

REPORT OF GENERAL MANAGER

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4. Authorize the Board President and Secretary to execute the Agreement upon receipt of the necessary approvals; and,
5. Direct RAP's Chief Accounting Employee to deposit in 302/89 account 89703H Childcare Operations MAOF Agreement for utility and other cost recovery reimbursements received into the accounts established for such purpose.

SUMMARY

Under three-year Agreement No. 3472 between PACE and RAP, approved on September 5, 2012 (Report No. 12-255) and executed on August 16, 2013, PACE was previously authorized to provide licensed Head Start services at the Lindsay Center located at 1584 East Martin Luther King Jr. Boulevard within the grounds of Ross Snyder Recreation Center. In January 2014, the Los Angeles County Office of Education (LACOE) and PACE notified RAP that MAOF would be taking over operations of the Lindsay Center from PACE. To prepare for the transition, staff initiated discussions with MAOF regarding their acceptance of the premises and operation under a temporary revocable Right Of Entry Permit (ROE), followed by a separate agreement with RAP, as MAOF was scheduled to start operations in July 2014.

MAOF, a private non-profit agency, is a delegate Head Start service provider receiving federal Head Start funding through LACOE to operate the Lindsay Head Start Center. MAOF was issued Right Of Entry Permit No. PD-ROE-060 (ROE), allowing MAOF to operate at the facility until a longer term agreement could be approved by the Board and executed. The term for the ROE is one year, but shall terminate earlier should an agreement between MAOF and RAP be executed in accordance with RAP Policies.

In Report No. 11-296, which was approved on November 2, 2011, the Board made a finding that non-profit cooperative nursery, Head Start, pre-school and child care organizations are a recreational use of park property, as these programs provide indoor and outdoor child development through recreational experiences such as game playing, free play, and group sports play. Additionally, those federally funded Head Start Programs, such as that of MAOF, are free services provided by non-profit organizations for the benefit of children ages two (2) through five (5) from low income families. These programs encourage physical activity, demonstrate healthy lifestyle choices, help prepare participants enrolled in the programs for success in school, and meet the needs of special populations, including children with disabilities. Head Start Programs are required to be operated under California Childcare Center General Licensing requirements.

The Lindsay Head Start at Ross Snyder consists of two pre-fabricated classrooms with playground equipment in an adjacent gated and enclosed outside area. The classrooms were purchased years ago by the Head Start delegate prior to MAOF, with funding through LACOE.

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At that time, the Head Start delegate received approval from RAP to have the classrooms placed on RAP property. The classrooms and play equipment are the property of the issuing delegate to run Head Start programming and are handed down to, or replaced by future Head Start delegates at sites that require modular classrooms and equipment. Under the terms of the contract between MAOF and LACOE, MAOF is responsible to maintain the classrooms and playground equipment. LACOE performs regular evaluations and maintains oversight of MAOF for compliance with relevant licensing requirements. If a notice of termination of the Agreement is initiated, RAP will allow a period of 180 calendar days for MAOF to remove classrooms and playground equipment from the property, thereby giving enough time for MAOF to acquire emergency funds from LACOE in order to implement and pay for MAOF's removal of the classrooms.

MAOF has provided Head Start services for over 35 years in Los Angeles County at low cost to the community's participants. The Head Start Program provided by MAOF follows the traditional school-year calendar. The Program promotes the development of self-sufficiency and social readiness in child-participants through constructive play and outdoor activities. MAOF provides morning and afternoon sessions, servicing up to 120 children per day. The annual value of services MAOF provides at the Lindsay Head Start Center is estimated at \$840,000.00 based on MAOF's annual budget for the operation.

Staff recommends approval of the proposed Agreement in order that MAOF may be allowed to continue using park property to provide a Head Start Program which provides recreational benefits and is in the best interest of the Central Los Angeles community.

Should the proposed Agreement be approved, MAOF's performance will be monitored through an annual performance review to ensure compliance with the Agreement. As part of the proposed Agreement, MAOF will be responsible, at its sole cost and expense, for all utility, maintenance, solid waste disposal, and repair costs related to the operation and maintenance of the Lindsay Head Start Center. As part of the proposed agreement, MAOF will pay directly to the provider, its sole cost and expense for utility, trash disposal and other cost related to the operation and maintenance of the Lindsay Head Start Center. Additionally, MAOF will pay a Cost Recovery Reimbursement Fee to RAP in the amount of \$142 per month or \$1,704 a year. The Cost Recovery Fee will cover indirect costs associated with the impact of MAOF's program to RAP in accordance with the Rates and Fees for Staff Impact Cost Recovery Reimbursement approved by the Board on July 19, 2012, Report No. 12-217.

ENVIRONMENTAL IMPACT STATEMENT

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

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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 adverse impact on RAP's General Fund as operations and program costs associated with MAOF's use of park property will be paid for by MAOF at no cost to the City, and any residual impacts on RAP will be offset through the collection of Cost Recovery Reimbursement Fees.

This report was prepared by Ellen Gaines Varela, Senior Recreation Director I, and Joei Alvarez, Senior Management Analyst, Partnership Division.