

REGULAR MEETING MINUTES

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

Wednesday, December 14, 2016

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at Yosemite Recreation Center at 9:30 a.m. Present were President Sylvia Patsaouras, Vice President Lynn Alvarez, Commissioner Melba Culpepper, Commissioner Pilar Diaz, and Commissioner Misty Sanford. Also present were Michael A. Shull, General Manager, and Deputy City Attorney IV Marcia Gonzales-Kimbrough.

The following Department staff members were present:

Anthony-Paul Diaz, Executive Officer and Chief of Staff
Vicki Israel, Assistant General Manager, Partnership and Revenue Branch
Ramon Barajas, Assistant General Manager, Planning, Construction and Maintenance Branch
Sophia Pina Cortez, Superintendent, Operations Branch
Alex Yee, Director of Systems, Finance Division

CALL TO ORDER AND SPECIAL PRESENTATIONS

Sean Starkey, Field Deputy of Councilmember Jose Huizar's Office, presented opening remarks and welcomed the Board and audience to the Fourteenth Council District.

Former Commissioner Iris Zuniga was acknowledged for her service on the Board of Recreation and Park Commissioners, and as a member of the Commission Task Force on Concessions.

Roz Brown, Senior Recreation Director II, was acknowledged for her collection of Mardi Gras dolls made of recycled material, which are displayed at various Department events.

Sophia Pina Cortez, Superintendent of the Metro Region, introduced Department staff and provided background and programming information regarding Yosemite Recreation Center. Superintendent Pina Cortez also introduced Coach Edward Estrada, and discussed his involvement in sports activities at York Recreation Center and Eagle Rock High School.

The Special Presentation of the Public Service Announcements was taken out of order after consideration of Board Report No. 16-239.

Leslie Richter, Senior Recreation Director I of the Partnership Division, presented the Public Service Announcements (PSAs) entitled "The Getaway", "Everybody Plays", "Tranquility Zone", and "Behind the Green". Senior Recreation Director Richter discussed the Department's collaboration with the California State University, Dominguez Hills (CSUDH) Digital Media Arts Department to produce the PSAs, and acknowledged the CSUDH students involved in the production of the PSAs. Senior Recreation Director I Richter was also presented with her 15-year City service pin.

APPROVAL OF THE MINUTES

The Minutes of the November 16, 2016 Special Meeting were corrected to accurately reflect the Griffith Park 120th Anniversary Celebration in the General Manager's Department Report.

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Commissioner Sanford moved that the Board approve the Minutes as corrected, which was seconded by Commissioner Diaz. There being no objections, the Motion was unanimously approved.

NEIGHBORHOOD COUNCIL COMMENTS

There were no comments from the Neighborhood Council Representatives relative to the Agenda Items being considered.

BOARD REPORTS

16-238

GRIFFITH OBSERVATORY – AMENDMENT NO. 2 TO
MEMORANDUM OF UNDERSTANDING WITH FRIENDS OF THE
GRIFFITH OBSERVATORY

Dr. Edwin Krupp, Director of the Griffith Observatory, presented Board Report No. 16-238 for approval of a proposed Amendment No. 2 to the current Memorandum of Understanding (MOU) with Friends Of The Observatory to extend the MOU term by one year to December 31, 2017.

16-239

PARTNERSHIP DIVISION – DONATION FROM THE NATASHA
WATLEY FOUNDATION IN SUPPORT OF A DEPARTMENT-
OPERATED GIRLS SOFTBALL LEAGUE AT FOUR PARK SITES

Joel Alvarez, Senior Management Analyst II of the Partnership Division, presented Board Report No. 16-239 for acceptance of a donation from the Natasha Watley Foundation (NWF) consisting of cash and in-kind services with a total estimated value of \$5,970.00, in support of the Fall 2016 Natasha Watley Softball League (League); direction to the Department's Chief Accounting Employee to deposit all funds received from the NWF for the League in the established Sports Organization Account under Fund 302, Department 89, Account 89703H, Sub-Account NW; and authorization of the payment of League-related expenses from the aforementioned Sub-Account.

16-240

GRIFFITH PARK – GREEK THEATRE – YEAR-END VERBAL
REPORT

General Manager Michael Shull discussed the Department's undertaking to establish the Greek Theatre's open venue model, and acknowledged Department staff and the various entities involved in the management and operation of the Greek Theatre. Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented a year-end verbal report on the Greek Theatre's 2016 Season held during the months of April through October 2016. Executive Officer Diaz discussed the types of events and attendance rate, start-up costs and capital improvements made prior to and during the 2016 Season, facility fee revenue collected during the 2016 Season for future venue improvements in 2017, SMG's marketing efforts through social media, email marketing, and the Greek Theatre website; gross revenue collected from the food and beverage concession operated by Premier Food Services, premium seating and sponsorship revenue, shuttle transportation and off-site parking, community events and outreach efforts such as a partnership developed with International Alliance

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of Theatrical Stage Employees (IATSE) Local 33 to provide stagehand training to youth from the South Los Angeles Pacific Region, Greek Theatre employee demographics, volunteer activities, and the annual return for the 2016 Season. The total gross receipts during the 2016 Season amounted to \$34,709,000 with a ten-year average of \$21,518,000, and the annual net return totaled to \$5,200,000 with a ten-year average of \$1,562,000. Executive Officer Diaz also reported that the Department intends to begin the Request for Proposals process for a long-term venue management contract and a food and beverage concession contract that will utilize the Greek Theatre's open venue model.

16-241

GRIFFITH PARK – GREEK THEATRE – AMENDMENTS TO THE USER AGREEMENT, BOOKING AND TICKET POLICIES, AND 2017 EVENT INCENTIVE PROGRAM

Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-241 for approval of amendments to the User Agreement, Booking and Ticket Policies, and the 2017 Event Incentive Program for Amended Contract No. 3534 with SMG for Oversight Management and Implementation of Open Venue Operations, Booking, and Event Coordination.

Item No. 2 of the recommended changes in the 2017 Event Incentive Program Amendments section of Board Report No. 16-241 was corrected to accurately reflect the fifteenth event as follows:

2. Rebates will accrue with the first event in the qualifying period, but will not be earned and payable until the ~~twentieth~~ fifteenth event occurs during the period. The accrued amount for the first fifteen events will be calculated at the conclusion of the fifteenth event, and all rebates which will be paid thirty (30) days after the conclusion of the season.

16-242

GRIFFITH PARK – GREEK THEATRE – AMENDED CONTRACT WITH SMG D.B.A. PREMIER FOOD SERVICES MANAGEMENT GROUP, INC. FOR A FOOD AND BEVERAGE CONCESSION TO EXERCISE FIRST OPTION TO EXTEND AND AMEND CONTRACT TERMS

Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-242 for approval of a proposed Amended Concession Agreement No. 278 (Agreement) for the operation and maintenance of the Greek Theatre's Food and Beverage Concession for the 2017 Season to exercise the first option to extend the Agreement with minor amendments for a period of one year. The Board and Department staff discussed the new Food and Beverage Sales Report to be submitted to Department staff within 48 hours after each event by the Concessionaire as an indicator of revenue performance; and the inclusion of a clause in the Amended Agreement to specify that 20% from food and beverage catering and special events contract shall be credited towards the annual minimum revenue sharing guarantee. The Board and Department staff also discussed the concerns raised by Greek Theatre patrons regarding the long waits in the concession lines, and measures taken by Premier Food Services to alleviate congestion around the concession areas. Commissioner Alvarez requested that Department staff report back on improvements to the wait periods in the concession lines during the 2017 Season.

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Public comments were invited for Board Report Nos. 16-240, 16-241, and 16-242. Two requests for public comment were submitted, and such comments were made to the Board.

16-243

TRANSFER OF APPROPRIATIONS WITHIN FUND 302 IN THE
DEPARTMENT OF RECREATION AND PARKS FOR
BUDGETARY ADJUSTMENTS

Sondra Fu, Senior Management Analyst II of the Finance Division, presented Board Report No. 16-243 for authorization of various transfers of appropriations within Recreation and Parks Fund 302 for budgetary adjustments to cover shortages in three Salaries Accounts, Fringe Benefits – Hiring Hall Account, and Refuse Collection Services Account.

16-244

LOS ANGELES RIVERFRONT PARK – PHASE II (W.O.
#E170406F) PROJECT; 109TH STREET POOL AND BATHHOUSE
REPLACEMENT PROJECT (PRJ1501P) (W.O #E1906494)
PROJECT – REQUESTS FOR PARTIAL RELEASE OF CONTRACT
PAYMENT ON CONSTRUCTION CONTRACTS NO. 3385 AND
3462

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-244 for authorization of the Department's Chief Accounting Employee to release \$125,000.00 of the amount withheld on Construction Contract No. 3385 with Simgel Company, Inc. for the Los Angeles Riverfront Park – Phase II (W.O. #E170406F) Project; and authorization of the Department's Chief Accounting Employee to release \$298,966.52 of the amount withheld on Construction Contract No. 3462 with Simgel Company, Inc. for the 109th Street Pool and Bathhouse Replacement (PRJ1501P) (W.O. #E1906494) Project.

16-245

WOODLAND HILLS RECREATION CENTER – PARK
RENOVATIONS (PRJ20090) (W.O. #E1907454F) PROJECT –
ACCEPTANCE OF STOP PAYMENT NOTICE AND ACCEPTANCE
OF STOP NOTICE BOND TO RELEASE MONEY WITHHELD ON
STOP PAYMENT NOTICE ON CONSTRUCTION CONTRACT NO.
3515

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-245 for acceptance of the Stop Payment Notice filed by Armstrong & Aceves Company, Inc. to withhold \$251,419.40 on Construction Contract No. 3515 with Royal Construction Corporation for the Woodland Hills Recreation Center- Park Renovations (PRJ20090) (W.O. #E1907454F) Project (Project), plus an additional sum equal to 25% thereof to defray any costs of litigation in the event of court action if such funds are available; and acceptance of the Release of Stop Notice Bond filed by Royal Construction Corporation to release the amount of \$314,274.25 withheld by the Stop Payment Notice filed by Armstrong & Aceves Company, Inc.

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16-246

PROPOSITION 40 YOUTH SOCCER AND RECREATION DEVELOPMENT PROGRAM - CONCEPTUAL APPROVAL OF PROPOSED PROJECTS AND CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO ARTICLE III SECTION 1 CLASS 3(6) AND CLASS 11(3)

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-246 for approval of the conceptual plans for the proposed Proposition 40 Youth Soccer and Recreation Development Program application projects (Projects); and approval of the finding that the actions taken by the Board are categorically exempt from the California Environmental Quality Act. The Board and Department staff discussed the timelines for the Proposition 40 grant award and design process, and the survey work that can be initiated on certain Projects that are designated as high priority by the Department. Commissioner Sanford requested that the design for the Montecito Heights Recreation Center Multi-Purpose Field Project include a pedestrian access point placed in close proximity to the soccer fields.

16-247

WESTWOOD PARK - BAD NEWS BEARS BASEBALL FIELD IMPROVEMENT (PRJ21090) PROJECT - APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 - EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1 (1 ,3) AND CLASS 11 (3) OF THE CITY CEQA GUIDELINES

Aren Galustians, Architectural Associate II of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-247 for approval of the scope for the Westwood Park – Bad News Baseball Field Improvement (PRJ21090) Project (Project); authorization of an appropriation in the amount of \$204,500.00 in Fund 302, Department 89 to Fund 302/89/Account TBD; and approval of the finding that the proposed Project is categorically exempt from the California Environmental Quality Act.

16-248

PARK FEE ORDINANCE – ESTABLISHMENT OF VARIOUS SPECIAL FUND ACCOUNTS – CHANGES TO SCHEDULE OF RATES AND FEES TO ADD NEW SECTION FOR PARK FEES

Darryl Ford, Senior Management Analyst II of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-248 for approval of the establishment of a new Park Fees section of the Schedule of Rates and Fees to become effective January 11, 2017; authorization of the Department's Chief Accounting Employee to amend the Schedule of Rates and Fees to incorporate such changes; authorization of the Department's Chief Accounting Employee to establish new Special Funds Account in Department 89, Fund 302, with Quimby In-Lieu Fee as the Account Name; authorization of the Department's Chief Accounting Employee to establish new Special Funds Account in Department 89, Fund 302, with Park Mitigation Fee as the Account Name; authorization of the Department's Chief Accounting Employee to establish as-needed sub-accounts within the Quimby In-Lieu Fee and Park Mitigation Fee Accounts for the deposit of any Park Fees

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collected pursuant to Ordinance 184,505; authorization of the Department's Chief Accounting Employee to establish new Special Funds Account in Department 89, Fund 302, with Park Fee Program Administration as the Account Name; and approval of the finding that the establishment of a new Park Fees section of the Schedule of Rates and Fees and the creation of various Special Funds Accounts is not subject to the requirements of California Environmental Quality Act.

The second paragraph on Page 7 of Board Report No. 16-248 was corrected to accurately reflect the initial annual park fee adjustment factor of 8.3% as follows:

Based on the analysis detailed above, the initial annual park fee adjustment factor would be ~~5.7%~~ 8.3%. In order to calculate the initial Park Fee, the initial annual park fee adjustment factor of ~~5.7%~~ 8.3% will need to be applied to the base fees identified in Section 19.17 of the Park Fee Ordinance:

Chart No. 4 – Initial Park Fee on Page 7 of Board Report No. 16-248 was also corrected to accurately reflect the Base Fee of \$2,500.00 for Non-Subdivision Projects as follows:

(4) Initial Park Fee

	<u>Base Fee</u>	<u>Adjustment %</u>	<u>New Fee</u>
Subdivision Projects	\$7,500.00	8.3%	\$8,122.50
Non- Subdivision Projects	\$2,000.00 \$2,500.00	8.3%	\$8,122.50

The Board and Department staff discussed the recommended administrative fee percentage of 3% from the collected Park Fees to be used by the Department for staffing and resources to effectively manage the Park Fee Program (Program), the comparable administrative fee for the Proposition K Program, two new special-funded positions included in the Department's proposed Fiscal Year 2017-18 budget to support the Program, and the budgeting process to potentially add additional positions and transfer funds within the Department's accounts as necessary to address any staffing needs and shortage or surplus of funds.

16-249

KEN MALLOY HARBOR REGIONAL PARK – PARK RENOVATION (PRJ21089) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1,3) AND CLASS 11(3) OF THE CITY CEQA GUIDELINES

Darryl Ford, Senior Management Analyst II of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-249 for approval of the scope of Ken Malloy Harbor Regional Park – Park Renovation (PRJ21089) Project (Project); authorization of the Department's Chief Accounting Employee to transfer \$1,300,000.00 in Quimby Fees from Quimby Fees Account No. 89460K-00 to the Ken Malloy Regional Park Account No. 89460K-HP; approval of the allocation of \$1,300,000.00 in Quimby Fees from Ken Malloy Harbor Regional Park Account No. 89460K-HP to the Project; and approval of the finding that the proposed Project is categorically exempt from the California Environmental Quality Act.

The first paragraph on Page 2 of Board Report No. 16-249 was corrected to accurately reflect Ken Malloy Harbor Regional Park in the third sentence as follows:

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Ken Malloy Harbor Regional Park is located at 25820 Vermont Avenue in the San Pedro area of the City. This 290.87-acre park provides picnic areas, a walking/jogging trail, a lake, a campground, and two children's play area for the use and enjoyment of the surrounding community. Approximately Nine Thousand, Five Hundred Seventy Two (9,572) residents live within a one-half (1/2) mile walking distance of ~~Central Recreation Center~~ Ken Malloy Harbor Regional Park. Due to the facilities, features, programs, and services it provides, Ken Malloy Harbor Regional Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Board Report No. 16-250 was taken out of order due to the recusal of President Patsouras.

16-251

CENTRAL RECREATION CENTER POOL AND BATHHOUSE
RENOVATION PROJECT (W.O. #E1907620) PROJECT -
DIRECTIVE TO RELEASE LABOR WITHHOLD ON
CONSTRUCTION CONTRACT NO. 3513 WITH ACON
DEVELOPMENT, INC.

Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, presented Board Report No. 16-251 for authorization of the Department's Chief Accounting Employee to release the remaining balance of \$21,000.00 withheld on Construction Contract No 3513 with Acon Development, Inc., per the Directive from the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance.

16-252

PARTNERSHIP DIVISON - DONATION FROM NESTLE PURINA
PET CARE COMPANY AND SECOND COUNCIL DISTRICT
OFFICE IN SUPPORT OF WHITNALL OFF-LEASH DOG PARK

Joel Alvarez, Senior Management Analyst II of the Partnership Division, presented Board Report No. 16-252 for acceptance of a donation in the amount of \$20,000.00 from Nestle Purina Pet Care Company and \$20,000.00 from Councilmember Paul Krekorian's Office, Second Council District (CD 2), in support of the Whitnall Off-Leash Dog Park; authorization of the Department's Chief Accounting Employee to deposit \$20,000.00 from the Los Angeles Beneful Dream Dog Park Contest into Account Number 89270K, Sub-Account Number WN, to be used for future dog park improvements in accordance with the terms and conditions of the Beneful Dream Dog Park Contest Donation Agreement, and to deposit the CD 2 matching funds in the amount of \$20,000.00 into Account Number 89270K, Sub-Account Number WD; authorization for future staff expenditures for improvements and related matters benefiting Whitnall Off-Leash Dog Park and dog park patrons; and approval of the installation of recognition signage in accordance with RAP Sponsorship Recognition Policy.

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16-253

WEST WILSHIRE (PAN PACIFIC) PARK - IMPROVEMENTS TO ATHLETIC FIELDS (BASEBALL AND SOCCER FIELDS) (PRJ20579) (W.O. #E170496F) PROJECT - REJECTION OF ALL BIDS

Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, presented Board Report No. 16-253 for rejection of all bids received on September 27, 2016 for the West Wilshire (Pan Pacific) Park - Improvements to Athletic Fields (PRJ20579) (W.O. E170496F) Project (Project). The Board and Department staff discussed using prequalified As-Needed Service Contractors (As-Needed Contractors) to complete various work components of the Project with Bureau of Engineering and Department staff serving as the general contractor, the estimates submitted by the As-Needed Contractors for comparable projects, and the benefits of utilizing As-Needed Contractors to complete such projects.

16-254

GRIFFITH PARK PONY RIDE CONCESSION – PROPOSAL BY ANGELES PONY RIDES, INC. FOR THE CONSTRUCTION OF A BIRTHDAY PARTY PAVILION – EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 3(3) AND CLASS 11(6) OF THE CITY CEQA GUIDELINES

Rachel Ramos, Senior Management Analyst I of the Concessions Division, presented Board Report No. 16-254 for approval of the proposed construction of a birthday party pavilion (Project) at the Griffith Park Pony Ride Concession (Concession) by Los Angeles Pony Rides, Inc.; and approval of the finding that the proposed Project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(3) and Class 11(6) of the City CEQA Guidelines. The Board and Department staff discussed the anticipated timeline for completion of the Project. Commissioners Alvarez requested an update on landscaping improvements and tree planting around the Concession area. Commissioner Sanford also requested that Department staff report back to Facility Repair and Maintenance Task Force regarding the type of trees that will be planted in the large planters around the Concession area.

16-255

RUNYON CANYON PARK – APPROVAL AND REPLACEMENT OF THE EXISTING MEMORANDUM OF UNDERSTANDING WITH FRIENDS OF RUNYON CANYON FOUNDATION, INC. WITH A NEW MEMORANDUM OF UNDERSTANDING FOR SUPPORT OF THE PARK

Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-255 for replacement of the existing Memorandum of Understanding (MOU) between the Department and the Friends of Runyon Canyon Foundation, Inc.; approval of a new MOU (New MOU) which redefines the respective responsibilities and roles for fundraising and other support of Runyon Canyon Park; and direction to the Department's Chief Accounting Employee to maintain the same sub-account in Fund 302, Department 89, Account 89708H (Donations and Gifts) for deposit of any funding

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provided to the Department through the New MOU. The Board and Department staff discussed the community outreach process which entails notifying the Hollywood Hills West Neighborhood Council (HHWNC) and other stakeholders that may be impacted by projects and events at Runyon Canyon that are proposed by FOR before any final recommendations are presented to the Board. Commissioners Alvarez and Sanford requested that the Department specify the notification process in the new MOU by defining what is considered to be a notice, who receives the notices, how much is considered as sufficient time to allow HHWNC and other stakeholders the opportunity to provide feedback and/or recommendations, and which Neighborhood Councils should be notified. The Board and Department staff further discussed the Neighborhood Council boundaries around Runyon Canyon Park and the service radius for regional parks, the public notification process to inform other Neighborhood Councils regarding matters involving FOR proposals and Runyon Canyon Park, and involving the Department of Neighborhood Empowerment (DONE) to notify all other Neighborhood Councils throughout the City of Los Angeles.

Commissioner Sanford moved that the New MOU be amended to clarify the notification process for projects proposed by FOR so that the HHWNC Board President is notified in written form by the Department, all other Neighborhood Councils shall be notified utilizing DONE's notification system, and a 30-day period will be specified to allow HHWNC and other stakeholders the opportunity to provide meaningful feedback and/or recommendations to the Department before any final recommendations are presented to the Board.

Board Report No. 16-256 was taken out of order due to the recusal of Commissioner Diaz.

16-257

PEDAL BOAT RENTAL CONCESSION FOR ECHO PARK BOATHOUSE, LAKE BALBOA AND OTHER FUTURE LOCATIONS - RELEASE OF A REQUEST FOR PROPOSAL FOR THE OPERATION OF PEDAL BOAT CONCESSIONS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE II, SECTION 1 OF THE CITY CEQA GUIDELINES

Rachel Ramos, Senior Management Analyst I of the Concessions Division, presented Board Report No. 16-257 for approval of a Request for Proposals (RFP) for the operation of pedal boat rental concessions at Echo Park Lake, Lake Balboa, and other future locations for a five-year Concession Agreement with one five-year extension option; approval of the finding, in accordance with Charter Section 1022, that it is necessary, feasible, and economical to secure such services by contract as the Department lacks sufficient and necessary personnel to undertake the specialized professional services; and authorization to advertise the RFP and conduct the RFP process. The Board and Department staff discussed the anticipated RFP timeline and the potential issuance of temporary permits to the existing Concessionaires in order to maintain continuity of service, the proposal and contractual provision in which the Department reserves the right to request facility improvements for the Lake Balboa pedal boat concession upon the exercising the five-year renewal option, and the points allotted for each RFP evaluation criteria.

The RFP evaluation criteria in Board Report No. 16-257 and the proposed RFP were amended as follows:

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- 1) Background and Experience (20 25 points possible)
- 2) Business Plan ((20 25 points possible)
- 3) Operational Plan (30 points possible)
- 4) Revenue-Sharing Payment (30 20 points possible)

16-258

AGREEMENT WITH AMERICAN PARK NETWORK MEDIA, LLC FOR THE INSTALLATION, OPERATION AND ONGOING SERVICE OF PUBLIC WI-FI AND OTHER COMMUNICATION SERVICE PROVIDER SERVICES AT VARIOUS PARKS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 3(4) OF THE CITY CEQA GUIDELINES

Alex Yee, Director of Systems, presented Board Report No. 16-258 for acceptance of a donation from American Park Network Media, LLC (APN Media) consisting of the provision of Wi-Fi and other communication service provider services in select, high-traffic parks, recreation areas and other sites; approval of a proposed Agreement with APN Media for an initial term of one year with two automatic one-year extensions to establish their respective roles, responsibilities, and relationship with respect to the furnishing, installing, maintaining, and ongoing service of public Wi-Fi at various park sites; and approval of the finding that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(4) of the City CEQA Guidelines.

Recommendation No. 2 of Board Report No. 16-258 was corrected to specify that the proposed Agreement is subject to review and approval of the Mayor, and of City Attorney as to form:

- 2) Approve a proposed Agreement between City and APN Media (Agreement) with an initial term of one year, with two automatic one-year extensions, herein included as Attachment 1, establishing their respective roles, responsibilities, and relationship with respect to the furnishing, installing, maintaining, and ongoing service of public Wi-Fi at various park sites, subject to review and approval of the Mayor, and of City Attorney as to form;

Page 2 of Board Report No. 16-258 was also corrected to accurately reflect that the Wi-Fi service is not completely cost-free to the Department. The Department may incur telecommunication service costs to maintain internet service accounts for any new sites.

The Board and Department staff discussed the Department's discretion to approve sponsor messaging prior to being posted to avoid any postings on the landing page that may be deemed as objectionable or non-compliant according to City and Department regulations.

Section 2.1 of the proposed Agreement was amended to specify that all SPONSOR messaging shall be pre-approved by RAP before being posted.

Commissioner Diaz recused herself from participating in the Board's consideration of Board Report No. 16-256, and left the Meeting to avoid the perception of any potential conflicts of interest.

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16-256

TREGNAN GOLF ACADEMY - RELEASE OF A REQUEST FOR PROPOSAL FOR A DIRECTOR OF INSTRUCTION; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE II, SECTION 1

Rachel Ramos, Senior Management Analyst I of the Concessions Division, presented Board Report No. 16-256 for approval of a Request for Proposals (RFP) for Director of Instruction for Youth, Family and Seniors at Tregnan Golf Academy, for a one-year contract with two one-year extension options at the sole discretion of the General Manager; authorization to advertise the RFP and conduct the RFP process for the Director of Instruction for Youth, Family and Seniors Professional Services Contract; and approval of the finding, in accordance with Charter Section 1022, that it is necessary, feasible and economical to secure such services by contract as the Department lacks sufficient and necessary personnel to undertake the specialized professional services. The Board and Department staff discussed the removal of the private lesson option from the RFP, the existing private lesson program in which professional golfers can rent out stalls and provide lessons through a separate permit process, and the anticipated timeline for the RFP process and contract execution.

Public comments were invited for Board Report No. 16-256; however, no requests for public comment were submitted.

President Patsaouras requested a Motion to approve Board Report No. 16-256 as presented. Commissioner Sanford moved that Board Report No. 16-256 be approved, and that the Resolutions recommended in the Report be thereby approved. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved with the following vote: Ayes, Commissioners Alvarez, Culpepper, Sanford, and President Patsaouras – 4; Nays, None.

Commissioner Diaz returned to the Meeting after the Board's action on Board Report No. 16-256.

CONTINUED BOARD REPORTS

16-235

LINCOLN PARK – PATHWAY LIGHTING IMPROVEMENTS (W.O. #E170149F) PROJECT – APPROVAL OF FINAL PLANS

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-235 for approval of final plans and specifications for the Lincoln Park – Pathway Lighting Improvements (W.O. #E170149F) Project (Project). The Board and Department staff discussing the lighting posts to be installed for the Project, and future improvement projects planned for Lincoln Park. Department staff will report to the Facility Repair and Maintenance Task Force regarding the ongoing capital improvement and maintenance projects at Lincoln Park.

16-236

LOREN MILLER RECREATION CENTER - SYNTHETIC SOCCER FIELD (W.O. #E170171F) PROJECT - APPROVAL OF FINAL PLANS

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Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-236 for approval of the final plans and specifications for the Loren Miller Recreation Center – Synthetic Soccer Field (W.O. #E170171F) Project (Project). The Board and Department staff discussed the spectator seating to be installed around the perimeter of the synthetic soccer field, and the shading component for the Project.

16-237

RUSTIC CANYON PARK - FACILITY ENHANCEMENT PROJECT - PHASE I (W.O. E170327F); RUSTIC CANYON PARK - FACILITY ENHANCEMENT PROJECT - PHASE II (PRJ1030D) (W.O. #E170327F); AND RUSTIC CANYON PARK - FACILITY ENHANCEMENT PROJECT - PHASE III (PRJ20020) (W.O. #E170135F) - FINAL ACCEPTANCE

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-237 for final acceptance of the work completed for the Rustic Canyon Park - Facility Enhancement Project - Phase I (W.O. E170327F); Rustic Canyon Park - Facility Enhancement Project Phase II (PRJ1030D) (W.O. #E170327F); and Rustic Canyon Park - Facility Enhancement Project - Phase III (PRJ20020) (W.O. #E170135F), under the Memorandum of Understanding between the Department of Recreation and Parks, Department of Public Works, Bureau of Engineering, and the Department of General Services (GSD) Construction Forces Division; and request that the City Controller's Office revert any remaining Rustic Canyon Park Project funds from GSD project accounts back to the appropriate Proposition K and Sites and Facilities project accounts.

Public comments were invited for the Board Reports. Three requests for public comment were submitted, and such comments were made to the Board.

President Patsaouras requested a Motion to approve the Board Reports as presented and Board Report Nos. 16-241, 16-248, 16-249, 16-257, and 16-258 as amended; with the exception of Board Report No. 16-240 which did not require any Board action, Board Report No. 16-256 which was previously approved under a separate vote, and Board Report No. 16-250 which will be acted on under a separate subsequent Motion. Commissioner Sanford moved that the aforementioned Board Reports be approved with amendments, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Diaz seconded the Motion. There being no objections, the Motion was unanimously approved.

President Patsaouras recused herself from participating in the Board's consideration of Board Report No. 16-250, and left the Meeting to avoid the perception of any potential conflicts of interest. Vice President Alvarez presided as Chairperson during consideration of Board Report No. 16-250.

16-250

RANCHO CIENEGA SPORTS COMPLEX (PHASE 1 - PRJ20308) (PHASE 2 - PRJ21049) (W.O. #E1907694) - ADOPT THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-250 for adoption of the Initial Study (IS) and Mitigated Negative

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Declaration (MND) for the Rancho Cienega Sports Complex (Phase 1 - PRJ20308) (Phase 2 - PRJ21049) (W.O. #E1907694) Project (Project); approval of the finding, on the basis of the whole record of proceedings of the Project including the IS/MND and any public and/or agency comments received therefrom, that there is no substantial evidence that the Project will have a significant effect on the environment, that all potentially significant environmental effects of the Project have been properly disclosed, evaluated, and mitigated in the IS/MND in compliance with the California Environmental Quality Act (CEQA) and the State and City CEQA Guidelines, and that the IS/MND reflects the Board's independent judgment and analysis; and adoption of the Mitigation Monitoring and Reporting Plan (MMRP) that specifies the mitigation measures to be implemented in accordance with CEQA Guidelines Section 15074(d); and approval of the Rancho Cienega Sports Complex (Phase 1 - PRJ20308) (Phase 2 - PRJ21049) (W.O. #E1907694) Project. The Board and Department staff discussed the tree canopy plan proposed for the Project over a ten-year period, the removal of certain trees from the Project site, the work components to be completed during each respective Phase of the Project and the amenities that would remain open during construction, signage to be installed at the Project site to keep the community informed on the status of each Project Phase, and updating the IS/MND to incorporate the tree canopy analysis presented as Attachment No. 4 of Board Report No. 16-250.

Public comments were invited for Board Report No. 16-250; however, no requests for public comment were submitted.

Commissioner Sanford moved to approve Board Report No. 16-250 with an amendment to the IS/MND referenced in Recommendation No. 1 so that it incorporates the tree canopy analysis. Commissioner Diaz seconded the Motion. There being no objections, the Motion was unanimously approved with the following vote: Ayes, Commissioners Culpepper, Diaz, Sanford, and Vice President Alvarez – 4; Nays, None.

President Patsouras returned to the Meeting after the Board's action on Board Report No. 16-250, and continued to preside as Chairperson for the remainder of the Meeting.

COMMISSION TASK FORCES

- Commission Task Force on Concessions Report (Commissioners Patsouras and Diaz)

President Patsouras reported on the Concessions Task Force Meeting held on December 14, 2016 prior to the Board Meeting, in which the Task Force discussed the status of pending Concession Requests for Proposals.

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

Commissioner Sanford reported on the Facility Repair and Maintenance Task Force Meeting held on December 14, 2016 prior to the Board Meeting, in which the Task Force discussed the Aliso Creek – Limekiln Project, conceptual approval of the South Victoria Avenue Park, tree planting and installation of a plaque related to affordable housing at the South Lawn of City Hall Park, mural installation at Arts District Park, and a tree infestation report by the Department's Forestry Division. Commissioner Sanford discussed that the Board needs to evaluate the Department's tree planting policy and response to the tree infestation issue, consider a

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moratorium on the removal of healthy trees, and identify funding sources to conduct a tree inventory in order to understand the impact of the tree infestation. Commissioner Sanford also clarified that the Department has not implemented a ban on planting native trees, and the tree infestation will be addressed on a case-by-case basis until additional data regarding the impact of the tree infestation issue is gathered.

GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- The Various Communications Report was noted and filed.
- The Board of Recreation and Park Commissioners Revised 2017 Meeting Schedule was noted and filed.
- General Manager Michael Shull reported on Department activities, facilities, and upcoming events. Laura Bauernfeind has been appointed to the position of Golf Manager to oversee the Golf Division. The Teens in Exploring Technology event was held on December 3, 2016 at South Park Recreation Center, in which approximately 300 youth from the South Los Angeles area participated in a coding and app development competition. The Citywide Youth Sports Club Leagues are holding four separate post-season invitational youth tournaments through December 17, 2016. The Griffith Park 120th Anniversary Celebration is scheduled on December 16, 2016. Information regarding various winter and holiday festivals scheduled at Department facilities throughout the City of Los Angeles are posted on the Department's website.

PUBLIC COMMENTS

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

FUTURE AGENDA ITEMS

Commissioner Alvarez requested a future Board Agenda item for a discussion on the Department's purview and control over irrigation issues and tree conditions within Elysian Park, and a report on the Department's strategy or plan to address such issues within Elysian Park. Commissioner Alvarez also requested a report regarding the next steps for the Department's project signage plan. Commissioner Sanford requested a future Board Agenda item regarding the Department's tree policy issues.

NEXT MEETING

The next scheduled Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, January 4, 2017, 9:30 a.m., at EXPO Center Comrie Hall, 3980 South Bill Robertson Lane, Los Angeles, CA 90037.

ADJOURNMENT

There being no further business to come before the Board, President Patsouras adjourned the Meeting at 1:40 p.m. in memory of Juan Carlos Juarez, Senior Gardener of the Golf Division.

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ATTEST



PRESIDENT



BOARD SECRETARY