

APPROVED  
DEC 18 2019

BOARD OF RECREATION  
AND PARK COMMISSIONERS

BOARD REPORT

NO. 19-241 Revised

DATE December 18, 2019

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

AP Diaz \_\_\_\_\_ S. Piña-Cortez \_\_\_\_\_  
H. Fujita \_\_\_\_\_ C. Santo Domingo \_\_\_\_\_  
V. Israel \_\_\_\_\_ \*N. Williams *N.W.*

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

Approved X

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS

1. Adopt the Resolution attached hereto as Attachment 1 authorizing the appropriation of \$8,050,000 from Fund 302, Department 88, subject to approval by the Mayor, to various accounts as follows:

FROM:

Unreserved and Undesignated Fund Balance (UUFb) \$8,050,000.00

TO:

Account 1070 – Salaries As-Needed \$6,000,000.00  
Account 1100 – Hiring Hall Salaries 1,200,000.00  
Account 1120 – Benefits Hiring Hall 500,000.00  
Account 3040 – Contractual Services 350,000.00

TOTAL \$8,050,000.00

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

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delivered, closing of inactive accounts, etc.

UUFb funds are generally used to meet urgent and/or unforeseen funding needs, or are re-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, subject to approval of the Mayor, in accordance with Charter Section 343(b). The following transfers are being recommended to meet current operational needs.

RAP anticipates additional appropriations needed in Salaries As-Needed (\$6,000,000), Hiring Hall Salaries (\$1,200,000) and Benefits Hiring Hall (\$500,000) accounts due to shortage of full-time employees, fire watches and response to emergency situations, shelter activations, extreme weather, response to homeless encampments, safety compliance, as well as other unexpected or unbudgeted service and event needs. Although RAP has been working hard and aggressively to hire critically needed full-time employees, the shortage in full-time personnel persists as a result of high rate of retirements, transfers, promotions, etc. RAP currently has approximately 266 vacant full-time RAP general funded positions. Some of the additional appropriations for the Salaries As-Needed account will be used to cover an estimated unbudgeted amount of approximately \$2,400,000 to cover retroactive payments and salary increases due to Labor Memoranda of Understanding (MOU) adjustments.

RAP also anticipates additional appropriations needed in the Contractual Services account (\$350,000) to support inspections and/or repairs of various Fire, Life, and Safety projects throughout RAP.

### FISCAL IMPACT STATEMENT

The appropriation of \$8,050,000 is needed in FY 2019-20 to support RAP operations.

### STRATEGIC PLAN INITIATIVES AND GOALS

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

Goal No. 1: Provide Safe and Accessible Parks

Outcome No. 2: All parks are safe and welcoming

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 the Salaries As-Needed account (\$6,000,000), the Hiring Hall Salaries account (\$1,200,000) and the Benefits Hiring Hall account (\$500,000) due to shortage of full-time employees, fire watches and response to emergency situations, shelter activations, extreme weather, response to homeless encampments, safety compliance, as well as unexpected service and event needs; and

WHEREAS, although RAP has been working hard and aggressively to hire critically needed full-time employees, the shortage in full-time personnel persists as a result of high rate of retirements, transfers, promotions, etc.; and

WHEREAS, the Salaries, As-Needed account shortage also includes approximately \$2,400,000 to cover unbudgeted retroactive payments and salary increases due to recently negotiated Labor Memoranda of Understanding (MOUs); and

WHEREAS, RAP has a need for additional funding to the Contractual Services account (\$350,000) to pay outside contractor(s) that are providing inspections and repairs of the Fire, Life and Safety systems throughout the Department; and

WHEREAS, the requested appropriation from the Unreserved and Undesignated Fund Balance (UUFB) is needed to provide the Part-time Staff, Hiring Hall Staff and Contractual Services funding needed to meet RAP's operational needs.

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

## FROM:

Unreserved and Undesignated Fund Balance (UUFB)	\$8,050,000.00
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## TO:

Account 1070 – Salaries, As-Needed	\$6,000,000.00
Account 1100 – Hiring Hall Salaries	1,200,000.00
Account 1120 – Benefits Hiring Hall	500,000.00
Account 3040 – Contractual Services	<u>350,000.00</u>

TOTAL	\$8,050,000.00
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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 December 18, 2019 (Board Report No. \_\_\_\_\_).

\_\_\_\_\_  
IRIS L. DAVIS, BOARD SECRETARY

RESOLUTION NO. \_\_\_\_\_