

## REGULAR MEETING MINUTES

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

Wednesday, June 1, 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 Vice President Lynn Alvarez, Commissioner Melba Culpepper, and Commissioner Iris Zuñiga. Vice President Alvarez presided as Chairperson during the Regular Meeting. Also present were Michael A. Shull, General Manager, and Deputy City Attorney III Strefan Fauble.

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  
Kevin Regan, Assistant General Manager, Operations Branch  
Ramon Barajas, Assistant General Manager, Planning, Construction and Maintenance Branch  
Alex Yee, Director of Systems, Finance Division

#### CALL TO ORDER AND APPROVAL OF THE MINUTES

Commissioner Culpepper moved that the Board approve the Minutes of the May 18, 2016 Regular Meeting, which was seconded by Commissioner Zuñiga. There being no objections, the Motion was unanimously approved.

#### BOARD REPORTS

##### 16-127

**RUNYON CANYON PARK – RESCISSION OF APPROVAL FOR THE INSTALLATION OF BASKETBALL COURT IMPROVEMENTS AND ANCILLARY PARK AMENITIES WITH THE EXCEPTION OF WORK RELATED TO RESTORATION AND REPAIR OF EXISTING RETAINING WALL**

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Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-127 to rescind the Board's prior approval of the installation of basketball court improvements at Runyon Canyon Park with recognition signage and ancillary park amenities such as a drinking fountain and fencing at the site of the existing concrete court, as presented in Board Report No. 15-223 dated November 4, 2015, with the exception of work related to the restoration and repair of the existing retaining wall.

Public comments were invited for the Board Reports. Seventeen requests for public comment were submitted for Report No. 16-118, and such comments were made to the Board.

Vice President Alvarez requested a Motion to approve Board Report No. 16-127 as presented. Commissioner Zuñiga moved that the Board approve Board Report No. 16-127. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved.

June 1, 2016

16-128

RUNYON CANYON PARK – EARLY CLOSURE FOR THE 2016 INDEPENDENCE DAY HOLIDAY

Joe Salaices, Superintendent of Griffith Region, presented Board Report No. 16-128 for approval of a temporary modification of the operating hours of Runyon Canyon Park to close at 5:00 p.m. on July 2, 3, and 4, 2016 for the Independence Day holiday weekend.

16-129

GRIFFITH REGION – DONATION OF A HORSE

Joe Salaices, Superintendent of Griffith Region, presented Board Report No. 16-129 for acceptance of a Palomino Gelding horse donated by Dena Lacey with an estimated value of \$10,000.00 for the Park Ranger Mounted Unit.

16-130

PARTNERSHIP DIVISION – DONATION OF FUNDS, EQUIPMENT, AND IN-KIND CONTRIBUTIONS FROM THE LOS ANGELES DODGERS FOUNDATION IN SUPPORT OF DODGERS REVIVING BASEBALL IN INNER CITIES YOUTH BASEBALL AND GIRLS SOFTBALL LEAGUES AT THIRTEEN (13) PARK SITES

Vicki Israel, Assistant General Manager of Partnership and Revenue Branch, presented Board Report No. 16-130 for acceptance of a donation from the Los Angeles Dodgers Foundation consisting of funding, uniforms, equipment, and in-kind contributions with a total estimated value of \$151,536.00 in support of operations for the Department's Dodgers Reviving Baseball in Inner Cities (RBI) Program 2016 season. Assistant General Manager Israel corrected Page 2 of the Board Report to omit Van Ness Recreation Center as one of the recreation centers participating in the 2016 RBI Program.

16-131

EXPO CENTER – DONATION FROM THE FRIENDS OF EXPO CENTER FOR EXPO CENTER'S YOUTH JOB CORPS PROGRAM

Belinda Jackson, Executive Director of EXPO Center, presented Board Report No. 16-131 for acceptance of a donation in the amount of \$49,500.00 from the Friends of EXPO Center for the EXPO Center Youth Job Corps Program (Program); and authorization for the Department's Chief Accounting Employee to approve, encumber, and disburse stipend payments to Program participants from funds deposited in Fund 302, Department 89, EXPO (EPICC) Donation Account 89837M, Sub-Account PG and in Fund 301, Department 88, EXPO Aquatics Municipal Recreation Program Account 88060M, Sub-Account MRPXX752.

16-132

VARIOUS DONATIONS TO OPERATIONS BRANCH – METRO REGION

June 1, 2016

Sophia Pina Cortez, Superintendent of Metro Region, presented Board Report No. 16-132 for the acceptance of various donations to Recreation Centers within the Metro Region as presented in the Summary of the Report.

16-133

VARIOUS DONATIONS TO OPERATIONS BRANCH – VALLEY REGION

Charles Singer, Superintendent of Valley Region, presented Board Report No. 16-133 for the acceptance of various donations to Recreation Centers within the Valley Region as presented in the Summary of the Report.

16-134

SPECIAL ACCOUNTS – TENNIS SURCHARGE – FISCAL YEAR 2015-2016 TRANSFER OF APPROPRIATIONS

Joe Salaices, Superintendent of Griffith Region, presented Board Report No. 16-134 for authorization of the Department's Chief Accounting Employee to transfer appropriations within accounts in Recreation and Park Fund 302/Department 89 to "Pay Tennis Revenue Surcharge" Sub Accounts as presented in the Summary of the Report.

16-135

GRIFFITH OBSERVATORY – PERSONAL SERVICES CONTRACT WITH CARL ZEISS AG FOR THE ANNUAL MAINTENANCE AND SERVICE OF THE UNIVERSARIUM MIX MODEL 555 STAR PROJECTOR AT THE SAMUEL OSCHIN PLANETARIUM

Mark Pine, Deputy Director of the Griffith Observatory, presented Board Report No. 16-135 for approval of a proposed three-year Personal Services Contract with Carl Zeiss AG for the routine maintenance and service of the Universarium MIX Model 555 Star Projector located in the Samuel Oschin Planetarium at Griffith Observatory; approval of the finding that yearly maintenance of the Griffith Observatory Star Projector is exempt from competitive bidding, pursuant to Charter Section 371(e)(7), as the work required to be performed by Carl Zeiss AG as the sole source and project manufacturer is proprietary with no training available for the services required; approval of the total encumbrance and payment from Fund 302 Department 88 Account 003040 in the amount not to exceed \$25,000.00 per year for a not-to-exceed total amount of \$75,000.00 for the proposed three-year Personal Services Contract in Fiscal Years 2015-2016, 2016-2017, and 2017-2018.

16-136

GRIFFITH OBSERVATORY – AS-NEEDED PERFORMANCE DIRECTOR SERVICES FOR THE LIVE PERFORMER PRODUCTIONS AT THE SAMUEL OSCHIN PLANETARIUM THEATRE – AMENDMENT TO PROFESSIONAL SERVICES CONTRACT NO. 3455 WITH CHRISTOPHER SHELTON, A SOLE PROPRIETOR, TO EXTEND THE TERM AND INCREASE THE CONTRACT AMOUNT

June 1, 2016

Mark Pine, Deputy Director of the Griffith Observatory, presented Board Report No. 16-136 for approval of a proposed Amendment to Personal Services Contract No. 3455 with Christopher Shelton for a term of one year with two one-year extension options to continue the provision of as-needed professional performance director services for live performer productions at the Griffith Observatory's Samuel Oschin Planetarium; approval of the finding that the City does not have personnel available in its employ with sufficient expertise to provide these professional services as it is more economical and feasible to secure the services of an independent contractor pursuant to the Charter Section 1022 Personnel Review dated December 12, 2012; approval of the finding that competitive bidding is not practicable or advantageous pursuant to Charter Section 371 (e)(2) for the temporary continuation of the expert and specialized professional services; approval of the finding that the proposed Amendment does not require approval by City Council pursuant to Los Angeles Administrative Code Section 10.5(b)(2), as annual payments to or by the City of Los Angeles do not exceed the current annual Consumer Price Index adjusted Contract Exemption Limit of \$143,890.00; approval of the Amendment encumbrance of \$150,000.00 for all three years of extension options for a not-to-exceed annual amount of 50,000.00, which will bring the six-year contract not-to-exceed total to \$270,000.00; and approval of the first-year extension option to July 9, 2017, with the balance of extension options, to be approved by the General Manager or Designee, from Fund 302, Department 89, Account 3040, Activity Code 7800.

16-137

HARBOR HIGHLANDS PARK IMPROVEMENTS—ESTABLISHMENT OF ACCOUNT

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Bryan Miller, Management Assistant of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-137 for authorization of the Department's Chief Accounting Employee to establish the necessary account and/or appropriate funding received within Recreation and Parks Grant Fund 205 for the Harbor Highlands Park Improvements Project.

16-138

SHADOW RANCH PARK – BALL FIELD, FENCING, AND IRRIGATION (PRJ20776) PROJECT – ALLOCATION OF QUIMBY FEES

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Bryan Miller, Management Assistant of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-138 for approval of the additional scope of work for the Shadow Ranch Park - Ball Field, Fencing, and Irrigation Project; authorization of the Department's Chief Accounting Employee to transfer Quimby Funds in the amount of \$100,000.00 from Quimby Fees Account No. 89460K-00 to Shadow Ranch Park Account No. 89460K-SG; and approval of the allocation of \$100,000.00 in Quimby Funds from Shadow Ranch Park Account No. 89460K. The Board and Department staff discussed the construction work funded by the Proposition K Program, and additional funding needed to complete the Project.

16-139

KEN MALLOY HARBOR REGIONAL PARK SYNTHETIC SOCCER FIELD (PRJ20761) (W.O. E170384F) – APPROVAL OF FINAL PLANS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 3(6), CLASS 11 (3,6) OF THE CITY CEQA GUIDELINES

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June 1, 2016

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-139 for approval of the final plans for the Ken Malloy Harbor Regional Park Synthetic Soccer Field Project; and the finding that the proposed Project is exempt from the California Environmental Quality Act.

16-140

CENTRAL RECREATION CENTER – POOL AND BATHHOUSE  
RENOVATION (PRJ20251) (W.O. #1907620) PROJECT – FINAL  
ACCEPTANCE

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-140 for acceptance of work performed by Acon Development, Inc., under Contract No. 3513 for the Central Recreation Center - Pool and Bathhouse Renovation Project; authorization of the Department's Chief Accounting Employee to immediately release all retention monies held under Contract No. 3513 after deducting for any remaining Stop Payment Notices and/or penalties to Acon Development, Inc. upon acceptance by the Board; and authorization of the Board Secretary to furnish Acon Development, Inc. with a Letter of Completion. The Board and Department staff the discussed the accelerated construction timeline for completion of the Project.

16-141

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

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-141 for direction to Department staff to withhold the amounts claimed in the Stop Payment Notice for Construction Contract No. 3454, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if the funds are available; and notify contractors, sureties, and other interested parties that the amount of the claims plus 25% will be withheld.

16-142

FISCAL YEAR 2016-17 PERSONNEL RESOLUTION

Harold Fujita, Director of Human Resources Division, presented Board Report No. 16-142 for adoption of Fiscal Year (FY) 2016-17 Personnel Resolution effective July 1, 2016; and authorization of substitute positions for FY 2016-17 as listed in the FY 2016-17 Personnel Resolution. The Board and Department staff discussed the Department's efforts in filling critical positions for programming, safety, and maintenance services. The Department's draft succession and staffing plan will be presented to the Board at a future date.

June 1, 2016

CONTINUED BOARD REPORTS

16-101

ALBION RIVERSIDE PARK PROJECT – WATER QUALITY AND PARK IMPROVEMENTS (PRJ20647)(W.O. #EW40060F) PROJECT – APPROVAL OF FINAL PLANS

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Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-101 for approval of the final plans and specifications for the Albion Riverside Park Project; and direction to Department staff to issue a new Right-of-Entry (ROE) Permit to Department of Public Works, Bureau of Engineering (BOE) through Downey Recreation Center to access the Albion Riverside Park project site. The Board and BOE staff discussed the Project's construction timeline and the planned overlook of the Los Angeles River.

16-102

KEN MALLOY REGIONAL PARK SYNTHETIC SOCCER FIELD (PRJ20761) (W.O. #E170384F) – APPROVAL OF FINAL PLANS AND CALL FOR BIDS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 3(6), CLASS 11 (3,6) OF THE CITY CEQA GUIDELINES

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Board Report No. 16-102 was withdrawn and replaced with Board Report No. 16-139.

Public comments were invited for the Board Reports; however, no further requests for public comment were received for the Board Reports.

Vice President Alvarez requested a Motion to approve the Board Reports as presented and Board Report No. 16-130 as corrected, with the exception of Board Report No. 16-127 which was previously approved in a separate vote. Commissioner Culpepper moved that the Board Reports be approved, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Zuñiga seconded the Motion. There being no objections, the Motion was unanimously approved.

COMMISSION TASK FORCES

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

There was no report for the Commission Task Force on Concessions.

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

Vice President Alvarez reported on the Facility Repair and Maintenance Task Force Meeting held on June 1, 2016 prior to the Board Meeting, in which the Task Force discussed the Madison Avenue Park Project and the East Hollywood Garden Achievement Center, the impact of disabled access sidewalk repairs adjacent to park facilities, and the demolition of the El Sereno Clubhouse.

June 1, 2016

GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- The Various Communications Report was noted and filed.
- General Manager Michael Shull reported on Department activities, facilities, and upcoming events. Department staff has been working on the Five-Year Strategic Plan and improvements to the Department's website and online reservation management system. The Departmental budget for Fiscal Year 2016-17 was approved by City Council with new Park Ranger positions and funding for the Department's priorities. The water rate increase amounting to \$5 million has been incorporated into the Departmental budget.
- General Manager Michael Shull reported on the Greek Theatre's 2016 Season performances held during the month of May, and upcoming performances and events scheduled in June. The Los Angeles City College graduation ceremony is scheduled on June 7, 2016, and the John Marshall High School graduation ceremony is scheduled on June 10, 2016. The Movie By Moonlight free community event is scheduled on June 11, 2016. The Greek Theatre's shuttle program and ridership continues to improve.

PUBLIC COMMENTS

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

FUTURE AGENDA ITEMS

Vice President Alvarez requested that Department staff provide a verbal report on the Department's Homelessness Strategy Action Plan in response to Mayoral Executive Directive No. 16 for the Implementation of the City's Comprehensive Homelessness Strategy.

NEXT MEETING

The next Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, June 15, 2016, 9:30 a.m., at Queen Anne Recreation Center, 1240 West Boulevard, Los Angeles, CA 90019.

ADJOURNMENT

There being no further business to come before the Board, Vice President Alvarez adjourned the Meeting at 10:55 a.m.

ATTEST

  
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VICE PRESIDENT

  
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BOARD SECRETARY