

A G E N D A

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

Wednesday, January 5, 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 Menlo Avenue)

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 December 8, 2010

2. GENERAL MANAGER'S REPORTS:

- 11-001 Fred Roberts Recreation Center (PRJ1500B) (W.O. #E170943F); LaFayette Park - Recreation Center (PRJ1435A) (W.O. #E170317F); Lincoln Park - Outdoor Facilities Refurbishment and Erosion Control (W.O. E170491F); Bandini Canyon Trail Park (PRJ1200A) (W.O. #E1906001); Downey Pool Replacement (PRJ1503P) (W.O. #E1906491) - Acceptance and Release of Stop Notices on Construction Contracts
- 11-002 Council District 15 - Quimby Fees Plan for Projects and Allocation Program
- 11-003 Elysian Park - Outdoor Park Improvements (PRJ20511) - Allocation of Quimby Fees
- 11-004 Hansen Dam Recreation Area - Children's Museum of Los Angeles Facility Improvements (PRJ1400U) - Allocation of Quimby Fees

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- 11-005 LaFayette Park - Outdoor Park Improvements (PRJ20495) - Allocation of Quimby Fees
- 11-006 Lemon Grove Recreation Center - Sports Field Improvements (PRJ20515) - Allocation of Quimby Fees
- 11-007 Pecan Recreation Center - Sports Field Improvements (W.O. #EPRJ20516) - Allocation of Quimby Fees
- 11-008 Martin Luther King, Jr. Park - Sports Field Improvements (PRJ20517) - Allocation of Zone Change Fees
- 11-009 Valley Plaza Park - Sports Field Improvements (PRJ20514) - Allocation of Zone Change Fees
- 11-010 Sepulveda Basin Community Gardens - New Restroom Building (PRJ20097) (W.O. #E170430F) - Supplemental Agreement to the Memorandum of Understanding Between the Department of Recreation and Parks, Bureau of Engineering, and Department of General Services
- 11-011 Los Angeles Parks Foundation - Reporting Procedure for Gifts Made for the Benefit of Los Angeles City Parks
- 11-012 A Comprehensive Report on the Background and Current Operations of the Department of Recreation and Park's Community Gardening Program
- 11-013 Citywide Contract for the Installation and Repair of Hardwood Flooring - Charter Section 1022 Determination
- 11-014 Pershing Square Parking Garage - Proposed Budget for Fiscal Year 2010-2011
- 11-015 Automatic External Defibrillator Training - Letter of Agreement with the Department of Water and Power
- 11-016 Various Communications

3. NEW BUSINESS:

Report on Department of Recreation and Parks Concessions, Presented by Noel Williams, Finance Division

4. COMMISSION TASK FORCES:

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

January 5, 2011

5. PRESENTATION:

Community Gardens Presentation, Presented by Michael Shull, Planning and Development Division

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.

9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, January 19, 2011 at 9:30 a.m., at North Hollywood Recreation Center, 11430 Chandler Boulevard, North Hollywood, CA 91601.

10. 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:

January 5, 2011

from Downtown Los Angeles	(213) 621-CITY (2489)
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.

REPORT OF GENERAL MANAGER

NO. 11-001

DATE January 5, 2011

C.D. 1, 9, 10, 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: FRED ROBERTS RECREATION CENTER (PRJ1500B) (W.O. #E170943F); LAFAYETTE PARK – RECREATION CENTER (PRJ1435A) (W.O. #E170317F); LINCOLN PARK – OUTDOOR FACILITIES REFURBISHMENT AND EROSION CONTROL (W.O. #E170491F); BANDINI CANYON TRAIL PARK (PRJ1200A) (W.O. #E1906001); DOWNEY POOL REPLACEMENT (PRJ1503P) (W.O. #E1906491) — ACCEPTANCE AND RELEASE OF STOP NOTICES ON CONSTRUCTION CONTRACTS

R. Adams	_____	F. Mok	_____
H. Fujita	_____	K. Regan	_____
S. Huntley	_____	*M. Shull	<u><i>MS</i></u>
V. Israel	_____		

Neil Israel for
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Accept the following Stop Notice and direct staff to withhold the amount claimed, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said amounts of said funds are available, and to notify the contractors, sureties, and other interested parties that the amount of said claims plus 25% will be withheld; and,
2. Accept the following Release of Stop Notices.

SUMMARY:

STOP NOTICE:

The Department is in receipt of a legal notice to withhold construction funds, pursuant to California Civil Code Sections 3103 and 3181, on the following contract:

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-001

Contract 3267 CD 9

Fred Roberts Recreation Center (PRJ1500B)
(W.O. #E170943F)
Project Status: 96% Complete
Project Impact: none

General AWI Builders
Contractor:
Claimant: Safe-T-Scaffolding
Amount: \$4,626

RELEASE OF STOP NOTICES:

The Department is in receipt of Release of Stop Notices filed by the claimants below, which releases the Board from any and all liability for withholding funds from the general contractors or the sureties:

Contract 3237 CD 10

Lafayette Park - Recreation Center (PRJ1435A)
(W.O. #E170317F)
Project Status: 84% Complete
Project Impact: none

General Western Alta Construction,
Contractor: Inc.
Claimant: Robertson's
Amount: \$5,211.59

Contract 3318 CD 1

Lincoln Park Outdoor Facilities Refurbishment
and Erosion Control (W.O. #E170491F)
Project Status: 75% Complete
Project Impact: none

General Singel Co., Inc.
Contractor:
Claimant: Greenfields Outdoor Fitness,
 Inc.
Amount: \$17,425.39

Contract 3266 CD 15

Bandini Canyon Trail Park (PRJ1200A)
(W.O. #E1906001)
Project Status: 90% Complete
Project Impact: none

General Bitech Construction Co., Inc.
Contractor:
Claimant: Artisan Precast, Inc.
Amount: \$31,512.94

Contract 3279 CD 1

Downey Pool Replacement (PRJ1503P)
(W.O. #E1906491)
Project Status: 85% Complete
Project Impact: none

General Horizons Construction Co.
Contractor: Int'l, Inc.
Claimant: MDT Materials, Inc.
Amount: \$6,205

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-001

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, as funds have already been appropriated for this purpose.

This report was prepared by LaTonya D. Dean, Commission Executive Assist.

REPORT OF GENERAL MANAGER

NO. 11-002

DATE January 5, 2011

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: COUNCIL DISTRICT 15 – QUIMBY FEES PLAN FOR PROJECTS AND ALLOCATION PROGRAM

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>M. Shull</i></u>
S. Huntley	_____		

Neil Israel for
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Take the following actions regarding Leland Park – Children’s Play Area (PRJ20494):
 - A. Authorize the reallocation of \$10,000 in Quimby Fees, previously allocated for the San Pedro Welcome Park - Park Expansion and Development project (PRJ20063) approved on May 5, 2010 per Board Report No. 10-105, to the Leland Park – Children’s Play Area;
 - B. Authorize the Department’s Chief Accounting Employee to transfer \$10,000 in Quimby Fees from the San Pedro Welcome Park Account No. 460K-WU to the Leland Park Account No. 460K-LE;
 - C. Authorize the Department’s Chief Accounting Employee to transfer \$96,336.55 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Leland Park Account No. 460K-LE; and,
 - D. Approve the allocation of \$106,336.55 in Quimby Fees, from Leland Park Account No. 460K-LE for the Leland Park - Children’s Play Area (PRJ20494) project, as described in the Summary of this report.

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-002

2. Take the following action regarding Harbor City Park – Building and Outdoor Park Improvements (PRJ20277):
 - A. Authorize the Department’s Chief Accounting Employee to transfer \$503,539 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Harbor City Park Account No. 460K-HC; and,
 - B. Approve the allocation of \$503,539 in Quimby Fees from the Harbor City Park Account No. 460K-HC for the Harbor City Park – Building and Outdoor Park Improvements, as described in the Summary of this report.

3. Take the following actions regarding Normandale Recreation Center – Building and Outdoor Park Improvements (PRJ20204):
 - A. Authorize the Department’s Chief Accounting Employee to transfer \$47,056 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Normandale Recreation Center Account No. 460K-NR; and,
 - B. Approve the allocation of \$47,056 in Quimby Fees from Normandale Recreation Center Account No. 460K-NR for the Normandale Recreation Center – Building and Outdoor Park Improvements, as described in the Summary of this report.

SUMMARY:

This Plan and Allocation Program (Plan) reflects capital improvement projects identified by Department staff, through a review of infrastructure needs, and from the community, at various parks and facilities Council District 15. The Plan will use the Subdivision Fees Trust Account (Quimby).

The following projects for Council District 15 have been identified:

- Leland Park – Children’s Play Area (PRJ20494)
- Harbor City Park – Building and Outdoor Park Improvements (PRJ20277)
- Normandale Recreation Center – Building and Outdoor Park Improvements (PRJ20204)

Allocation of Quimby Fees to these projects would, except where noted below, be adequate and sufficient for the proposed projects to be implemented.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-002

Leland Park – Children’s Play Area (PRJ20494)

Leland Park is located at 863 South Herbert Avenue in the San Pedro community of the City. This 15.76 acre site includes a baseball diamond, basketball courts, a children’s play area, and a community building. Due to the size of the park, and the facilities and features it provides, Leland Park meets the standard for a Community Park; as defined in the City’s Public Recreation Plan.

Department staff has determined that improvements to the children’s play area and associated outdoor park areas and site amenities at Leland Park are necessary to meet the needs of the surrounding community.

On May 5, 2010, the Board of Recreation and Park Commissioners (Board) approved the allocation of \$1,480,000.70 in Quimby Fees for the San Pedro Welcome Park - Park Expansion and Development (PRJ20063) project (Board Report No. 10-105). Staff has identified the Building Improvements project at Leland Park as a high priority project for the community and it is necessary to reallocate a portion of the Quimby Fees allocated to the Park Expansion and Development project to provide funding for the Leland Park – Children’s Play Area.

Upon approval of this report, the Quimby Fees listed below can be transferred to Leland Park Account No. 460K-LE for the Leland Park – Children’s Play Area:

- \$10,000 in Quimby Fees from the San Pedro Welcome Park Account No. 460K-WU
- \$96,336.55 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Leland Park – Children’s Play Area is \$106,336.55. These Fees were collected within two miles of Leland Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

Harbor City Park – Building and Outdoor Park Improvements (PRJ20277)

Harbor City Park is located at 24901 Frampton Avenue in the Harbor City community of the City. This 11.07 acre property includes picnic areas, ball diamonds, basketball courts, a child care center, and a gymnasium. Due to the size of the park, and the facilities, features, programs, and services it provides, Harbor City Park meets the standard for a Community Park; as defined in the City’s Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 4

NO. 11-002

On November 18, 2009, the Board approved the allocation of \$143,204.63 in Quimby Fees for the Harbor City Park – Building and Outdoor Park Improvements (Board Report No. 09-290). The scope of the approved Building and Outdoor Park Improvements project included improvements to the outdoor park areas, including turf, landscape, existing sports field lighting and irrigation infrastructure, as well as upgrades to the existing gymnasium building and child care center, including lighting, gym floors, and related improvements.

Department staff has determined that supplemental funding for the Harbor City Park – Building and Outdoor Park Improvements (PRJ20277) is necessary to complete the project.

Upon approval of this report, Quimby Fees listed below can be transferred to Harbor City Park Account No. 460K-HC for the Harbor City Park – Building and Outdoor Park Improvements:

- \$503,539 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Harbor City Park – Building and Outdoor Park Improvements, including previously approved allocations is \$646,743.63. These Fees were collected within two miles of Harbor City Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds needed exceeds the available funding, however, the identified improvements will be developed and prioritized with the community to match funding being allocated.

Staff has determined that the subject project is a continuation of an existing project approved on November 18, 2009 (Board Report No. 09-290) that is exempted from CEQA [Class 1(1) and Class 4(3)]. The work funded by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

Normandale Recreation Center – Building and Outdoor Park Improvements (PRJ20204)

Normandale Recreation Center is located at 22400 Halldale Avenue in the Harbor Gateway community of the City. This 8.26 acre property includes picnic areas, ball diamonds, basketball courts, a gymnasium, and a children’s play area. Due to the size of the park, and the facilities, features, programs, and services it provides, Normandale Recreation Center meets the standard for a Neighborhood Park; as defined in the City’s Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 5

NO. 11-002

On November 18, 2009, the Board approved the allocation of \$46,013.94 in Quimby Fees for the Normandale Recreation Center – Building and Outdoor Park Improvements project (PRJ20204) (Board Report No. 09-290). On May 5, 2010, the Board approved the allocation of an additional \$11,304 in Quimby Fees for the Normandale Recreation Center – Building and Outdoor Park Improvements project (PRJ20204) (Board Report No. 10-105). The scope of the approved Normandale Recreation Center – Building and Outdoor Park Improvements project (PRJ20204) included improvements to the recreation center building, including restroom and kitchen upgrades, and improvements to the outdoor park area including perimeter fencing, walkways, sports field lighting and associated sports field amenities.

Department staff has determined that supplemental funding for the Normandale Recreation Center – Building and Outdoor Park Improvements project (PRJ20204) is necessary to complete the project.

Upon approval of this report, Quimby Fees listed below can be transferred to Normandale Recreation Center Account No. 460K-NR for the Normandale Recreation Center – Building and Outdoor Park Improvements project (PRJ20204):

- \$47,056 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Normandale Recreation Center – Building and Outdoor Park Improvements project (PRJ20204), including previously approved allocations is \$104,373.94. Most of these Fees were collected within one mile of Normandale Recreation Center, which is the standard distance for the allocation of the Quimby Fees for neighborhood recreational facilities. Some of these fees, however, were collected within two miles of Normandale Recreation Center. As this park is the only City park or recreational facility located within two miles of this Quimby Fee collection, staff is recommending that these funds be allocated to Normandale Recreation Center. It is anticipated that the funds needed exceeds the available funding, however, the identified improvements will be developed and prioritized with the community to match funding being allocated.

Staff has determined that the subject project is a continuation of an existing project approved on November 18, 2009 (Board Report No. 09-290) that is exempted from CEQA [Class 1(5, 3) and Class 4(3)]. The work funded by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

Staff recommends approval of this Council District 15 Quimby Fees Plan for Projects and Allocation Program, as outlined above.

REPORT OF GENERAL MANAGER

PG. 6

NO. 11-002

FISCAL IMPACT STATEMENT:

The approval of this Quimby Fees Project Plan and Allocation Program should not have any fiscal impact on the Department's General Fund, as the costs of future projects are anticipated to be funded by the collected Quimby Fees or other identified funding sources.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-003

DATE January 5, 2011

C.D. 1,13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ELYSIAN PARK – OUTDOOR PARK IMPROVEMENTS (PRJ20511) – ALLOCATION OF QUIMBY FEES

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>MS</i></u>
S. Huntley	_____		

Neil Donaldson
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department’s Chief Accounting Employee to transfer \$33,024 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Elysian Park Account No. 460K-EA; and,
2. Approve the allocation of \$33,024 in Quimby Fees from Elysian Park Account No. 460K-EA for the Elysian Park – Outdoor Park Improvements (PRJ20511) project, as described in the Summary of this report.

SUMMARY:

Elysian Park is located at 929 Academy Road in the Elysian Park community of the City. This 544.71 acre facility provides open space and picnic areas, hiking trails, ball diamonds, children’s play areas, a disc golf course, and tennis courts, for the use of the surrounding community. Due to the size of the park, and the facilities and features it provides, Elysian Park meets the standard for a Community Park, as defined in the City’s Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-003

Department staff has determined that outdoor park improvements, including refurbishment of the existing irrigation and potable water systems, landscaping, and related site amenities are necessary to meet the needs of the surrounding community.

Upon approval of this report, \$33,024 in Quimby Fees from the Quimby Fees Account No. 460K-00 can be transferred to the Elysian Park Account No. 460K-EA for the Elysian Park – Outdoor Park Improvements (PRJ20511) project.

The total Quimby Fees allocation for the Elysian Park – Outdoor Park Improvements (PRJ20511) project is \$33,024. These Fees were collected within two miles of Elysian Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds being allocated to this facility are sufficient to meet the scope of this project.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the cost of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-004

DATE January 5, 2011

C.D. 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HANSEN DAM RECREATION AREA – CHILDREN’S MUSEUM OF LOS ANGELES FACILITY IMPROVEMENTS (PRJ1400U) – ALLOCATION OF QUIMBY FEES

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>om fa</i></u>
S. Huntley	_____		

Vicki Israel for
 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department’s Chief Accounting Employee to transfer \$154,242 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Hansen Dam Recreation Area Account No. 460K-HG; and,
2. Approve the allocation of \$154,242 in Quimby Fees from Hansen Dam Recreation Area Account No. 460K-HG for the Hansen Dam Recreation Area – Children’s Museum (PRJ1400U) of Los Angeles Facility Improvements project, as described in the Summary of this report.

SUMMARY:

Hansen Dam Recreation Area is located at 11770 Foothill Boulevard in the Lakeview Terrace community of the City. This 1,449.54 acre facility provides a variety of recreational amenities and programs, including multipurpose fields, play areas, aquatics facilities, and walking and hiking trails, for the use of the local community. Due to the facilities, features, programs, and services it provides, Hansen Dam Recreation Area meets the standard for a Community Park, as defined in the City’s Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-004

Department staff has determined that Hansen Dam Recreation Area – Children’s Museum of Los Angeles Facility Improvements (PRJ1400U) at the Children’s Museum facility, including construction of new walkways and paths, landscaping, turf, irrigation, and related site amenities, are required in order to allow the Children’s Museum facility to be opened to the public.

Upon approval of this report, \$154,242 in Quimby Fees from the Quimby Fees Account No. 460K-00 can be transferred to the Hansen Dam Recreation Area Account No. 460K-HG for the Hansen Dam Recreation Area – Children’s Museum of Los Angeles Facility Improvements (PRJ1400U) project.

The total Quimby Fees allocation for the Hansen Dam Recreation Area – Children’s Museum (PRJ1400U) of Los Angeles Facility Improvements project is \$154,242. These Fees were collected within two miles of Hansen Dam Recreation Area, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds being allocated to this facility are sufficient to meet the scope of this project.

Staff has determined that the Hansen Dam Recreation Area – Children’s Museum of Los Angeles Facility Improvements (PRJ1400U) project has been previously evaluated for environmental effects in compliance with City CEQA Guidelines, and the proposed improvements will not cause any additional adverse environmental impacts. A Mitigated Negative Declaration (MND) was adopted by the Los Angeles City Council on May 24, 2000 in connection with the Children’s Museum project. A Notice of Determination was filed with the Los Angeles City and County Clerks on June 20, 2000. The proposed improvements will not substantially change the scope of the original project, nor require any additional mitigation measures. Therefore, the previously adopted MND is still valid for the additional improvements, and no additional CEQA documentation is required for Board approval.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department’s General Fund, as the cost of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department’s General fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-005

DATE January 5, 2011

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LAFAYETTE PARK - OUTDOOR PARK IMPROVEMENTS (PRJ20495) - ALLOCATION OF QUIMBY FEES

R. Adams	_____	E. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>ms</i></u>
S. Huntley	_____		

Richard Israel for
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer \$34,970 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Lafayette Park Account No. 460K-LD; and,
2. Approve the allocation of \$34,970 in Quimby Fees from Lafayette Park Account No. 460K-LD for the Lafayette Park – Outdoor Park Improvements project at, as described in the Summary of this report.

SUMMARY:

Lafayette Park is located at 625 South Lafayette Park Place in the Westlake area of the City. This 9.72 acre facility provides a variety of services and programs to the community, including baseball, basketball, soccer, gymnasium and community center, and a skate park. Due to the facilities, features, programs, and services it provides, Lafayette Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-005

Department staff has determined that outdoor park improvements, including the refurbishment of the existing turf, irrigation, landscaping, and the installation of related site amenities, are necessary to meet the needs of the surrounding community.

Upon approval of this report, \$34,970 in Quimby Fees from the Quimby Fees Account No. 460K-00 can be transferred to Lafayette Park Account No. 460K-LD for the Lafayette Park – Outdoor Park Improvements project.

The total Quimby Fees allocation for the Lafayette Park – Outdoor Park Improvements project is \$34,970. These Fees were collected within two miles of Lafayette Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department's General Fund, as the cost of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-006

DATE January 5, 2011

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LEMON GROVE RECREATION CENTER – SPORTS FIELD IMPROVEMENTS (PRJ20515) – ALLOCATION OF QUIMBY FEES

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>mf</u>
S. Huntley	_____		



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department’s Chief Accounting Employee to transfer \$5,318.04 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Lemon Grove Recreation Center Account No. 460K-LG; and,
2. Approve the allocation of \$5,318.04 in Quimby Fees from Lemon Grove Recreation Center Account No. 460K-LG for the Lemon Grove Recreation Center – Sports Field Improvements project at, as described in the Summary of this report.

SUMMARY:

Lemon Grove Recreation Center is located at 4959 Lemon Grove Avenue in the Hollywood area of the City. This 3.87 acre recreation center provides a recreation center, baseball field, outdoor fitness equipment, basketball courts, and a jogging path. Due to the facilities, features, programs, and services it provides, Lemon Grove Recreation Center meets the standard for a neighborhood park as defined in the City's Public Recreation Plan.

Department staff has determined that improvements to the existing baseball fields, including refurbishment of the existing turf, irrigation, fencing, and installation of related site amenities, are necessary to meet the needs of the surrounding community.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-006

Upon approval of this report, \$5,318.04 in Quimby Fees from the Quimby Fees Account No. 460K-00 can be transferred to the Lemon Grove Recreation Center Account No. 460K-LG for the Lemon Grove Recreation Center – Sports Field Improvements project.

The total Quimby Fees allocation for the Lemon Grove Recreation Center – Sports Field Improvements project is \$5,318.04. These Fees were collected within one mile of Lemon Grove Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds being allocated to this facility are sufficient to meet the scope of this project.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department's General Fund, as the cost of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-007

DATE January 5, 2011

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PECAN RECREATION CENTER – SPORTS FIELD IMPROVEMENTS
(W.O. #PRJ20516) – ALLOCATION OF QUIMBY FEES

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>MS</i></u>
S. Huntley	_____		

Vick Israel
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer \$40,000 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Pecan Recreation Center Account No. 460K-PK; and,
2. Approve the allocation of \$40,000 in Quimby Fees from Pecan Recreation Center Account No. 460K-PK for the Pecan Recreation Center – Sports Field Improvements project, as described in the Summary of this report.

SUMMARY:

Pecan Recreation Center is located at 127 South Pecan Street in the Boyle Heights community of the City. This 4.28 acre facility provides a children's play area, multipurpose fields, a gymnasium, and a swimming pool for the use of the surrounding community. Due to the facilities and features it provides, Pecan Recreation Center meets the standard for a community park, as defined in the City's Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-007

Department staff has determined that improvements to the existing baseball fields, including refurbishment of the existing turf, irrigation, fencing, and installation of related site amenities, are necessary to meet the needs of the surrounding community.

Upon approval of this report, \$40,000 in Quimby Fees from Quimby Fees Account No. 460K-00 can be transferred to the Pecan Recreation Center Account No. 460K-PK for the Pecan Recreation Center – Sports Field Improvements project.

The total Quimby Fees allocation for the Pecan Recreation Center – Sports Field Improvements project is \$40,000. These Fees were collected within two miles of Pecan Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds being allocated to this facility are sufficient to meet the scope of this project.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department's General Fund, as the cost of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-008

DATE January 5, 2011

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MARTIN LUTHER KING JR. PARK – SPORTS FIELD IMPROVEMENTS
(PRJ20517) – ALLOCATION OF ZONE CHANGE FEES

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>me jr</u>
S. Huntley	_____		



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department’s Chief Accounting Employee to transfer \$12,000 in Zone Change Fees from the Zone Change Fees Account No. 440K-00 to the Martin Luther King Jr. Park Account No. 440K-MK; and,
2. Approve the allocation of \$12,000.00 in Zone Change Fees from Martin Luther King Jr. Park Account No. 440K-MK for the Martin Luther King Jr. Park – Sports Field Improvements project, as described in the Summary of this report.

SUMMARY:

Martin Luther King, Jr. Park is located at 3916 South Western Avenue in the community of the City. This 8.33 acre facility provides a variety of services and programs, including baseball, basketball, soccer, football, tennis, swimming, picnic and play areas, for the use of the surrounding community. Additionally, Martin Luther King, Jr. Park provides a therapeutic recreational program for people with disabilities aged 7 through 22 as well as the L.A. Kids program. Due to the facilities size, features, programs, and services it provides, Martin Luther King, Jr. Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-008

Department staff has determined that improvements to the existing baseball fields, including refurbishment of the existing turf, irrigation, fencing, and installation of related site amenities, are necessary to meet the needs of the surrounding community.

Upon approval of this report, \$12,000 in Zone Change Fees from the Zone Change Fees Account No. 440K-00 can be transferred to the Martin Luther King Jr. Park Account No. 440K-MK for the Martin Luther King Jr. Park – Sports Field Improvements project.

The total Zone Change Fees allocation for the Martin Luther King Jr. Park – Sports Field Improvements project is \$12,000. These Fees were collected within two miles of Martin Luther King, Jr. Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds being allocated to this facility are sufficient to meet the scope of this project.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department's General Fund, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-009

DATE January 5, 2011

C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VALLEY PLAZA PARK – SPORTS FIELD IMPROVEMENTS (PRJ20514) – ALLOCATION OF ZONE CHANGE FEES

R. Adams	_____	F. Mok	_____
V. Israel	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>ms</u>
S. Huntley	_____		



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department’s Chief Accounting Employee to transfer \$48,078 in Zone Change Fees from the Zone Change Fees Account No. 440K-00 to the Valley Plaza Park Account No. 440K-VA; and,
2. Approve the allocation of \$48,078 in Zone Change Fees from Valley Plaza Park Account No. 440K-VA for the Valley Plaza Park – Sports Field Improvements project, as described in the Summary of this report.

SUMMARY:

Valley Plaza Park is located at 12240 Archwood Street in the North Hollywood area of the City. This 77.64 acre park provides multipurpose fields, basketball and tennis courts, children’s play areas, a recreation center, and a swimming pool for the use of the local community. Due to the facilities, features, programs, and services it provides, Valley Plaza Park meets the standard for a Community Park, as defined in the City’s Public Recreation Plan.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-009

Department staff has determined that improvements to the existing baseball fields, including refurbishment of the existing turf, irrigation, fencing, and installation of related site amenities, are necessary to meet the needs of the surrounding community.

Upon approval of this report, \$48,078 in Zone Change Fees from the Zone Change Fees Account No. 440K-00 can be transferred to the Valley Plaza Park Account No. 440K-VA for the Valley Plaza Park – Sports Field Improvements project.

The total Zone Change Fees allocation for the Valley Plaza Park – Sports Field Improvements project is \$48,078. These Fees were collected within two miles of Valley Plaza Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds being allocated to this facility are sufficient to meet the scope of this project.

Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1, 3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department's General Fund, as the cost of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER

NO. 11-010

DATE January 5, 2011

C.D. 5

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEPULVEDA BASIN COMMUNITY GARDENS – NEW RESTROOM BUILDING (PRJ20097) (W.O. #E170430F) – SUPPLEMENTAL AGREEMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, BUREAU OF ENGINEERING, AND DEPARTMENT OF GENERAL SERVICES

R. Adams	_____	F. Mok	_____
H. Fujita	_____	K. Regan	_____
S. Huntley	_____	*M. Shull	<u><i>M. Shull</i></u>
V. Israel	_____		

V. Israel for

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Supplemental Agreement to the Memorandum of Understanding (SMOU), substantially in the form attached, between the Department of Recreation and Parks (RAP), the Department of Public Works – Bureau of Engineering (BOE), and the Department of General Services (GSD) to increase the construction funding for Sepulveda Basin Community Gardens – New Restroom Building (PRJ20097) (W.O. #E170430F) by an additional \$100,000 to a new not to exceed total of \$500,000 and extending the term by 24 months to 48 months, subject to the approval of the City Attorney as to form;
2. Request the Department’s Chief Accounting Employee, in accordance with the proposed Supplemental Agreement and upon its execution, with the assistance of the CAO, to facilitate the necessary Council approval to appropriate \$100,000 in construction funds to GSD, as follows:

FROM:

<u>Funding Sources</u>	<u>Fund No./Dept. No./Account No.</u>	<u>Encumbrance Amount</u>
Quimby	302/89/460K/SI	\$ 100,000

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-010

TO:

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

1014 – Construction Salaries:	\$	0
1101 – Hiring Hall Construction:	\$	43,000
1121 – Hiring Hall Fringe Benefits	\$	17,000
3180 – Construction Materials and Supplies:	\$	<u>40,000</u>
Total:	\$	100,000

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 RAP;

3. Direct the Board Secretary to transmit the proposed Supplemental Agreement to the City Attorney for review and approval as to form; and,
4. Authorize the Department’s General Manager to execute the Supplemental Agreement upon receipt of the necessary approvals.

SUMMARY:

The Sepulveda Basin Community Gardens – New Restroom Building Project, a Proposition K Competitive Grant Year 10 and Year 11 project, was awarded to GSD on June 4, 2008 (Board Report No. 08-148) for construction. Funds were obligated prior to the end of Fiscal Year 2007-2008 by way of an executed MOU in order to avoid loss of the funds. The MOU amount of \$400,000 was a budgetary figure provided to GSD and was not based upon a cost estimate developed by GSD. It was recognized that the MOU would have to be amended to reflect the total construction cost, at the time of completion of plans and specifications for the project. The Sepulveda Basin Community Gardens – New Restroom Building Project funding is derived from a combination of Proposition K Year 10, Year 11, and Quimby funds in the respective amounts of \$75,000, \$475,000, and \$170,000 for total project funding in the amount of \$720,000. The allocation of the \$170,000 in Quimby fees to this project was previously approved by the Board on February 4, 2009 (BR No. 09-021).

The scope of this project consists of the construction of a new, permanent 200 square-foot Americans with Disabilities Act (ADA) accessible restroom building with an outdoor wash basin for washing vegetables grown in the community gardens. The restroom building will have separate male and female entrances. New sewer, electrical, and plumbing are included in the construction.

REPORT OF GENERAL MANAGER

PG. 3 NO. 11-010

GSD has also completed a cost estimate in the amount of \$450,000, without contingency. An additional \$50,000 in contingency funds will be included for a total construction cost of \$500,000. Advanced written approval in the form of an executed change order of the BOE Project Manager will be required for any use of the contingency funds by GSD.

BOE therefore recommends that the Board approve the Supplemental Agreement and upon its execution, with the assistance of the CAO, to facilitate the necessary Council approval to appropriate and transfer funds in the amount of \$100,000 into GSD accounts.

GSD has indicated that they can complete all required construction within 270 calendar days after the transfer of funds to GSD or execution of the Supplemental Agreement, whichever occurs last, as follows:

<u>Funding Source</u>	<u>Fund/Dept./ Acct. No.</u>	<u>Funding for Original MOU</u>	<u>Funding for Supplemental MOU</u>
Proposition K-11	43K/10/C601	\$ 400,000	\$ 400,000
Quimby	302/89/460K/SI	\$ 0	\$ 100,000*
Total		\$ 400,000	\$ 500,000

*Proposed Appropriation

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed construction will have no significant impact on the environment. A Notice of Exemption was filed with the Los Angeles City Clerk's office on June 22, 2006 and posted by the County Clerk's office on June 22, 2006, until July 24, 2006.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's General Fund. All funds are provided by the above-listed funding sources as specifically identified and approved for use on this project. The future operation and maintenance costs have yet to be determined.

This Report was prepared by Gary Lam, Project Manager, Bureau of Engineering. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering; and Michael A. Shull, Superintendent, Planning and Construction, Department of Recreation and Parks.

This item not included in the package

11-011 Los Angeles Parks Foundation - Reporting Procedure for
 Gifts Made for the Benefit of Los Angeles City Parks

This item not included in the package

11-012 A Comprehensive Report on the Background and Current
Operations of the Department of Recreation and Park's
Community Gardening Program

REPORT OF GENERAL MANAGER

NO. 11-013

DATE January 5, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CITYWIDE CONTRACT FOR THE INSTALLATION AND REPAIR OF
HARDWOOD FLOORING - CHARTER SECTION 1022 DETERMINATION

R. Adams _____
H. Fujita _____
S. Huntley _____
V. Israel _____

*F. Mok ^{ABW} _____
K. Regan _____
M. Shull _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board find, in accordance with Charter Section 1022, that the Department does not have sufficient personnel available in its employ with the expertise to install and repair hardwood flooring for gymnasiums and that it is, therefore, more feasible to secure these services by an independent contractor.

SUMMARY:

The Department of General Services Supply Services Division (GSD) currently maintains Citywide Contract No. 58524 with Hur Flooring Company to provide for the materials, installation and repair of hardwood flooring for gymnasiums at various facilities throughout the City of Los Angeles. The contract will expire in February 2011. GSD is currently in the process of soliciting bids in order to enter into a new contract.

The labor component of the proposed contract is expected to exceed \$25,000, and the Department is the largest user of the labor component of the contract. Therefore, GSD has requested that the Department make a Charter Section 1022 finding before the contract is renewed.

Charter Section 1022

Los Angeles City Charter Section 1022 prohibits contracting out work that could be done by City employees unless the Board determines it is more economical and/or feasible to contract out the services.

On November 19, 2010, the Personnel Department completed a Charter Section 1022 review (Attachment A) and determined that the City had classifications that could provide some of the work but that the work assignment exceeds staffing availability.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-013

The Department lacks personnel with the expertise to install and repair hardwood flooring for gymnasiums and is unable to hire and train staff in a timely manner to complete projects when they are identified. Also, as the work would be intermittent, the Department would have to layoff such staff due to the short-term nature of the projects.

It would therefore be more feasible to secure the services by an independent contractor.

FISCAL IMPACT STATEMENT:

The Charter Section 1022 finding has no impact to the General Fund.

This report was prepared by Raymond Chang, Administrative Resources Section, Finance Division.

PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Department of Recreation and Parks
2. Contacts:
 Department: Chris Smith Phone No. 818-243-1934 Fax No. 213 847-2030
 CAO: Veronica Salumbides Phone No. 213 473-7561 Fax No. 213 473-7514
3. Work to be performed:
The Department of Recreation and Parks is seeking services of a contractor to install hardwood floors for gymnasiums and to repair damaged hardwood floors. The Department is requesting General Services to solicit bids from potential contractors. The current City-wide contract for installation and repair of hardwood flooring is with Hur Flooring Company (Contract Number 58524) and it expires in February 2011.
 Is this a contract renewal? Yes No
4. Proposed length of contract: One year, with 4 one-year options to renew.
 Start Date: February 2011
6. Proposed cost of contract (if known): \$500,000, per year.
7. Name of proposed contractor: Unknown
8. Unique or special qualifications required to perform the work:
The floor installation and repair projects require expertise in sourcing appropriate materials and installing the hardwood flooring which includes stripping, sanding, laying the material, and finishing the floor.
9. Are there City employees that can perform the work being proposed for contracting?
 Yes (some of the work.) No

Classification	Departments	List Expires
Construction and Maintenance Supervisor	Airports, DWP, Harbor, PW Sanitation, PW Street Services, Rec & Parks, and Zoo	No list
Carpenter Supervisor	Airports, DWP, Harbor, PW Sanitation, Rec & Parks, and Zoo	5/21/2011
Senior Carpenter	Airports, Convention Center, Fire, General Services, Harbor, PW Sanitation & Street Services, Rec & Parks, and Zoo	No list
Carpenter	Airports, Convention Center, Fire, General Services, Harbor, Police, PW Sanitation & Street Services, Rec & Parks, and Zoo	4/2/2011
Floor Finisher	Recreation and Parks	No list
Maintenance and Construction Helper	Various	Continuous
Senior Painter	Airports, Convention Center, DWP, PW Sanitation, Rec & Parks, and Zoo	2/2/2011
Painter Supervisor	Airports, DWP, GSD, Harbor, PW Sanitation, and Rec and Parks	10/11/12

Painter	Airports, Convention Center, DWP, GSD, Harbor, Police, PW Sanitation, Rec and Parks, Transportation, and Zoo	10/31/2012
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If yes,

- a. Which class (es) and Department(s): See above.
- b. Is there sufficient Department staff available to perform the work? Yes No
- c. Is there a current eligible list for the class(es)? Yes No Expiration Date: see above.
- d. Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- e. Can the requesting department continue to employ staff hired for the project after project completion? Yes No
- f. Are there City employees currently performing some of the work? Yes No

10. Findings

- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform some of the work

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

SUMMARY:

The Department of Recreation and Parks is requesting General Services Department to solicit bids for hardwood flooring contract. The Department stated that its current staff is able to perform only small scale repairs. The Department emphasized that budgetary constraints impede hiring and training sufficient staff to complete the projects in a timely and efficient manner.

<i>Cathy T. Tanaka</i>	<i>Shelly Del Rosario</i>	<i>Raul Lemus</i>	<i>11/19/10</i>
Submitted by	Reviewed by	Approved by	Date
Cathy T. Tanaka	Shelly Del Rosario	Raul Lemus	
Sr. Personnel Analyst I	Sr. Personnel Analyst II	Chief Personnel Analyst	

REPORT OF GENERAL MANAGER

NO. 11-014

DATE January 5, 2011

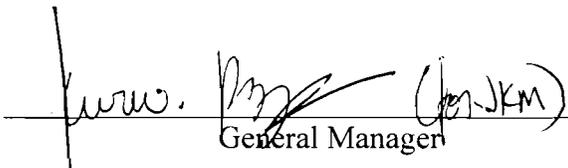
C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PERSHING SQUARE PARKING GARAGE – PROPOSED BUDGET FOR FISCAL YEAR 2010-2011

R. Adams _____
H. Fujita _____
S. Huntley _____
V. Israel _____

*F. Mok ND
K. Regan _____
M. Shull _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the proposed budget for the Pershing Square Parking Garage for Fiscal Year 2010-2011;
2. Authorize the Department's Chief Accounting Employee to transfer appropriations between accounts in Recreation and Parks Fund 302, Department 89, and to transfer the funds to Recreation and Parks Fund 301, Department 88, between accounts as follows:

From:	Fund No./	
	Department No./	Fund
<u>Funding Source</u>	<u>Account No.</u>	<u>Amount</u>
Pershing Square Garage Operation	302/89/810M	\$264,156

To:	Fund No./	
	Department No./	Fund
<u>Funding Source</u>	<u>Account No.</u>	<u>Amount</u>
Pershing Square Program--		
Downtown on Ice - Ice Rink Security	301/88/012M	\$ 50,000

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-014

Pershing Square Program - Facility Repair and Maintenance	301/88/012M	\$82,959
Pershing Square Program - Downtown on Ice / Holiday Lighting	301/88/012M	\$ 75,000
Pershing Square Program - Downtown on Ice / Concerts, Programs and Special Events	301/88/012M	\$ 28,924
Pershing Square Park Operations and Programming - Pest Control	301/88/015M	\$ 5,223
Pershing Square Park Operations and Programming - Maintenance and Replacement of Program Equipment	301/88/015M	\$ 22,050
Total Transfers		\$264,156

3. Authorize the General Manager, or his designee, to make adjustments during the Fiscal Year between accounts and to budget line item designations, as needed, not to exceed the total amount budgeted, for technical corrections, as necessary.

SUMMARY:

In accordance with Board Report No. 06-236, approved by the Board on August 9, 2006, this Report submits the proposed budget for the Pershing Square Parking Garage, with estimated revenue and proposed expenditures, for Fiscal Year 2010-2011 (Attachment A). Estimated revenues are based on prior years' experience and estimated performance. Estimated expenses are based on prior years' experience and anticipated needs for the upcoming fiscal year.

Pershing Square Mobile Youth programming (Mobile Youth) in Fiscal Year 2010-2011 uses

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-014

funding in the amount of \$107,751 (based on five percent (5%) of Fiscal Year 2010 net revenues). Funding is transferred annually to Mobile Youth following Board approval of the fiscal year-end report, after the close of the fiscal year. Budget estimates in the Fiscal Year 2010-2011 proposed budget, in the amount of \$113,360, are based on five percent (5%) of projected fiscal year-end net revenues.

The Mobile Youth Program, serving youth within a five-mile radius of Pershing Square, reaches out to youth who may not have access to a recreation center nearby. Mobile Youth conducts regular programming, including various recreational activities, craft programs and special events, at selected pocket parks within five-mile radius.

Various Transfers

Select items from the proposed Fiscal Year 2010-2011 Pershing Square Garage Budget, intended for use by related Pershing Square accounts, are herein recommended for transfer to those accounts for more efficient control and accountability. Funding for the proposed program budget line items comes from Fiscal Year 2010-2011 garage revenues. Revenues are evaluated on an ongoing basis throughout the fiscal year. Proposed budget expenses are evaluated and modified as needed and final allocations for all Pershing Square budget line items, including those intended to fund park and program items may be subject to change based on garage revenues. Transfers will be made based on evaluation of program need and fund availability in the garage account.

Public-Private Partnership (P3) Parking System Proposal

The Pershing Square Parking Garage is included as part of the City's Public-Private Partnership (P3) Parking System proposal. If the P3 proposal is approved a revised budget proposal will be submitted to the Board.

FISCAL IMPACT STATEMENT:

The Pershing Square Parking Garage will contribute \$800,000 to the Department of Recreation and Parks' General Operating Fund for Fiscal Year 2010-2011 toward other costs not covered directly by Pershing Square garage funds. In addition, revenues provide funds for additional park programming, park maintenance and youth programming.

Report prepared by Carol Jacobsen, Senior Management Analyst I, Finance Division, and approved by Noel Williams, Chief Financial Officer.

City of Los Angeles
 Department of Recreation and Parks
 Pershing Square
 Attachment A

	Proposed Budget for Fiscal Year 11 7/1/10 - 6/30/11
Revenue	
Estimated Revenue	3,593,917
Transfer to Recreation and Parks General Revenue Fund	-800,000
Transfer - Utilities Payment for Pershing Square	-200,000
Estimated Tax Liability (Transferred to City's Office of Finance)	-326,720
Estimated Net Actual Revenue Total	2,267,197
Expenses	
General Services Department/Parking Garage	
Parking Operating Expense	530,599
Building Maintenance Expense	101,173
Capital Improvement and Equipment Fund - Garage	165,375
Below Ground Security	351,986
Total Expenses - General Services	1,149,133
Department of Recreation and Parks	
Above Ground/Surface Security	390,186
Facility Administration	234,986
Facility Repair and Maintenance	82,959
Capital Improvement and Equipment Fund - Park	165,375
Recreation Programming	
Downtown On Ice Outdoor Ice Rink/Holiday Lighting	75,000
Concerts, Programs, Special Events	28,924
Pest Control - Above Ground	5,223
Maintenance and Replacement of Program Equipment	22,050
Total Expenses - Recreation and Parks	1,004,703
Total Expenses	2,153,836
Estimated Funds for Youth Recreation Programming	113,361
Net Income	0

REPORT OF GENERAL MANAGER

NO. 11-015

DATE January 5, 2011

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AUTOMATIC EXTERNAL DEFIBRILLATOR TRAINING – LETTER OF AGREEMENT WITH THE DEPARTMENT OF WATER AND POWER

R. Adams _____	J. Kolb _____
*H. Fujita <u></u>	F. Mok _____
S. Huntley _____	K. Regan _____
V. Israel _____	M. Shull _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Letter of Agreement, substantially in the form on file in the Board Office, between the Department of Water and Power and the Department of Recreation and Parks regarding the delivery of training in the use of an Automatic External Defibrillator, subject to the approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed Letter of Agreement to the City Attorney for review and approval as to form; and,
3. Authorize the General Manager to execute the proposed Letter of Agreement subsequent to the necessary approvals.

SUMMARY:

An Automatic External Defibrillator (AED) is a computerized medical device that can be used to check a person's heart rhythm and restore a normal heart rhythm if necessary. AEDs are very accurate and easy to use. Within a few hours of specialized training a person can learn to use an AED safely. The Department of Recreation and Parks (RAP) has placed AEDs at its golf courses, swimming pools, and senior citizen centers, and has provided AED training classes to key staff at these sites. Staff also continues to explore the placement of AEDs at our recreation centers.

REPORT OF GENERAL MANAGER

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NO. 11-015

In 2009 the Board of Recreation and Park Commissioners (Board) approved a Letter of Agreement and RAP staff conducted 34 AED training classes for Department of Water and Power (DWP) staff (see Board Report No. 09-229). Under that Letter of Agreement, DWP provided the equipment and materials/supplies necessary for the training and covered the salary cost of those RAP staff who conducted the classes. DWP recently requested that RAP conduct additional AED training classes for its employees, but that Letter of Agreement has since expired.

The Letter of Agreement before the Board now is similar in most aspects to the one the Board previously approved. However, the cost of a class has gone up by nearly \$18.00 due to Cost of Living Adjustments (COLAs). In addition, the Letter of Agreement before the Board now would add a new provision requiring DWP to provide transportation, room and board for instructors whenever AED training classes for DWP employees are held outside the city limits of the City of Los Angeles.

FISCAL IMPACT STATEMENT:

Staff reimbursements received from DWP to cover the salary cost of those RAP staff who deliver the AED training will be credited to Fund 301, Department 88, as revenue from other funds.

Prepared by Joyce Washizaki, Safety Engineering Associate II, Human Resources Division.

REPORT OF GENERAL MANAGER

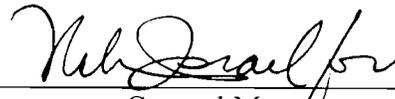
NO. 11-016

DATE January 5, 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:

1) Mayor, relative to a proposed Supplemental Agreement to a contract with AECOM Technical Services, Inc.

2) Mayor, relative to an agreement with the State for Pan Pacific Park.

3) City Clerk, relative to limiting secondhand smoke in public areas.

4) City Clerk, relative to the temporary closure of Ledgewood Drive at the intersection of Mulholland Highway for public safety reasons.

5) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending November 5, November 12, and November 19, 2010.

Recommendation:

Refer to staff for further processing.

Refer to staff for further processing.

Note and file.

Note and file.

Note and file.

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- 6) Philadelphia Fairmount Park System, two communications relative to research into private-public partnerships. Refer to General Manager.
- 7) Five Communications, relative to the proposed closure of Van Nuys Sherman Oaks Pool on Mondays. Refer to General Manager.
- 8) Rick Selan, five communications relative to events in and around the Oakwood Recreation Center. Note and file.
- 9) Jackie Tatum/Harvard Recreation Center Aerobics Class participants, relative to the reduction of new fees for the class. Refer to General Manager.
- 10) Concerned Neighbors of Stoner Park, two communications to Neil Drucker, Environmental Affairs Officer/Project Manager III, Bureau of Engineering, relative to noise from Stoner Park Skate Park; with replies from Mr. Drucker. Note and file.
- 11) Twenty-six Communications, relative to the increase of fees for Community Gardens. Refer to General Manager.
- 12) Ransford Thomas, President, Leone Stars California, relative to a proposed tournament to be held in Los Angeles. Refer to General Manager.
- 13) Mervin Evans, relative to a proposal concerning the City budget and public safety. Note and file.
- 14) Antonio Medina, relative to fees at David M. Gonzales Park. Refer to General Manager.

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15) Drew Pomerance, Roxborough Pomerance Nye & Adreani, relative to a lawsuit.

Note and file.

16) Anne Ziliak, Granada Hills North Neighborhood Council, relative to the Aliso Canyon Park Improvement Project (W.O. E170101).

Refer to General Manager.

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

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