



ERIC GARCETTI
MAYOR

June 19, 2019

Honorable Members of the City Council
c/o City Clerk
Los Angeles City Hall
Los Angeles, CA 90012

Re: FY 2018 Increased Access to Services Program Grant Reserve Fund Loan
(Council File No. 19-0022)

Dear Honorable Members:

Transmitted herewith for City Council consideration is a request for a reserve fund loan related to the California Governor's Office of Emergency Services (Cal OES) Victim Services and Public Safety Branch grant for the Fiscal Year 2018 Increased Access to Services (FY18 KU) program. On March 6, 2019, the City Council accepted the FY18 KU award in the amount of \$125,000 for the performance period of October 1, 2018 through March 31, 2020.

Reserve Fund Loan

The FY18 KU program is administered by Cal OES on a reimbursement basis only, and requests for reimbursement are accepted by Cal OES on a monthly basis. The Mayor's Office requests a reserve fund loan in the amount of \$25,000 to facilitate cash flow and immediate disbursement of funds related to the FY18 KU program for activities and services conducted by subcontractors. Thereafter, the Mayor's Office will request a reserve fund loan at the start of each calendar year through the grant performance period deadline of March 2020.

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Page 2

Recommendations

It is therefore requested that the City Council:

1. Approve a Reserve Fund advance in the amount of \$25,000 and authorize the Controller to transfer said amount from the Reserve Fund to the Unappropriated Balance Fund 100, Department 58 and appropriate therefrom to the KU Grant Fund 62C, Department 46, Account 46R304, with the Reserve Fund advance to be reimbursed upon receipt of grant funds from the California Governor's Office of Emergency Services (Cal OES);
2. Request that the Mayor, or designee, to submit grant reimbursement invoices to the grantor on a monthly basis to ensure timely repayment of the Reserve Fund advance; and
3. Authorize the Mayor, or designee, to prepare Controller instructions and/or make technical adjustments that may be required to implement the actions approved by the Mayor and Council on this matter, subject to the approval of the City Administrative officer and authorize the Controller to implement the instructions.

Sincerely,

A handwritten signature in blue ink, appearing to read "E.G." followed by a stylized flourish.

ERIC GARCETTI
Mayor

EG:gvj