

REGULAR MEETING MINUTES

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

Wednesday, January 6, 2016

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at EXPO Center Comrie Hall at 9:30 a.m. Present were President Sylvia Patsouras, Commissioner Melba Culpepper, and Commissioner Misty M. Sanford. Also present were Michael A. Shull, 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
Kevin Regan, Assistant General Manager, Operations Branch
Ramon Barajas, Assistant General Manager, Planning, Construction and Maintenance Branch
Noel Williams, Chief Financial Officer, Finance Division

APPROVAL OF THE MINUTES

Commissioner Sanford moved that the Board approve the Minutes of the December 9, 2015 Regular Meeting and Special Meeting, which was seconded by Commissioner Culpepper. There being no objections, the Motion was unanimously approved.

GENERAL MANAGER'S REPORTS

16-001

VARIOUS COMMUNICATIONS

16-002

RANCHO PARK GOLF COURSE – AGREEMENT WITH THE LOS ANGELES JUNIOR CHAMBER OF COMMERCE, FIRST TEE LOS ANGELES PROGRAM FOR A JOINT FUNDRAISING PROGRAM TO REPLACE THE RANCHO PARK GOLF COURSE ARNOLD PALMER PLAQUE AND PROVIDE ADDITIONAL JUNIOR GOLF PROGRAMS

James Ward, Golf Manager, presented General Manager's Report No. 16-002 for approval of a proposed three-year Agreement between the City of Los Angeles and the Los Angeles Junior Chamber of Commerce to set forth the terms and conditions for a joint fundraising program (Program) to fund the replacement of the Rancho Park Golf Course Arnold Palmer Plaque, and to provide funding to supplement the Junior Golf programs at City golf courses and offer free or low-cost programs at Department facilities. The existing plaque which commemorates the occasion of Arnold Palmer's total score of twelve on the ninth hole during the 35th Annual Los Angeles Open Tournament at Rancho Park Golf Course in 1961 will be replaced with replicas of the two original 1963 brass plaques, and a third plaque will be installed that will feature the names of donors that contributed to the Program as a fundraising effort to provide funds for maintenance and repair of the Arnold Palmer Plaque. Phil Bough, Executive Director of The First Tee Los Angeles Program, and the Board discussed limiting the proposed 10-year donor time frame in which donors can have their

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names featured on the third plaque for their contributions, as well as the sources of funding for the First Tee Program. Commissioner Sanford moved that the Board approve General Manager's Report No. 16-002 with an amendment to the Agreement to reflect a three-year donor time frame in which an individual or company can have their name featured on the third plaque. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved.

16-003

AMENDMENT TO PERSONNEL RESOLUTION NO. 10430 –
SECTION 1E (SUBSTITUTE POSITIONS)

Harold Fujita, Personnel Director, presented General Manager's Report No. 16-003 for authorization to amend Personnel Resolution No. 10430 to establish a Senior Personnel Analyst I position in substitute authority for the Human Resources Division.

16-004

GRIFFITH PARK – AUTRY MUSEUM OF THE AMERICAN WEST
– OUTDOOR SCULPTURE INSTALLATION

Cid Macaraeg, Senior Management Analyst II of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-004 to grant approval to the Autry Museum of the American West (Museum) to install a 1999 cast bronze sculpture on the Museum's leased land, entitled Intertribal Greeting by artist Doug Hyde, and authorization to issue a Right-of-Entry Permit to the Museum for the installation and landscaping of the project. Senior Management Analyst Macaraeg corrected the 4th paragraph on Page 2 of General Manager's Report No. 16-004 to strike out the repetitive sentence as follows:

~~The Facility Repair and Maintenance Commission Task Force reviewed this proposal at its regularly scheduled meeting on December 9, 2015.~~ The Facility Repair and Maintenance Commission Task Force reviewed this proposal at its regularly scheduled meeting on December 9, 2015 and recommended that the proposal be forwarded to the full Commission for review.

16-005

TEMESCAL CANYON PARK – DEPARTMENT OF PUBLIC
WORKS, STORMWATER BEST MANAGEMENT PRACTICES
PROJECT, PHASE I (W.O. #EW40017A) AND PHASE II (W.O.
#EW40029D); GRANT OF EASEMENT AND RIGHT OF ENTRY
PERMIT

Cid Macaraeg, Senior Management Analyst II of Planning, Construction and Maintenance Branch, presented General Manager's Report No. 16-005 for approval of the Temescal Canyon Park – Department of Public Works Stormwater Best Management Practices Phase I and Phase II Project; authorization to grant easements to the Department of Public Works, Bureau of Engineering (BOE) for the construction, operation, and maintenance of stormwater treatment facilities within Temescal Canyon Park; and issuance of a temporary revocable Right-of-Entry Permit to BOE and/or its contractors for the construction of the projects. Senior Management Analyst II Macaraeg discussed the square footage of canopy shade to be removed and replaced at Temescal Canyon Park.

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16-006

WHITSETT FIELDS PARK – SYNTHETIC TURF IMPROVEMENTS
(PRJ20757) (W.O. #E170150F) PROJECT – REVIEW OF BIDS
AND AWARD OF CONTRACT

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented General Manager’s Report No. 16-006 with the recommendation to award the construction contract for the Whitsett Fields Park – Synthetic Turf Improvements Project to Horizons Construction Company International, Inc. (Horizons Construction) as the lowest responsive and responsible bidder. Superintendent Santo Domingo discussed the recommended actions for the bid protests filed by Waisman Construction, Inc. and Horizons Construction against other respective bidders, and the recommendations to find C.S. Legacy Construction, Inc. and Asphalt Fabric & Engineering, Inc. to be non-responsive to the bid requirements as defined in the bid documents. Superintendent Santo Domingo corrected the following Recommendations on Page 2 of General Manager’s Report No. 16-006:

5. Award the construction contract to Horizons Construction in the amount of ~~Two Million Five Hundred Thirty-Five Thousand Dollars and Fifty One Cents (\$2,535,382.51)~~ Two Million Five Hundred Eighteen Thousand Dollars (\$2,518,000.00), all according to the plans and specifications;
6. Authorize the Department’s Chief Accounting Employee to encumber funds in the amount of ~~Two Million Five Hundred Thirty-Five Thousand Dollars and Fifty One Cents (\$2,535,382.51)~~ Two Million Five Hundred Eighteen Thousand Dollars (\$2,518,000.00) from the following fund and account numbers under the awarding authority of this Board Report;

FUNDING SOURCE	FUND/DEPT/ACCT. NO.	ENCUMBRANCE AMOUNT
Proposition K	43K/10/10KM36	\$549,000.00
	43K/10/KM36 PRJ	
Proposition K	43K/10/10LM36	\$17,372.51
Proposition A	205/89/89LHC2	\$164,973.49
Quimby	302/89/89460K-VA	\$228,776.00
		\$246,158.54
CDBG 39 th Program Year	424/22/22K564	\$325,000.00
CDBG 41 st Program Year	424/43/43M554	\$1,232,878.00
TOTAL		<u>\$2,518,000.00</u>
		<u>\$2,535,382.54</u>

7. Authorize the Department’s Chief Accounting Employee to request Housing and Community Investment Department to process a transfer of the 39th and 41st Community Development Block Grant Program Year Funds from the following fund account, department, appropriation unit, and encumber the amount to Recreation and Parks in Fund 205, Department 88, Appropriation Unit (to be determined) to encumber and process payment for the purposes stated in the contract.

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TOTAL		<u>\$2,518,000.00</u>

16-007

APPROPRIATION FROM UNRESERVED AND UNDESIGNATED
FUND BALANCE IN FUND 302 TO VARIOUS ACCOUNTS IN
THE DEPARTMENT OF RECREATION AND PARKS

Noel Williams, Chief Financial Officer, presented General Manager's Report No. 16-007 for authorization to appropriate \$2,714,167.09 in Fund 302, Department 88, to various accounts in the Department of Recreation and Parks which include Salaries, As-Needed Account No. 1070 in the amount of \$414,167.09 for the City's 2016 Summer Night Lights Program, Contractual Services Account No. 3040 in the amount \$300,000.00 for replacement and relocation of the Cabrillo Marine Aquarium's electrical system, and Greek Theatre Account No. 89MG02 in the amount of \$2,000,000.00 for public safety and venue improvements. General Manager's Report No. 16-007 further recommended authorization to reserve \$4,500,000.00 in the Unreserved and Undesignated Fund Balance as part of the Fiscal Year 2015-16 budget.

16-008

TRANSFER OF APPROPRIATIONS WITHIN DEPARTMENT 89
BETWEEN VARIOUS FUNDS AND ACCOUNTS

Noel Williams, Chief Financial Officer, presented General Manager's Report No. 16-008 for authorization to transfer \$500,000.00 from Fund 302, Department 89, Account No. 680K – Greek Theatre Support Account to the Greek Theatre Special Fund 57T, Department 89 Account No. 89MG01- Greek Theatre Operations. The Board and Department staff discussed the one-time expenditures for technological upgrades, deferred maintenance, and public safety improvements to the Greek Theatre. Department staff will report on expenditures for capital improvements and deferred maintenance, and generated revenue at the end of the 2016 Season.

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

President Patsouras requested a Motion to approve General Manager's Reports as presented, and General Manager's Report No. 16-004 and 16-006 as corrected. General Manager's Report No. 16-002 was previously approved as amended. Commissioner Sanford moved that the General Manager's Reports be approved, 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.

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NEW BUSINESS:

- General Manager Michael Shull provided a verbal informational report regarding the Greek Theatre. The tenant improvements and electrical work are ongoing, and the demolition work has been completed. Premier Food Services Management Group, Inc. is moving forward in setting up the food and beverage concession. SMG is continuing to hire staff pursuant to the terms set forth in the Open Venue Model contract. A total of 37 shows have been confirmed for the 2016 Season, of which are evenly distributed among the promoters. The tree removal with erosion control measures on the slope is also complete, and re-planting of landscaping is forthcoming.

COMMISSION TASK FORCES

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

There were no reports for the Commission Task Force on Concessions.

- 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 Meeting was held on January 6, 2016 prior to the Board Meeting, in which the Task Force discussed the proposed Angelfest music festival, project change orders for the 109th Street Pool, conceptual design plan for Fallbrook Park, and the proposed installation of a donor recognition plaque for the Outdoor Fitness Zone at Palms Recreation Center.

GENERAL MANAGER'S ORAL REPORT

General Manager Michael Shull reported on Department activities, facilities, and upcoming events. The Department has been working in collaboration with the Mayor's Office and the Emergency Management Department in preparation for El Niño weather conditions. The 16th Annual Jr. Clippers Program tip-off event is scheduled on January 8, 2016 at the Los Angeles Center for Enriched Studies in partnership with the Los Angeles Clippers and the YMCA of Metropolitan Los Angeles. The Los Angeles Clippers Recreation and Parks Appreciation Day is scheduled on January 10, 2016 at Staples Center. The 7th Annual Dream Games hosted in partnership with the Friends of West L.A. are scheduled on January 9, 2016 at Westwood Recreation Complex. The 2nd Annual Griffith Park Half Marathon and 5K Run is scheduled on January 24, 2016 in Griffith Park.

Chief Sustainability Officer Matthew Rudnik reported on the status of the Recreation and Parks Strategic Plan. The Los Angeles Parks Foundation Board of Directors recently took action to appropriate funding for consulting services, and executed the contract with NPO Solutions as the selected consulting firm. NPO Solutions has developed a five-month timeline in which to engage the Board and staff in the strategic planning process, which will be presented to the Board with regular updates.

PUBLIC COMMENTS

Public comment on matters within the Board's jurisdiction was invited; however, no requests for public comment were received.

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FUTURE AGENDA ITEMS

There were no requests for future Agenda Items.

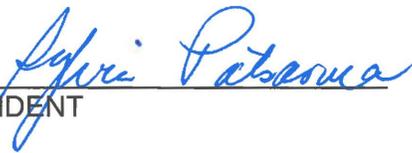
NEXT MEETING

The next Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, January 20, 2015, 9:30 a.m., at Balboa Sports Center, 17015 Burbank Boulevard, Encino, CA 91316.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:32 a.m.

ATTEST



PRESIDENT



BOARD SECRETARY