

MINUTES

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

Wednesday, September 16, 2015

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at EXPO Center Comrie Hall at 9:31 a.m. Present were President Sylvia Patsaouras, Vice President Lynn Alvarez, Commissioner Melba Culpepper, Commissioner Misty M. Sanford, and Commissioner Iris Zuñiga. Also present were Kevin Regan, Assistant General Manager, and Deputy City Attorney IV Anthony-Paul Diaz.

The following Department staff members were present:

Ramon Barajas, Assistant General Manager, Planning, Construction and Maintenance Branch
Sophia Pina-Cortez, Superintendent, Operations Branch
Joel Alvarez, Senior Management Analyst II, Partnership and Revenue Branch
Alex Yee, Director of Systems, Finance Branch

SPECIAL PRESENTATION – Taken Out of Order:

Councilmember Mitch O' Farrell, Chairperson of Arts, Parks and River Committee, expressed gratitude to the Commissioners for their volunteer service, and the Department for recreational programming and completed projects within the Thirteenth Council District and throughout the City of Los Angeles.

APPROVAL OF THE MINUTES

Commissioner Sanford moved that the Board approve the Minutes of the September 2, 2015 Regular Meeting, which was seconded by Commissioner Zuñiga. There being no objections, the Motion was unanimously approved.

GENERAL MANAGER'S REPORTS

15-207

VARIOUS COMMUNICATIONS

15-208

PERSHING SQUARE EVENTS – AMENDMENT TO PAGEANTRY PROPS AND DÉCOR PERSONAL SERVICES CONTRACT NO. 3487 TO ADD SPRING STREET PARK, EXTEND THE TERM AND INCREASE THE CONTRACT TOTAL

The Board and Department staff discussed the annual not-to-exceed compensation limits included in the proposed Amendment to Pageantry Props and Décor Personal Services Contract No. 3487 (Amendment) for Pershing Square and Spring Street Park. The Board requested that staff report back on the additional events and expenses that warrant the increased compensation limits included in the Amendment for the extended contract term, and the accounting method in which the vendor will be compensated for equipment rental and rendered services. Commissioner Sanford also requested that staff report back on the total amount of funds being spent on general programming at Pershing Square Park.

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15-209

AS-NEEDED ENVIRONMENTAL HEALTH AND SAFETY SERVICES – AWARD OF CONTRACTS

The Board and Department staff discussed the Request for Qualifications (RFQ) process for the As-Needed Environmental Health and Safety Services contracts, and the Department's discretionary authority to accept contract compliance documentation subsequent to the bid openings. The Board requested that staff work on streamlining future RFQ processes to potentially implement a time window in which bidders can submit missing non-discretionary documentation after the bid submittal deadline. President Patsaouras also requested that staff develop a checklist that outlines non-discretionary requirements and documentation that must be submitted by the bid submittal deadline in order to qualify as a responsive bid.

15-210

ENVIRONMENTAL HEALTH AND SAFETY REQUEST FOR QUALIFICATIONS - REISSUANCE

15-211

WHITE POINT NATURE RESERVE – AUTHORIZATION TO SUBMIT GRANT APPLICATION IN RESPONSE TO THE STATE OF CALIFORNIA DEPARTMENT OF PARKS AND RECREATION HABITAT CONSERVATION FUND REQUEST FOR PROPOSAL; ACCEPTANCE OF GRANT FUNDS

The Board and Department staff discussed the Operating Agreement with Palos Verdes Peninsula Land Conservancy (PVPLC) for the preservation, restoration, and educational use of White Point Nature Reserve. Commissioner Sanford requested that staff report back on the how the Department is periodically monitoring the Operating Agreement and the working relationship with PVPLC.

Public comments were invited for the General Manager's Reports; however, no requests for public comments were received.

Commissioner Sanford moved that the General Manager's Reports be approved as presented, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved.

UNFINISHED BUSINESS

15-196

ADDENDUM TO GENERAL MANAGER'S REPORT NO. 15-196 – PERSONAL SERVICES CONTRACT WITH HUGO E. PÉREZ FOR MARKETING, COMMUNITY OUTREACH AND OTHER SERVICES IN RELATION TO THE IMPLEMENTATION OF THE HUGO E. PÉREZ SOCCER LEAGUE, A YOUTH SOCCER PROGRAM AT VARIOUS RECREATION AND PARK FACILITIES (ORIGINAL DATE – SEPTEMBER 2, 2015)

The Board and Department staff discussed the proposed Personal Services Contract with Hugo E. Pérez, and the implementation of a marketing program to attract sponsorships and funding sources

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to help cover program-related costs and travel costs for underprivileged youth. Mr. Pérez discussed his background in becoming a professional soccer player, and the anticipated recruitment of talented youth through the implementation of the Hugo E. Pérez Soccer League.

Public comments were invited for General Manager's Report No. 15-196; however, no requests for public comments were received.

Commissioner Sanford moved that General Manager's Report No. 15-196 be approved as amended. Commissioner Zuñiga seconded the Motion. There being no objections, the Motion was unanimously approved.

COMMISSION TASK FORCES

- Commission Task Force on Concessions (Commissioners Zuñiga and Culpepper)

Commissioner Zuñiga reported that a Commission Task Force on Concessions Meeting was held on September 16, 2015 prior to the Board Meeting, in which the Task Force received a verbal update on the Request for Proposal process for the oversight and management of the Greek Theatre's Open Venue Model. The contract award recommendation will be presented for the Board's consideration during a Special Meeting scheduled on September 22, 2015.

- Commission Task Force on Facility Repair and Maintenance (Commissioners Sanford and Alvarez)

There were no reports for the Commission Task Force on Facility Repair and Maintenance.

PRESENTATION

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented an overview of the short-term and long-term goals for the communication of project information for various types of construction, water and energy conservation, and maintenance projects. The improvement of banner signs for small scale projects will be discussed at the next Facility Repair and Maintenance Task Force Meeting. Department staff will also coordinate with the Bureau of Engineering to establish signage standards for large scale projects to include specifications with the rendering, scope of work, budget, estimated completion date, and contact information for each project. Project Information Reports will also be made available at project sites and on the Department's website as a long-term goal. Commissioner Zuñiga requested that the Board Reports for new projects within the Department's control include a communications strategy that identifies the type of signage to be installed for each project.

GENERAL MANAGER'S ORAL REPORT

Assistant General Manager Kevin Regan reported on Department activities, facilities, and upcoming events.

PUBLIC COMMENTS

Public comment on matters within the Board's jurisdiction was invited. Seven requests for public comment were received, and such comments were made to the Board.

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FUTURE AGENDA ITEMS

There were no requests for future Agenda items.

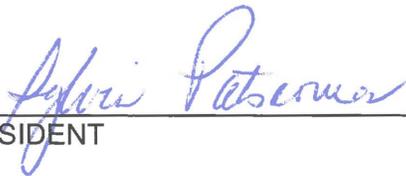
NEXT MEETING

The next Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, October 7, 2015, 9:30 a.m., at Green Meadows Recreation Center, 431 East 89th Street, Los Angeles, CA 90003. A Special Meeting was also scheduled to be held on Tuesday, September 22, 2015, 9:30 a.m., at EXPO Center Comrie Hall, 3980 S. Bill Robertson Lane, Los Angeles, CA 90037.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 11:20 a.m.

ATTEST



PRESIDENT



BOARD SECRETARY