

APPROVED

AUG 09 2017

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 17-157

DATE August 09, 2017

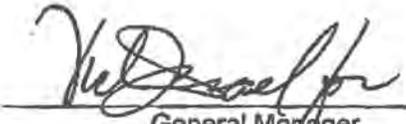
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUMMER NIGHT LIGHTS PROGRAM AND RELATED ACTIVITIES -
ARTIST/INSTRUCTOR SERVICES; APPROPRIATIONS WITHIN FUND 302 IN
THE DEPARTMENT OF RECREATION AND PARKS

AP Diaz _____
R. Barajas _____
H. Fujita _____

V. Israel _____
* N. Williams NDW



General Manager

Approved

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Adopt a Resolution authorizing the recommendations set forth in this Report for the Summer Night Lights Program (SNL) and related activities;
2. Authorize the Department of Recreation and Parks' (RAP) Chief Accounting Employee to appropriate One Million, Six Hundred Eighty-Eight Thousand Dollars (\$1,688,000.00) from the General City Purpose Fund, to various accounts as follows:

<u>Fund</u>	<u>Department</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
302	88	001070	Salaries-As-Needed	\$1,433,500.00
302	88	006020	Operating Expense	\$ 74,500.00
302	88	009401	SNL-Vendor Only	<u>\$ 180,000.00</u>
Total				\$1,688,000.00

3. Authorize RAP's Chief Accounting Employee to encumber funds for the payment of specialized artists/instructors for SNL and related activities in the amount not to exceed One Hundred, Eighty Thousand Dollars (\$180,000.00) for the service period from April 1, 2017 to June 30, 2018; and,
4. Authorize RAP's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

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SUMMARY

For the last several years, RAP has played a supportive role in the implementation of the Summer Night Lights Program (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 our 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. RAP will continue in its role as the Fiscal Agent for SNL in Fiscal Year 2017-18.

For Fiscal Year 2017-18, funds in the amount of One Million, Six Hundred Eighty-Eight Thousand Dollars (\$1,688,000.00) were placed in the General City Purposes (GCP) Account to reimburse RAP for performing its Fiscal Agent duties. This Report requests that the Board approve the appropriation of the funds from the GCP into various accounts based on operating needs, and authorize RAP staff to encumber and pay specialized artists/instructors for services provided to SNL and related activities.

FISCAL IMPACT STATEMENT

The appropriation of funds will have no negative impact on RAP's General Fund.

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