Regan \_\_\_\_\_  
\*N. Williams Now

  
\_\_\_\_\_  
General Manager

Approved as amended \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Subject to approval by the Mayor, authorize the appropriation of \$8,098,930.00 in Fund 302, Department 88, to various accounts as follows:

FROM:	Unreserved and Undesignated Fund Balance	<del>\$8,098,930.00</del>	\$7,894,430.00
TO:	Fund 302/88 Account 1070 – Salaries, As-Needed	\$1,300,000.00	
	Fund 302/88 Account 3040 – Contractual Services	<del>1,148,930.00</del>	\$944,430.00
	Fund 302/89 Account TBD – System Developments	3,000,000.00	
	Fund 205/88 Account TBD – Chatsworth Park South	500,000.00	
	Fund 208/88 Account TBD – Van Ness Pool	2,000,000.00	
	Fund 302/89 Account 704H – Deferred Maintenance	<u>150,000.00</u>	
	Total	<del>\$8,098,930.00</del>	\$7,894,430.00

2. Authorize the General Manager to reserve \$7,044,152.00 in the Unreserved and Undesignated Fund Balance as part of our Fiscal Year 2014-15 budget as directed by the Mayor and Council and to work with the Controller's Office to meet our budget mandate;
3. Authorize the General Manager to transfer \$3,000,000.00 from the Unreserved and Undesignated Fund Balance to Fund 302, Department 89 Account TBD – System Developments;

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4. Authorize the General Manager to transfer \$500,000.00 from the Unreserved and Undesignated Fund Balance to Grants Fund 205, Department 88 Account TBD – Chatsworth Park South;
5. Authorize the General Manager to transfer \$2,000,000.00 from the Unreserved and Undesignated Fund Balance to Grants Fund 205, Department 88 Account TBD – Van Ness Pool;
6. Authorize the General Manager to transfer \$150,000.00 from the Unreserved and Undesignated Fund Balance to Fund 302, Department 89 Account 704H – Deferred Maintenance; and
7. Authorize the General Manager, his designee or the Chief Financial Officer to make technical corrections as necessary to those transactions included in this report.

### SUMMARY:

Budgeted funds appropriated to the Department of Recreation and Parks (RAP) which are uncommitted or unencumbered at the end of the fiscal year (FY) revert to RAP's Unreserved and Undesignated Fund Balance (UUFB) and are generally used to meet urgent, unforeseen RAP funding needs, or are re-appropriated in the current fiscal year for uses that were authorized in a prior year(s). The Board authorizes appropriations from the UUFB for a variety of purposes, subject to approval of the Mayor, and in accordance with Charter Section 343(b). The following transfers are being recommended to meet currently urgent and unfunded needs or to re-appropriate funding intended for FY 2014-15.

#### Balboa Sport Complex- \$200,000.00

RAP staff has determined that there is a need to resurface Parking Lot One to bring the lot up to current American with Disabilities (ADA) accessibility standards. RAP is requesting that \$200,000.00 be appropriated from the UUFB to Fund 302/88, Account 3040 – Contractual Services to cover this project cost.

#### Lanark Skate Park - \$150,000.00

In FY 2013-14, the City Council provided one-time funding in the amount \$150,000.00 to RAP's Adopted Budget from the Council District 3 portion of the AB1290 funds to be used for the construction of the Lanark Skate Park. The \$150,000.00 was received by RAP and reverted to the UUFB in FY 2013-14. RAP is requesting that the funds be re-appropriated from the UUFB to Fund 302/88, Account 3040 – Contractual Services to cover the costs of the construction.

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### San Julian Park - \$147,296.00

The Single Room Occupancy Housing Corporation (SRO) provides the following services at San Julian Park: (1) manages the overall operations of San Julian Park seven (7) days a week; (2) provides security staff; (3) maintains orderliness and cleanliness; (4) ensures restrooms are well stocked and clean; (5) cleans the park area and surrounding streets and removes debris; (6) maintains landscaping; and (7) maintains calendar of events and activities. As part of the adopted FY 2014-15 budget, the Mayor and City Council approved \$147,296.00 for these services to be provided in FY 2014-15. RAP is requesting that \$147,296.00 be appropriated from the UUFB to Fund 302/88, Account 3040 – Contractual Services to cover the costs of services provided by SRO.

### Saint Andrews Recreation Center - \$278,609.00

RAP has accepted the bid for Contract No. 3468 in the amount of \$278,609.00 from California Landscape and Design dba California Skateparks for park improvements and tennis court repairs to be performed at the Saint Andrews Recreation Center. RAP is requesting that \$278,609.00 be appropriated from the UUFB to Fund 302/88, Account 3040 – Contractual Services to cover the costs of these improvements and repairs.

### East Wilmington Greenbelt Vest Pocket Park - \$68,525.00

RAP is requesting funding in the amount of \$68,525.00 as part of a 50% matching plan with Los Angeles Conservation Corps for improvements to the East Wilmington Greenbelt Vest Pocket Park. The Los Angeles Conservation Corps was selected for funding under the 1:1 Matching Tot Parks and Trails Enhancement Fund in the amount of \$127,282.00. The matching funds will support improvements to this facility which includes fencing and a resilient surfacing that goes beneath the play equipment. RAP is requesting that \$68,525.00 be appropriated from the UUFB to Fund 302/88, Account 3040 – Contractual Services to cover RAP's cost of these improvements.

### ~~Bad News Bears Baseball Field at Westwood Recreation Complex – \$204,500.00~~

~~RAP is requesting funding in the amount of \$204,500.00 for improvements at the Westwood Recreation Complex. Funding was received from the California Department of Transportation in Fiscal year 2013-14 for permanent and temporary construction easements. The funding was intended to be used for Department-related work at any Department facility including Westwood Recreation Center, as determined by the General Manager. After careful consideration, Department staff has determined that this funding can best be used for improvements to Bad News Bears Baseball Field which include American's with Disabilities Act (ADA) compliant parking improvements, ADA pathway improvements, turf and irrigation, workout area~~

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~~improvements, lighting improvements, and a new trash enclosure and fencing. RAP is requesting that \$204,500.00 be appropriated from the UUFB to Fund 302/88, Account 3040 – Contractual Services to cover the cost of the improvements.~~

### Oakridge Estate - \$100,000.00

In FY 2011-12 budget, the Arts and Cultural Facilities and Services Trust Fund provided funding in the amount of \$100,000.00 to restore the Oakridge Estate historic – Cultural Monument. The \$100,000.00 cash was received by RAP in current FY 2014-15, but the \$100,000.00 appropriation was reverted to the UUFB in FY 2011-12. RAP is requesting that funds be re-appropriated from the UUFB to Fund 302/88 Account 3040 – Contractual Services to cover the costs of this project.

### Chatsworth Park South - \$500,000.00

Approximately twenty-one (21) acres of Chatsworth Park South are developed with recreational facilities including a ten thousand (10,000) square foot recreational building, tennis courts, a basketball court, picnic areas, children play areas, parking areas, and open space. The facility has been closed to public access and use since the spring of 2008 because of hazards associated with lead pellets and sporting clay target debris from a former onsite small arms firing range (SAFR) operated prior to acquisition of the property by the Department. The Department has developed a Remedial Action Plan to address the cleanup of the contamination. This plan has been approved by the California Department of Toxic Substances Control. RAP is requesting that \$500,000.00 be appropriated from the UUFB to Fund 205/88, Account TBD – Chatsworth Park South to cover the start up costs of the project. The funds will be used for the completion of design of the selected remedial and construction engineering support.

### Van Ness Pool - \$2,000,000.00

RAP is requesting funding in the amount of \$2,000,000.00 for Van Ness Pool project. Funding will be used for design and construction of the Van Ness pool, bathhouse, and the surrounding amenities (deck, parking, landscape, etc.). RAP is requesting that \$2,000,000.00 be appropriated from the UUFB to Fund 205/88, Account TBD – Van Ness Pool.

### Solar Array Project Fencing - \$150,000.00

RAP is requesting funding in the amount of \$150,000.00 for fencing at the Harbor Regional Park. This funding will be used for design and to construct fencing around the Solar Array Project. RAP is requesting that \$150,000.00 be appropriated from the UUFB to Fund 302/89, Account 704H – Deferred Maintenance to cover the project cost.

### Salaries, As-Needed (Account 1070) - \$1,300,000.00

RAP has had to continue utilizing the services of part-time staff due to shortages in full-time personnel as a result of retirements, transfers, hiring freezes and promotions. The Da Vinci Fire

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on December 8, 2014 also necessitated the use of part-time staff to relocate staff to temporary work locations. RAP has also responded to various small emergencies such as opening shelters for displaced residents due to apartment fires and the opening heating and cooling centers due to inclement weather. RAP will need additional funding in the Salaries-As Needed Account 1070 as the Department will open summer camps and seasonal pools in alignment with the closing of the Los Angeles Unified School Districts school year. RAP is requesting that \$1,300,000.00 be appropriated from the UUFB to Fund 302/88, Account 1070 – Salaries-As Needed to cover the cost of part-time salaries through the current fiscal year.

### Computer System Developments - \$3,000,000.00

RAP is requesting funding in the amount of \$3,000,000.00 for Information Technology (IT) improvements throughout the Department. The IT Division is undertaking an aggressive agenda to modernize RAP technologies in the areas of business applications, technology infrastructure, computational storage capacities, Internet/Intranet websites, mobile web and mobile applications. Business application components include: the Online Activity Catalog (OAC) Replacement System; Online Facility Reservation, Equitable Parks and Amenities Decisions Support Geographic Information System (E-PADSS GIS) Phase II; and upgrading the Cost Accounting Tracking System (CATS) Programmer Support. Technology infrastructure and computing capacity components include: a new IT Help Desk System; Data Backup, Redundancy, and Disaster Recovery Systems; data storage systems; improvement to data communications capacity; and servers and licenses for new systems. Internet/Intranet websites and mobile web and applications components include: the redesign and redeploy of RAP Internet and Intranet Websites and Web development tools, licenses and training. RAP is requesting that \$3,000,000.00 be appropriated from the UUFB to Fund 302/89/TBD, Account Name System Development. This funding is necessary to cover the costs of these technology improvements for the next several years and will be included as part of the strategic plan for the Information Technology Unit.

### FY 2014-15 Budget Requirement - \$7,044,152.00

As part of the adopted FY 2014-15 budget, the Mayor and Council approved RAP to reserve \$7,044,152.00 from the UUFB as a self-funding source to our adopted budget. This is the same amount that was allocated in FY 2013-14.

### FISCAL IMPACT STATEMENT:

The appropriation of \$8,098,930 is to re-appropriate funds that were authorized and received prior to FY 2013-14 and/or to appropriate funds that are needed in FY 2014-15 for RAP operations. The \$7,044,152.00 reserved in the RAP General Fund will be appropriated to revenue to support the RAP General Funded operations as needed.

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This report was prepared by Noel Williams, Chief Financial Officer, Finance Division.