

**APPROVED**  
June 09, 2025  
BOARD OF RECREATION  
AND PARK COMMISSIONERS

**BOARD REPORT**

**NO.** 25-098

**DATE** June 09, 2025

**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

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Withdrawn \_\_\_\_\_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 appropriations from Unreserved and Undesignated Fund Balance in Fund 302, Department 88, to various accounts in the Department of Recreation and Parks as follows:

**FROM:**

Unreserved and Undesignated Fund Balance (UUFB) \$2,150,000.00

**TO:**

Account 1010 – Salaries, General \$750,000.00

Account 3160 – Maintenance Materials, Supplies & Services \$200,000.00

Account 6020 – Operating Supplies \$1,200,000.00

**TOTAL** **\$2,150,000.00**

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

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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.

RAP anticipates additional appropriations are needed in the following accounts: Salaries, General (\$750,000), Maintenance Materials Supplies and Services (\$200,000), and Operating Supplies (\$1,200,000).

RAP anticipates additional appropriations are needed in the Salaries, General account due to upcoming staff retirement payouts pursuant to labor contracts. Retirement payouts consist of retiring employee's unused sick leave hours, vacation time, etc.

RAP anticipates additional appropriations are needed in the Maintenance Materials Supplies and Services and Operating Supplies accounts due to upcoming seasonal programming which includes summer recreational and aquatic programming (e.g. preparation for RAP's summer 2025 pool operation), summer camps, and other special assignments and unforeseen events (e.g. extreme weather and fire watch). These appropriations are also needed to meet requirements, deadlines, and RAP's other operational needs for this fiscal year.

### FISCAL IMPACT

The additional appropriations within Fund 302 are for a budgetary adjustment that have a net zero impact on RAP's General Fund.

### 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

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 Department of Recreation and Park (RAP) anticipates additional needs for appropriations in the following accounts: Salaries, General (\$750,000), Maintenance Materials Supplies and Services (\$200,000), and Operating Supplies (\$1,200,000); and

WHEREAS, RAP anticipates additional appropriations are needed in the Salaries, General account due to upcoming staff retirement payouts pursuant to labor contracts. Retirement payouts consist of retiring employee's unused sick leave hours, vacation time, etc.; and

WHEREAS, RAP anticipates additional appropriations are needed in the Maintenance Materials Supplies and Services and Operating Supplies accounts due to upcoming seasonal programming which includes summer recreational and aquatic programming (e.g. preparation for RAP's summer 2025 pool operation), summer camps, and other special assignments and unforeseen events (e.g. extreme weather and fire watch). These appropriations are also needed to meet requirements, deadlines, and RAP's other operational needs for this fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Recreation and Park Commissioners (Board), authorizes the appropriations from Unreserved and Undesignated Fund Balance in Fund 302, Department 88, to various accounts in the Department of Recreation and Parks as follows:

FROM:

Unreserved and Undesignated Fund Balance (UUFB)	\$2,150,000.00
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TO:

Account 1010 – Salaries, General	\$750,000.00
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Account 3160 – Maintenance Materials, Supplies & Services	\$200,000.00
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Account 6020 – Operating Supplies	<u>\$1,200,000.00</u>
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TOTAL	\$2,150,000.00
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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 transfer.

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 Special Meeting held on June 9, 2025 (Board Report No. \_\_\_\_\_).

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TAKISHA SARDIN, BOARD SECRETARY

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