

APPROVED
NOV 05 2020

**BOARD OF RECREATION
AND PARK COMMISSIONERS**

BOARD REPORT

NO. 20-209

DATE November 5, 2020

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARTNERSHIP SECTION – SUSPENSION OF IMPOSITION OF COST RECOVERY REIMBURSEMENT FEES (CRRF) TO ORGANIZATIONS OPERATING ON DEPARTMENT OF RECREATION AND PARKS PROPERTY DURING THE TEMPORARY CLOSURE OF PARK OPERATIONS DUE TO THE COVID-19 PANDEMIC

AP Diaz	_____	S. Pifia-Cortez	_____
H. Fujita	_____	C. Santo Domingo	_____
V. Israel	_____	*N. Williams	<u>NDW</u>

General Manager

Approved X

Disapproved _____

Withdrawn _____

RECOMMENDATION

1. Approve the suspension of the imposition of Cost Recovery Reimbursement Fees (CRRF) to the organizations set forth in Attachment 1 to this Report for the period during which the organization's operation on Department of Recreation and Parks (RAP) property has been closed resulting from the closure of park operations due to the City of Los Angeles response, the Mayor's "Safer at Home" and "Safer L.A." orders, and the County of Los Angeles Department of Public Health orders, related to the COVID-19 novel coronavirus;
2. Direct staff to apply CRRF payments already received from the organizations set forth in Attachment 1 for the periods of the CRRF suspension period as a credit to future CRRF payments; and,
3. Authorize RAP staff to make technical corrections to carry out the intent of this Report.

SUMMARY

Various organizations currently operate on park property through agreements and right of entry permits (collectively, "Agreements") issued by or administered through the Partnership Section. In accordance with CRRF policies and fee schedules approved by the Board of Recreation and Park Commissioners (Board), the Agreements stipulate that the organizations, while operating on RAP property, must pay the CRRF to RAP during the term of the Agreement to reimburse RAP for costs incurred by RAP as a result of the organization's operations. A list of such organizations that pay a CRRF to RAP is attached hereto as Attachment 1, listing the amount of their monthly CRRF.

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The following Board approved CRRF policies and fee schedules (“CRRF Policies”) require that organizations operating on park property assume all, or at a minimum their pro-rata share, of operating costs associated with utilities, solid waste disposal, and staff impacts associated with the maintenance and operation of the facility at which they are operating:

- Utilities Policy adopted July 13, 2011, (Report No. 11-202);
- Solid Resources Disposal (trash collection and removal) adopted February 1, 2012 (Report No.12-028); and,
- Staff Impacts (custodial, grounds keeping, administration, etc.) adopted July 19, 2012 (Report No. 12-217).

Due to the State, County and City regulations, orders and directives related to the COVID-19 pandemic, the organizations on Attachment 1 who have submitted payments for the months of March 2020 through the present or who have yet to submit CRRF payments for March through the present, were forced to temporarily shutter operations beginning mid-March 2020. It is uncertain as to when these operations can resume, which will be dependent on City and County guidelines related to the re-opening of RAP’s facilities and the organizations’ operations.

Due to these organizations having to suspend operations for reasons beyond their control, and because resource consumption and associated costs incurred by RAP have been nonexistent or minimal at the respective facilities during these periods of closure, RAP staff recommends that the Board authorize the suspension of the imposition of CRRF payments during the duration of the closure periods.

In situations where certain organizations have made an advance CRRF payment for a period of future months and where such payments were submitted for the period during which the imposition of the CRRF has been suspended as authorized under this Report, RAP staff recommends that appropriate credits for such payments be granted toward the organization’s future CRRF payments following the reopening of the facilities for the organizations’ operations. For instance, an organization that has submitted CRRF payments for March through August may be eligible for a partial or full credit to be applied toward applicable future months (ie., September, October, November, December, January, and February, contingent upon when RAP facilities open to allow for the organization’s operations to resume).

Approval by the Board of this Report will not require amendments to the existing Agreements as the CRRF payments to be made under the Agreements are imposed in accordance with rates and fees approved as part of the CRRF Policies, which may be amended, modified or suspended by the Board at its discretion.

FISCAL IMPACT

The Board’s suspension of imposition and credit of the CRRF payments as set forth in this Report will not result in a materially significant impact to RAP given that RAP is not incurring reimbursable costs during the periods during which the imposition of CRRF payments are suspended.

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Additionally, this action will not have any fiscal impact to RAP's General Fund, as CRRF fees collected in accordance with CRRF Policies are not General Fund related in that they are deposited into special cost recovery accounts established to supplement facility maintenance, repair and administrative costs.

STRATEGIC PLAN INIATIVES AND GOALS

Approval of this Report advances RAP's Strategic Plan by supporting:

Goal No. 6: Build innovative collaborations to help improve L.A. City parks and programs

Outcome No. 2: Improved management of facilities

This Report was prepared by Joel Alvarez, Sr. Management Analyst II, and Raymond Chang, Management Analyst, Partnership Section.

ATTACHMENT

- 1) Organizations affected by closure of park operations

Organizations affected by closure of park operations

Organization	Monthly Cost Recovery Fee
<u>Child Care / Preschools</u>	
Studio City Co-op Nursery School	\$181.00
Sherman Oaks Co-op Nursery School	\$105.00
Los Feliz Co-op Nursery School	\$181.00
Canyon School	\$207.00
Encino Parents Nursery School	\$181.00
Rancho Co-op Nursery School	\$167.00
Rustic Canyon Nursery School	\$181.00
Hilltop Nursery School	\$203.00
Options for Learning-Highland Park	\$245.00
Children's Institute (3) sites	\$640.00
Mexican American Opportunity Foundation - Ross Snyder Preschool	\$142.00
Foundation for Early Childhood Education - Boyle Hts. Park Place	\$142.00
<u>Senior Care Programs</u>	
San Fernando Valley Intercommunity Council (VIC) - Sherman Oaks-East Valley Adult Center	\$446.00
VIC - Wilkinson Senior Center	\$256.00
VIC - Northeast Valley MPC aka Alicia Broadous-Duncan Senior Center	\$525.00
Jewish Family Service of Los Angeles - Felicia Mahood Senior Center	\$256.00
OPICA - Stoner Park Recreation Center	\$1,116.00
<u>Miscellaneous - Recreation, After school programs, Museums</u>	
Los Angeles Petanque Club	\$65.00
Los Angeles Theatre Academy	\$433.00
Harbor Community Development Corp. - Wilmington Teen Center	\$145.00
San Fernando Valley Historical Society - Andres Pico Adobe Museum	\$162.00
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