

APPROVED

OCT 21 2021

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 21-179

DATE October 21, 2021

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WESTCHESTER RECREATION CENTER– OUTDOOR PARK IMPROVEMENTS (PRJ21499) (PRJ21501) PROJECT – COMMITMENT OF PARK FEES – ALLOCATION OF QUIMBY AND ZONE CHANGE FEES – CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1) [EXTERIOR ALTERATIONS INVOLVING MINOR CONSTRUCTION WHERE THERE BE NEGLIGIBLE OR NO EXPANSION OF USE]; CLASS 1(3) [MINOR ALTERATION OF EXISTING WALKWAYS], CLASS 1(8) [MAINTENANCE OF EXISTING LANDSCAPING]; CLASS 1(12) [OUTDOOR LIGHTING FOR SECURITY AND OPERATIONS]; CLASS 2 [REPLACEMENT OF EXISTING STRUCTURES AND FACILITIES WHERE THE NEW STRUCTURE WILL BE LOCATED ON THE SAME SITE AND HAVE SUBSTANTIALLY THE SAME PURPOSE AND CAPACITY AS THE STRUCTURE REPLACED]; CLASS 4(1) [GRADING ON LAND WITH A SLOPE OF LESS THAN TEN PERCENT (10%)]; CLASS 4(12) [MINOR TRENCHING AND BACKFILLING WHERE THE SURFACE IS RESTORED] OF CITY CEQA GUIDELINES AND ARTICLE 19, SECTIONS 15301, 15302, 15304(a) AND 15304(f) OF CALIFORNIA CEQA GUIDELINES

AP Diaz	_____	M. Rudnick	_____
H. Fujita	_____	<i>Fur</i> C. Santo Domingo	<i>DF</i> _____
J. Kim	_____	N. Williams	_____



General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve the scope of work of the Westchester Recreation Center – Outdoor Park Improvements (PRJ21499) (PRJ21501) Project (Project), as described in the Summary of this Report;
2. Authorize Department of Recreation and Parks (RAP) to transfer Three Thousand One Hundred Dollars and Eighty One Cents (\$3,100.81) in Zone Change Fees from the Zone Change Account No. 89440K-00 to the Westchester Recreation Center Account No. 89440K-WR;

BOARD REPORT

PG. 2 NO. 21-179

3. Approve the allocation of Thirteen Thousand, One Hundred Twenty Dollars and Seven Cents (\$13,120.07) in Zone Change Fees from the Westchester Recreation Center Account No. 89440K-WR to the proposed Project;
4. Authorize RAP staff to transfer One Hundred Four Thousand, Eight Hundred Sixty Seven Dollars and Twenty Nine Cents (\$104,867.29) in Quimby Fees from the Quimby Fees Account No. 89460K-00 to the Westchester Recreation Center Account No. 89460K-WR;
5. Approve the allocation of Three Hundred Forty Thousand, Two Hundred Nineteen Dollars and Fifty One Cents (\$340,219.51) in Quimby Fees from the Westchester Recreation Center Account No. 89460K-WR to the proposed Project;
6. Authorize RAP staff to commit from the following fund and work order numbers a maximum of One Million, Six Hundred Forty Six Thousand, Six Hundred Sixty Dollars and Forty Two Cents (\$1,646,660.42) in Park Fees to the proposed Project;

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT. NO.</u>	<u>WORK ORDER NO.</u>
Park Fees	302/89/89718H	QP000594
Park Fees	302/89/89716H	QT074526
Park Fees	302/89/89718H	QP001156
Park Fees	302/89/89718H	QP002185
Park Fees	302/89/89718H	QP002034
Park Fees	302/89/89718H	QP001294
Park Fees	302/89/89718H	QP001455
Park Fees	302/89/89718H	QP001574
Park Fees	302/89/89718H	QP001419
Park Fees	302/89/89716H	QT074945
Park Fees	302/89/89718H	QP001876
Park Fees	302/89/89718H	QP001883
Park Fees	302/89/89718H	QP001992
Park Fees	302/89/89716H	QM187610
Park Fees	302/89/89716H	QT073598
Park Fees	302/89/89716H	QT077174
Park Fees	302/89/89718H	QP002394

7. Approve the Project to be bid and constructed through the Department of Recreation and Parks (RAP) list of pre-qualified on-call contractors;
8. Approve the authorization of change orders as authorized under Board Report #06-136, for the Park Facility Construction on-call contracts for this Project in the budget contingency amounts for such contracts as stated in this Report;

BOARD REPORT

PG. 3 NO. 21-179

9. Approve the authorization of change orders as authorized under Board Report #06-136, for the Electrical Construction on-call construction contracts for this Project in the budget contingency amounts for such contracts as stated in this Report;
10. Approve the authorization of change orders as authorized under Board Report #06-136, for the Fence and Wall Installation, Repair and/or Maintenance on-call construction contracts for this Project in the budget contingency amounts for such contracts as stated in this Report;
11. Determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) [Exterior alterations involving minor construction where there be negligible or no expansion of use]; Class 1(3) [Minor alteration of existing walkways], Class 1(8) [Maintenance of existing landscaping]; Class 1(12) [Outdoor lighting for security and operations]; Class 2 [Replacement of existing structures and facilities where the new structure will be located on the same site and have substantially the same purpose and capacity as the structure replaced]; Class 4(1) [Grading on land with a slope of less than ten percent (10%)]; Class 4(12) [Minor trenching and backfilling where the surface is restored] of City CEQA Guidelines and Article 19, Sections 15301, 15302, 15304(a) and 15304(f) of California CEQA Guidelines and direct staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk;
12. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of \$75.00 for the purpose of filing a NOE; and
13. Authorize RAP staff to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

Westchester Recreation Center is located at 7000 West Manchester Avenue in the Westchester area of the City. This 23.79 acre facility provides baseball fields, basketball courts, a children's play area, a skate park, two gymnasiums, a senior center, and a swimming pool. Approximately Four Thousand Five Hundred Ninety Three (4,593) residents live within a one-half (1/2) mile walking distance of Westchester Recreation Center. Due to the facilities; features, programs, and services it provides, Westchester Recreation Center meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

PROJECT SCOPE

The scope of work for the proposed Project includes:

- Refurbishment of the ballfields including, but not limited to, replacement of bleachers,

BOARD REPORT

PG. 4 NO. 21-179

improvements to backstops and dug outs, improvements to irrigation systems, regrading and infill, installation of sod

- Replacement of ballfield fencing
- Improvements to the path of travel
- Upgrades to the ballfield lighting
- Tree trimming and pruning

PROJECT FUNDING

The Westchester Recreation Center Account No. 89440K-WR has a balance of Ten Thousand, Nineteen Dollars and Twenty Six Cents (\$10,019.26) in Zone Change Fees.

The Westchester Recreation Center Account No. 89460K-WR has a balance of Two Hundred Thirty Five Thousand, Three Hundred Fifty Two Dollars and Twenty Two Cents (\$235,352.22) in Quimby Fees.

Upon approval of this Report, Three Thousand, One Hundred Dollars and Eighty One Cents (\$3,100.81) in Zone Change Fees can be transferred from the Zone Change Account No. 89440K-00 to the Westchester Recreation Center Account No. 89440K-WR, and a total of Thirteen Thousand, One Hundred Twenty Dollars and Seven Cents (\$13,120.07) in Zone Change Fees can be allocated from the Westchester Recreation Center Account No. 89440K-WR to the proposed Project.

Upon approval of this Report, One Hundred Four Thousand, Eight Hundred Sixty Seven Dollars and Twenty Nine Cents (\$104,867.29) in Quimby Fees can be transferred from the Quimby Fees Account No. 89460K-00 to the Westchester Recreation Center Account No. 89460K-WR, and a total of Three Hundred Forty Thousand, Two Hundred Nineteen Dollars and Fifty One Cents (\$340,219.51) in Quimby Fees can be allocated from the Westchester Recreation Center Account No. 89460K-WR to the proposed Project.

Upon approval of this Report, One Million, Six Hundred Forty Six Thousand, Six Hundred Sixty Dollars and Forty Two Cents (\$1,646,660.42) in Park Fees can be committed to the proposed Project.

The total amount of funding available for the proposed Project is Two Million Dollars (\$2,000,000.00).

It is anticipated that RAP will utilize the Park Facility Construction, Electrical Construction, and Fence and Wall Installation, Repair and/or Maintenance on-call contracts in order to complete the proposed Project. The budget contingency for the Park Facility Construction contracts is One Hundred Thousand Dollars (\$100,000.00). The budget contingency for the Electrical Construction contract is One Hundred Thousand Dollars (\$100,000.00). The budget contingency for Fence and Wall Installation, Repair and/or Maintenance on-call contracts is Fifteen Thousand Dollars (\$15,000.00).

BOARD REPORT

PG. 5 NO. 21-179

The Quimby, Zone Change and Park Fees were collected within five (5) miles of Westchester Recreation Center, which is the standard distance for the commitment of Park Fees for community recreational facilities pursuant to Los Angeles Municipal Code Section 12.33 E.3

FUNDING SOURCE MATRIX

Source	Fund/Dept/Acct	Amount	Percentage
Quimby Fees	302/89/89460K-WR	\$340,219.51	17%
Zone Change Fees	302/89/89440K-WR	\$13,120.07	1%
Park Fees	302/89/89718H	\$1,383,582.57	69%
Park Fees	302/89/89716H	\$263,131.85	13%
Total		\$2,000,000.00	100%

PROJECT CONSTRUCTION

RAP Staff has determined that sufficient funding has been identified for the Project and is anticipated to begin construction in Fall 2021.

TREES AND SHADE

The proposed Project will have no impact on existing trees or shade. No new trees or shade are proposed to be added as a part of the Project.

ENVIRONMENTAL IMPACT

The proposed Project consists of exterior alterations involving minor construction where there be negligible or no expansion of use; minor alteration of existing walkways; maintenance of existing landscaping; outdoor lighting for security and operations; replacement of existing structures and facilities where the new structure will be located on the same site and have substantially the same purpose and capacity as the structure replaced; grading on land with a slope of less than ten percent (10%); minor trenching and backfilling where the surface is restored. As such, staff recommends that the Board of Recreation and Park Commissioners (Board) determine that it is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1), Class 1(3), Class 1(8), Class 1(12), Class 2, Class 4(1) and Class 4(12) of City CEQA Guidelines as well as to Article 19, Sections 15301, 15302, 15304(a) and 15304(f) of California CEQA Guidelines. Staff will file a Notice of Exemption with the Los Angeles County Clerk upon Board's approval.

FISCAL IMPACT

The approval of this allocation of Quimby and Zone Change Fees and commitment of Park Fees will have no fiscal impact on RAP's General Fund. The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Quimby Fees, Zone Change Fees, Park Fees or funding sources other than RAP's General

BOARD REPORT

PG. 6 NO. 21-179

Fund. The maintenance of the proposed park improvements can be performed by current staff with minimal impact to existing maintenance service at this facility

STRATEGIC PLAN INITIATIVES AND GOALS

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

Goal No. 1: Provide Safe and Accessible Parks

Outcome No. 2: All parks are safe and welcoming

Result: The improvements to the ballfields will enhance the park users' experience.

This report was prepared by Meghan Luera, Management Analyst, Planning, Maintenance and Construction Branch.