

APPROVED
AUG 12 2009

REPORT OF GENERAL MANAGER

NO. 09-206

DATE August 12, 2009

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VALLEY PLAZA PARK - MAINTENANCE AND OPERATIONS AGREEMENT BETWEEN THE DEPARTMENT OF RECREATION AND PARKS AND VOLUNTEERS OF AMERICA OF LOS ANGELES FOR THE USE OF AN EXISTING HEAD START FACILITY

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|------------|-------|-----------|-------|
| R. Adams | _____ | J. Kolb | _____ |
| H. Fujita | _____ | F. Mok | _____ |
| S. Huntley | _____ | K. Regan | _____ |
| V. Israel | _____ | *M. Shull | _____ |

A for

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a proposed Maintenance and Operations Agreement, substantially in the form on file in the Board Office, between the Department of Recreation and Parks (Department) and Volunteers of America of Los Angeles (VOALA) for use of the Department's Valley Plaza Park Head Start Facility, subject to the approval of the Mayor, City Council and the City Attorney as to form;
2. Authorize staff to issue a temporary, Revocable Right-of-Entry (ROE) Permit for the continued use of the Head Start Facility by VOALA for a period of six (6) months, pending execution of the proposed Agreement;
3. Direct the Board Secretary to transmit forthwith the proposed Maintenance and Operations Agreement to the Mayor in accordance with Executive Directive No. 3 and concurrently to the City Attorney for review and approval as to form; and,
4. Authorize the Board President and Secretary to execute the Agreement upon obtaining the necessary approvals.

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SUMMARY:

Valley Plaza Park Head Start Facility is located at 12331 Vanowen Street, North Hollywood. VOALA has continuously operated the Head Start Facility with ROE Permit No. 584 since it was initially issued in June 2006. The initial permit had a term of one (1) year, but was subsequently amended for an additional two (2) years expiring on June 30, 2009. The Department is requesting Board approval of a temporary, revocable right-of-entry permit for a six (6) month period to allow VOALA to provide continuous, uninterrupted child care service to the community pending execution of the proposed Maintenance and Operations Agreement (Agreement). At this time VOALA has four (4) staff members providing morning and afternoon child care sessions, thirty-four (34) children attend each session, a total of sixty-eight (68) children are cared for daily. VOALA and the Department agree that VOALA'S continued occupancy is in the best interest of the Department and the Valley Plaza Park community. The Department has determined that the best mechanism to continue the relationship between the City and VOALA is a Maintenance and Operations Agreement with a five (5) year term.

The Department is completely satisfied with VOALA'S performance pursuant to the terms and conditions of ROE Permit No. 584. The City will be best served by VOALA'S continued management of the Head Start Facility under the proposed Agreement for a term of five (5) years.

Staff has determined that the subject project will consist of the issuance of an agreement for the continued operation and maintenance of an existing park facility and therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (14) of the City CEQA Guidelines.

Staff has discussed the proposed Agreement with the Acting Superintendent of the Valley Region, and the Office of Council District 2, and they concur with staff recommendations.

FISCAL IMPACT STATEMENT:

This Maintenance and Operations Agreement will not have any impact on the Department's General Fund, as all associated costs shall be paid by VOALA at no cost to the City.

This report was prepared by Gregory Clark, Management Analyst II, Real Estate and Asset Management Section.