

APPROVED

APR 10 2020

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 20-054

DATE April 10, 2020

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 TO OVERTIME ACCOUNTS 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>now</u> |

General Manager

Approved

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Withdrawn _____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 as follows:

FROM:

| | |
|---|----------------|
| Unreserved and Undesignated Fund Balance (UUFB) | \$2,200,000.00 |
|---|----------------|

TO:

| | |
|--------------------------------------|--------------------|
| Account 1090 – Overtime General | \$2,150,000.00 |
| Account 1190 – Hiring Hall, Overtime | <u>\$50,000.00</u> |

| | |
|-------|----------------|
| TOTAL | \$2,200,000.00 |
|-------|----------------|

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.

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, closing of inactive accounts, etc.

UUFB funds are generally used to meet urgent and/or unforeseen funding needs, or are re-

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appropriated in the current Fiscal Year for uses that were authorized in a prior year. The Board of Recreation and Park Commissioners authorizes appropriations from the UUFB for a variety of purposes in accordance with Charter Section 343(b). The following transfer is being recommended to meet current operational needs due to RAP's response to COVID-19.

RAP requests additional appropriations in Salaries Overtime (\$2,150,000) due to COVID-19 related labor expenses. In accordance with guidance from State and local health officials to prevent the spread of COVID-19, RAP has closed all recreation centers, museums, aquatic facilities, senior centers, golf courses, indoor and outdoor sports amenities, hiking trails and beaches. While significant reduction in revenue is expected due to the suspension of all programming and permits, RAP still has labor 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.

RAP also requests additional appropriations in Hiring Hall, Overtime (\$50,000) due to costs related to RAP's response to COVID-19.

FISCAL IMPACT

The appropriation of \$2,200,000 is needed in FY 2019-20 to support RAP's operations due to RAP's response to COVID-19.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Report advances RAP's Strategic Plan by supporting:

Goal No. 6: Build Financial Strength & Innovative Partnerships

Outcome No. 1: RAP's operating budget meets the needs of the park system for all Angelenos

Goal No. 7: Maintain a Diverse and Dynamic Workforce

Outcome No. 1: Strengthened capacity of staff to promote public health/public safety while assisting individuals experiencing homelessness

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

ATTACHMENT:

1) Resolution

RESOLUTION NO. _____

WHEREAS, the Department of Recreation and Parks (RAP) anticipates additional appropriations needed in its Overtime General account in the amount of \$2,150,000 due to COVID-19 related operations;

WHEREAS, despite the reduction in revenue due to the suspension of all of its programs and permits, RAP still has labor expenses associated with the activation of its 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, RAP anticipates additional appropriations needed in the Hiring Hall, Overtime account in the amount of \$50,000 due to costs related to RAP's response to COVID-19; and

WHEREAS, the requested appropriation from the Unreserved and Undesignated Fund Balance (UUFB) is needed to provide the funds for Overtime General and Hiring Hall, Overtime 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) authorizes the appropriation from Fund 302, Department 88 as follows:

FROM:

| | |
|---|----------------|
| Unreserved and Undesignated Fund Balance (UUFB) | \$2,200,000.00 |
|---|----------------|

TO:

| | |
|--------------------------------------|------------------------|
| Account 1090 – Overtime General | \$2,150,000.00 |
| Account 1190 – Hiring Hall, Overtime | <u> \$50,000.00</u> |

| | |
|-------|----------------|
| TOTAL | \$2,200,000.00 |
|-------|----------------|

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. _____