

SPECIAL MEETING AGENDA
BOARD OF RECREATION AND PARK COMMISSIONERS
OF THE CITY OF LOS ANGELES

Friday, July 24, 2015 at 9:30 a.m.

EXPO Center
Kids in Sports Room
3980 South Bill Robertson Lane
Los Angeles, CA 90037

SYLVIA PATSAOURAS, PRESIDENT
LYNN ALVAREZ, VICE PRESIDENT
MELBA CULPEPPER, COMMISSIONER
MISTY M. SANFORD, COMMISSIONER
IRIS ZUÑIGA, COMMISSIONER

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.

1. GENERAL MANAGER'S REPORTS:

- 15-165 West Lakeside Street Park – Lease Agreement with the Department of Water and Power for the Construction, Operation, and Maintenance of a New Park
- 15-166 Summer Night Lights and Friday Night Lights Programs – Artist/Instructor Services; Appropriations Within Fund 302 in the Department of Recreation and Parks
- 15-167 Sepulveda Golf Complex Professional Concession – Operation and Maintenance Agreement with Michael Leslie Productions, Inc., dba Ready Golf Centers

Pursuant to California Government Code Section 54956.9(d)(1), the Board of Recreation and Park Commissioners may recess into closed session to discuss the following litigation: *Michael Leslie Productions, Inc., dba Ready Golf Centers v. Board of Recreation and Park Commissioners et al.*, Superior Court of the State of California County of Los Angeles, Case Number BC477339.

2. CLOSED SESSION:

Pursuant to California Government Code Section 54956.9(d)(1), the Board of Recreation and Park Commissioners may recess into closed session in order to confer with legal counsel concerning a proposed settlement in *International Society for Krishna Consciousness of California Inc., et al. v. City of Los Angeles and City of Los Angeles Department of Recreation and Parks*, United States District Court for the Central District of California Case Number 2:15-cv-01320-DDP-AGR

July 24, 2015

3. NEXT MEETING:

The next Regular Meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, August 12, 2015, 9:30 a.m., at EXPO Center, 3980 South Bill Robertson Lane, Los Angeles, CA 90037.

4. 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)
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/ForResidents/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. 15-165

DATE July 24, 2015

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WEST LAKESIDE STREET PARK – LEASE AGREEMENT WITH THE DEPARTMENT OF WATER AND POWER FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF A NEW PARK

<i>for</i> *R. Barajas <u>USD</u>	K. Regan	_____
H. Fujita	N. Williams	_____
V. Israel		_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the Lease Agreement, substantially in the form on file in the Board Office, with the City of Los Angeles Department of Water and Power (DWP) for the use of 6.16 acres of DWP property for the development, operation and maintenance of a new park;
2. Direct the Board Secretary to forward the Lease Agreement to the Mayor’s Office pursuant to Executive Directive No. 3, and to the City Attorney’s Office for approval as to form; and,
3. Authorize the Board President and Secretary to execute the Lease Agreement upon receipt of the necessary approvals.

SUMMARY:

On July 10, 2013, the Board, through Report No. 13-191, adopted and certified the Final Environmental Impact Report (FEIR) for the proposed West Lakeside Street Park project. The proposed project envisioned the development of a park that would provide baseball and/or soccer fields, restrooms, an amphitheater, a picnic area, walking trails, landscaping and a parking lot. The same Board report also authorized Department of Recreation and Parks (RAP) staff to pursue and negotiate a lease agreement with the Department of Water and Power (DWP) for the use of a portion

REPORT OF GENERAL MANAGER

PG. 2 NO. 15-165

of DWP's Lakeside Debris Basin property for the development of the proposed park.

The Lakeside Debris Basin is located just east of the interchange of the Interstate 5 and Interstate 405 freeways, in Sylmar. The entire site measures approximately sixty-eight (68) acres and is bounded in the north, east, and south by residential neighborhoods and on the west by the Interstate 5 freeway. The property address is 15275 Lakeside Street, Los Angeles, California 91342 (See Exhibit A).

As originally presented in Board Report No. 13-191, the proposed park was supposed to occupy approximately eleven (11) acres of the Lakeside Debris Basin. But after considering the limitations of the basin that include overhead transmission lines and available funding from Proposition 84, it was decided to limit the size of the park to 6.16 acres.

The proposed Lease Agreement terms and conditions are similar to other executed agreements with DWP. These include the following:

- A term of twenty (20) years
- A premises area measuring approximately 6.16 acres (See Exhibit B)
- Rent shall be \$1 per year for the first five (5) years; and, in accordance with the City Charter, rent will be set by the Board of Water and Power Commissioners for each five (5) year period thereafter
- All utilities, which includes water, gas, electricity, light, heat, telephone, power and other utilities and communication services used by the Department, will be the Department's responsibility

The proposed park is currently in design. Upon the completion of the construction plans, these will be presented to the Board for final approval.

As previously stated, a FEIR was adopted and certified on July 10, 2013.

FISCAL IMPACT STATEMENT:

There is no immediate fiscal impact to the Department's General Fund. However, future operations and maintenance costs will be included in future Department annual budget requests.

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

LA County Aerial 2014 (Prelim)



0 300 600ft

REPORT OF GENERAL MANAGER

NO. 15-166

DATE July 24, 2015

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUMMER NIGHT LIGHTS AND FRIDAY NIGHT LIGHTS PROGRAMS -
ARTIST/INSTRUCTOR SERVICES; APPROPRIATIONS WITHIN FUND 302
IN THE DEPARTMENT OF RECREATION AND PARKS

R. Barajas _____
H. Fujita _____
V. Israel _____

K. Regan _____
*N. Williams NOV



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Adopt a Resolution authorizing the use of the services of special artists/instructors for the Summer Night Lights Program and the Friday Night Lights Program.
2. Authorize the Chief Accounting Employee to appropriate \$1,688,000 (from the General City Purpose Fund) to the following accounts:

<u>Fund</u>	<u>Department</u>	<u>Account</u>	<u>Account Description</u>	<u>Amount</u>
302	88	001070	Salaries-As-Needed	\$1,433,500.00
302	88	006020	Operating Expense	\$74,500.00
302	88	0094XX	SNL-Vendor Only	<u>\$180,000.00</u>
Total				\$1,688,000.00

3. Authorize the Chief Accounting Employee to encumber funds for the payment of specialized artists/instructors for the Summer Night Lights and Friday Night Lights Programs in the amount not to exceed \$180,000 for the service period from April 1, 2015 to June 30, 2015.

REPORT OF GENERAL MANAGER

PG. 2

NO. 15-166

4. Authorize the Department of Recreation and Parks' Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY:

For the last several years, The Department of Recreation and Parks (RAP) has played a supportive role in the implementation of the Summer Night Lights Program (SNL) as developed and overseen by the Office of the Mayor (Mayor). SNL provides enhanced programming for economically disadvantaged neighborhoods during the summer months. RAP has largely provided maintenance services, opened up our facilities for use by SNL and performed other supportive tasks. In preparation for the program for the Summer of 2015, the Mayor requested that RAP take on the duties of "the Fiscal Agent" for SNL. This involved assisting in the hiring and payment of all the part-time staff to be used in SNL, purchasing of materials and procuring the services of specialized artists/instructors to offer classes to patrons at SNL sites (Class Schedule attached).

The Mayor has also authorized the continuation of SNL past the traditional summer time programming. The new program, Friday Night Lights (FNL) will continue offering enhanced programming at ten (10) sites for approximately ten (10) weeks in the fall. Details of this program have not been finalized.

For Fiscal Year 2015-16, funds in the amount of \$1,688,000 were placed in the General City Purposes (GCP) Account, to reimburse RAP for performing its Fiscal Agent duties. This Report requests that the Board approve the appropriation of the funds from the GCP into various accounts and authorize RAP staff to encumber and pay specialized artists/instructors for services provided to the SNL and FNL Programs.

FISCAL IMPACT STATEMENT:

Approval of this Report will have no effect on the RAP General Fund as all expenses are reimbursed to RAP from the Office of the Mayor.

This Report was prepared by Noel D. Williams, Chief Financial Officer, Finance Division.

Department of Recreation and Parks
 Summer Night Lights Artists and Instructor Schedule 2015

Attachment

Site Artist Schedule				
1st session, June 24th - August 1st				
Site Artists	Art Form	Wednesday / Friday	Thursday / Saturday	
1 Rochelle Martin	Jewelry Art	Algin Sutton R.C.	Toberman R.C.	
2 Eduardo Arenas	Recording Arts	Imperial Courts	Mount Carmel	
3 Elizabeth Heredia	Mixed/ Visual Arts	Green Meadows	Slauson	
4 Miguel Ruiz	Ceramics	Delano	Sun Valley R.C.	
5 Teri Brown-Jackson	Spoken Word/poetry	Lanark R.C.	Valley Plaza	
6 Leo Montano	Mixed/ Visual Arts	Montecito Heights	Costello	
7 Nick Quinn	Painting/ Acrylics	Normandale	Nickerson Gardens	
8 Heriberto Luna	Lino Carving	Jackie Tatum Harvard	MLK	
9 Melissa Perez	Illustration	Jim Gilliam	Van Ness	
10 Amy Rubalcava	Mixed/ Visual Arts	Lemon Grove	Lafayette R.C.	
11 Thomas Heck	Mixed/ Visual Arts	Ramon Garcia	Cypress	
12 Oscar Rodriguez	Illustration	Ramona Gardens	Highland Park	
13 Katie Ventura	Theater/ Performing Arts	El Sereno R.C.	Glassell Park	
14 Dollie Adaya	Mixed/ Visual Arts	Jordan Downs	Wilmington R.C.	
15 David Heredia	Aerosol/ Graffiti Arts	Sepulveda	Humphrey	
16 Lorena Endara	Stop Motion Animation	Ross Snyder	South Park	

Zumba/ Fitness Schedule				
1st session, June 24th - August 1st				
Site Artists	Art Form	Wednesday / Friday	Thursday / Saturday	
1 Crystal Burton	Hip-Hop/ Dance	Toberman R.C.	Algin Sutton R.C.	
2 Jayden Colon	Latin Dance	Mount Carmel	Imperial Courts	
3 Zhoemy Buenfil	Zumba/Fitness	Slauson	Green Meadows	
4 Alonso Vargas	Zumba/Fitness	Sun Valley R.C.	Delano	
5 Alexandra Cortes	Zumba/Fitness	Valley Plaza	Lanark R.C.	
6 Alma Meraz	Zumba/Fitness	Lafayette R.C.	Lemon Grove	
7 Shevena Golston	Hip-Hop/ Dance	Nickerson Gardens	Normandale	
8 Karla Byndon	Zumba/Fitness	MLK	Jackie Tatum Harvard	
9 Kimberly Dockett	Zumba/Fitness	Van Ness	Jim Gilliam	
10 Ciani-Nunez Murillo	Latin Dance	Costello	Montecito Heights	
11 Lizett La Torre	Zumba/Fitness	Cypress	Ramon Garcia	

**Department of Recreation and Parks
Summer Night Lights Artists and Instructor Schedule 2015**

		Hip-Hop/ Dance	Highland Park	Ramona Gardens	Attachment
12	Rachel Quinn	Zumba/Fitness	Glassell Park	El Sereno R.C.	
13	Mab Garcia	Zumba/Fitness	Wilmington R.C.	Jordan Downs	
14	Camella Woodruff	Zumba/Fitness	Humphrey	Sepulveda	
15	Nayeli Rios	Zumba/Fitness	South	Ross	

Culinary Artist Schedule						
1st session, June 24th - August 1st						
Culinary Artist	Dates	Wednesday/ Thursday	Friday/ Saturday			
1	Stephanie Monterroza	06/24/15 - 06/27/15	Sepulveda	Lanark		
		07/01/15 - 07/04/15	Hubert Humphrey	Off		
		07/08/15 - 07/11/15	Valley Plaza	Delano		
		07/15/15 - 07/18/15	Toberman	Toberman		
		07/22/15 - 07/25/15	Lemon Grove	Lemon Grove		
		07/29/15 - 08/01/15	Lafayette	Lafayette		
Culinary Artist	Dates	Wednesday/ Thursday	Friday/ Saturday			
2	Marina J Montgomery	06/24/15 - 06/27/15	Wilmington	Cypress		
		07/01/15 - 07/04/15	Imperial Courts	Off		
		07/08/15 - 07/11/15	Jordan Downs	Nickerson Gardens		
		07/15/15 - 07/18/15	Jackie Tatum Harvard	Jackie Tatum Harvard		
		07/22/15 - 07/25/15	Normandale	Normandale		
		07/29/15 - 08/01/15	Mt Carmel	Mt Carmel		
Culinary Artist	Dates	Wednesday/ Thursday	Friday/ Saturday			
3	Viveca Finley	06/24/15 - 06/27/15	Ross Snyder	South Park		
		07/01/15 - 07/04/15	Slauson	Off		
		07/08/15 - 07/11/15	Green Meadows	Jim Gilliam		
		07/15/15 - 07/18/15	Algin Sutton	Algin Sutton		
		07/22/15 - 07/25/15	Van Ness	Van Ness		
		07/29/15 - 08/01/15	MLK	MLK		
Culinary Artist	Dates	Wednesday/ Thursday	Friday/ Saturday			
4	Alejandrina Orozco	06/24/15 - 06/27/15	Highland Park	Glassell Park		
		07/01/15 - 07/04/15	Ramona Gardens	Off		
		07/08/15 - 07/11/15	Montecito Heights	Costello Park		
		07/15/15 - 07/18/15	El Sereno	El Sereno		

**Department of Recreation and Parks
Summer Night Lights Artists and Instructor Schedule 2015**

	07/22/15 - 07/25/15	Ramon Garcia	Ramon Garcia	Attachment
	07/29/15 - 08/01/15	Jordan Downs	Jordan Downs	

All Site Artist Schedule				
1st session, June 24th - August 1st				
Edible Gardening	Dates	Wednesday	Thursday	
1 Gisela Garay	06/24/15 - 06/27/15	Lemon Grove	Lafayette	
	07/01/15 - 07/04/15	Ramon Garcia	Ramona Gardens	
	07/08/15 - 07/11/15	Highland Park	Glassell Park	
	07/15/15 - 07/18/15	Hubert Humphrey	Valley Plaza	
	07/22/15 - 07/25/15	Lanark	Ross Snyder	
	07/29/15 - 08/01/15	Slauson	South Park	

Silk Screening	Dates	Wednesday	Thursday
2 Alfonso Aceves	06/24/15 - 06/27/15	Imperial Courts	Imperial Courts
	07/01/15 - 07/04/15	Nickerson Gardens	Nickerson Gardens
	07/08/15 - 07/11/15	Ross Snyder	Ross Snyder
	07/15/15 - 07/18/15	Slauson	South Park
	07/22/15 - 07/25/15	Algin Sutton	Algin Sutton
	07/29/15 - 08/01/15	Wilmington	Jordan Downs

Silk Screening	Dates	Wednesday	Thursday
3 Dewey Tafoya	06/24/15 - 06/27/15	Montecito Heights	Montecito Heights
	07/01/15 - 07/04/15	Ramona Gardens	Ramona Gardens
	07/08/15 - 07/11/15	Lemon Grove	Lemon Grove
	07/15/15 - 07/18/15	Lafayette	Costello
	07/22/15 - 07/25/15	Cypress	Glassell Park
	07/29/15 - 08/01/15	Hubert Humphrey	Valley Plaza

REPORT OF GENERAL MANAGER

NO. 15-167

DATE July 24, 2015

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEPULVEDA GOLF COMPLEX PROFESSIONAL CONCESSION – OPERATION AND MAINTENANCE AGREEMENT WITH MICHAEL LESLIE PRODUCTIONS, INC., DBA READY GOLF CENTERS

R. Barajas _____
H. Fujita _____
V. Israel _____

K. Regan _____
*N. Williams NOW

General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a contract (Contract) with Michael Leslie Productions, Inc., dba Ready Golf Centers, to operate the Sepulveda Golf Complex Professional Concession, as approved by the City Council on December 11, 2009 (Council File No. 09-2740);
2. Authorize the Board President and Secretary of the Board of Recreation and Park Commissioners to execute the agreement with Michael Leslie Productions, Inc., dba Ready Golf Centers, relative to the Sepulveda Golf Professional Concession, for a term of ten (10) years with two (2) five (5)-year options to renew, subject to approval of the United States Army Corps of Engineers and the City Attorney.”
3. Authorize RAP’s General Manager to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY:

The Sepulveda Golf Complex is located at 16812 Burbank Boulevard, Encino, CA 91436 and includes two (2) eighteen (18)-hole golf courses, the Encino Golf Course and the Balboa Golf Course. RAP owns and maintains both golf courses. The Sepulveda Golf Complex Professional Concession (Concession) provides professional golf lessons to patrons and maintains and operates the golf professional shop, range shop and the golf driving range.

REPORT OF GENERAL MANAGER

PG. 2

NO. 15-167

The Board approved the contract with Michael Leslie Productions, Inc., dba Ready Golf Centers (Concessionaire), to operate the Concession (Contract) on February 6, 2008 (Report No. 08-37). The City Council approved a slightly different version of the Contract on December 11, 2009 (Council File No. 09-2740). Differences included changes to contract terms regarding utilities and capital improvements.

The Contract has been in litigation. RAP is under Court order to sign and execute the Contract as approved by the City Council on December 11, 2009.

RAP requests Board approval of the Contract with Ready Golf Centers, as approved by the City Council on December 11, 2009 (Council File No. 09-2740) (Contract), for a period of ten (10) years, effective on the date of execution, with two (2) five (5)-year options to renew, exercisable at the sole discretion of the General Manager.

Monthly rental fees are as follows:

- Golf Lessons / Instruction Services:
Five percent (5%) of the gross receipts produced by all golf lessons (instructional services), each month;
- Pro Shop and Range Shop Sales:
Five percent (5%) of the gross receipts produced by all professional shop and range shop sales (goods and services) and rentals, each month.
- Driving Range Business:
Twenty-Five percent (25%) of gross receipts between \$0 and Six Hundred Thousand Dollars (\$600,000.00) produced by all driving range business authorized herein to be conducted, and, Sixty percent (60%) of the gross receipts in excess of Six Hundred Thousand Dollars (\$600,000.00) produced by all driving range business authorized herein to be conducted.

In the event that individual utility meters are not installed before the execution of the agreement, the initial monthly utility payment will be Three Hundred and Thirty Five Dollars (\$335.00). These fees can be adjusted annually based on prior years' usage.

Capital Improvements (Improvements) are as follows:

- The Concessionaire is responsible to complete all required and proposed Capital Improvements ("Improvements") as proposed in the Proposal submitted in

REPORT OF GENERAL MANAGER

PG. 3

NO. 15-167

response to the Request for Proposal (RFP) issued for the Contract, and to the funding level proposed. The Improvements are a condition of the Contract and must be begun and completed as stipulated therein, once approved by General Manager. The Concessionaire is responsible for the cost of the Improvements, as stipulated in the Contract. The City reserves the right to recover damages from Concessionaire if the Improvements are not begun and completed as stipulated.

- Concessionaire will make the following Improvements to the Concession premises within twenty-four (24) months of the execution of the Contract, or pay the City an amount equal to the value of the Improvement(s) not completed within sixty (60) days of written notification by the City that said Improvement was not completed.

The minimum required investment is One Million Dollars (\$1,000,000.00), exclusive of financing costs. If the actual cost of the Improvements is less than the required investment amount, the remainder shall be expended at the Sepulveda Golf Complex on mutually agreed upon Improvements, subject to final approval of the General Manager. All Improvements shall become property of the City.

- Renovation of the Driving Range Surface
 - Renovation of the Tee Line
 - Installation of Range Fence for Ball Containment
 - Renovation and/or Remodeling of the Range Shop
 - Renovation and/or Remodeling of the Pro Shop
 - Storage Area for Driving Range Equipment/Staging Area
 - Upgrade of Driving Range Lights
- Concessionaire will make the following Improvements to the Concession premises within twelve (12) months of the execution of the Contract, or pay the City an amount equal to the value of the Improvement(s) not completed within sixty (60) days of written notification by City that said Improvement was not completed.

The minimum required investment is to be Three Hundred Six Thousand, Nine Hundred Eight Dollars (\$306,908.00), exclusive of financing costs. If the actual cost of the Improvements is less than the required investment amount, the remainder shall be expended at the Sepulveda Golf Complex on mutually agreed upon Improvements, subject to final approval of the General Manager. All Improvements shall become property of the City.

- Installation of Target Greens
- Installation of Landing Area Lake Front with Water Feature
- Installation of Misting System in all Covered Stalls

REPORT OF GENERAL MANAGER

PG. 4

NO. 15-167

- Installation of Additional Landscaping and Hardscape
- Outdoor Furnishing: Benches and Seating Areas
- Installation of Water Drinking Fountain
- Installation of Consistent, Well-Designed Signage
- Installation of 24-Hour Closed Circuit Video Security Monitoring

For all Improvements, Concessionaire is responsible for guaranteeing the completion of all proposed Improvements, according to approved plans, regardless of cost. Concessionaire shall bear all costs for necessary permits, insurance, and taxes required for compliance of such Improvements.

FISCAL IMPACT STATEMENT:

The average annual rent received from the concession between 2010 and 2014 was Sixty-Eight Thousand, Seven Hundred Sixty-Seven Dollars (\$68,767.00). Based on the average monthly rent received during the first six (6) months of 2015, RAP can expect to receive approximately Forty-Nine Thousand, Eight Hundred Sixty-Three Dollars (\$49,863.00) in revenue for 2015.

This Report was prepared by Noel Williams, Chief Financial Officer, Finance Division.