

REPORT OF GENERAL MANAGER

PG. 2 NO. 09-126

SUMMARY:

In the late 1950s, the Encino Woman's Club moved into a one-story, wood-frame and stucco building of nearly 4,500 square feet on a quarter-acre lot at 4924 Paso Robles Avenue. In October 2004, the City acquired the site. It links the Encino Community Center, which is adjacent to the Club on the east and fronts Balboa Boulevard, with the unstaffed Encino Park, which is on the opposite side of the Club. For years before the acquisition, the public had permission to walk from one Department facility to the other by crossing Club grounds. The Department also arranged to use the Club to host a summer Drama Academy for area youth.

Rosalyn and Julius Griffin frequently attended Club functions, which were sometimes coordinated with other local civic groups. Some months ago, Dr. Griffin expressed interest in honoring his late wife by funding Club improvements. He authorized the California Community Foundation, where he has a donor-advised fund, to enter into an agreement with the Department. He will donate \$13,000 for the following work: (1) At the entrance, modify the existing stairs, railings and front door to accommodate an access ramp in compliance with the Americans with Disabilities Act. (2) Demolish the existing fence and block wall in order to expand the front patio to the sidewalk. (3) Install tubular or decorative fencing, six feet high, to enclose the expanded patio. The patio will then be better suited for public recreational use so that staff can expand the programs now offered inside the Club and the Community Center. Both venues are heavily used.

The Department's construction forces will perform the work, which they expect to complete by the end of 2009. Staff believes the proposed donation will be adequate to construct the improvements.

Environmental staff determined that the proposed project will consist of a donation to be used for external improvements involving minor alterations to an existing recreational facility. There will be negligible or no change in use; therefore, the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 of the City CEQA Guidelines.

The Assistant General Manager of Operations West and the Superintendent of the Valley Region concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

There is no anticipated impact to the Department's General Fund from the work proposed in this report. Maintenance of the patio expansion can be accomplished with existing staff without adding costs.

The report was prepared by Joan Reitzel, Senior Management Analyst in Real Estate and Asset Management, Planning and Development Division.