

A G E N D A

BOARD OF RECREATION AND PARK COMMISSIONERS  
OF THE CITY OF LOS ANGELES

Wednesday, December 14, 2011 at 9:30 a.m.

EXPO Center  
Community Hall Room  
3980 S. Bill Robertson Lane (Formerly Menlo Avenue)  
Los Angeles, CA 90037

(Parking located in "Lot 1", at the corner of Martin Luther King  
Boulevard and Bill Robertson Lane)

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S  
REQUEST FORM AT THE MEETING AND SUBMIT IT TO THE COMMISSION EXECUTIVE  
ASSISTANT PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS  
WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A  
CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL  
REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED  
PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC  
ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD  
WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH  
SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL  
ALLOWED FOR PUBLIC PRESENTATION.

1. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of November 2, 2011 and  
November 21, 2011

2. GENERAL MANAGER'S REPORTS:

- 11-312 Delano Park - Synthetic Soccer Field (PRJ20259) (W.O.  
#E170483F) Project - Contract No. 3314 - Final  
Acceptance
- 11-313 Hansen Dam - Skate Plaza (PRJ1237A) - Final Acceptance
- 11-314 Van Nuys Sherman Oaks Park - East Valley Multipurpose  
Center (PRJ1580A)(W.O.#E1700475) Project - Final  
Acceptance
- 11-315 Wilton Place Park - Skate Plaza (PRJ20448) - Final  
Acceptance
- 11-316 1171-1177 Madison Avenue - East Hollywood Public Garden  
and Achievement Center - Acceptance of Real Property
- 11-317 Supplemental Agreement No. 2 to Consultant Contract No.  
2936 with URS Corporation, a Nevada Corporation, dba URS  
Corporation Americas for As-Needed Environmental  
Consulting Services

December 14, 2011

- 11-318 Lanark Park - Synthetic Soccer Field (PRJ20559) (W.O.#E1907431) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services, Construction Services
- 11-319 Peck Park - Mosaic Tile Wall Project
- 11-320 Wilton Place Park - Naming Proposal
- 11-321 Jim Gilliam Child Care Center - California Department of Education - 2012-13 General Child Care and Development and California State Preschool - Retroactive Authorization to Submit Continued Funding Applications for Subsidized Preschool; and Acceptance of Grant Funds
- 11-322 California Department of Education - Summer Food Service Program 2012-13 - Retroactive Authorization to Submit Grant Application for Summer Lunch and After School Snack Program; Acceptance of Grant Funds
- 11-323 Solano Canyon Community Garden - Agreement with Los Angeles Community Garden Council for the Operation and Maintenance of a Community Garden on Park Property
- 11-324 Kaiser Permanente - Operation Splash Program 2012 - Retroactive Authorization to Submit Grant Application for Aquatics Programming; Acceptance of Grant Funds
- 11-325 Partnership Division - Operating Expenditures for 2011 Summer Swim Programs at Miguel Contreras Learning Center and East Valley High School
- 11-326 Partnership Division - Sepulveda Basin Recreation Area - Anthony C. Beilenson Park - Agreement with Los Angeles Parks Foundation for the Design, Construction and Donation of Improvements for an ADA Adaptive Ball Field
- 11-327 Partnership Division - Donation from People for Parks for the Continued Support of the South Los Angeles Initiative - Watts Cluster Sports Program
- 11-328 Los Angeles Parks Foundation - July 2011 through September 2011 Quarterly Report of Gifts Made for the Benefit of Los Angeles City Parks
- 11-329 Appointment of Chief Accounting Employee
- 11-330 Schedule of Rates and Fees - Golf Senior Citizen Green Fees Pilot Program
- 11-331 Various Donations to Operations Branch - Golf Division
- 11-332 Various Donations to Operations Branch - Metro Region

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11-333 Various Communications

3. UNFINISHED BUSINESS:

11-029 Baldwin Hills Recreation Center - Conceptual Approval  
Item to be For Naming of the Outdoor Basketball Courts and the  
Withdrawn Installation of Appropriate Signage

11-232 Camp High Sierra - Agreement between the Department of  
Item to be Recreation and Parks and Mammoth Mountain Ski Area, LLC,  
Continued for the Development, Operation, and Maintenance of the  
Campground

11-238 Sherman Village River Greenway Park - Preliminary  
Item to be Authorization to Proceed with the Lease of Property  
Continued Owned by the County of Los Angeles for the Development of  
a New Public Park and a Memorandum of Agreement between  
the Department of Recreation and Parks, the County of Los  
Angeles, and IMT Capital, LLC, for the Development and  
Maintenance of the New Public Park

11-276 Normandale Recreation Center Expansion - Request for  
Final Authorization to Acquire Property - Approval of  
Purchase and Sale Agreement, and Allocation of  
Proposition K Funds

4. NEW BUSINESS:

Memorandum: Pedal Boat Operations

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions (Commissioners Stanley and Williams)
- Commission Task Force on Facility Repair and Maintenance (Commissioners Alvarez and Werner)

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

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9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, January 11, 2012 at 9:30 a.m., at EXPO Center, Community Hall Room, 3980 S. Bill Robertson Lane (Formerly Menlo Avenue), Los Angeles, CA 90037.

10. CLOSED SESSION:

The Board of Recreation and Park Commissioners shall recess to Closed Session, pursuant to California Government Code Sections 54956.9(b)(1) and 54956.9(b)(3)(C), to confer with its legal counsel relative to Claim for Damages No. C12-0378 filed by Claimant Michael Leslie Productions, Inc. dba Ready Golf and Claimant's settlement offer and proposals. (Claimant seeks reimbursement for alleged overpayment of utilities at the Sepulveda Golf Complex plus interest; damages for breach of contract, fraud, fraud in the inducement, implied-in-fact contract, unjust enrichment, fees, costs and attorneys fees; execution of a contract award approved by other Government entities; and consideration of claimants offer to settle and proposals regarding all of the above.)

The Board of Recreation and Park Commissioners shall recess to Closed Session, pursuant to California Government Code Section 54956.9(b)(1) and 54956.9(b)(3)(E), to confer with its legal counsel relative to written threats of litigation made on April 11, 2011 and May 12, 2011 and a verbal threat of litigation made on September 2, 2011 by Michael Bernback, President of Michael Leslie Productions, Inc., dba Ready Golf Centers, to force the execution of a concession contract award.

11. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:  
from Downtown Los Angeles (213) 621-CITY (2489)

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from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website:  
<http://ita.lacity.org/Residents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at [www.laparks.org](http://www.laparks.org).

REPORT OF GENERAL MANAGER

NO. 11-312

DATE December 14, 2011

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DELANO PARK – SYNTHETIC SOCCER FIELD (PRJ20259) (W.O. #E170483F)  
PROJECT – CONTRACT NO. 3314 – FINAL ACCEPTANCE

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>ms</i></u>
V. Israel	_____	N. Williams	_____

*[Signature]*  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of work performed under Contract No. 3314 as outlined in the Summary of this Report;
2. Authorize the Department’s Chief Accounting Employee to release all retention monies, in the amount of \$78,740.13, held under Contract No. 3314 to Park West Landscape, Inc., 35 calendar days after acceptance by the Board; and,
3. Authorize the Board Secretary to furnish Park West Landscape, Inc., with a letter of completion.

SUMMARY:

The construction contract for Delano Park – Synthetic Soccer Field (PRJ20259) (W.O. #E170483F) project was awarded to Park West Landscape Inc., on June 2, 2010 (Board Report No. 10-133), in the amount of \$665,000. The project, located at 15100 Erwin Street, Los Angeles, CA 91411, was completed on October 21, 2011.

The project scope of work included the removal of the existing soccer field and preparation of the site including site grading; installation of site drainage, installation of the new synthetic turf soccer field and goals; installation of surrounding landscape and irrigation; construction of adjacent

## REPORT OF GENERAL MANAGER

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concrete pad and walkway; and installation of player benches. Furthermore, at the request of the Department, two shade structures were added to the scope of work.

Plans for the project were prepared by design consultant, Land Images Landscape Architecture, under the direction of the Department of Public Works, Bureau of Engineering (BOE), Recreational and Cultural Facilities Program (RCFP). BOE, Construction Management Group completed the construction management of the project.

BOE has informed the Department that the project is complete and that the contractor has furnished the required permits, drawings, operation and maintenance manuals, warranties and guarantees. The project had fifteen (15) Change Orders issued in the amount of \$122,401.29, or 18% of the base contract amount. The final construction contract amount, including change orders, is \$787,401.29.

Department staff consulted with the Office of Contract Compliance concerning the status of the labor compliance and Affirmative Action requirements on the project. There are no outstanding wage violations and Park West Landscape, Inc., is in compliance.

### FISCAL IMPACT STATEMENT:

The construction project was funded by Proposition K funds and Community Development Block Grant (CDBG) grant. There is no fiscal impact to the Department at this time.

This report was prepared by Sean H. Phan and Cathie Santo Domingo, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering. Reviewed by Neil Drucker, Program Manager, BOE Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

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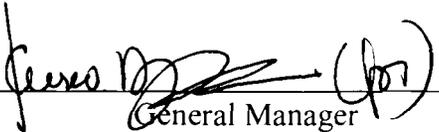
DATE December 14, 2011

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HANSEN DAM – SKATE PLAZA (PRJ1237A) – FINAL ACCEPTANCE

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>mf</u>
V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of work performed under Contract No. 3339 as outlined in the Summary of this Report;
2. Authorize the Department’s Chief Accounting Employee to release all retention monies held under Contract No. 3339 to Spohn Ranch, Inc., upon acceptance by the Board; and,
3. Authorize the Board Secretary to furnish Spohn Ranch, Inc., with a letter of completion.

SUMMARY:

The construction contract was awarded to Spohn Ranch, Inc., on February 18, 2011 (Board Report No. 11-055), in the amount of \$659,317. The project is located at 11770 Foothill Drive Lake View Terrace, California 91342. The 6,000 square foot skate park will provide skaters with a safe, challenging and legal place to skateboard. The project scope was a poured in place concrete park with features such as a bowl, ramp to bank, ledges, rails, pyramid, transitions and flat ground. The project also included the purchase and installation of plants (trees, shrubs and turf) and irrigation heads and lines. The latter work was performed by the Department of Recreation and Parks (RAP) staff.

The Bureau of Engineering (BOE), Architectural Division, performed the project management, and construction administration tasks, while the Construction Management Division performed the construction management task.

## REPORT OF GENERAL MANAGER

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BOE has informed RAP that this project was completed with a total of four (4) Change Orders issued, the fourth Change Order being a credit to RAP, for a total amount of \$19,460, or 2.95 % of the base contract amount. The final contract amount is \$678,777.

The construction scope tasks were completed by October 5th, 2011 to the standards of both RAP and the City of Los Angeles, and the final punch list items were reconciled on November 3, 2011. The project meets all RAP standards regarding the development and construction of in ground skate parks and RAP staff recommends the acceptance of the project.

BOE has consulted with the Office of Contract Compliance concerning the status of the labor compliance requirements and Affirmative Action requirements on the project. There are no outstanding wage violations and Spohn Ranch, Inc., is in compliance.

### FISCAL IMPACT STATEMENT:

For Fiscal Year 2012 - 2013, the Department of Recreation and Parks is requesting \$16,050 for yearly maintenance of the skate park facility, which includes part time staff, materials and supplies. This will provide four hours of maintenance per day, seven days a week year round. If the funding is not granted, the skate park will be included in the existing Valley Region routes resulting in reduction of core functions on the existing route.

The Report was prepared by Craig A Raines, Landscape Architect Assoc III, Planning, Construction and Maintenance Division.

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NO. 11-314

DATE December 14, 2011

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VAN NUYS SHERMAN OAKS PARK – EAST VALLEY MULTIPURPOSE CENTER (PRJ1580A) (W.O. #E1700475) PROJECT – FINAL ACCEPTANCE

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>MS</u>
V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of work under Contract No. 3272, with Ford E.C., Inc., as outlined in the Summary of this Report;
2. Authorize the Department's Chief Accounting Employee to release all retention monies held under Contract No. 3272 to Ford E.C., Inc., upon acceptance by the Board; and,
3. Authorize the Board Secretary to furnish Ford E.C., Inc., Contract No. 3272, with a letter of completion.

SUMMARY:

The construction contract for the Van Nuys Sherman Oaks Park - East Valley Multipurpose Center (PRJ1580A) (W.O. #E1700475) project was awarded to Ford E.C., Inc., on December 11, 2008 (Board Report No. 08-323), in the amount of \$9,423,000. The project, which is located at 5056 Van Nuys Boulevard, Sherman Oaks, California 91403, provided for the demolition of two existing buildings, totaling 8,306 square feet, and the construction of three new buildings, totaling 17,319 square feet. The first new building, with an area of 7,707 square feet will be used for multipurpose activities. The second building is 5,025 square feet, and will house the administration staff. The third building is 4,587 square feet and will be utilized for fitness programs and classrooms.

## REPORT OF GENERAL MANAGER

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Ford E.C., Inc. started construction on February 2, 2009. Construction is now 100% complete. On May 16, 2011, the Department of Building and Safety issued the Certificate of Occupancy for the subject project. On May 18, 2011, the Department of Recreation and Parks (RAP) took possession of the facility. On August 3, 2011, the Board of Recreation and Park Commissioners (Board) approved a Partial Acceptance (Board Report No.11-212) of the project. The facility has since been opened to the public. Subsequently, the grand opening dedication was held on October 27, 2011.

The Department of Public Works, Bureau of Engineering (BOE) has informed RAP that this project was completed with a total of fifty-seven (57) Change Orders being issued for a total of \$782,819 or 8.3% of the base contract amount. The final contract amount is \$10,205,819. The project was completed within the overall available budget. It is now recommended that the project be fully accepted, and retention released in accordance with contract requirements.

The construction of the project was funded by the Municipal Improvement Corporation of Los Angeles (MICLA) funds appropriated through the 2007-08 budget of the Capital Improvement Expenditure Program – Municipal Facilities. The details of funding sources utilized for this project were outlined in Board Report No. 08-323.

BOE has consulted with the Department of Public Works, Office of Contract Compliance concerning the status of the labor compliance requirements and Affirmative Action requirements on the project. There are no outstanding wage violations and Ford E.C., Inc. is in compliance.

### FISCAL IMPACT STATEMENT:

Approximately \$62,000 a year will be requested through the coming budget process to maintain this facility. This amount will cover cost for a Gardener Caretaker, a part time staff, materials and supplies and will provide adequate maintenance seven days a week, year round. If the requested funding is not granted, this facility will be included in the existing Valley Region routes resulting in reduction of the core functions on the existing routed facilities. This may impact the hours of operation of these facilities.

This report was prepared by Willis Yip, Project Manager, BOE, Architectural Division. Reviewed by Neil Drucker, BOE, Program Manager, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 11-315

DATE December 14, 2011

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WILTON PLACE PARK – SKATE PLAZA (PRJ20448) – FINAL ACCEPTANCE

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

K. Regan \_\_\_\_\_  
\*M. Shull anf  
N. Williams \_\_\_\_\_

[Signature]  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of work performed under Contract No. 3329 as outlined in the Summary of this Report;
2. Authorize the Department’s Chief Accounting Employee to release all retention monies held under Contract No. 3329 to California Skateparks, Inc., upon acceptance by the Board; and,
3. Authorize the Board Secretary to furnish California Skateparks, Inc., with a letter of completion.

SUMMARY:

On December 12, 2007, the Los Angeles City Council (Council) authorized the Community Redevelopment Agency Los Angeles (CRA/LA) under Council File No. 07-3410 to acquire a 3,648 square foot lot located at the intersection of Wilton Place and Olympic Boulevard ( the Wilton Place Property) for the development into a public park.

On September 9, 2009, Council adopted a Joint Resolution with the CRA/LA making certain findings, pursuant to California Redevelopment Law Health and Safety Code Section 33445, related to the expenditure of Wilshire Center/Koreatown Recovery Redevelopment Project Area (Project Area) bond proceeds to pay for the development and construction of a publicly-owned park on the Wilton Place Property located outside of the Project Area but of benefit to the Project Area. Council also authorized the CRA/LA to negotiate and execute a three year Cooperative Agreement with the

## REPORT OF GENERAL MANAGER

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Department of Recreation and Parks (RAP) under Council File Numbers 07-3410 and 09-1252 for as-needed park improvement services and professional consultation and land acquisition pursuant to which the CRA/LA would convey the Wilton Place Property to RAP, and RAP would accept from the CRA/LA fee simple title to the CRA/LA owned Wilton Place Property and all improvements thereon, at no cost to the City, upon completion of park improvements, and RAP would agree to maintain the proposed project thereafter.

On June 30, 2010, Council adopted the recommendation of the CRA/LA under Council File No. 10-0870 to adopt a Joint Resolution with the CRA/LA making the finding under California Redevelopment Law Health and Safety Code Section 33445.1 to authorize the CRA/LA to pay for the redevelopment of the Wilton Place Property and to further authorize the CRA/LA's CEO to increase the budget for the construction of the proposed pocket park on the Wilton Place Property.

In February 2011, Plans and Specifications were sent out for bid to the construction firms on our list of as-needed specialty concrete contractors. Only two firms responded, Gary Barton, Inc and California Skateparks, Inc. After review of the bids it was determined that California Skateparks, Inc., was the lowest responsible bidder at \$177,016. The project scope consisted of, but not limited to: clearing and grubbing the site, installing play equipment, drinking fountain, game tables, planting (trees, shrubs, vines and groundcovers), irrigation, fencing, fitness equipment, turf area, stabilized decomposed granite paving, custom stone reflexology paving, and a community kiosk.

On March 3<sup>rd</sup> 2011, the Notice to Proceed was issued to California Skateparks, Inc., and construction of the pocket park was completed on July 27, 2011 with the final walk through occurring on August 31, 2011. BOE has informed the RAP that this project was completed with a total of four (4) Change Orders issued, for a total amount of \$14,129, or 8 % of the base contract amount. The final contract amount is \$191,145.

The property was accepted from CRA/LA on October 5, 2011 (Board Report No. 11-134). The grand opening for the park was held with the community on October 22, 2011 and the park meets all RAP's standards and requirements regarding the development and construction for pocket parks and RAP accepts the work in its entirety and recommends release of all monies for the project that are being held in retention.

### FISCAL IMPACT STATEMENT:

For Fiscal Year 2012 - 2013, the Department of Recreation and Parks is requesting \$16,050 for yearly maintenance of the skate park facility, which includes part time staff, materials and supplies. This will provide four hours of maintenance per day, seven days a week year round. If the funding is not granted, the skate park will be included in the existing Metro Region routes resulting in reduction of core functions on the existing route.

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The Report was prepared by Craig A Raines, Landscape Architect Assoc III, Planning, Construction and Maintenance Division.

REPORT OF GENERAL MANAGER

NO. 11-316

DATE December 14, 2011

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 1171-1177 MADISON AVENUE – EAST HOLLYWOOD PUBLIC GARDEN AND ACHIEVEMENT CENTER – ACCEPTANCE OF REAL PROPERTY

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

K. Regan \_\_\_\_\_  
\*M. Shull *M. Shull*  
N. Williams \_\_\_\_\_

*[Signature]*  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Adopt a resolution, substantially in the form on file in the Board Office, approving the acquisition at no cost to the Department of Recreation and Parks (RAP), transferring of the property located at 1171-1177 Madison Avenue, Los Angeles, California 90029, consisting of approximately 0.56 acres of vacant land (Assessor's Parcel No. (APN) 5542-028-018 to 020), and accepting the Deed from the Los Angeles Community Garden Council (LACGC), vesting title with RAP, and setting aside and dedicating the property as park land in perpetuity;
2. Direct staff to assist the Department of General Services (GSD), Office of the City Attorney and other City entities with the acquisition of the 0.56 acre property;
3. Upon successful close of escrow, direct the Board Secretary to accept the Grant Deeds to the parcel; and,
4. Authorize staff to issue a temporary right-of-entry permit to the LACGC to allow them and/or their contractor to enter the property to conduct preliminary design and construction work and maintenance responsibilities until such time as a long-term agreement is approved by the Board, Mayor, City Council, and City Attorney as to form;

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### SUMMARY:

LACGC is a non-profit corporation made up of volunteers. It was founded in 1999 with a mission to connect people with community garden space in their neighborhood. LACGC has extensive experience obtaining property for use as community gardens. This includes the acquisition and development of the Vermont Square Community Garden in 2001 and the leasing of DWP property for the development of Stanford Avalon Community Garden in Watts in 2010.

Earlier this year LACGC was awarded \$984,542 in Parks First Trust Fund monies and \$2,400,000 in Community Development Block Grant monies (CDBG) for land acquisition and development of the East Hollywood Public Garden and Achievement Center project. It should be noted that on February 2, 2011, the Board, through Board Report No. 11-042, indicated its willingness to accept the property and enter into an agreement should a Parks First Trust Fund grant be received by LACGC. The property identified for this project is located at 1171-1177 Madison Avenue, Los Angeles, California 90029 and measures approximately 0.56 acres in size.

Although, LACGC was awarded the grants, grant guidelines require that ownership of land acquired with grant funds must be held by the City. As a result, several actions must be taken simultaneously. LACGC will purchase the property from the current owners, transfer title of the property to RAP through escrow at no cost to RAP, and RAP will in turn issue a right of entry permit to LACGC to allow for the preliminary design and construction work as well as begin maintenance responsibilities until such time as a long-term lease agreement with LACGC can be drafted and approved by the Board. The GSD will oversee the transfer of title from LACGC to the RAP.

Staff has been informed that a purchase price of \$1,600,000 has been agreed upon and supported by an appraisal reviewed by GSD. Environmental due diligence in the form of a Phase I Environmental Site Assessment (ESA) has been performed for the subject property in accordance with the American Society for Testing and Materials (ASTM) Standard Practice for Environmental Site Assessment: Phase I Environmental Site Assessments (Standard Designation E 1527-05) approved in November 2005 and the United States Environmental Protection Agency (US EPA) 40 CFR Part 312 Standards and Practices for All Appropriate Inquiries (AAI) – Final Rule adopted November 1, 2006. No evidence of Recognized Environmental Conditions (RECs) was found on the property, and no further site investigation is required. The Phase I ESA Report dated April 13, 2010 is on file in RAP's Real Estate Division.

Staff has determined that the proposed project will involve the acquisition and transfer of land to preserve open space, and the development of properties for use as community gardens. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(14, 40), Class 4(1, 3) and Class 25(5) of the City CEQA Guidelines.

REPORT OF GENERAL MANAGER

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The Assistant General Manager for Operations and the Councilmember for the 13<sup>th</sup> District, both concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

The property will be donated to RAP and also maintained by LACGC and therefore will have no impact to RAP's General Fund.

This report was prepared by Cid Macaraeg, Sr. Management Analyst II, Planning, Maintenance and Construction Branch.

REPORT OF GENERAL MANAGER

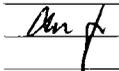
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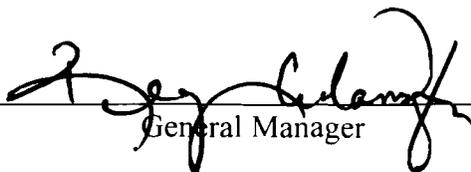
DATE December 14, 2011

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT NO. 2 TO CONSULTANT CONTRACT NO. 2936 WITH URS CORPORATION, A NEVADA CORPORATION, DBA URS CORPORATION AMERICAS FOR AS-NEEDED ENVIRONMENTAL CONSULTING SERVICES

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u></u>
V. Israel	_____	N. Williams	_____

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve a proposed Supplemental Agreement No. 2 to Contract No. 2936 with URS Corporation, a Nevada Corporation, dba URS Corporation Americas, for as needed environmental research, planning, impact assessment, regulatory compliance and management services, substantially in the form on file in the Board Office, to extend the term of the contract by one year, for a new total of thirteen (13) years, and increasing the contract amount by \$100,000 from \$900,000 to \$1,000,000, while maintaining the hourly rates through 2012, subject to approval of the Mayor, the City Council, and the City Attorney as to form;
2. Find pursuant to Charter Section 1022 and Los Angeles Administrative Code Section 10.15(a)(10) that the Department of Recreation and Parks (RAP) does not have personnel available in its employ with sufficient time and expertise to undertake these specialized professional tasks in a timely manner, that it is more feasible and economical to secure these services by contract, and the use of competitive bidding would be undesirable, impractical or impossible;
3. Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that competitive bidding is not practicable or advantageous as it is necessary for RAP to be able to call on contractors to perform this work as needed on a temporary and occasional, but frequent, basis without engaging in a new competitive

## REPORT OF GENERAL MANAGER

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process for each individual project to be performed; however, from among as needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor;

4. Direct the Board Secretary to transmit the proposed Supplemental Agreement No. 2 forthwith to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form; and,
5. Authorize the President and Secretary of the Board to execute the Supplemental Agreement No. 2 upon receipt of necessary approvals.

### SUMMARY:

On November 17, 1999, the Department entered into a personal services contract with URS Greiner Woodward–Clyde International – Americas, Inc. (now known as URS Corporation Americas) for as-needed environmental consulting services. The term was for six (6) years, expiring on November 16, 2005, and the amount was for \$300,000. Amendment No. 1, which changed the name of URS Greiner Woodward – Clyde International – Americas, Inc. to URS Corporation Americas, was approved by the Board (Board Report 03-54) on February 19, 2003. Amendment No. 2, which extended the contract for three (3) years and increased the contract ceiling to \$600,000, was approved by the Board on July 13, 2005 (Board Report 05-199). A Supplemental Agreement to the Contract was executed on May 20, 2009, which extended the contract for three (3) years, and increased the contract ceiling to \$900,000. This Supplemental Agreement expired on November 16, 2011.

To date, the firm has worked on several Department projects including, but not limited to, the Chatsworth Park South Lead Remediation Project (PRJ9000) and Phase I Environmental Site Investigations for Eleven Properties for the 50 Parks Initiative (PRJ20052). It is anticipated that this consultant will require additional time and contract amount to complete work on various aspects of the latter projects. At this time, the consultant has been assigned work on this project that will extend beyond the current term of the contract. The Department does not have available personnel to perform these specialized professional tasks in a timely manner due to the existing demand on staff workload to meet other project requirements and deadlines. There will be no adjustments in the hourly rates through 2012. This Supplemental Agreement No. 2 will allow this consultant to continue working on the various projects through its completion.

This Supplemental Agreement No. 2 is recommended in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the

REPORT OF GENERAL MANAGER

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services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the Supplemental Agreement.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's General Fund because all compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

This Report was prepared by Gino Ogtong, Management Analyst II, Planning and Development.

REPORT OF GENERAL MANAGER

NO. 11-318

DATE December 14, 2011

C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LANARK PARK – SYNTHETIC SOCCER FIELD (PRJ20559) (W.O. #E1907431) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION SERVICES

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>anf</u>
V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE) and the General Services Department, Construction Services (GSD), to provide construction services for the Lanark Park - Synthetic Soccer Field (PRJ20559) (W.O. #E1907431) project, subject to the approval of the City Attorney as to form;
2. Direct the Department’s Chief Accounting Employee to request that the City Administrative Office (CAO) include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$1,020,000 be approved for the construction of the Lanark Park - Synthetic Soccer Field (PRJ20559) (W.O. #E1907431) project;

From:

FUNDING <u>SOURCE</u>	FUND/DEPT./ <u>ACCT. NO.</u>	ENCUMBRANCE <u>AMOUNT</u>
Quimby	302/89/460K-LA	<u>\$1,020,000</u>
TOTAL:		<u>\$1,020,000</u>

REPORT OF GENERAL MANAGER

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To:

Through GSD Account and from there to the appropriate GSD Account Fund 100, Department 40, as follows:

1104 – Construction Salaries	\$204,000
1101 – Hiring Hall Salaries	\$306,000
1121 – Hiring Hall Fringe Benefits	\$102,000
3180 – Construction Materials and Supplies	<u>\$408,000</u>
TOTAL:	\$1,020,000

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the Bureau of Engineering Project Manager;

3. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for review and approval as to form; and,
4. Authorize the General Manager to execute the proposed MOU, subject to approval as to form by the City Attorney.

SUMMARY:

The proposed Lanark Park - Synthetic Soccer Field (PRJ20559) (W.O. #E1907431) project is located at 21816 Lanark Street, Canoga Park, CA 91307. The improvements include the construction of a new 170 foot by 270 foot synthetic soccer field with sub-drain system, striping, sportsfield and security lighting, shade structures with misters, fencing, and decomposed granite walking paths.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process due to the following reasons:

- The scope of work is considered “Specialty Work”. GSD has a list of qualified City-approved vendors who are specialized in the installation of synthetic turf.
- The project is on a fast track schedule in order to meet the needs of the surrounding community in the most expeditious manner. Approximately three to four months can be saved from the regular bid and award time by having GSD and their selected City-approved vendors perform construction. GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

REPORT OF GENERAL MANAGER

PG. 3                      NO. 11-318

In addition to timeliness, GSD has experience in successfully completing various synthetic soccer field projects for RAP, most recently at the Rancho Cienega Sports Complex. BOE will provide construction administration and construction management services.

Approved project funds are available for the construction work in the following fund and accounts, and per Board Report No. 11-258:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT. NO.</u>
Quimby	302/89/460K-LA

Staff has determined that the subject project will consist of the construction of an accessory facility to the existing recreational uses at the park. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11(3,6) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Quimby fees or funding sources other than the Department's General Fund. The maintenance of the proposed park improvements will require approximately \$30,000 annually (e.g. part-time staff, materials and supplies), which will provide four hours of maintenance per day, seven days a week, year round. An additional \$9,000 is needed for a one-time purchase of a synthetic turf groomer. If supplemental funding is not granted, the proposed park improvements will be included in existing maintenance routes, which would result in reduction of daily core maintenance functions performed at the parks on the existing maintenance route.

This report was prepared by Guillermo Barragan and Paul Tseng, Project Manager, BOE, Architectural Division. Reviewed by Neil Drucker, Program Manager, BOE, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 11-319

DATE December 14, 2011

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PECK PARK – MOSAIC TILE WALL PROJECT

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	_____
V. Israel	_____	N. Williams	_____

\_\_\_\_\_

*[Handwritten Signature]*

General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

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RECOMMENDATIONS:

That the Board:

1. Approve a mosaic tile wall project upon the pool facility at Peck Park; and,
2. Authorize the Department to issue the appropriate Right-of-Entry permit.

SUMMARY:

Peck Park is a 74.52 acre park located at 560 North Western Avenue, in the San Pedro Community Plan area. The Department has operated Peck Park Pool since its construction in 1962. Peck Park Pool is a year-round, outdoor facility, with an area of 6,000 square feet and an approximate deck area of 8,900 square feet. Peck Park Pool had an attendance of 18,168 persons in 2005. Peck Park Pool serves the community by providing public swimming, swim club and swim classes.

There currently exists a mural located upon the pool facility at Peck Park. That mural was painted on a concrete brick wall and is currently in a state of disrepair (Exhibit A). The mural is located on the wall outside the pool filter and heater room in a low profile location and is not visible unless walking to tennis courts, visiting the pool, or walking by to go to the baseball fields.

Staff at Peck Park Pool has proposed to replace the existing mural with a new mosaic tile wall project. Staff has received written permission from the original artist to replace the existing mural. Additionally, staff at Peck Park Pool will largely donate their time and effort, along with other members of the community, to create the new mosaic tile mural. The Commission granted a conceptual approval of the mural at their February 2, 2011 meeting (Board Report 11-031).

## REPORT OF GENERAL MANAGER

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There are two artists for the proposed mural. The first is Julie Bender, Pool Manager I at Peck Park Pool. The second is Rick Nunez who is a mosaic wall mural instructor for a Los Angeles City Occupational School. Examples of previous work by the Julie Bender are attached to this report (Exhibit B). The final design of the proposed mural was chosen by the community through a voting process that lasted from March through September (Exhibit C). Participants in the voting process consisted of San Pedro community members who utilize the Peck Park Pool for swim classes, swim teams, and recreational swimming as well as members of the Northwest San Pedro Neighborhood Council which utilizes the Park's auditorium for their monthly meetings.

The tiles, paint, and glazing process will be paid for through donations and fund raising within the community. Various segments of the proposed mural will be 'adopted' by different community organizations such as the Girl and Boy Scouts troops. Additionally, the mosaic tile wall will include an appropriate anti-graffiti coating to facilitate long term maintenance. Peck Park Pool is scheduled to be shut down for maintenance in January. If approved, the mural will be installed at that time through a series of volunteer work days. These issues will be delineated in the right-of-entry permit, which will also provide for the mural's removal if it is not maintained. Removal of the mural is subject to the provisions of Federal and State law that require notice to artists prior to physical defacement, mutilation, alteration or destruction of works of fine art (17 U.S. Code 106A; California Civil Code section 987). The mosaic tile wall project is also being presented to the Cultural Affairs Commission for approval.

Staff has determined that the subject project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section 1, Class 1(1) of the City CEQA Guidelines.

The Council District 15 and Pacific Region management and staff support this project at Peck Park.

### FISCAL IMPACT STATEMENT:

There will be no fiscal impact to the Department as the cost of the tile, installation, and anti-graffiti coating will be paid for by the community through fund raising efforts.

This Report was prepared by Melinda Gejer, City Planning Associate, Planning, Construction and Maintenance Division.

Exhibit A – Existing Mural Location and Condition

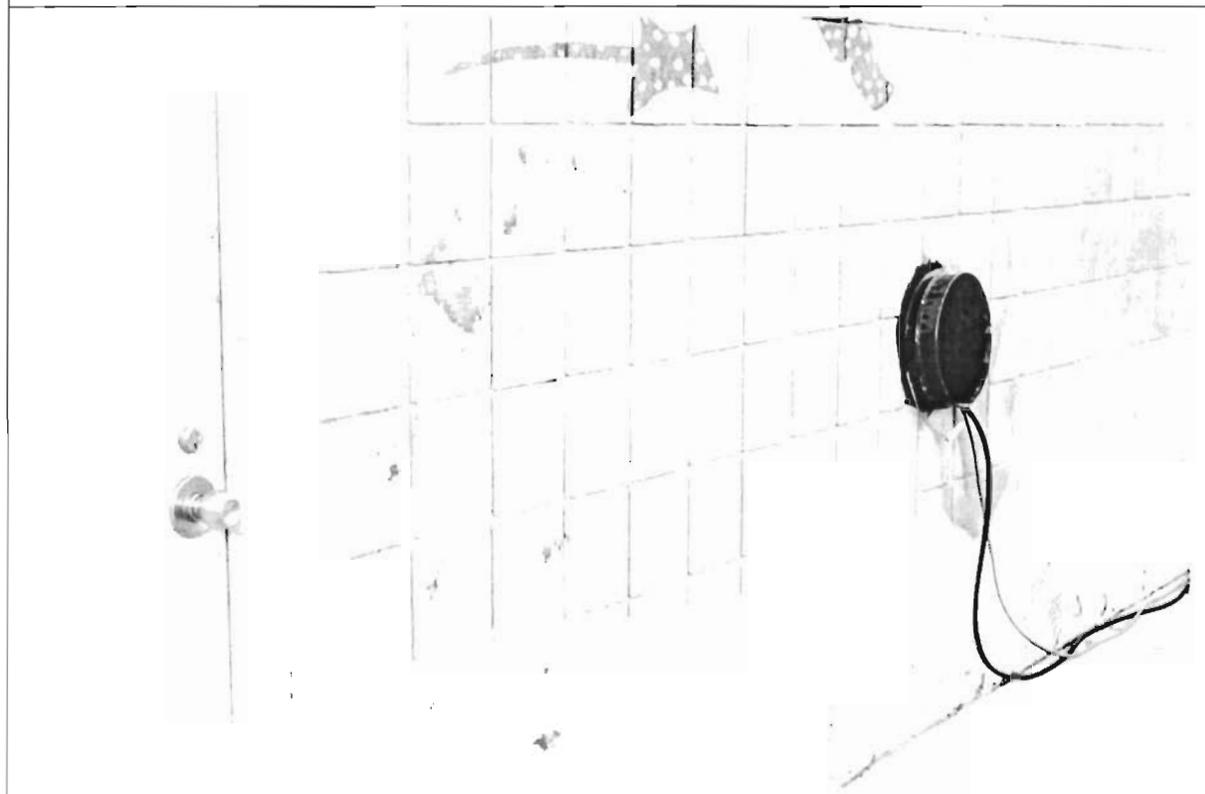


Exhibit B – Examples of Previous Works by Julie Bender.

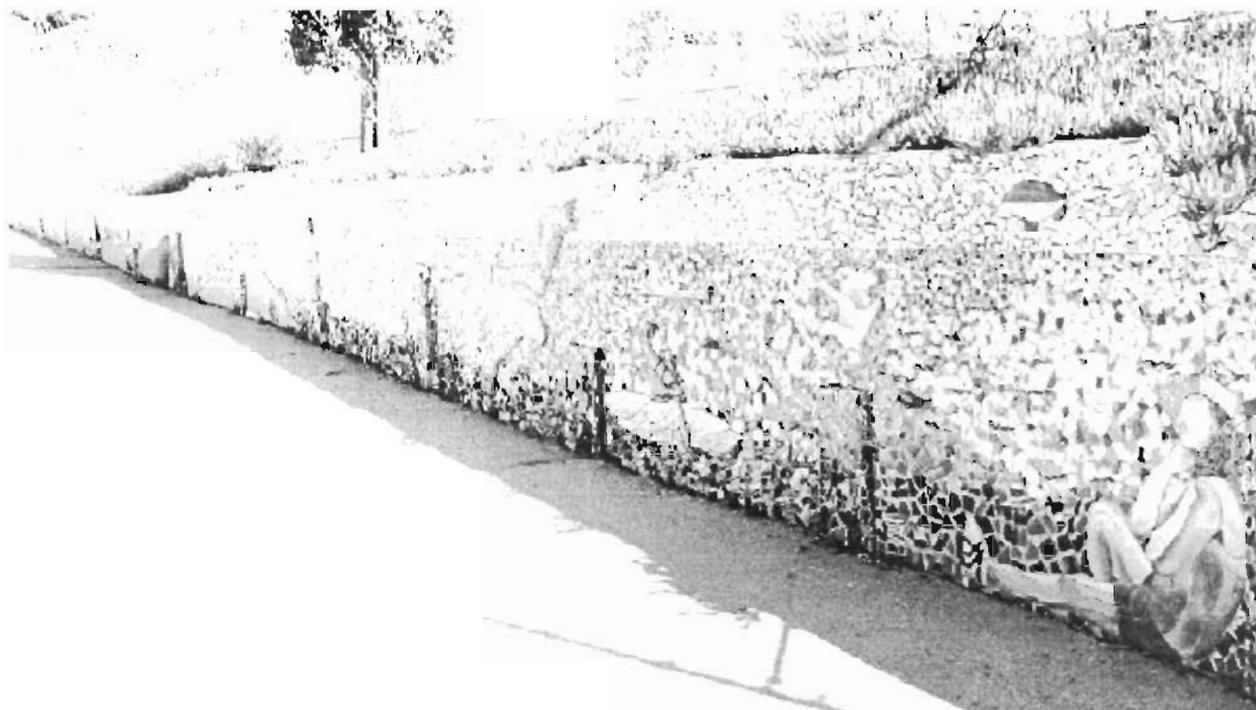


Exhibit C – Final Design as Chosen by the Community.





REPORT OF GENERAL MANAGER

NO. 11-320

DATE December 14, 2011

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WILTON PLACE PARK – NAMING PROPOSAL

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>mf</u>
V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board grant conceptual approval of the proposal to name the newly acquired park property as the Country Club Park Heritage Plaza in order for staff to begin the formal naming process for the area currently known as Wilton Place Park.

SUMMARY:

In September 2009, the City Council authorized the Community Redevelopment Agency (CRA) to expend Wilshire Center/Koreatown Recovery Redevelopment Project Area bond proceeds to pay for the development and construction of a publicly-owned park at 1015 South Wilton Place in Council District 10 (Council File No. 07-3410). In addition, Council authorized the CRA to negotiate and execute an agreement with the Department of Recreation and Parks (RAP) for the conveyance of the Site to RAP from the CRA at no cost to the City.

Located at the intersection of Wilton Place and Olympic Boulevard, within the historic Country Club Park neighborhood, this pocket park features a child play area, water fountain, fixed tables and chairs, seating areas for the adjacent public transit stop, a walking path, irrigation and landscaping.

On September 27, 2011, the City Council adopted a motion presented by Herb J. Wesson, Councilman of the 10<sup>th</sup> district, requesting that the Board of Recreation and Park Commissioners take the necessary steps to name this new pocket park “Country Club Park Heritage Plaza.”

Department staff recognized the need to name this new park for administrative and accounting purposes and to erect signage at the park, advising the public regarding the parks location and hours of availability. Per Section III.F of the Instruction on Naming Parks and Recreation Centers

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-320

(Board Report No. 701, 1974 and Board Report 381, 1976), “the Planning staff designates temporary names for proposed or newly acquired sites for purposes of administration and accounting. These names are used only until formal naming can be made.”

On Saturday, October 22, 2011, this Department along with Council District 10, the CRA and the Country Club Park Neighborhood Association held the grand opening of this new park. At that time the park was referred to as Country Club Park Heritage Plaza.

Per the Instruction on Naming Parks and Recreation Centers the geographic location of the park was used in designating the temporary name of Wilton Place Park. Based on the motion presented by Council District 10, adopted by the full City Council, Department staff recommends conducting the formal naming process at this time, including the appropriate community outreach.

Due to the size, placement, and amenities at this location, Department staff does not find that the park currently known as Wilton Place Park would be competitive for the selling of naming rights, however, the formal naming of a new park does not prohibit subsequent naming requests.

FISCAL IMPACT STATEMENT:

Fiscal impacts due to signage will be addressed in a subsequent report to the Board.

This report was prepared by Melinda Gejer, City Planning Associate, Planning, Construction and Maintenance.

REPORT OF GENERAL MANAGER

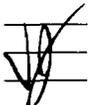
NO. 11-321

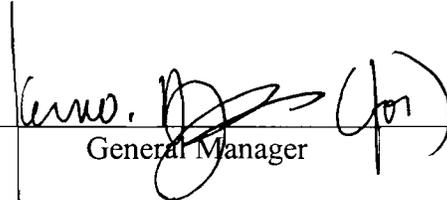
DATE December 14, 2011

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: JIM GILLIAM CHILD CARE CENTER – CALIFORNIA DEPARTMENT OF EDUCATION – 2012-13 GENERAL CHILD CARE AND DEVELOPMENT AND CALIFORNIA STATE PRESCHOOL – RETROACTIVE AUTHORIZATION TO SUBMIT CONTINUED FUNDING APPLICATIONS FOR SUBSIDIZED PRESCHOOL; AND ACCEPTANCE OF GRANT FUNDS

R. Adams		K. Regan	_____
H. Fujita	_____	M. Shull	_____
*V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Retroactively approve the submission of a 2012-13 General Child Care Program (CCTR) continued funding application in the amount of approximately \$6,030 and a 2012-13 California State Preschool Program (CSPP) continued funding application in the amount of approximately \$178,261 to the California Department of Education (CDE) for subsidized preschool services at Jim Gilliam Child Care Center, subject to Mayor and City Council consideration;
2. Direct staff to transmit a copy of the grant applications to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA) and to the City Clerk for committee and City Council approval before accepting and receiving the grant awards, pursuant to the Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize the Department’s General Manager to accept and receive the 2012-13 CCTR continued funding, if awarded, in the amount of approximately \$6,030 and the 2012-13 CSPP continued funding award, if awarded, in the amount of approximately \$178,261 from the California Department of Education for subsidized preschool services at Jim Gilliam Child Care Center, subject to the approval of the Mayor and City Council;

## REPORT OF GENERAL MANAGER

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4. Designate the Department's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests and so on, which may be necessary for the completion of the project(s); and
5. Authorize the Department's Chief Accounting Employee to establish the necessary accounts within "Recreation and Parks Grant" Fund 205 to accept the 2012-13 CCTR continued funding, if awarded, in the amount of approximately \$6,030 and the 2012-13 CSPP funding, if awarded, in the amount of approximately \$178,261 for subsidized preschool services at Jim Gilliam Child Care Center.

### SUMMARY:

The California Department of Education (CDE) is offering existing contractors the opportunity to request continued funding for fiscal year (FY) 2012-13 for Child Care and Development programs. The Department is a current recipient of General Child Care (CCTR) and California State Preschool (CSPP) funding from the CDE which provides subsidized preschool at Jim Gilliam Child Care Center for eligible children ages three to five years old. The application for continued funding was due by December 1, 2011.

Since January of 1986, the Department has received CDE funds to operate the child care services at Jim Gilliam. The program is the Department's first licensed pre-school program and serves children of families with incomes at or below the 75 percent State median income level. Prior to the CDE subsidy, many parents could only afford to enroll their children for a portion of the day. The center is licensed by the State to serve 45 children from three to five years of age, and is currently operating at full capacity. The subsidized program at Jim Gilliam Child Care Center makes it possible for children to remain at the center all day.

The Department is requesting retroactive authority to apply for continued funding of the CCTR grant in the amount of approximately \$6,030 and the CSPP grant in the amount of approximately \$178,261. These grants will make it possible for the Department to continue the subsidized preschool program at the Jim Gilliam Child Care Center. The grant applications were due and submitted by December 1, 2011.

### FISCAL IMPACT STATEMENT:

The CCTR and CSPP grants do not require a match. The grants assist the Department by providing additional funding to continue the subsidized preschool program at the Jim Gilliam Child Care Center.

This Report was prepared by Alexa Esparza, Senior Management Analyst, Grants Administration.

REPORT OF GENERAL MANAGER

NO. 11-322

DATE December 14, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CALIFORNIA DEPARTMENT OF EDUCATION – SUMMER FOOD SERVICE PROGRAM 2012-13 – RETROACTIVE AUTHORIZATION TO SUBMIT GRANT APPLICATION FOR SUMMER LUNCH AND AFTER SCHOOL SNACK PROGRAM; ACCEPTANCE OF GRANT FUNDS

R. Adams	<u>          </u>	K. Regan	<u>          </u>
H. Fujita	<u>          </u>	M. Shull	<u>          </u>
*V. Israel	<u>          </u>	N. Williams	<u>          </u>

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Retroactively approve the submission of a Summer Food Service Program 2012-13 (SFSP) grant application to the California Department of Education (CDE) for the Department’s Summer Lunch and After School Snack Program in the amount of approximately \$1 million, subject to Mayor and City Council consideration;
2. Direct staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA) and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to the Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize the Department’s General Manager to accept and receive the SFSP grant award, if awarded, in the amount of approximately \$1 million from the CDE for the Department’s Summer Lunch and After School Snack Program, subject to the approval of the Mayor and City Council;
4. Designate the Department’s General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests and so on, which may be necessary for the completion of the project(s); and,

## REPORT OF GENERAL MANAGER

PG. 2      NO. 11-322

5. Authorize the Department's Chief Accounting Employee to establish the necessary account within "Recreation and Parks Grant" Fund 205 to accept the SFSP grant, if awarded, in the amount of approximately \$1 million for the Department's Summer Lunch and After School Snack Program.

### SUMMARY:

The Summer Food Service Program (SFSP) is a federally funded program administered by the California Department of Education (CDE) that reimburses agencies for providing nutritious meals to children 18 years of age and younger. The Department of Recreation and Parks (Department) submits an annual application to the CDE for its Summer Lunch and After-School Snack Program. The application for the year-round program was due September 1, 2011.

The Department has participated in the SFSP since 1975, and over the years, has added various components such as serving lunches year-round while Los Angeles Unified School District maintained a year-round calendar and serving snacks after school. All sites are "drop-in" sites where meals are available to all children in the area. Children do not need to apply, meet eligibility requirements, sign up or sign in. The lunches and snacks are nutritious and well-balanced meals that must meet Federal meal pattern requirements.

For 2011-12, the Department estimates that 527,400 snacks and 204,000 lunches will be served with an estimated reimbursement of \$1,059,956. Costs vary depending on the bid price for meals, number of lunches/snacks ordered and served, any regulation violations, and the annual reimbursement rate. The current reimbursement rate is \$3.2375 per lunch and \$0.7575 per snack. An increase in the rate of reimbursement is determined by the USDA each January. Reimbursements are calculated based on the number of "first" meals (meals served that do not include leftovers or second servings to the same children) with an allowance for second servings to be claimed. The Department's program is conducted in conjunction with the federal Community Development Block Grant funded Youth Recreation and Nutrition Program, which covers program costs beyond the total reimbursement.

The Department is requesting retroactive approval to apply for the SFSP grant in the amount of approximately \$1 million in reimbursements for the Department's Summer Lunch and After-School Snack Program. The Department submitted the application to CDE on September 1, 2011.

### FISCAL IMPACT STATEMENT:

The acceptance of the SFSP grant does not require a match. Based on the projected number of meals served using the current year data, there is no anticipated impact to the Department's General Fund for this program.

This Report was prepared by Alexa Esparza, Senior Management Analyst, Grants Administration Division.

REPORT OF GENERAL MANAGER

NO. 11-323

DATE December 14, 2011

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SOLANO CANYON COMMUNITY GARDEN – AGREEMENT WITH LOS ANGELES COMMUNITY GARDEN COUNCIL FOR THE OPERATION AND MAINTENANCE OF A COMMUNITY GARDEN ON PARK PROPERTY

R. Adams	_____	K. Regan	_____
H. Fujita	_____	M. Shull	_____
*V. Israel	_____	N. Williams	_____

General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed three (3) year agreement (Agreement), substantially in the form on file in the Board Office, between the City of Los Angeles and the Los Angeles Community Garden Council, a California non-profit corporation, setting forth the terms and conditions for the operation and maintenance of the Solano Canyon Community Garden, subject to the approval of the Mayor, and of the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approve as to form;
3. Authorize the Board President and Secretary to execute the Agreement upon receipt of the necessary approvals; and,
4. Direct the Department Chief Accounting Employee to deposit fees and utility and other cost recovery reimbursements received from Los Angeles Community Garden Council in the account and subaccount established in Fund 302 Dept 89 for such purpose.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 11-323

### SUMMARY:

On May 4, 2011, the Board approved the Policy on Community Operated Open Spaces, Operating Guidelines for Self-Operated Community Gardens and various recommendations for each of the Department's community garden facilities including those community gardens operated by an outside group or organization (Board Report No. 11-121).

On June 15, 2011, the Board approved the establishment of an account and subaccounts in Department 89 Fund 302 for the deposit of annual fees and utility reimbursements received from organizations which operate community gardens independently pursuant to permits or agreements with the Department and in conformance with the Schedule of Rates and Fees (Board Report No. 11-190).

One recommendation included in Report No. 11-121 was to direct staff to transition the outside group or organization to an agreement for the operation and maintenance of the community garden facility in accordance with the Board's Policy on Partnerships and in conformance to the Community Operated Open Space Policy. Another recommendation was to direct staff to return to the Board for final authorization to execute the agreements.

Subsequently, Partnership Division staff initiated discussions with the Los Angeles Garden Council (Organization), which currently shares operation of the Solano Canyon (Garden) with Farmworks Los Angeles, which operates an urban farm. Organization and the Department have now come to a mutual agreement for the operation and maintenance of a portion of the park property through the proposed Agreement. As instructed by the Board, staff presents to the Board the proposed three-year Agreement with the Organization for final authorization.

The Garden is located at 545 Solano Avenue, Los Angeles, CA 90012 in Council District 1, on a 5 acre site. The area to be under the Organization consists of 30 community garden plots in the Southern portion of the site.

The Garden occupies the former site of the Solano Avenue Elementary School, which was torn down in 1935 shortly after construction of the Pasadena Freeway. The freeway runs along side—and under—the garden. Staff and Organization have mutually agreed to the terms and conditions of the proposed Agreement for the operation and maintenance of the Garden portion of the park property. As part of the proposed Agreement, Organization will be responsible, at its sole cost and expense, for all utility, maintenance, and repair costs related to the operation of the Garden.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-323

Staff has determined that the execution of the proposed Agreement is for the operation of recreational programming at an existing park facility involving negligible or no expansion of use 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.

FISCAL IMPACT STATEMENT:

The proposed Agreement will have no impact on the Department's General Fund as Program costs will be paid for by Organization, at no cost to the City.

This report was prepared by Deanne A. Dedmon, Recreation Supervisor, Partnership Division.

REPORT OF GENERAL MANAGER

NO. 11-324

DATE December 14, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: KAISER PERMANENTE – OPERATION SPLASH PROGRAM 2012 –  
RETROACTIVE AUTHORIZATION TO SUBMIT GRANT APPLICATION FOR  
AQUATICS PROGRAMMING; ACCEPTANCE OF GRANT FUNDS

R. Adams

H. Fujita

\*V. Israel



K. Regan

M. Shull

N. Williams

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Retroactively approve the submission of a Kaiser Permanente Operation Splash Program 2012 grant application to Kaiser Permanente to augment funding for the Department’s aquatics programming in the amount of approximately \$265,000, subject to Mayor and City Council consideration;
2. Direct staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA), and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to the Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize the Department’s General Manager to accept and receive the Operation Splash Program 2012 grant award, if awarded, in the amount of approximately \$265,000 from Kaiser Permanente for aquatics programming; and a supplemental program for Kaiser Permanente’s “Rethink Your Drink” campaign, subject to the approval of the Mayor and City Council;
4. Designate the Department’s General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests and so on, which may be necessary for the completion of the project(s); and,

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5. Authorize the Department's Chief Accounting Employee to establish the necessary account within "Recreation and Parks Grant" Fund 205 to accept the Operation Splash Program 2012 grant, if awarded, in the amount of approximately \$265,000 for aquatics programming.

SUMMARY:

In October 2011, the Kaiser Permanente (Kaiser), through its Community Benefit Program, released the Operation Splash Program 2012 Grant application to fund programs that provide safe physical activities in low-income neighborhoods up to \$250,000 and the "Rethink Your Drink" campaign up to \$15,000. The application was due by November 23, 2011.

The Kaiser organization seeks to make positive contributions to the communities that they serve by supporting programs that encourage healthy eating and active living. To that end, in 2006, Kaiser partnered with the Department of Recreation and Parks (Department) and launched the Operation Splash Program (Program). The Program's objectives include: 1) to increase opportunities for safe physical activities in low-income neighborhoods where health disparities are greatest and opportunities for safe physical activity are often scarce; 2) to teach children and adults basic water safety and swimming skills in order to prevent drowning; and 3) to promote life-long physical activity. In 2010, Kaiser enhanced the Program by adding the "Rethink Your Drink" campaign designed to promote healthy beverage practices.

Through the generosity of Kaiser over the years, the Department has successfully provided safe physical activities in low-income neighborhoods through the Learn to Swim, Junior Lifeguard, Extended Pool Season programs, which has resulted in providing more than 25,000 lessons to youth, ages 7 to 17, throughout the City of Los Angeles. Youth participating in the Program come away with valuable knowledge and experience in aquatic sports, including the ability to share the information with others; fundamentals of participating in competitive and physical aquatic activities; the ability to demonstrate newly learned skills; a respect for the aquatic dangers and a range of safety skills and knowledge for emergency response; and a better understanding of teamwork and individual goal setting. Moreover, many past participants in the Operation Splash Program have gone on to become program instructors.

The Department is requesting retroactive approval to apply for the Kaiser Permanente Operation Splash Program 2012 Grant in the amount of \$265,000, to supplement funding for the Department's aquatics programming, which includes: Learn to Swim, Junior Lifeguards, Extended Summer Pool Season and a supplemental program for Kaiser's "Rethink Your Drink" campaign. The Department submitted the grant application on November 23, 2011.

REPORT OF GENERAL MANAGER

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FISCAL IMPACT STATEMENT:

The acceptance of this grant does not require a match. The grant provides needed funding for additional aquatic services to youth. There is no fiscal impact to the Department's General Fund.

This report was prepared by Alexa Esparza, Senior Management Analyst, Grants Administration.

REPORT OF GENERAL MANAGER

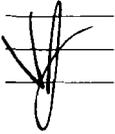
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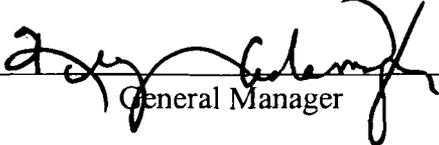
DATE December 14, 2011

C.D. 1,4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARTNERSHIP DIVISION – OPERATING EXPENDITURES FOR 2011 SUMMER SWIM PROGRAMS AT MIGUEL CONTRERAS LEARNING CENTER AND EAST VALLEY HIGH SCHOOL

R. Adams		K. Regan	_____
H. Fujita		M. Shull	_____
*V. Israel		N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board authorize payment of operating expenditures in an amount not to exceed Twenty Thousand Dollars (\$20,000), related to 2011 Summer Swim Programming operated by the Department at Los Angeles Unified School District aquatics facilities at Miguel Contreras Learning Center and East Valley High School.

SUMMARY:

For more than forty (40) years, the City of Los Angeles Department of Recreation and Parks (RAP) and Los Angeles Unified School District (LAUSD) have entered into various agreements involving capital improvement projects and related shared use of aquatics and recreation facilities at various school and park sites.

During the summer of 2011, RAP successfully operated swim programs for the benefit and enjoyment of the public at Miguel Contreras Learning Center (MCLC) and East Valley High School (EVHS), through license agreements issued by LAUSD. MCLC is located at 322 S. Lucas Avenue, in the First Council District (CD 1), and EVHS is located at 5525 Vineland Avenue in the Fourth Council District (CD 4). Aquatic programs at each facility provided a valuable summer escape from the heat for hundreds of Los Angeles youth and families.

License agreements were issued by LAUSD authorizing RAP’s use of the pool, locker rooms, restrooms, and parking lot at each aquatics facility, stipulating the terms and conditions under which the summer aquatic programs would be operated. The license agreements were executed under the

REPORT OF GENERAL MANAGER

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authority of the General Manager, as the agreements were each for a term of less than one (1) year and a cost not exceeding \$20,000. The 2011 Summer programming, which consisted of public recreational swim, were held on Saturdays and Sundays during the hours of 12:30 pm to 5:30 pm, from July 2, 2011 through August 28, 2011.

RAP has identified sufficient funding to pay the 2011 Summer Swim Program operating expenses, and shall pay such expenses out of Fund 302, Account No. 003040. LAUSD has provided invoices for program expenses incurred at each facility, based on RAP's actual use, in the amounts of \$8,167.85 for MCLC; and \$9,173.85 for EVHS.

The authorization for payment of operating expenses under the terms of the approved License Agreement is a ministerial action as defined in Section 15369 of the State CEQA Guidelines, and therefore is exempt for the provisions of CEQA pursuant to Section 2(b) of the City CEQA Guidelines.

The Assistant General Manager, Operations Branch, the Superintendents of the Metro and Valley Regions, and the Offices of the First and Fourth Council Districts concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

The Department has funds available to pay LAUSD for permits, maintenance and other related expenses required for the operation of the 2011 Summer Aquatics Programs at MCLC and EVHS. These expenses will not exceed \$20,000 for Fiscal Year 2011-12.

This report was prepared by Joel Alvarez, Senior Management Analyst, Partnership Division.

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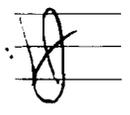
DATE December 14, 2011

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARTNERSHIP DIVISION - SEPULVEDA BASIN RECREATION AREA - ANTHONY C. BEILENSON PARK - AGREEMENT WITH LOS ANGELES PARKS FOUNDATION FOR THE DESIGN, CONSTRUCTION AND DONATION OF IMPROVEMENTS FOR AN ADA ADAPTIVE BALL FIELD

R. Adams	_____	K. Regan	_____
H. Fujita	_____	M. Shull	_____
*V. Israel	_____	N. Williams	_____

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the proposed development of a new Americans with Disabilities Act of 1990 (ADA) Adaptive Ball Field (Field) for persons with special needs at Anthony C. Beilenson Park valued at approximately \$500,000 at no cost to the City of Los Angeles (City) through a gift from the Los Angeles Parks Foundation (Donor), pursuant to plans and specifications approved by staff from the Department of Recreation and Parks' (RAP) Planning, Construction, and Maintenance Division (PCMD), and in accordance with the conceptual design and project location illustrated by the schematic renderings and site plan attached to the proposed Gift Agreement (Agreement) as Exhibit-A and Exhibit-B respectively;
2. Approve proposed Agreement, substantially in the form on file in the Board Office, between the City and Donor, specifying the terms and conditions for the design, construction of the proposed Field, subject to the approval of the Mayor and of the City Attorney as to form;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor, in accordance with Executive Directive No. 3, and concurrently, to the City Attorney for review and approval as to form;
4. Authorize the Board President and Secretary to execute the Agreement upon receipt of the

## REPORT OF GENERAL MANAGER

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necessary approvals;

5. Authorize RAP to issue a Right of Entry permit;
6. Authorize the Donor to proceed with the construction of the Field in coordination with PCMD staff, and in accordance with the terms and conditions of a Right of Entry Permit; and,
7. Upon completion of the Field, accept it as a gift from the Donor, valued at approximately \$500,000, subject to the post-development inspection by RAP, and thank the Donor accordingly for its generosity.

### SUMMARY:

On August 12, 2009, the Board conceptually approved the development of a new sports field for persons with special needs at Anthony C. Beilenson Park (Park), subject to the Board's approval of the final plans and specifications (Report No. 09-189).

The Los Angeles Parks Foundation (Donor), a 501(c)3 non-profit organization, has offered to donate to the City a gift consisting of an ADA Adaptive Ball Field (Field) valued at approximately \$500,000. Donor has obtained funding in the amount of \$500,000 through grants/sponsorships/donations from the following:

- Annenberg Foundation - \$250,000
- Weingart Foundation - \$150,000
- LA84 Foundation - \$100,000

The Board's approval of the proposed Gift Agreement (Agreement) will authorize the Donor to proceed with construction of the proposed Field (Project). Once the project is completed, Donor will present the finished Project for the Board's acceptance as a gift to the City (Gift). The Agreement will specify the terms and conditions under which Donor will design and construct the Field at no cost to the City. The proposed Field will be constructed pursuant to plans and specifications approved by PCMD staff in accordance with the schematic renderings and site plan attached to the proposed Agreement as Exhibits A and B, respectively.

The proposed Gift will accommodate persons with special needs, age six and upwards. The ADA adaptive ball field, the first of its kind in the City of Los Angeles, will be ADA compliant and meet the special needs of persons who are physically and/or mentally challenged. In addition to enhancing RAP's present inventory of sports facilities and programming opportunities, the Field will make recreational opportunities available to people with special physical needs who would otherwise not be able to participate in ballfield sports activities.

## REPORT OF GENERAL MANAGER

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The Project is located south of Lake Balboa, within a 25,000 square foot area of the Park, a 169-acre Sub-Park of the 1,538 acre Sepulveda Basin Recreation Area. The Field will include, but not be limited to:

- 1) One 50 linear foot base-travel infield;
- 2) Two 12 foot by 30 foot Dugouts;
- 3) Backstop and Outfield Fencing;
- 4) Hard Surface Walkways and Plaza;
- 5) Relocation of Existing Shelters and Picnic Benches; and,
- 6) Landscape Improvements.

Estimated time for construction is three months from the date of commencement.

In accordance with the requirements of the California Environmental Quality Act (CEQA), a Mitigated Negative Declaration (MND) was prepared and adopted by the Board in conjunction with the conceptual approval of the Project on August 12, 2009 (Report No. 09-189). A Notice of Determination was filed with the Los Angeles County Clerk on August 19, 2009. Subsequently, environmental staff has reviewed the Final MND for the proposed Agreement and determined that the environmental setting has not substantially changed since the original impact analysis. Therefore, the conclusions in the Final MND along with the adopted Mitigation Monitoring and Reporting Plan are still valid, and no additional CEQA documentation is required for the approval of the Agreement for the implementation of the Project.

The Sepulveda Basin Recreation Area is owned by the United States Government through its Department of the Army, and under the jurisdiction of the U.S. Army Corps of Engineers (Corps). RAP currently operates the Sepulveda Basin Recreation Area through its Master Lease (DACW09-1-67-11) executed in 1967 with the Corps, which will expire January 4, 2042. As stated in Report No. 09-189, the Corps has conveyed its conceptual approval of the proposed Project. The Corps has also issued a Finding of No Significant Impact (FONSI) required for federal agency approvals in compliance with the National Environmental Policy Act (NEPA).

### FISCAL IMPACT STATEMENT:

There will be no fiscal impact on RAP's General Fund as the proposed improvements will be designed and constructed by the Donor at no cost to the City.

This report was prepared by Rob De Hart, Senior Recreation Director II, Partnership Division.

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C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARTNERSHIP DIVISION – DONATION FROM PEOPLE FOR PARKS FOR THE CONTINUED SUPPORT OF THE SOUTH LOS ANGELES INITIATIVE – WATTS CLUSTER SPORTS PROGRAM

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
\*V. Israel \_\_\_\_\_



K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
N. Williams \_\_\_\_\_

\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board accept a donation from People For Parks (PFP), a California 501(c)3 non-profit organization, consisting of funding and in-kind equipment and supplies, with an estimated value of \$30,000, for continued support of the South Los Angeles Initiative (Watts Cluster) - Watts Cluster Sports Program (Program), benefiting the youth of the Imperial Courts, Jordan Downs, and William Nickerson Gardens Recreation Centers, as noted in the Summary of this Report, and that appropriate recognition be given to PFP.

SUMMARY:

PFP, a California 501(c)3 non-profit organization has offered to provide the Department of Recreation and Parks (RAP) with a donation valued up to \$30,000, for the continued support of the Program. The subject donation shall consist of funding to pay staffing and other administrative costs, equipment, and other program related supplies necessary to make the Program a continued success. The Watts Cluster is a collaborative program between PFP and RAP, approved by the Board on March 18, 2009 (Board Report No. 09-072). The Program was originally designed to improve and enhance recreation opportunities for young people living in the William Nickerson Gardens, Imperial Courts, and Jordan Downs housing developments, which are owned and operated by the Housing Authority of the City of Los Angeles (HACLA). The Program is administered out of a recreation center located at each of the three housing developments. The overall objective of the Watts Cluster is to divert youth living in the Watts Housing Developments from participation in gangs and other anti-social behavior, by providing an opportunity to grow and develop in a positive manner through recreation, while promoting teamwork, discipline, life skills and personal responsibility, thereby leading to a commitment to a life free from the gang culture.

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As a result of this collaboration, the Governor's Council on Physical Fitness and Sports recently honored the "Watts Cluster" Sports Program with a gold medal highlighting the Governor's Challenge Spotlight awards. The Governor's Council on Physical Fitness and Sports Spotlight Awards recognizes individuals, organizations and events that employ innovation and inspiration to positively impact physical activity, fitness levels and the well being of California children and youth. The Watts Cluster was the first parks program based in Los Angeles County to win any medal in the five years since then-Governor Arnold Schwarzenegger created the competition in 2006.

FISCAL IMPACT STATEMENT:

Acceptance of this donation results in no fiscal impact to RAP's General Fund, as PFP is expected to subsidize up to \$30,000 in program related expenses.

This report was prepared by Michael Harrison, Principal Recreation Supervisor, Partnership Division.

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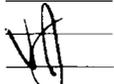
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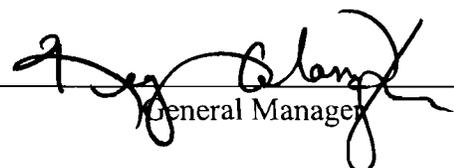
DATE December 14, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LOS ANGELES PARKS FOUNDATION – JULY 2011 THROUGH SEPTEMBER 2011 QUARTERLY REPORT OF GIFTS MADE FOR THE BENEFIT OF LOS ANGELES CITY PARKS

R. Adams	_____	K. Regan	_____
H. Fujita		M. Shull	_____
*V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board accept the Gifts listed in Exhibit-A of this Report which were provided to the Department of Recreation and Parks (RAP) by the Los Angeles Parks Foundation (LAPF) during the period of July 2011 to September 2011, for each of the listed facilities and/or respective purposes.

SUMMARY:

In April 2008, the LAPF was incorporated in the State of California as a not for profit corporation for the benefit and enhancement of Los Angeles City parks and their related programs and services. The LAPF’s mission is to enhance, preserve, expand, and promote recreational opportunities and parks for the benefit of the people of Los Angeles. In coordination with RAP, LAPF fulfills its mission by raising funds from public and private sources for improvements and enhancements at our City parks that are above and beyond City revenues. The LAPF solicits and receives gifts, donations, sponsorships, and contributions (collectively referred to as “Gifts”), which may or may not be restricted and/or specified for a specific park or purpose. In turn, LAPF works closely and cooperatively with RAP to provide Gifts that meet the unmet needs of City parks.

In accordance with established quarterly reporting procedures approved by the Board on January 5, 2011 (Report No. 11-011), attached hereto as Exhibit-A is a list of Gifts provided by LAPF to RAP during a three month period from July 2011 through September 2011, including the names of the benefitting facilities and/or intended purpose(s), with a total value of \$188,256.71.

REPORT OF GENERAL MANAGER

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FISCAL IMPACT STATEMENT:

Acceptance of these Gifts results in no fiscal impact to RAP's General Fund except for unknown savings as such gifts may offset certain RAP expenditures.

This report was prepared by Joel Alvarez, Senior Management Analyst, Partnership Division, in coordination with Judith Kieffer, Executive Director of the Los Angeles Parks Foundation.

**Exhibit-A**

**LAPF Gifts to RAP July 2011 to September 2011**

<b>Program</b>	<b>Amount</b>
<b>Griffith Park</b>	
Tregnan Junior Golf Program	\$ 15,500.00
<b>Pershing Square</b>	
PAB Summer Concert Series	\$ 7,478.64
Arts Program Supplies	\$ 740.26
<b>Westwood Recreation Center</b>	
Playground Lighting	\$ 2,600.00
<b>Watts Cluster Program</b>	
After School Tutoring Instructor	\$ 517.00
<b>50 Parks Initiative</b>	
Wall Street Property Escrow Fee	\$ 1,441.00
In Kind Wall Street Property Donation	\$ 75,000.00
<b>RAP Professional Development</b>	\$ 5,036.41
<b>Westchester Skate Park</b>	\$ 12,500.00
<b>Westchester Recreation Center</b>	
Summer Sports Program & Movie Nights	\$ 8,017.89
<b>Expo Center Programs</b>	\$ 4,802.20
<b>Mar Vista Recreation Center</b>	
Movie Nights	\$ 1,498.00
<b>Wabash Recreation Center</b>	
Summer Camp Scholarships	\$ 3,240.00
<b>Orange Grove Project</b>	
Tree Assessment	\$ 1,920.00
<b>Costello Recreation Center</b>	
Youth recreation programs	\$ 1,182.31
<b>Korean Bell Restoration</b>	\$ 46,783.00
<b>Total Gifted</b>	\$ 188,256.71

REPORT OF GENERAL MANAGER

NO. 11-329

DATE December 14, 2011

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPOINTMENT OF CHIEF ACCOUNTING EMPLOYEE

*R. Adams	<u>RA</u>	K. Regan	_____
H. Fujita	_____	M. Shull	_____
V. Israel	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board appoint Noel D. Williams, Chief Management Analyst, as the Department's Chief Accounting Employee.

SUMMARY:

Charter Section 504(b) requires the head of each Department to appoint a Chief Accounting Employee. Ms. William has succeeded Faith Mok as the supervisor of the Finance and Accounting Division. It is now appropriate to designate Noel Williams as the Department's Chief Accounting Employee.

This report was prepared by Regina Adams, Executive Officer, Department of Recreation and Parks.

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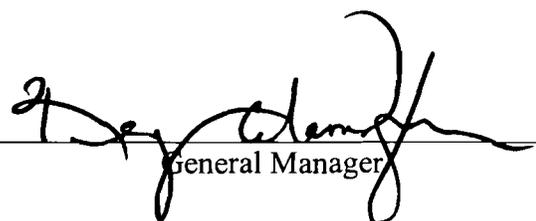
DATE December 14, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SCHEDULE OF RATES AND FEES – GOLF SENIOR CITIZEN GREEN FEES  
PILOT PROGRAM

R. Adams _____	*K. Regan 
H. Fujita _____	M. Shull _____
V. Israel _____	N. Williams _____

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board approve the proposed changes to the Schedule of Rates and Fees for Golf (Attachment A) as outlined in the Summary of this Report, effective January 1, 2012, subject to the approval of the United States Army Corps of Engineers, where applicable.

SUMMARY:

The City of Los Angeles (City), Department of Recreation and Parks (Department), Golf Division maintains and operates seven 18-hole golf courses, three 9-hole golf courses, two 9-hole 3-par golf courses, one 18-hole pony course and a state-of-the-art junior training facility for the enjoyment of the game of golf by the residents of the greater Los Angeles area. Beginning July 1, 2008, the Department implemented two significant changes in the Golf fee structure:

- July 1, 2008: Across the board fee increase; including premium rates; and implementation of a resident vs. non-resident fee structure
- July 1, 2010: Up to 25% fee increase on 18-hole golf facilities

However, slow economic conditions, as well as, a declining national golf market has led to a decrease in rounds at our City golf facilities. For example; rounds decreased 25% from FY 2008 to FY 2011, with senior play decreasing by 19% (Attachment B). The City's golf courses had well over 200,000 fewer rounds in FY 2011 than in FY 2008.

REPORT OF GENERAL MANAGER

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Our research shows that over 29% of City golfers that use our courses on weekdays are seniors. The definition of a senior in current terms is a golfer 65 years and older in possession of a City golf player card. Seniors receive a significant fee discount on weekdays only. The player card costs \$25 annually (\$65 for 3 years). Currently, a golfer that meets the age requirement but does not hold a player card does not qualify for the senior discount.

Therefore in an effort to offer an incentive to increase play, the Department is proposing the following changes to the senior discount program for at least a one year period. Our proposal is as follows:

- Reduction in senior discount age requirement from 65 to 60 years;
- Elimination of requirement to hold a player card to receive senior discount; and
- Allow senior discounts on weekends, after 10:00 am, at non-premium golf courses on a discretionary basis as dictated by demand.

Summarized below are senior age card requirement comparisons for competing golf systems/courses:

Golf Course	Senior Age	Card Required
City of Los Angeles	65	Yes
Knollwood (LA County)	65	Yes
Simi Hills (Simi Valley)	60	No
Olivas Links (Ventura)	60	Yes
Buenaventura (Ventura)	60	Yes
De Bell (Burbank)	60	No
Brookside (Pasadena)	60	No

The Department believes that by reducing the senior age requirement from 65 to 60, eliminating the need for player cards to receive the senior discount, and offering weekday senior discount on non-premium courses City golf courses will allow us to better compete with surrounding golf courses in attracting senior play during the week. In addition, senior golfers will often bring full-paying customers to play in the senior's group. We believe this modification will also generate additional revenue related to golf cart rental.

The above proposed modifications will be analyzed during the one year period to evaluate this modification to our current program.

REPORT OF GENERAL MANAGER

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FISCAL IMPACT STATEMENT:

This fee modification could potentially have an impact on the RAP General Fund if the program does not result in an increase in senior rounds played. This is due to the fact that the Golf Division's contribution to RAP's General Fund is dependent on revenues generated through the various golf fee programs.

This report was prepared by James N. Ward, Golf Manager.

GOLF  
(Revised ~~July 1, 2010~~ **January 1, 2012**)

Whenever the General Manager or designee (Assistant General Manager) deems that a discount rate is appropriate for marketing, or due to course condition or temporary circumstances, the established twilight, super-twilight and mid-day rates will be utilized.

*All fees generated from golf operations shall be deposited into the Golf Special Fund.*

## SECTION I STANDARD FEES

### RESIDENT GREEN FEES

\*\*\*MUST HAVE RESIDENT PLAYER CARD TO RECEIVE RESIDENT DISCOUNT\*\*\*

(with the exception of Harbor Park, Rancho Park 3 Par, Los Feliz, and Holmby Park)

Regulation Courses (Woodley Lakes, Wilson, Harding, Hansen Dam, Encino, Balboa, Rancho Park)

	<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends &amp;</u> <u>Holidays</u>
Regulation			
18-Hole Play			
Rancho Park/Wilson	\$33.00	\$37.00	\$43.00
Other 18-Hole	\$30.00	\$34.00	\$40.00
9-Hole Play			
Rancho Park/Wilson	\$20.00	\$22.00	\$25.00
Other 9-Hole	\$19.00	\$21.00	\$24.00
Other Courses			
Harbor Park	\$16.00	\$18.50	\$21.00
Penmar	\$14.50	\$16.75	\$19.00
Roosevelt	\$14.50	\$16.75	\$19.00
Rancho Park 3 par	\$ 7.00	\$ 7.50	\$ 8.00
Holmby Park 3 par	\$ 3.00	\$ 3.50	\$ 4.00
Los Feliz 3 par	\$ 5.50	\$ 6.25	\$ 7.00
(Replay \$3.00 Monday to Friday only)			

### NON-RESIDENT GREEN FEES

	<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends &amp;</u> <u>Holidays</u>
Regulation			
18-Hole Play			
Rancho Park/Wilson	\$38.00	\$42.00	\$48.00
Other 18-Hole	\$35.00	\$39.00	\$45.00
9-Hole Play			
Rancho Park/Wilson	\$23.00	\$25.00	\$28.00
Other 9-Hole	\$22.00	\$24.00	\$27.00
Other Courses			
Penmar	\$17.50	\$19.75	\$22.00
Roosevelt	\$17.50	\$19.75	\$22.00

SECTION II RESIDENT DISCOUNTED FEES

\*\*\*MUST HAVE RESIDENT PLAYER CARD TO RECEIVE RESIDENT DISCOUNT\*\*\*

(with the exception of Juniors, Harbor Park, Rancho Park 3 Par, Los Feliz, and Holmby Park)

SENIOR CITIZEN GREEN FEES (age 65 60 and over)

~~Must be a reservation card holder to be eligible for discounted fees.~~ Discounted fees are only effective during non-holidays, Monday through Friday **and on weekends after 10:00 a.m. at non-premium golf courses on an as-needed basis.**

No replay rates at any course.

	<u>Weekdays (Mon - Thurs)</u>	<u>Friday</u>
Regulation		
18-Hole Play		
Rancho Park/Wilson	\$20.00	\$23.00
Other 18-Hole	\$19.00	\$22.00
9-Hole Play		
Rancho Park/Wilson	\$13.00	\$15.00
Other 9-Hole	\$12.00	\$14.00
Other Courses		
Harbor Park	\$10.00	\$12.00
Penmar	\$ 9.00	\$11.00
Roosevelt	\$ 9.00	\$11.00
Rancho Park 3 par	\$ 5.00	\$ 5.50
Los Feliz 3 par	\$ 4.00	\$ 4.75
Holmby Park 3 par	No Discount Allowed	

STUDENT/JUNIOR GREEN FEES (Junior rates apply until September 1 of one's year of high school graduation or one's 19<sup>th</sup> birthday, whichever comes first)

Any golfer age 12 or younger must be certified to play and must be accompanied by an adult. Golfers 12 years of age and younger at Los Feliz and Holmby do not need to be certified but must be accompanied by an adult.

Weekend/Holiday access: Junior golfers will be charged the weekend junior rate on weekends and holidays, on a walk-on basis only, subject to no existing reservations and no call sheet.

Weekdays only, except as above	<u>Tournament</u>	<u>Weekdays (Mon-Friday)</u>	<u>Weekend &amp; Holiday (Sat-Sun) &amp; Permit Play*</u>
Regulation			
18-Hole Play	\$11.00	\$6.00	\$7.00
9-Hole Play	n/a	\$5.00	\$6.00
Other Courses			
Harbor Park	\$6.00	\$5.00	\$6.00
Penmar	\$6.00	\$5.00	\$6.00
Roosevelt	\$6.00	\$5.00	\$6.00

\*High Schools, classes, etc.

All day	<u>Weekdays</u>	<u>Weekends &amp; Holidays</u>	<u>League w/permit</u>
---------	-----------------	------------------------------------	------------------------

	<u>(Mon-Fri)</u>	<u>(Sat-Sun)</u>	<u>&amp; Reserved Time</u>
Rancho Park 3 par	\$3.50	\$4.50	\$5.00
Los Feliz 3 par	\$3.50	\$4.50	\$5.00
Replay	\$2.00	\$2.50	
Holmby Park 3 par	\$2.00	\$2.00	\$2.00

SENIOR CITIZENS LIFELINE GOLF PROGRAM (65 years or older)

Green fees under the Senior Citizens Lifeline Golf program apply to all courses, except Holmby Park, for weekday play only (Monday to Friday) AFTER 12:00 PM. Seniors who qualify for the Department of Water and Power Lifeline Rate exemption or qualify for Supplemental Security Income (SSI) from the Social Security Administration and present additional identification, showing proof of age and residency within the City of Los Angeles, will be issued a card verifying eligibility that will entitle Seniors to a discount equal to 50% of Weekday Green Fees. Purchase of a Golf Reservation Card is not required.

	<u>Weekdays (Mon – Thurs)</u>	<u>Friday</u>
Regulation		
18-Hole Play		
Rancho Park/Wilson	\$16.50	\$18.50
Other 18-Hole	\$15.00	\$17.00
9-Hole Play		
Rancho Park/Wilson	\$10.00	\$11.00
Other 9-Hole	\$9.50	\$10.50
Other Courses		
Harbor Park	\$ 8.00	\$ 9.25
Penmar	\$ 7.25	\$ 8.50
Roosevelt	\$ 7.25	\$ 8.50
Rancho Park 3 par	\$ 3.50	\$ 3.75
Los Feliz 3 par	\$ 2.75	\$ 3.25

RATE REDUCTION WHEN TEMPORARY GREENS ARE IN USE

When more temporary greens are in use than the number stated below, regular weekday and weekend green fees only will be reduced as follows:

	<u>18-Hole Rates</u>		<u>9-Hole Rates</u>	
	<u>More than 3</u>	<u>More than 6</u>	<u>More than 2</u>	<u>More than 4</u>
Standard Green Fees only	\$2.50	\$5.00	\$1.50	\$3.00

Note: Temporary Green Discount does not apply to alternate greens. Discounts also do not apply to Senior & Junior green fees or other discounted rates.

MIDDAY, TWILIGHT, AND SUPER TWILIGHT FEES

Times and fees for Midday, Twilight, and Super Twilight rates are subject to approval of the General Manager.

		<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends</u> <u>&amp; Holidays</u> <u>(Sat-Sun)</u>
Midday*		\$3.00 less than 18-hole green fees		
Twilight	18-Hole	Same as 9-hole green fees		
	9-Hole	\$ 8.50	\$10.25	\$12.00
Super Twilight	Rancho Park/Wilson	\$13.00	\$14.00	\$15.00
	Other 18-Hole	\$12.00	\$13.00	\$14.00

\*Midday rates (\$3.00 less than 18-hole green fees) will begin at the discretion of the General Manager.

**SECTION III NON-RESIDENT DISCOUNTED FEES**

SENIOR CITIZEN GREEN FEES (age 65 60 and over)

~~Must be a reservation card holder to be eligible for discounted fees.~~ Discounted fees are only effective during non-holidays, Monday through Friday **and on weekends after 10:00 a.m. at non-premium golf courses on an as-needed basis.**

No replay rates at any course.

	<u>Weekdays (Mon – Thurs)</u>	<u>Friday</u>
Regulation		
18-Hole Play		
Rancho Park/Wilson	\$25.00	\$28.00
Other 18-Hole	\$24.00	\$27.00
9-Hole Play		
Rancho Park/Wilson	\$16.00	\$18.00
Other 9-Hole	\$15.00	\$17.00
Other Courses		
Penmar	\$12.00	\$14.00
Roosevelt	\$12.00	\$14.00

STUDENT/JUNIOR GREEN FEES (Junior rates apply until September 1 of one's year of high school graduation or one's 19<sup>th</sup> birthday, whichever comes first)

Any golfer age 12 or younger must be certified to play and must be accompanied by an adult. Golfers 12 years of age and younger at Los Feliz and Holmby do not need to be certified but must be accompanied by an adult.

Weekend/Holiday access: Junior golfers will be charged the weekend junior rate on weekends and holidays, on a walk-on basis only, subject to no existing reservations and no call sheet.

Weekdays only, except as above	<u>Tournament</u>	<u>Weekdays</u>	<u>Weekends &amp; Holidays</u>
		<u>(Mon-Fri)</u>	<u>(Sat-Sun) &amp; Permit Play*</u>
<u>Regulation Courses</u>			
18-Hole Play	\$11.00	\$6.00	\$7.00
9-Hole Play	n/a	\$5.00	\$6.00
<u>Other Courses</u>			
Harbor Park	\$6.00	\$5.00	\$6.00
Penmar	\$6.00	\$5.00	\$6.00
Roosevelt	\$6.00	\$5.00	\$6.00

\*High Schools, classes, etc.

All day	<u>Weekdays</u>	<u>Weekends &amp; Holidays</u>	<u>League w/permit &amp; Reserved Time</u>
	<u>(Mon-Fri)</u>	<u>(Sat-Sun)</u>	
Rancho Park 3 par	\$3.50	\$4.50	\$5.00
Los Feliz 3 par	\$3.50	\$4.50	\$5.00
Replay	\$2.00	\$2.50	
Holmby Park 3 par	\$2.00	\$2.00	\$2.00

RATE REDUCTION WHEN TEMPORARY GREENS ARE IN USE

When more temporary greens are in use than the number stated below, regular weekday and weekend green fees only will be reduced as follows:

	<u>18-Hole Rates</u>		<u>9-Hole Rates</u>	
	<u>More than 3</u>	<u>More than 6</u>	<u>More than 2</u>	<u>More than 4</u>
Standard Green Fees only	\$2.50	\$5.00	\$1.50	\$3.00

Note: Temporary Green Discount does not apply to alternate greens. Discounts also do not apply to Senior & Junior green fees or other discounted rates.

MIDDAY, TWILIGHT, AND SUPER TWILIGHT FEES

Times and fees for Midday, Twilight, and Super Twilight rates are subject to approval of the General Manager.

		<u>Weekdays</u> (Mon-Thurs)	Friday	<u>Weekends</u> & Holidays (Sat-Sun)
Midday*			\$3.00 less than 18-hole green fees	
Twilight	18-Hole		Same as 9-hole green fees	
	9-Hole	\$10.50	\$12.25	\$14.00
Super Twilight	Rancho Park/Wilson	\$16.00	\$17.00	\$18.00
	Other 18-Hole	\$15.00	\$16.00	\$17.00

\*Midday rates (\$3.00 less than 18-hole green fees) will begin at the discretion of the General Manager.

SECTION IV OTHER FEES

FEE FOR REGISTRATION CARDS

One-Year Card

Resident (with Reservation Privileges)	\$25
Residency (No Reservation Privileges)	\$10
Non-Resident (with Reservation Privileges)	\$25
Resident and Non-Resident Senior (with Reservation Privileges)	\$25

Three-Year Card

Resident (with Reservation Privileges)	\$65
Residency (No Reservation Privileges)	\$25
Non-Resident (with Reservation Privileges)	\$65
Resident and Non-Resident Senior (with Reservation Privileges)	\$65

NO SHOW PENALTY

\$5.00 (per individual)

Penalty to be charged when starter cannot fill no-show vacancy from the course's call waiting sheet.

WEB RESERVATION FEE FOR NON-CARDHOLDERS

All Courses\* - \$5 Non-refundable fee per player

\*With the exception of Los Feliz – 3 Par, Rancho Park 9 – 3 Par, and Holmby Park, where reservations are not taken.

TOURNAMENT FEES

	<u>Weekdays</u> <u>(Mon-Thurs)</u>	<u>Friday</u>	<u>Weekends &amp; Holidays</u>
18-Hole	\$40.00	\$40.00	\$50.00(Griffith Park & Sepulveda courses only, see Tournament Policy)
9-Hole	\$18.00	\$19.50	(See Tournament Policy)
Rancho Park 3 par	\$ 9.00	\$ 9.50	
Los Feliz	\$ 7.00	\$ 7.50	

SHOTGUN TOURNAMENT FEES

For morning events or afternoon events as part of a “double shotgun”, the package rate, per person, includes the following:

	<u>8.00 a.m. Shotgun</u>	<u>10.00 a.m. Shotgun</u>
Tournament Fee	\$45.00	\$65.00
Electric Cart Fee	1/2 regular cart fee	½ regular cart fee
Golf Shop Fee	\$5.00	\$5.00
Restaurant Fee	\$5.00	\$5.00
Total Per Person Fee	\$55.00 plus 1/2 regular cart fee	\$75.00 plus ½ regular cart fee

ELECTRIC CART RENTAL - HARBOR GOLF COURSE ONLY

\$10.00

HAND CART RENTAL

Holmby, Los Feliz, & Rancho 3 par  
All other courses

\$1.00  
\$3.00

GOLF CLUB RENTAL

3 par and Holmby Park courses only  
Harbor Park Golf Course

\$0.25/each  
\$3.00/set with bag

GOLF BALL SALES

New golf ball sales

\$1.00/each

GOLF COURSE LOCKER RENTAL

	<u>Rancho</u>	<u>Sepulveda</u>	<u>Griffith</u>
Daily	\$2.50	\$1.50	\$2.50
Monthly	\$7.50	\$5.00	\$7.00
Annual			
Small	\$25.00	\$10.00	---
Medium	\$30.00	\$25.00	---
Large	\$42.00	\$35.00	\$40.00
Giant	\$50.00	---	---

FUND RAISING EVENTS (Non-Department Sponsored)

By Board Approval Only. Limited to 2 Events Per Year Per Course

**ATTACHMENT B**

**City of Los Angeles**  
**Department of Recreation and Parks**  
**Golf Division**  
**Summary of Rounds Played (FY 2008 vs. FY 2011)**

Facility	Senior Rounds			Weekday Rounds			Weekend Rounds			Total Rounds		
	FY 2008	FY 2011	Variance									
Wilson/Harding	28,321	18,686	-34.0%	134,376	89,540	-33.4%	59,399	45,850	-22.8%	193,775	135,390	-30.1%
Encino/Balboa	28,553	22,805	-20.1%	108,285	74,097	-31.6%	55,911	41,734	-25.4%	164,196	115,831	-29.5%
Rancho Park	17,713	17,102	-3.4%	79,149	64,439	-18.6%	33,140	27,949	-15.7%	112,289	92,388	-17.7%
Hansen Dam	9,352	10,033	7.3%	50,023	37,055	-25.9%	31,101	22,531	-27.6%	81,124	59,586	-26.5%
Woodley Lakes	13,970	10,329	-26.1%	57,054	36,758	-35.6%	29,313	20,820	-29.0%	86,367	57,578	-33.3%
Harbor Park	33,458	26,493	-20.8%	85,474	69,734	-18.4%	33,357	25,496	-23.6%	118,831	95,230	-19.9%
Penmar	22,758	18,761	-17.6%	74,317	64,447	-13.3%	30,663	26,002	-15.2%	104,980	90,449	-13.8%
Roosevelt	22,428	19,422	-13.4%	69,419	55,585	-19.9%	27,921	19,498	-30.2%	97,340	75,083	-22.9%
<b>Total</b>	<b>176,553</b>	<b>143,631</b>	<b>-18.6%</b>	<b>658,097</b>	<b>491,655</b>	<b>-25.3%</b>	<b>300,805</b>	<b>229,880</b>	<b>-23.6%</b>	<b>958,902</b>	<b>721,535</b>	<b>-24.8%</b>

Notes: (1) Hansen Dam rounds in FY 2008 were impacted due to irrigation project.

REPORT OF GENERAL MANAGER

NO. 11-331

DATE December 14, 2011

C.D. Various

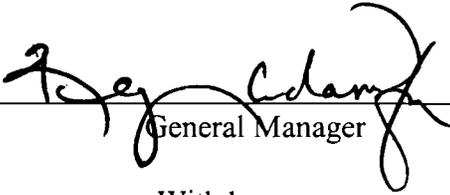
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – GOLF DIVISION

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

\*K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
N. Williams \_\_\_\_\_



  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board accept the following donations to the Department’s various junior golf programs and that appropriate recognition be given to the donor.

SUMMARY:

- A. The following donations were made to the Tregnan Golf Academy to support the Department’s Junior Golf Program:
  - a. John McMullen donated irons, pull carts and golf shoes (estimated cash value \$300.00);
  - b. Wm.G. Edwards donated golf clubs, bags, balls, towels and other miscellaneous golf accessories (estimated cash value \$300.00);
  - c. Kirk Xpedx donated four (4) Angel tickets – club level (estimated cash value \$300.00);
  - d. Daniel Himelstein donated \$100.00 in honor of Evan and Layla Green;
  - e. Mina Productions donated a new set of clubs (estimated cash value \$750.00); and
  - f. Bravard Construction donated a golf bag and four (4) wedges (estimated cash value \$150.00).
  
- B. The following donations were made to the Rancho Park Golf Course to support the Department’s Junior Golf Program:
  - a. Rancho Park Golf Club donated \$1,200.00;
  - b. Rancho Park Women’s Golf Club donated \$300.00; and
  - c. Patsy Carter donated \$100.00.
  
- C. The following donations were made to the Harbor Park Golf Course to support the Department’s Junior Golf Program:

REPORT OF GENERAL MANAGER

PG. 2

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- a. Harbor Practice Center donated 100 tokens for small buckets of range balls (estimated cash value \$500.00);
- b. Harbor Park Men's Club donated 15 Nature Tech golf shirts for "team play" uniforms (estimated cash value \$277.11);
- c. Veterans of Foreign Wars – Post 2967 donated eight (8) pizzas, two (2) gift cards to Chick-Fil-A and two (2) gift cards to Best Buy (estimated cash value \$150.00);
- d. The Comedy & Magic Club donated five (5) VIP passes to the Magic Club (estimated cash value \$150.00);
- e. The Los Angeles Dodgers donated four (4) tickets to the LA Dodgers vs. Arizona Diamondbacks game (estimated cash value \$120.00); and
- f. Harbor Park Women's Golf Club donated 12 cases of water (estimated cash value \$100.00).

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings as donations may offset some expenditures.

Report prepared by James N. Ward, Golf Manager, Golf Division.

REPORT OF GENERAL MANAGER

NO. 11-332

DATE December 14, 2011

C.D. Various

BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – METRO REGION

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

\*K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
N. Williams \_\_\_\_\_

\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board accept the donations as noted in the Summary of this Report and that appropriate recognition be given to the donors.

SUMMARY:

Operations Branch, Metro Region, has received the following donations:

Alpine Recreation Center

LA Run donated \$1,500.00 to be used for an Easter Egg Hunt.

Pai Pang donated \$180.00 to be used for the Halloween carnival.

East Wind Foundation for Youth donated \$500.00 to be used for the Halloween carnival.

East Wind Foundation for Youth donated \$600.00 to be used for the Easter program.

East Wind Foundation for Youth donated \$600.00 to be used for the youth co-ed basketball program.

Aliso Pico Recreation Center

Aliso Business Community donated \$3,266.00 worth of instructor services in music, dance and gymnastics.

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Bellevue Recreation Center

KT Industries Inc. donated fourteen basketballs with an estimated value of \$500.00.

Chevy Chase Recreation Center

Shakey's Pizza Parlor donated \$363.69 for basketball uniforms.

Costello Recreation Center

Debra Cain donated eight diamond necklaces and five pearl necklaces for Mother's Day 2011 dinner with an estimated value of \$3,200.00.

LA Liga Mexican Soccer League donated a cordless telephone system with an estimated value of \$120.00.

Echo Park

Los Angeles Parks Foundation donated \$800.00 to be used for summer camp scholarships.

Glassell Recreation Center

Northrup Grumman donated a Cannon Laser Class 2060 P all-in-one scanner, copier and fax machine with an estimated value of \$400.00.

Eduardo Valencia donated a Fender Squier Strat electric guitar and a Fender Squier SP-10 amp with an estimated value of \$240.00.

Griffith Park Adult Community Center

Los Feliz Café donated six round picnic tables with an estimated value of \$300.00.

Griffith Park Adult Community Center Club donated \$3,900.00 to be used for art work for the patio area.

Griffith Park Adult Community Center Club donated \$5,860.00 to be used for the purchase and installation of a patio awning.

Highland Adult Senior Citizen Center

Blind Decker Production donated \$500.00 to be used for supplies and staffing.

Lemon Grove Recreation Center

Paramount Studios donated six basketballs and six soccer balls with an estimated value of \$255.00.

Wilshire Softball donated baseball equipment valued at \$248.62.

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Lincoln Heights Recreation Center

Iven Hayes donated an Amana white refrigerator and freezer with an estimated value of \$200.00.

George Pantazis donated three turkeys and a large ham for the 5<sup>th</sup> Annual Turkey Shoot with an estimated value of \$100.00.

Walmart donated ten Butterworth/Bonnet turkeys with an estimated value of \$150.00 for the 5<sup>th</sup> Annual Turkey Shoot.

Panda Restaurant Group donated three Panda Gift Packs with an estimated value of \$150.00 for the 5<sup>th</sup> Annual Turkey Shoot.

Lincoln Heights Youth Center

Michael Guterrez donated a 19" Apex television with an estimated value of \$100.00.

Montcito Heights Recreation Center

Martin Espadas of Espadas Ink donated \$1,300.00 worth of Mantel Toys for the 2010 Christmas event.

Guate-Mex Soccer League donated Easter supplies, candy and refreshments with an estimated value of \$425.00.

Pan Pacific Park

Pan Pacific Park Advisory Board donated \$150.00 to be used for sports programs.

The Los Angeles Holocaust donated \$354.00 to be used for sports programs.

Pecan Recreation Center

Dr. Erma L. Benitez donated toys, candies, fruits, nuts, stockings and wrapping paper for Christmas programs with an estimated value of \$2,500.00.

William Bird donated \$200.00 to be used for girls sports.

Poinsettia Recreation Park

Juan Cabral of Shakey's Pizza Parlor donated \$200.00 cash to be used for youth baseball equipment.

Queen Anne Recreation Center

The LA Korean Badminton Club donated a \$200.00 Costco gift card to be used to replace office phones.

REPORT OF GENERAL MANAGER

PG. 4

NO. 11-332

Soo Jin Bae donated \$100.00 to be used for sports programs.

Ramon Garcia Recreation Center

Los Angeles Dodgers donated 250 tickets for the June 19<sup>th</sup> baseball game with an estimated value of \$2,250.00

Veterano Baseball League donated \$200.00 to be used for 2011-2012 youth sports partial scholarship fees.

Ramona Gardens Recreation Center

Nicos Market donated ten cases of bottled water and ten cases of soda with an estimated value of \$125.00 for the teen club Valentines dance.

Los Angeles Fire Department Station No. 16 donated a variety of toys for the Holiday celebration with an estimated value of \$2,000.00.

Rose Hill Recreation Center

LA 32 Neighborhood Council donated four footballs, five basketballs, two containers of markers and 1 board game with an estimated value of \$300.00

Silver Lake Recreation Center

Annamaria Galbraith donated \$100.00 to be used for the cheerleading team.

Toberman Recreation Center

Allen Lynch of West Coast Sports donated \$1,940.00 to be used for 97 recreation hours for Spring basketball.

FISCAL IMPACT STATEMENT:

Acceptance of these donations results in no fiscal impact on the Department's General Fund except for unknown savings as donations may offset some expenditures.

All cash donations will be deposited into various Municipal Recreation Program (MRP) accounts for program related expenses.

This report was prepared by Katherine Tovar, Clerk Typist, Metro Region.

REPORT OF GENERAL MANAGER

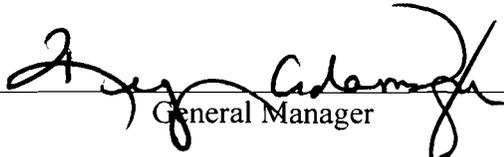
NO. 11-333

DATE December 14, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) Mayor, relative to a proposed lease agreement with the Department of Water and Power relative to Sunnynook River Park.

Refer to staff for further processing.

2) City Clerk, relative to the feasibility of establishing a pilot non-motorized boating program for the Los Angeles River.

Note and file.

3) City Clerk, relative to Sherman Village River Greenway Park.

Refer to General Manager.

4) City Clerk, relative to the acquisition of property at 1138 and 1144 St. Andrews Place for a pocket park.

Refer to General Manager.

5) City Clerk, relative to a Habitat Conservation Fund grant application for the Ascot Hills Trails Pavilion Project.

Note and file.

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-333

- 6) City Clerk, relative to the feasibility of establishing enterprise funds for the Department. Note and file.
- 7) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending October 21, October 28, and November 4, 2011. Note and file.
- 8) Twenty-seven communications, relative to the proposed lease of Camp High Sierra to Mammoth Mountain Ski Area, LLC. Refer to General Manager.
- 9) Anneliese Varaldiev, relative to discarded bricks found at the Spring Street Park site. Refer to General Manager.
- 10) Oakridge Estate Park Advisory Board, to the General Manager, relative to a Preliminary General Plan for the Oakridge Estate. Note and file.
- 11) Ryan Johnson, relative to Ohio & Bundy Triangle. Refer to General Manager.
- 12) John Diele, relative to issues about Runyon Canyon Park. Refer to General Manager.
- 13) Ellen Berkowitz, Vice-President, Greek Theatre Advisory Committee, relative to the Greek Theatre Concession consultant. Refer to General Manager.
- 14) Lorie Parch, relative to off-leash dogs in Westwood Recreation Center. Refer to General Manager.
- 15) Adam Banuelos, relative to making parks attractive to young adults (ages 12 and up). Refer to General Manager.

REPORT OF GENERAL MANAGER

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- 16) Twelve Communications, relative to Oakwood Recreation Center. Refer to General Manager.
- 17) Community Conservation Solutions, relative to Feasibility Studies for L.A. River Natural Park. Note and file.
- 18) Pammela Jackson, President, Mar Vista Park Advisory Board, to Michael Shull, Superintendent, Planning, Construction and Maintenance, relative to landscaping at Mar Vista Recreation Center. Note and file.
- 19) Levi Kingston, relative to a proposed 2012 Black History Month event at Hoover Recreation Center. Note and file.
- 20) Rickey Bryant, relative to a girls basketball league. Refer to General Manager.
- 21) Anonymous, proposing a combination race course and flea market for Griffith Park. Refer to General Manager.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

CITY OF LOS ANGELES  
DEPARTMENT OF RECREATION AND PARKS

December 14, 2011

TO: BOARD OF RECREATION AND PARK COMMISSIONERS

FROM:   
JON KIRK MUKRI  
General Manager

SUBJECT: PEDAL BOAT OPERATIONS

The Department's Aquatics Division previously self-operated pedal boats and provided life guard service at Lake Balboa, Hansen Dam Aquatics Center, Echo Park Lake and MacArthur Park Lake. The pedal boat rental fees were \$12 per hour at Lake Balboa and Hansen Dam Aquatics Center and \$10 per hour at Echo Park Lake and MacArthur Park Lake.

For many years, the pedal boat operations struggled financially and could never completely cover their costs. In Fiscal Years 2000-01 through 2004-05, the four pedal boat operations generated \$719,863 in revenue and incurred \$1,226,103 in direct expenses; the expenses exceeded revenue by \$506,240. The pedal boat operations at Echo Park Lake and MacArthur Park Lake did not generate sufficient revenue to cover direct expenses.

Due to the current economic condition, the Department had to assume additional costs that the City had previously covered and could no longer subsidize the pedal boat operations. Pedal boat operations were discontinued in 2009 due to the inability to fully recover direct and indirect operational costs, including rising labor and maintenance costs, and the significant cost to replace the aging pedal boats and infrastructure.

The Department has received requests to restore pedal boat operations as well as unsolicited proposals to operate pedal boats. If the Department were to decide to restore the pedal boat operations, there are two ways in which this may be accomplished: Self-Operation and Contract as a Concession Operation.

Self-Operation

A new pedal boats operation would have to generate sufficient revenue to cover direct and indirect labor expenses; identify funding to provide new infrastructure (floating docks and building) and maintenance of infrastructure; and identify funding to procure new pedal boats at a cost of approximately \$162,500:

Location	No. of Boats	Cost of Boat (each)	Total Cost
Lake Balboa	20	\$ 2,500	\$ 50,000
Hansen Dam Aquatic Center	10	\$ 2,500	\$ 25,000
Echo Park Lake	20	\$ 2,500	\$ 50,000
MacArthur Park Lake	15	\$ 2,500	\$ 37,500
TOTAL	65		\$ 162,500

Contract (Concession Operation)

A Department issued Request for Proposals (RFP) and a subsequent contract for pedal boat operations should include, at the sole cost to the selected operator, the following requirements:

1. Direct and Indirect reimbursement to the Department for Life Guard services;
2. Rent guarantee to cover Direct and Indirect costs to reimburse the Department for contract monitoring activities;
3. Proof of Liability and Property Insurance;
4. A Proposed Replacement Schedule of Pedal Boats;
5. A Proposed Maintenance Schedule for the Pedal Boats;
6. A Plan to provide all necessary infrastructure (floating docks and building);
7. Maintenance and Repair of infrastructure; and,
8. Operator to bear the burden for any loss of revenue due to inability to operate (e.g., weather).

The City of San Francisco recently awarded a concession agreement for a private business to provide pedal boat rentals at Stow Lake in Golden Gate Park. The operator charges the public a rental rate of \$19.00 per hour and pays 33% of gross revenue generated by the pedal boats as rent with a minimum annual rent payment of \$140,000.

This report was prepared by Robert N. Morales, Senior Management Analyst II, Finance Division.

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

GENERAL MANAGER'S REPORTS:

ORIGINALLY	PLACED	
PLACED ON	ON MATTERS	DEEMED
<u>BOARD AGENDA</u>	<u>PENDING</u>	<u>WITHDRAWN</u>

None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

TBD	Film Production Instruction (CLASS Parks)
ON HOLD	Hansen Dam Golf Course Professional Concession
ON HOLD	Hansen Dam Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Professional Concession