

PROPOSITION K:  
L.A. FOR KIDS STEERING COMMITTEE  
Minutes from the Regular Meeting of February 29, 2024

**MEMBERS:** Matt Szabo, City Administrative Officer, Chair (CAO)  
Matias Farfan, Chief Legislative Analyst (CLA)  
Bernyce Hollins, Office of the Mayor (Mayor)

The meeting was called to order at 9:34 A.M.

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General Public Comment, Multiple Agenda Item Comment.

General Public Comment, Multiple Agenda Item Comment, comment period closed.

Item 2 Department of Recreation and Parks (RAP) report requesting authorization to submit grant applications for Pacific Palisades Dog Park Project and Sycamore Grove Master Plan and to accept grant funds if awarded. (Measure A; Council Districts 1, 11). Action by Committee. Direction to staff and related actions.

**DISPOSITION** Approved.

Steven Tran, RAP, requested that the Committee authorize RAP to submit two grant applications under the Measure A Category 1 and 2 Annual Allocation program and to accept the grant funds if awarded. Mr. Tran stated that the first grant is for the creation of a new dog park in Pacific Palisades Temescal Canyon in the amount of \$1.5 million for lighting, fencing, path of travel and other site amenities. The second grant is for the development of a master plan for facility improvements at Sycamore Grove Park in the amount of \$1.1 million. Mr. Tran reported that the grants do not require any matching funds.

Bernyce Hollins, Mayor, asked if the projects will be fully funded within the Measure A grant funds or would supplemental funds be required. Mr. Tran responded that the Sycamore Grove Master Plan is fully funded and the Temescal Canyon dog park will require additional funding. RAP staff is currently identifying funds to address this shortfall. The current annual allocation for the area of the City is not sufficient for the full cost of the dog park project.

Ms. Hollins then asked for the amount of the shortfall to complete the dog park project. Mr. Tran replied the shortfall is approximately \$300,000.

Ms. Hollins questioned if RAP would be able to identify funding for the shortfall within their own funds. Mr. Tran confirmed the funding gap would be filled with RAP funds.

Item 1 Minutes of the January 25, 2024 Regular Meeting.

**DISPOSITION** Approved on consent.

Item 3 Office of the City Administrative Officer (CAO) report on the outcome of the Regional Volunteer Neighborhood Oversight Committee (RVNOC) meetings, including programming of specified funds in Program Years 28-30 (Fiscal Years 2024-25 through 2026-27).

**DISPOSITION** Received and Filed.

Melinda Gejer, CAO, stated that the program management team conducted the RVNOC meetings in February 2024 with each of the three regions meeting one to two times. The meetings consisted of an overview of the Proposition K program, Brown Act review, an update on the budget, an overview of active projects presented by the Bureau of Engineering (BOE), and a vote to approve the recommended budget for fiscal year 2024-25. Each of the regions voted to approve the budget as recommended.

Ms. Hollins asked if the specified funds have been fully allocated and therefore there is nothing reflected on the B list. Ms. Gejer confirmed this is correct.

Ms. Hollins then asked if the basis for the regional distribution reflects the remaining amount in specified funds. Ms. Gejer confirmed this is correct.

Ms. Hollins questioned if there are any funds at risk for the current year in terms of the anticipated ability to commit them. Ms. Gejer responded that the annual assessment report will reflect current year reprogramming.

Item 4 CAO report on Proposition K Administrative funding reconciliation, proposed reprogramming, and recommended expenditures.

**DISPOSITION** Approved as amended.

Melinda Gejer, CAO, provided an overview of the latest Proposition K programmatic and financial reconciliation which included the discovery that the set-aside for the County fee for the collection of the Proposition K assessment funds was in excess of the bill by approximately \$550,000 over the last 10 years.

Ms. Gejer summarized the recommendations for the administrative expenditures as follows: 1) 54.5% of the recognized excess administrative funds would fund two 120-day contracts for retired BOE staff to assist with the administration of Proposition K projects and overall program completion to be expended over two fiscal years, 2) 20% to increase reimbursement to the

General Fund for administrative salaries of City staff over three fiscal years, 3) 10% to provide funding for staff to perform a final program reconciliation, and 4) 15.5% to allow for contingencies.

Ms. Hollins asked if there was any funding for the County fee in previous appropriations or if the excess funds refer to the budgeting capacity. Ms. Gejer responded that there are no accounts with funds for the County that have not been spent. Ms. Hollins explained had there been funds in the accounts for the County, they would have to be reprogrammed.

Matt Szabo, CAO, asked if the report would be transmitted to Council for approval. Ms. Gejer confirmed that the report would be sent to Council in order to effectuate the recommendations, with specific mention of the Mayor's Office procedural responsibility to approve the 120-day contracts, should they choose to do so. Ms. Hollins clarified that an update had been previously provided to BOE that the contracts are in the final stage of approval.

Ms. Hollins stated that since the report will be transmitted to Council, the contingency amount has to be obligated by the final year. Ms. Gejer responded an amendment can be made to the chart attachment to replace "future" with "unspecified" to clarify that the funds are to be obligated within the program term.

Mr. Szabo amended the report to remove the last sentence in the third recommendation of the administrative expenditures.

The LAFKSC Chair adjourned the meeting at 9:53 A.M.