

## REGULAR MEETING MINUTES

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

Wednesday, February 3, 2016

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at EXPO Center Comrie Hall at 9:38 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:

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

#### APPROVAL OF THE MINUTES

Commissioner Sanford moved that the Board approve the Minutes of the January 20, 2016 Regular Meeting, which was seconded by Commissioner Culpepper. There being no objections, the Motion was unanimously approved.

#### GENERAL MANAGER'S REPORTS

##### 16-017

##### VARIOUS COMMUNICATIONS

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##### 16-018

##### CENTRAL CITY WEST SPECIFIC PLAN – TREE PLANTING IN-LIEU FEE – ESTABLISHMENT OF ACCOUNT

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Darryl Ford, Principal Project Coordinator of the Planning, Construction, and Maintenance Branch, presented General Manager's Report No. 16-018 for authorization to establish a new Special Funds Account as the Central City West Specific Plan Tree Landscaping Fee Account in Department 89, Fund 302; and authorization to transfer \$134,100.00 from Quimby Fees Account No. 89460K-00 and \$102,150.00 from Zone Change Fee Account No. 89440K-00 to the Central City West Specific Plan Tree Landscaping Fee Account. The Board and Department staff discussed the limitations of spending the funds on tree landscaping projects within the designated boundaries of the Central City West Specific Plan (Specific Plan), or secondarily within the Westlake Community Plan Area. The funds may be used for tree landscaping projects at Toberman Recreation Center and MacArthur Park within the Westlake Community Plan Area. Commissioner Sanford requested that staff report back on how the Department plans to collaborate with the Department of Public Works to have large trees planted within the Specific Plan boundaries or Westlake Community Plan Area in the near future using funds from the Specific Plan Tree Landscaping Account.

February 3, 2016

16-019

GREATER DOWNTOWN HOUSING INCENTIVE AREA OPEN  
SPACE FEE – ESTABLISHMENT OF ACCOUNT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-019 for authorization to establish a new Special Funds Account as the Greater Downtown Housing Incentive Area Open Space Fee Account in Department 89, Fund 302; and authorization to transfer \$435,766.00 from Balance Sheet Account No. 2202 to the Greater Downtown Housing Incentive Area Open Space Fee Account.

16-020

CHEVIOT HILLS PARK – ARCHERY RANGE RESTROOM  
(PRJ20739) PROJECT – ALLOCATION OF QUIMBY FEES;  
EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-020 for approval of the scope of the Cheviot Hills Park – Archery Range Restroom Project (Project); authorization to transfer \$2,000.00 from Quimby Fees Account No. 89460K-00 to Cheviot Hills Park Account No. 89460K-CV; allocate the funds from Cheviot Hills Park Account No. 89460K-CV for the Project; and exemption from applicable provisions of the California Environmental Quality Act. The Board and Department staff discussed the Quimby Fee allocation process for capital improvement projects, and the process in which the Department prioritizes the projects based on facility needs, available funding, and input from the Council Offices, Park Advisory Boards, and constituents. Projects that require improvements to meet health and safety standards, Americans with Disabilities Act (ADA) accessibility, and other regulatory requirements have the highest priority for Quimby Fee allocations. After further discussion regarding community engagement efforts and changes in project scopes due to funding availability, Commissioner Alvarez requested that Board Reports related to Quimby Fee allocations identify whether the staff recommendations include requests for approval of the underlying projects, and if the projects are coming back to the Board for approval of the final plans. Commissioner Sanford also requested that the Department focus on community engagement efforts as it relates to Quimby Fee allocation decisions during the strategic planning process.

16-021

CITY HALL PARK – JOY PICUS PLAY AREA RENOVATION  
(PRJ20941) PROJECT – ALLOCATION OF ZONE CHANGE FEES;  
EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-021 for approval of the scope of the City Hall Park – Joy Picus Play Area Renovation Project, authorization to reallocate \$260,574.21 in Zone Change Fees from the City Hall Park - Restoration Project to the City Hall – Joy Picus Play Area Renovation Project; and exemption from applicable provisions of the California Environmental Quality Act. The Board and Department staff discussed the estimated costs to replace the children's play area at the Joy Picus Child Care Center, and the operation of the licensed child care program by the non-profit child care service provider. Commissioner Sanford requested that Department staff work with the child care service provider to potentially raise funds for the replacement of the children's play area. General Manager's Report No. 16-021 was placed

February 3, 2016

on hold to be further considered at a future Board Meeting so that Department staff can report back on the project's design and cost estimate, and potential fundraising options by the child care service provider.

16-022

FAIRFAX SENIOR CITIZEN CENTER – BUILDING RENOVATION  
(PRJ20948) PROJECT – ALLOCATION OF QUIMBY FEES;  
EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-022 for approval of the scope of the Fairfax Senior Citizen Center – Building Renovation Project (Project); authorization to reallocate \$91,422.40 in Quimby Fees from the Fairfax Senior Citizen Center – Building Improvements Project to the Fairfax Senior Citizen Center – Building Renovation Project; transfer \$208,577.60 in Quimby Fees from Quimby Fees Account No. 89460K-00 to the Fairfax Senior Citizen Center Account No. 89460K-FX; allocate \$300,000.00 in Quimby Fees from the Fairfax Senior Citizen Center Account No. 89460K-FX for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-023

FELICIA MAHOOD MULTIPURPOSE CENTER – BUILDING  
IMPROVEMENTS (PRJ20132) PROJECT – ALLOCATION OF  
QUIMBY FEES

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-023 for authorization to transfer \$79,070.00 from Quimby Fees Account No. 89460K-00 to the Felicia Mahood Multipurpose Center – Building Improvements Project (Project); and allocate the funds from the Felicia Mahood Account No. 89460K-FF for the Project.

16-024

16-024 GENESEE AVENUE PARK – OUTDOOR FITNESS  
EQUIPMENT (PRJ20912) PROJECT – ALLOCATION OF QUIMBY  
FEES

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-024 for approval of the revised scope of the Genesee Avenue Park – Outdoor Fitness Equipment Project (Project); authorization to transfer \$21,000.00 from Quimby Fees Account No. 89460K-00 to the Genesee Avenue Park Account No. 89460K-UH; and allocate the funds from Genesee Avenue Park Account No. 89460K-UH for the Project.

16-025

GRIFFITH PARK – NURSERY IMPROVEMENT (PRJ21006)  
PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM  
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-025 for approval of the scope of the Griffith Park - Nursery Improvement Project (Project); authorization to transfer \$450,000.00 from Quimby Fees Account No. 89460K-00 to the Griffith R C Account No.

February 3, 2016

89460K-GA; authorization to allocate the funds from Griffith R C Account No. 89460K-GA for the Project; and exemption from applicable provisions of the California Environmental Quality Act. The Board and Department staff discussed the project timeline for improvements to the Griffith Park Commonwealth Nursery. General Manager's Report No. 16-021 was placed on hold to be further considered at a future Board Meeting so that Department staff can report back on the Project phases, timeline, and site layout.

16-026

HANSEN DAM – OUTDOOR PARK IMPROVEMENTS (PRJ20041)  
PROJECT – ALLOCATION OF QUIMBY FEES

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-026 for authorization to transfer and allocate \$24,112.00 from Quimby Fees Account No. 89460K-00 to the Hansen Dam Account No. 89460K-HG for the Hansen Dam Outdoor Park Improvement Project (Project). The Board and Department staff discussed including additional lighting to the Hansen Dam Recreation Area jogging path, and the areas that fall under the jurisdiction of the Army Corps of Engineers for which the Department would need approval prior to starting any capital improvement projects within such areas. President Patsouras requested that additional lighting be included as one of the priorities for the Project if funding becomes available.

16-027

HARBOR GATEWAY PARK – OUTDOOR PARK IMPROVEMENTS  
(PRJ20996) PROJECT – ALLOCATION OF QUIMBY FEES;  
EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-027 for approval of the scope of the Harbor Gateway Park – Outdoor Park Improvements Project; authorization to transfer \$2,008.00 from the Quimby Fees Account No. 89460K-00 to the Harbor Gateway Park Account No. 89490K-A4; authorization to allocate the funds from Harbor Gateway Park Account No. 89490K-A4 for the Project; and exemption from applicable provisions of the California Environmental Quality Act

16-028

LAS PALMAS SENIOR CITIZENS CENTER – BUILDING  
IMPROVEMENTS (PRJ20289) PROJECT – ALLOCATION OF  
QUIMBY FEES

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-028 for authorization to transfer \$500,000.00 from Quimby Fees Account No. 89460K-00 to the Las Palmas Senior Citizens Center Account No. 89460K-LP, and authorization to allocate the funds from Las Palmas Senior Citizens Center Account No. 89460K-LP for the Las Palmas Senior Citizens Center – Building Improvements Project (Project). The Board and Department staff discussed the scope of the Project, and how the determination was made to allocate Quimby funds to the Project.

February 3, 2016

16-029

LEMON GROVE RECREATION CENTER – AMERICANS WITH DISABILITIES ACT (ADA) BUILDING IMPROVEMENTS (PRJ20674) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-029 for approval of the scope of the Lemon Grove Recreation Center – Americans with Disabilities (ADA) Building Improvements Project (Project); authorization to transfer \$87,494.00 from Quimby Fees Account No. 89460K-00 to the Lemon Grove Recreation Center Account No. 89460K-LG; allocate the funds from the Lemon Grove Recreation Center Account No. 89460K-LG for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-030

NORTH HOLLYWOOD PARK AND RECREATION CENTER – BUILDING AND OUTDOOR PARK IMPROVEMENTS (PRJ20119) PROJECT – ALLOCATION OF QUIMBY FEES

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-030, for approval of the revised scope of the North Hollywood Park and Recreation Center – Building and Outdoor Park Improvements Project (Project); authorization to transfer \$169,098.00 from Quimby Fees Account No. 89460K-00 to North Hollywood Park Account No. 89460K-NO; and allocate the funds from North Hollywood Park Account No. 89460K-NO for the Project.

16-031

NORTH HOLLYWOOD PARK AND RECREATION CENTER – LIGHTING REHABILITATION (PRJ20973) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-031 for approval of the scope of the North Hollywood Park and Recreation Center – Lighting Rehabilitation Project (Project); authorization to reallocate and transfer \$42,319.15 in Quimby Fees from the Woodbridge Park Account No. 89460K-WO to the North Hollywood Park and Recreation Center Account No. 89460K-NO; reallocate \$32,049.22 from the North Hollywood Park and Recreation Center – Building Improvements Project, to the North Hollywood Park and Recreation Center - Lighting Rehabilitation Project; allocate \$74,368.37 in Quimby Fees from North Hollywood Park and Recreation Center Account No. 89460K-NO for the Project; and exemption from applicable provisions of the California Environmental Quality Act. The Board and Department staff discussed the installation of project signage to inform the general public of the capital improvement projects.

16-032

O'MELVENY PARK – RESTROOM IMPROVEMENTS (PRJ20997) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-032 for approval of the scope of the O'Melveny Park - Restroom Improvements Project (Project); authorization to transfer \$8,032.00 from Quimby Fees Account No. 89460K-00 to the O'Melveny

February 3, 2016

Park Account No. 89460K-OB; allocate \$8,032.00 in Quimby Fees from O'Melveny Park Account No. 89460K-OB for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-033

ROSECRANS RECREATION CENTER – HEATING, VENTILATION AND AIR CONDITIONING (HVAC) IMPROVEMENT PROJECT (PRJ21005) – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-033 for approval of the scope of the Rosecrans Recreation Center - Heating, Ventilation and Air Conditioning (HVAC) Improvement Project (Project); authorization to transfer \$13,158.00 from the Quimby Fees Account No. 89460K-00 to the Rosecrans Recreation Center Account No. 89460K-RA; allocate \$13,158.00 from Rosecrans Recreation Center Account No. 89460K-RA for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-034

SEPULVEDA RECREATION CENTER – OUTDOOR PARK IMPROVEMENTS (PRJ20739) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-034 for approval of the scope of the Sepulveda Recreation Center - Outdoor Park Improvements Project (Project); authorization to transfer \$827,943.00 from the Quimby Fees Account No. 89460K-00 to the Sepulveda Recreation Center Account No. 89460K-SL; allocate \$827,943.00 from Sepulveda Recreation Center Account No. 89460K-SL for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-035

TRINITY RECREATION CENTER – SYNTHETIC TURF FIELD (PRJ20944) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-035 for approval of the scope of the Trinity Recreation Center - Synthetic Turf Field Project (Project); authorization to reallocate \$1,935.49 currently allocated to the Trinity Recreation Center - Recreation Center Building and Outdoor Park Improvements Project to the Trinity Recreation Center - Synthetic Turf Field Project; reallocate \$2,082.02 currently allocated to the Trinity Recreation Center - Play Area Renovation Project to the Trinity Recreation Center - Synthetic Turf Field Project; reallocate \$15,810.40 from the Trinity Recreation Center - Park Renovations Project to the Trinity Recreation Center - Synthetic Turf Field Project; transfer \$75,000.00 from the Quimby Fees Account No. 89460K-00 to the Trinity Recreation Center Account No. 89460K-TR; allocate \$94,827.91 from Trinity Recreation Center Account No. 89460K-TR for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

February 3, 2016

16-036

VANALDEN PARK – BUILDING IMPROVEMENT PROJECT  
(PRJ20949) – ALLOCATION OF QUIMBY FEES; EXEMPTION  
FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-036 for approval of the scope of the Vanalden Park - Building Improvement Project; authorization to transfer \$500,000.00 from the Quimby Fees Account No. 89460K-00 to the Vanalden Park Account No. 89460K-VG; \$500,000.00 from Vanalden Park Account No. 89460K-VG for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-037

WOODLAND HILLS RECREATION CENTER – BALL FIELD  
IMPROVEMENTS (PRJ20933) PROJECT – ALLOCATION OF  
QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA  
ENVIRONMENTAL QUALITY ACT

Darryl Ford, Principal Project Coordinator, presented General Manager's Report No. 16-037 for approval of the scope of the Woodland Hills Recreation Center - Ball Field Improvements Project (Project); authorization to reallocate \$46,764.46 from the Woodland Hills Recreation Center - Outdoor Park Improvements Project to the Woodland Hills Recreation Center - Ball Field Improvements Project; transfer \$57,168.00 in Quimby Fees from the Quimby Fees Account No. 89460K-00 to the Woodland Hills Recreation Center Account No. 89460K-WH; allocate \$103,932.46 in Quimby Fees from Woodland Hills Center Account No. 89460K-WH for the Project; and exemption from applicable provisions of the California Environmental Quality Act.

16-038

BRANFORD RECREATION CENTER – OUTDOOR  
REFURBISHMENT (PRJ20654) (W.O. #170236F) PROJECT –  
FINAL ACCEPTANCE

Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-038 for acceptance of the work performed by the Department's Construction Forces for the Branford Recreation Center – Outdoor Refurbishment Project.

16-039

DEVONSHIRE HOUSE – BUILDING RENOVATION AND  
OUTDOOR LANDSCAPING (W.O. #E170333F) PROJECT – FINAL  
ACCEPTANCE

Cathie Santo Domingo, Superintendent of Planning, Construction, and Maintenance Branch, presented General Manager's Report No. 16-039 for acceptance of work performed 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 Construction Forces, for the Devonshire House Building Renovation and Outdoor Landscaping Project.

February 3, 2016

16-040

109<sup>TH</sup> STREET RECREATION CENTER – POOL AND BATHHOUSE REPLACEMENT (PRJ1051P) (W.O. #1906494) PROJECT – AUTHORITY TO NEGOTIATE AND ISSUE CHANGE ORDERS, SUPPLEMENTAL AGREEMENT CHANGE ORDER, AND SUBSEQUENT CHANGE ORDERS TO CONTRACT NO. 3462

Cathie Santo Domingo, Superintendent of Planning, Construction, and Maintenance Branch, presented General Manager's Report No. 16-040 to authorize the General Manager to negotiate and issue Change Order No. 23, to Contract No. 3462 with Simgel Co., Inc. for an amount not to exceed \$230,000.00 for the work performed on the 109<sup>th</sup> Street Recreation Center Pool and Bathhouse Replacement Project (Project); authorize the General Manager to negotiate and issue Supplemental Agreement by Change Order No. 34 to Contractor to extend the terms and conditions of Contract No. 3462 from the current change order ceiling of \$980,000.00, or 25% of the contract award amount, to a new ceiling of \$1,372,000.00, or 35% of the contract award amount; and authorize the General Manager to issue subsequent change orders up to not-to-exceed amount \$1,372,000.00, or 35% of the contract award amount, to complete the Project. The Board and Department staff discussed the change order in which a Los Angeles County Inspector required the modification of a previously approved pool deck and perimeter tube-steel fence design to protect an existing County storm drain that runs beneath the property. The Board and Department staff also discussed how the Department could recover costs for change orders due to errors and omissions, and how the Department could potentially minimize change orders due to errors and omissions, unforeseen or changed conditions, and changes in the project scope.

16-041

PALMS RECREATION CENTER – OUTDOOR FITNESS ZONE - DONOR RECOGNITION PLAQUE

Cid Macaraeg, Senior Management Analyst of Planning, Construction and Maintenance Branch, corrected General Manager's Report No. 16-041 to include "Thanks" to the plaque text as follows:

The City of Los Angeles Department of  
Recreation and Parks Thanks and Appreciates  
Palms Park Outdoor Fitness Zone  
Made Possible Through the Generosity of  
Friends of West LA

16-042

WARNER CENTER PARK – ADDITIONAL SPECIAL EVENTS TO SERVE ALCOHOLIC BEVERAGES

Charles Singer, Superintendent of Valley Region, presented General Manager's Report No. 16-042 for authorization to serve and sell alcoholic beverages at a sixth outdoor event for 2016 in the Valley-Shoreline Region, which is the Valley Cultural Center's Summer Concerts On The Green series at Warner Center Park.

February 3, 2016

16-043

MID-VALLEY INTERGENERATIONAL MULTIPURPOSE CENTER  
(PRJ20163) (W.O. #E170239F) PROJECT – RELEASE OF STOP  
PAYMENT NOTICE ON CONSTRUCTION CONTRACT NO. 3442

Cathie Santo Domingo Superintendent of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-043 for acceptance of a Release of Stop Payment Notice filed for the Mid-Valley Intergenerational Multipurpose Center Project.

16-044

HOLLYWOOD RECREATION CENTER – POOL AND POOL  
BUILDING (PRJ1402B) (W.O. #E170344F) PROJECT –  
ACCEPTANCE AND RELEASE OF STOP PAYMENT NOTICES ON  
CONSTRUCTION CONTRACT NO. 3454

Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-044 for acceptance of the Stop Notice filed for the Hollywood Recreation Center Pool and Pool Building Project. The Board and Department staff discussed the drainage issue in the women's locker, which will be investigated and addressed by the Department's maintenance staff.

16-045

GAFFEY STREET POOL – POOL AND NEW BATHHOUSE  
RESTORATION (PRJ20726) (W.O. #E1907453F) PROJECT –  
ACCEPTANCE OF STOP PAYMENT NOTICES AND RELEASE OF  
STOP PAYMENT NOTICE ON CONSTRUCTION CONTRACT NO.  
3514

Cathie Santo Domingo Superintendent of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-045 for acceptance and release of the Stop Payment Notices filed for the Gaffey Street Pool and New Bathhouse Restoration Project.

16-046

AS-NEEDED ALL WEATHER TURF, CONSTRUCTION, RETROFIT,  
MAINTENANCE AND/OR REPAIRS

Jim Newsom, Senior Management Analyst II of Finance Division, presented General Manager's Report No. 16-046 for approval of proposed three-year contracts with Asphalt Fabric & Engineering, Inc., Byrom-Davey, Inc., and California Landscape & Design, Inc. dba California Skateparks for as-needed all-weather turf construction, retrofit, maintenance and/or repair services. Jeff Byerly of Ohno Construction Company and David Diamond of UBU Sports, Inc. discussed their bid protest correspondence submitted for the Board's consideration. Senior Management Analyst Newsom discussed the technical omissions in their Request for Qualifications (RFQ) submittal responses which caused the disqualification of both companies. The Board requested that the City Attorney provide advice on the Board's parameters of discretion as to which technical requirements and documentation of the RFQ could be legally waived, and precedence as to which technical requirements and documentation have historically been waived. Commissioner Alvarez further requested that the City Attorney advise if the Department can send out a list of missing

February 3, 2016

documentation to respondents, and allow a 24-hour grace period to give them the opportunity to submit any missing documentation. Deputy City Attorney IV Anthony-Paul Diaz discussed that this RFQ had specific instructions which did not allow for that option; however, the Department may be able to include such allowances in future RFQs.

16-047

LANDSCAPE CONSTRUCTION, RETROFIT, MAINTENANCE,  
AND/OR REPAIRS AT VARIOUS PARK FACILITIES –  
AMENDMENT TO CONTRACT NO. 3449

Jim Newsom, Senior Management Analyst of Finance Division, presented General Manager's Report No. 16-047 for approval of proposed Amendments to Contract No. 3449 with Sani Group, Inc. dba BMC Landscape Management for landscape construction, retrofit, maintenance, and/or repair services at various park facilities to reflect changes in the corporate structure of the company.

General Manager's Report No. 16-047 was corrected to omit "Inc." from references to BMC Landscape Management in Recommendation No. 1 and the Summary of the Report.

16-048

HANSEN DAM RECREATION AREA – AMENDMENT TO JANE C.  
GRIFFITH DBA WILDLIFE BIOLOGY CONTRACT NO. 3488 TO  
EXTEND THE TERM AND INCREASE THE CONTRACT TOTAL

Alex Yee, Director of Systems, presented General Manager's Report No. 16-048 for approval of a proposed Amendment to Personal Services Contract No. 3488 with Jane C. Griffith dba Griffith Wildlife Biology to continue the required environmental mitigation service of cowbird trapping within the Hansen Dam Recreation Area.

16-049

VARIOUS DONATIONS TO OPERATIONS BRANCH – METRO  
REGION

Sophia Pina Cortez, Superintendent of Metro Region, presented General Manager's Report No. 16-049 for acceptance of donations from various donors for Alpine Recreation Center, Bellevue Recreation Center, Chevy Chase Recreation Center, Echo Park Recreation Center, Highland Park Recreation Center, Lincoln Heights Senior Citizen Center, Lou Costello, Jr. Recreation Center, Pan Pacific Recreation Center, Queen Anne Recreation Center, and Seoul International Recreation Center within the Metro Region.

16-050

VARIOUS DONATIONS TO OPERATIONS BRANCH – PACIFIC  
REGION

Sophia Pina Cortez, Superintendent of Metro Region, presented General Manager's Report No. 16-050 for acceptance of donations from various donors for Denker Recreation Center, Jim Gilliam Recreation Center, Normandale Recreation Center Rosecrans Recreation Center, and Slauson Recreation Center within the Pacific Region.

February 3, 2016

16-051

EXIT PARK - PARK DEVELOPMENT (PRJ20858) PROJECT –  
FINAL PLANS

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Cathie Santo Domingo Superintendent of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-051 for approval of the final plans and specifications for the Exit Park Development Project.

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

President Patsouras requested a Motion to approve the General Manager's Reports as presented, with the exception of General Manager's Report Nos. 16-021 and 16-025 which were placed on hold; and to approve General Manager's Report Nos. 16-041 and 16-047 as corrected. Commissioner Sanford moved that the General Manager's Reports be approved, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Sanford further moved that the Board direct staff to report back on General Manager's Report No. 16-018 regarding the Department's plan to have large trees planted within the Specific Plan boundaries or Westlake Community Plan Area in the near future using funds from the Specific Plan Tree Landscaping Account, and report back on General Manager's Report 16-019 as to how the Department plans to use the funds being transferred into the Greater Downtown Housing Incentive Area Open Space Fee Account. Commissioner Zuñiga seconded the Motion. There being no objections, the Motion was unanimously approved.

CLOSED SESSION

Pursuant to California Government Code Section 54956.9(d)(1), the Board recessed into closed session at 11:40 a.m. in order to confer with legal counsel regarding pending litigation in *The City of Los Angeles v. Amano McGann, Incorporated*, United States District Court Case Number 2:15-cv-05041 PSG (FFMx). The Board reconvened at 12:04 p.m., at which time Deputy City Attorney IV Anthony-Paul Diaz reported that the Board unanimously approved the settlement for the aforementioned case, which will move forward to the Claims Board.

NEW BUSINESS:

- The Verbal Informational Report on the Greek Theatre was postponed to the next Board Meeting.
- The Verbal Informational Report on the Recreation and Parks Strategic Planning Update was postponed to the next Board Meeting.
- The Verbal Informational Report on Quimby Fees was postponed to the next Board Meeting.

COMMISSION TASK FORCES

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

Commissioner Zuñiga reported that a Commission Task Force on Concessions Meeting was held on January 20, 2016, in which the Task Force discussed the Griffith Park Pony Ride

February 3, 2016

Concession Request for Proposals (RFP), Coin-Operated Telescope Concession RFP for the Venice Boardwalk, and consolidation of the Interim Golf Food Service Concession Agreements. The Agreement with SMG dba Premier Food Services Management Group, Inc. for the Greek Theatre's Food and Beverage Concession has been executed.

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

Commissioner Sanford reported that a Commission Task Force on Facility Repair and Maintenance (Task Force) Meeting was held on January 20, 2016 prior to the Board Meeting, in which the Task Force discussed the status of the Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment, project change orders for the Hollywood Pool and Pool Building Project, and final plans for three synthetic soccer fields projects funded by Proposition K at Ken Malloy - Harbor Regional Park, Loren Miller Recreation Center, and Glassell Park.

#### GENERAL MANAGER'S ORAL REPORT

Assistant General Manager Kevin Regan reported on Department activities, facilities, and upcoming events. The EXPO Center Youth Orchestra of Los Angeles (YOLA) will be performing with Gustavo Dudamel and ColdPlay during the Super Bowl 50 Half-Time Show on February 7, 2016. The Lou Costello Recreation Center coordinated a trip to Mountain High Resort with over 100 youth and their families participating in the trip. A Smart Water Meter Press Conference is scheduled on February 5, 2016 at Echo Park in collaboration with the Mayor's Office, Thirteenth Council District, and the Los Angeles Department of Water and Power. The Department will be installing smart meters to track water consumption and determine if there are any leaks in the water systems. The 11<sup>th</sup> Annual Valentine's Tea and Tunes Event at Banning Museum is scheduled on February 13, 2016.

#### PUBLIC COMMENTS

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

#### FUTURE AGENDA ITEMS

Commissioner Sanford requested that Department staff report back on General Manager's Report No. 16-018 regarding the Department's plan to have large trees planted within the Specific Plan boundaries or Westlake Community Plan Area in the near future using funds from the Specific Plan Tree Landscaping Account, and a report back on General Manager's Report 16-019 as to how the Department plans to use the funds being transferred into the Greater Downtown Housing Incentive Area Open Space Fee Account. Commissioner Zuñiga requested that Department staff provide a status update on the proposed modifications to Quimby Fees.

#### NEXT MEETING

The next Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, February 17, 2016, 9:30 a.m., at Westchester Recreation Center, 7000 West Manchester Avenue, Los Angeles, CA 90045

February 3, 2016

ADJOURNMENT

There being no further business to come before the Board, President Patsouras adjourned the Meeting at 12:05 p.m. in memory of Bernie Grijalva, Park Maintenance Supervisor.

ATTEST

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
BOARD SECRETARY