

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

Wednesday, February 2, 2005 at 9:30 a.m.  
Garland Building Auditorium  
1200 West 7<sup>th</sup> Street, First Floor, Los Angeles, CA 90017

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S REQUEST FORM AT THE MEETING PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL ALLOWED FOR PUBLIC PRESENTATION.

1. APPROVAL OF MINUTES:

Approval of the Minutes of the Regular and Special Meetings of January 19, 2005

2. GENERAL MANAGER'S REPORTS:

- 05-29 Cabrillo Marine Aquarium Master Plan Implementation (#1505D); Sepulveda Garden Center - Building Replacement (#1632E) (W.O.#E170220) - Acceptance of Stop Notices on Construction Contracts; and North Hollywood Park Refurbishment (#1348B) Release of Stop Notice on Construction Contract.
- 05-30 Cabrillo Marine Aquarium Master Plan Implementation (#1505D) (W.O.#170194F) Contract No. 3062 - Final Acceptance
- 05-31 Delano Recreation Center Community Building - (#1805A) (W.O.#E170373F) - Change Order to Contract No. 3085
- 05-32 Taylor Yard Park - Ground Lease Between City and State of California for Department Use of Approximately 20 Acres of State Land
- 05-33 Encino-Balboa Golf Course (Sepulveda Golf Complex) - Award of the Operation of the Food Service Concession
- 05-34 Encino Balboa Golf Course (Sepulveda Golf Complex) - Award of the Operation of the Golf Professional and Driving Range Concession
- 05-35 Bandini Canyon Agreement with Los Angeles Neighborhood Initiative for Design of the Trail Project
- 05-36 Agreement Between the City of Los Angeles and Carolyn Fish for Professional Services for the Clean and Safe Spaces Parks Program to Assess and Document Assets in Communities

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- 05-37 Green Meadows Park - Ten Year Ground Lease with Foundation for Early Childhood Education to Operate Head Start Facility
- 05-38 Amendment to Letter of Agreement with Bill Murphy for Production Manager Services on the New Griffith Observatory Planetarium Show
- 05-39 Quimby Fees Appropriation: Hanson Dam The Bluffs (#1130A) (Contract No. 3129)
- 05-40 McGroarty Arts Center: Permanent Placement of Sculptures in Sculpture Garden
- 05-41 Provision of Life Scan Service to Other Departments and Reimbursement of Costs
- 05-42 Acceptance of Various Donations to Operations West Branch
- 05-43 Various Communications
3. UNFINISHED BUSINESS:
- 05-28 Jonsen Filtration Plant: Six Year Lease Agreement and Amendment with the Metropolitan Water District and Sub Lease / Lease Agreement with the Granada Hills Youth Recreation Center, Inc., for Youth Sports Activities
4. NEW BUSINESS:
- Memorandum: Delano Recreation Center Community Building (#1805A) Contract No. 3385 - Correction to Previous Board Report Regarding Acceptance of Stop Notice
5. COMMISSION TASK FORCES:
- Commission Task Force on Park Safety (Commissioners Hammond and Sanchez-Camino)
  - Commission Task Force on Concession RFPs (Commissioners Sanchez-Camino and Spelling)
  - Commission Task Force on Capital Projects (Commissioners Hammond and Luévano)
6. GENERAL MANAGER'S ORAL REPORT:
- Report on Department Activities and Facilities
7. FUTURE AGENDA ITEMS:
- Requests by Commissioners to Schedule Specific Items on Future Agendas

February 2, 2005

8. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting

9. NEXT MEETING:

The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, February 16, 2005 at 9:30 a.m., Garland Building Auditorium, 1200 W. 7<sup>th</sup> Street, Los Angeles, CA 90017.

10. CLOSED SESSION:

Closed Session pursuant to Government Code Section 54956.9 (a) to confer with or receive advice from its legal counsel regarding Believeue Park Neighborhood Association v. City of Los Angeles, BS 093045

11. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)928 9040.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Information on agenda items may be obtained by calling the Commission Office at (213) 928-9040. Copies of the agenda and reports may be downloaded from the Department's website at [www.laparks.org](http://www.laparks.org).

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REPORT OF GENERAL MANAGER

NO. 05-29

DATE February 2, 2005

C.D. 4, 5 & 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CABRILLO MARINE AQUARIUM-MASTER PLAN IMPLEMENTATION (#1505D), SEPULVEDA GARDEN CENTER-BUILDING REPLACEMENT (#1632E) (W.O.#E170220) - ACCEPTANCE OF STOP NOTICES ON CONSTRUCTION CONTRACTS; AND NORTH HOLLYWOOD PARK REFURBISHMENT (#1348B) - RELEASE OF STOP NOTICE ON CONSTRUCTION CONTRACT

* K. Chan	<u>kc</u>	J. Kallb	_____
J. Combs	_____	F. Mok	_____
H. Fujita	_____	G. Stigite	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Direct staff to withhold the amount claimed in the following Stop Notices, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said funds are available, and to notify contractors, sureties and other interested parties that the amount of said claim plus 25% will be withheld; and,
2. Accept the following request for Release of Stop Notice.

SUMMARY:

STOP NOTICES:

The Department is in receipt of legal notices to withhold construction funds, pursuant to California Civil Code Sections 3103 and 3181, on the contracts indicated below:

REPORT OF GENERAL MANAGER

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NO. 05-29

Contract 3062    C.D. 15

Cabrillo Marine Aquarium-Master Plan    Contract was awarded to FTR  
Implementation (#1505D)    International, Inc. on 6/19/02.

Project Status:    Complete    Claimant:    Fire Call, Inc.  
Project Impact:    None    Amount:    \$2,750.00  
Completion Date:    February 2005

Contract 3091    C.D. 5

Sepulveda Garden Center - Building Replacement    Contract was awarded to Pert Construction  
(#1632E) (W.O. #E170220)    Co., Inc. on 6/4/03

Project Status:    Complete    Claimant:    South Western Paving Co  
Project Impact:    None    Amount:    \$7,406.35  
Completion Date:    February 2005

Claimant:    ACU Electric  
Amount:    \$20,024.14

Claimant:    Express Pipe & Supply Co.,  
Inc.  
Amount:    \$11,066.60

Claimant:    B.S. Hand & Sons, Inc.  
Amount:    \$28,609.74

Claimant:    United Painting Co.  
Amount:    \$19,130.00

Claimant:    Rainbow Glass Company  
Amount:    \$19,500.00

Claimant:    Robertson's  
Amount:    \$7,352.25

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RELEASE OF STOP NOTICES:

The Department is in receipt of a Release of Stop Notice, filed by the claimant below, which releases the Board from any and all liability for withholding funds from the general contractor or the surety:

Contract 3088

C.D. 4

North Hollywood Park - Refurbishment (#1348B)

Project Status: Complete  
Project Impact: None  
Completion Date: September 2004

General Contractor: Terra Cal  
Construction, Inc.

Claimant: Landmark Fence Co., Inc.,  
Amount: \$5,368.40

Prepared by Lisa Shinsato.

REPORT OF GENERAL MANAGER


NO. 05-30

DATE February 2, 2005

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CABRILLO MARINE AQUARIUM - MASTER PLAN IMPLEMENTATION  
(#1505D) (W.O. #E170194F) CONTRACT NO. 3062 - FINAL ACCEPTANCE

• K. Chan  J. Kolb \_\_\_\_\_  
J. Combs \_\_\_\_\_ P. Mak \_\_\_\_\_  
H. Fujita \_\_\_\_\_ G. Sugile \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Accept the work performed under Contract No. 3062 as outlined in the body of this report;
2. Authorize the Department's Chief Accounting Employee to release all retention monies held under Contract No. 3062 to FTR International, Inc., 35 calendar days after acceptance by the Board; and,
3. Authorize the Board Secretary to furnish FTR International, Inc., with a letter of completion.

SUMMARY:

The construction contract for the Cabrillo Marine Aquarium Master Plan Implementation (#1505D) (W.O. #E170194F) project was awarded to FTR International, Inc., on June 19, 2002 (Board Report No.02-241 Revised), in the amount of \$6,014,000. The project, which is located at 3720 Stephen M. White Dr. in San Pedro, was completed on October 23, 2004, and provided for the construction of a new Aquatics Nursery / Exploration Center / Library / Office building as well as facility renovations and upgrades.

The Bureau of Engineering, Construction Management Division (CMD), completed the construction management of the project under the Proposition K Program. The Certificate of Occupancy was obtained on June 10, 2004 and the facility was opened to the public on October 23, 2004.

REPORT OF GENERAL MANAGER

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NO. 05-30

The Bureau of Engineering has informed the Department that this project was completed with 137 Change Orders being issued for a total of \$941,213.17 or 15.6% of the base contract amount. The final contract amount is \$6,955,213.17.

The Bureau of Engineering has consulted with the Office of Contract Compliance concerning the status of the labor compliance requirements and Affirmative Action requirements on the project. There are no outstanding wage violations and ITR International, Inc., is in compliance.

Report prepared by William Tseng, Construction Management Division and Dave Takata, Recreational and Cultural Facilities Program, and reviewed by Neil Drucker, Program Manager, Bureau of Engineering, Recreational and Cultural Facilities Program



REPORT OF GENERAL MANAGER

NO. 05-31

DATE February 2, 2005

C.D. 06

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DELANO RECREATION CENTER COMMUNITY BUILDING - (#1805A)  
(W.O. #E170373F) -- CHANGE ORDER TO CONTRACT NO. 3085

K. Chan  
H. Fujita  
J. Mok



J. Combs  
J. Kolls  
G. Stagle

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board approve a change order in the amount of \$97,000.00 for addition to Contract No. 3085, for the work outlined in the body of this report.

SUMMARY:

On May 21, 2003, the Board awarded a construction contract in the amount of \$3,395,151.70 to Metro Builders & Engineers Group, Ltd., under Board Report No. 03-159 for construction of the Delano Recreation Center Community Building (#1805A)(W.O. #E170317F), located at 15100 W. Erwin Street, Van Nuys. The Board of Recreation and Park Commissioners executed Contract No. 3085 on June 18, 2003.

The construction work on this project is 96% complete. Completion of this project is expected by March 30, 2005.

The proposed change order work consists of replacement of existing non-compliant playground equipment with new code compliant playground equipment and installation of new resilient surfacing at the playground area. Although the refurbishment of the playground area was not in the original scope of work for this project, we have more than adequate construction contingency funds to complete the specified change order work. Additionally, as the existing playground equipment does not meet current State safety regulations, it is prudent to replace the existing equipment with compliant playground structures since funds are available.

The Contractor submitted a proposal in the amount of \$55,000.00 for the supply and installation of the playground equipment and \$42,000.00 for the supply and installation of resilient surfacing over the entire playground area for a total change order amount of \$97,000.00.

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The total number of change orders to date for this project is 71 for a total amount of \$236,617.00. There are more than sufficient funds to cover the cost of this change order.

Department staff has reviewed the proposal and finds it acceptable.

Funds are available for the construction of this project in the following Fund and Account numbers:

<u>FUND</u>	<u>ACCOUNT NO.</u>
43G (Prop. K-Competitive Grant)	R205
302 (Quimby)	460K-DB
205 (Prop. A1)	VH02
45W (Prop. 12 Per Capita 1/3)	T400
45W (Prop. 12 Per Capita 2/3)	T401
46L (Prop. 12 Roberti-Z'berg Harris)	T602
205 (Prop. 12 Murray Hayden)	013M
205 (TNI-26 <sup>th</sup> Year)	8540/540J
205 (CDBG - 29 <sup>th</sup> Year)	019R
302 (FEMA)	927AD

Report prepared by Alice Gong, Recreational and Cultural Facilities Program, Bureau of Engineering, and reviewed by Neil Drucker, Bureau of Engineering.

REPORT OF GENERAL MANAGER

NO. 05-32 \_\_\_


DATE February 2, 2005 \_\_\_

C.D. \_\_\_ 1 \_\_\_

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TAYLOR YARD PARK - GROUND LEASE BETWEEN CITY AND STATE OF CALIFORNIA FOR DEPARTMENT USE OF APPROXIMATELY 20 ACRES OF STATE LAND

* K. Chan	<u>kc</u>	J. Kolb	_____
J. Combs	_____	E. Mok	_____
H. Fujita	_____	G. Stigile	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the proposed ground lease, substantially in the form on file in the Board Office, between the City and the State of California for use by the Department of approximately 20 acres of State-owned land at Taylor Yard for the purpose of developing a parks, subject to the approval of the Mayor and City Council, and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed ground lease to the Mayor in accordance with Executive Directive No. 16 for review and recommendation, and concurrently to the City Attorney for review as to form; and,
3. Upon obtaining all required approvals, authorize the Board President and Secretary to execute the ground lease.

SUMMARY:

As there is a high priority to increase park and open space within urban areas, as declared by the California legislature, the State Department of Parks and Recreation (State) purchased an approximately 40-acre vacant land parcel, along the west side of San Fernando Avenue near Frederick Street and known as Taylor Yard, for the purpose of developing a park to provide recreational opportunities to serve statewide and community needs. The California legislature also determined that statewide and community needs related to Taylor Yard would best be served by a coordinated and cooperative relationship between the State and the Los Angeles City Department of Recreation and Parks.

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In 2003, State Assembly member Jackie Goldberg introduced Assembly Bill 413 (AB 413), which authorizes the State to lease land to the City of Los Angeles for the specific purpose of creating a new city park at Taylor Yard. A lease will allow the City to develop and manage a park that will include organized sports such as soccer and baseball primarily to serve the youth of the local community and Los Angeles region.

On August 13, 2003, the City Council adopted, with the Mayor's subsequent approval, a Resolution to include support for AB 413 in the City's 2003-2004 State Legislative Program. Signed by the Governor in 2003, AB 413 added a section to the California Public Resources Code allowing the State to lease to the City a maximum 20-acre portion of the Taylor Yard property for a period not to exceed 25 years. The lease shall be without monetary consideration, except that the City shall fund the development and operation of its leased portion of property.

With the assistance of the City Attorney and Chief Legislative Analyst, staffs from the Department and from Bureau of Engineering (Proposition K Recreational and Cultural Facilities Management Group) have negotiated the terms of a ground lease with the State. The lease specifies an approximate 20-acre parcel as premises to be leased by the City from the State for a period of 25 years with a 25-year renewable option at the sole discretion of the State. The premises shall be used by the City for the purpose of developing, operating, and maintaining a City park to provide organized sports and recreational opportunities for the youth of Los Angeles and surrounding communities. The City shall be responsible for providing all utilities required for the leased premises.

The State intends to develop the non-leased portion of Taylor Yard as a natural park with native plantings, interpretive walkways, and trails. As a coordinated and cooperative relationship between the City and State, the lease provides terms for a collaborative planning and design process between the parties so as to utilize and maximize the strengths and missions of the City and State in order to provide quality outdoor recreational opportunities and natural resource enhancement at the Taylor Yard site.

In accordance with the requirements of the California Environmental Quality Act, a Mitigated Negative Declaration was prepared for the proposed Taylor Yard Park Development Project and adopted by the City Council on June 22, 2004; a Notice of Determination was filed for the project on June 23, 2004, with the Los Angeles City Clerk and the Los Angeles County Clerk.

Staffs of Operations East and Council District I have been consulted and concur with this report's recommendations.

Report prepared by Drew Tolliffe, Real Estate and Asset Management.

This item not included in the package

05-33      Encino-Balboa Golf Course (Sepulveda Golf Complex)  
- Award of the Operation of the Food Service  
Concession

This item not included in the package

05-34      Encino-Balboa Golf Course (Sepulveda Golf Complex)  
- Award of the Operation of the Golf Professional  
and Driving Range Concession

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NO. 05-35

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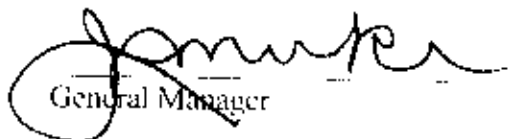
CD. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: BANDINI CANYON AGREEMENT WITH LOS ANGELES  
NEIGHBORHOOD INITIATIVE FOR THE DESIGN OF THE TRAIL  
PROJECT

K.Chan \_\_\_\_\_  
J. Combs \_\_\_\_\_  
H. Fujita \_\_\_\_\_

I. Kelli \_\_\_\_\_  
F. Mok \_\_\_\_\_  
G. Stigile \_\_\_\_\_ *Jim*

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the proposed agreement, substantially in the form on file in the Board Office, between the Department of Recreation and Parks and the Los Angeles Neighborhood Initiative (LANI) for the design and project management of the Bandini Canyon Trail project, subject to approval of the Mayor in accordance with the Executive Directive No. 16 and review and approval of the City Attorney as to form;
2. Find, in accordance with Charter Section 1022, that the Department does not have the available personnel, nor personnel with the appropriate expertise and history of working closely with the local community members to manage the community-driven design process of the Bandini Canyon Trail project;
3. Authorize the Department's Chief Accounting employee to request the Community Development Department to process a transfer of the Community Development Block Grant funds in the amount of \$72,056.00 from Department 22, Fund 424, Account W450, to Department of Recreation and Parks, Department 88, Fund 205, Account WC06, to process payments from this account for the purposes stated in the agreement;
4. Approve the appropriation of \$81,000.00 from Quimby fees, sub-account 460K BN to fund the Trail project at Bandini Canyon;
5. Authorize the Department's Chief Accounting employee to process the payments from Quimby funds in the amount of \$81,000.00 from Department 88, Fund 302, Account 460K, Sub-account BN, for the purposes stated in the agreement;
6. Direct the Board Secretary to transmit the proposed agreement to the Mayor and City Attorney for review; and.

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7. Authorize the Board President and Secretary to execute the agreement upon receipt of necessary approvals.

### SUMMARY:

Since 1994, the Los Angeles Neighborhood Initiative (LANI), a nonprofit organization has served as a partner to numerous City departments, developing a proven track record in expediting public improvement projects throughout the City of Los Angeles. In 2003, at the request of the Mayor's Office and Councilmember Janice Hahn, LANI facilitated the development of a community-driven conceptual plan for Bandini Canyon. Utilizing its nationally recognized community engagement process, LANI worked closely with a steering committee of local stakeholders and the community at-large for a period of nine months to reach consensus on a development plan in a once divided community. Due to its expertise and knowledge of the project, LANI served as the grant writer for the Department's Proposition 40 Urban Park Act application for the Bandini Canyon Trail. The application resulted in the City being awarded funding in the amount \$1.5 million for construction to develop a nature trail project including scenic native landscaping and permanent play structures in a presently underutilized, blighted natural canyon.

In addition to the Proposition 40 funding, LANI has been awarded \$72,056.00 Community Development Block Grant (CDBG) funding for the 30<sup>th</sup> Year Consolidated Plan, which is a substantial portion of what is required for design of the project. This report is requesting approval to add \$81,000.00 in Quimby fees to LANI's CDBG funds to allow LANI to complete the design phase. LANI will also secure \$10,000.00 from the Central San Pedro Neighborhood Council for a total estimated design phase cost of \$163,056.

On June 16, 2004, the Board approved the Park Fees Project and Expenditure Program for Fiscal Years 1999-2003 (Board Report 04-216). The Expenditure Program specifies 641 projects at 210 facilities, including this Urban Park project at Bandini Canyon. As the Board has approved funding for all potential projects listed in the Expenditure Program, there are sufficient funds available for this proposed project. Department forces along with existing Citywide vendors will be responsible for completing this project. Currently, Quimby fees (sub-account 460K BN) in the amount of \$85,369.43 are available to fund this eligible project. The fees were collected within a mile and a half of Bandini Canyon, which is the standard distance for the allocation of Park/Quimby fees. The remaining funds, in excess of the \$81,000 requested to be allocated to LANI's design contract, will be used for future eligible park improvements.

The City Charter requires that any contract with a service or labor component must comply with Charter Section 1022. Before a contract can be awarded to an independent contractor, the Board of Commissioners must find that it is more economical or feasible to contract with an independent contractor than for the work to be done by a current City employee. For the last 12 months, LANI has conducted and facilitated extensive community outreach to mobilize and empower local stakeholders and oversee the development of a conceptual plan document that has already garnered



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the overwhelming support of the community. In addition, LANI was also awarded the funding from CDBG to complete this project, thus eliminating the expense of the bid and award process. In addition, LANI was also awarded the funding from CDBG to design this project, thus eliminating the expense of the bid and award process, and will secure \$10,000.00 from the Central San Pedro Neighborhood Council. Therefore, it will be far more economical to the City for LANI to complete the design work for the project than for anyone else to undertake the task.

The total project construction cost for the Bandini Canyon Trail is estimated at \$1.5 million. Prior to the start of construction, the Board will be requested to award the construction contract to LANI and approve the associated contract amendment. As the project manager, LANI will go out to bid to solicit contractors for the construction of the improvements. LANI will develop a bid package that will include all requirements stipulated by the funding sources in compliance with all applicable laws and regulations including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, the American with Disabilities Act of 1990, and other laws and codes pertaining to individuals with disabilities.

In February 2005, it is anticipated that the Proposition 40 Urban Park Act grant award will be presented by the L.A. for Kids Steering Committee to Council for acceptance. Upon acceptance and execution of the contract agreement, the Department will request the funds from the State and that the funds will be received by the end of May 2005. It is anticipated that the construction will be completed within nine months from the time Proposition Urban Park Act funding is available for charging expenditures. The new facility will require \$112,000.00 in annual trail maintenance funding to operate the facility. The Department of Recreation and Parks will be responsible for the project upon its completion.

Department Environmental staff has determined that the subject project will consist of the construction of a new small facilities and accessory structures in Bandini Canyon, and therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(6) and Class 4(3, 12) of the City CEQA Guidelines.

This report was prepared by Evangeline Carlos, Grants Administration.

REPORT OF GENERAL MANAGER

NO. 05-36

DATE February 2, 2005

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AGREEMENT BETWEEN THE CITY OF LOS ANGELES AND CAROLYN FISH FOR PROFESSIONAL SERVICES FOR THE CLEAN AND SAFE SPACES PARKS PROGRAM TO ASSESS AND DOCUMENT ASSETS IN COMMUNITIES

H. Isipita \_\_\_\_\_  
J. Kolb \_\_\_\_\_  
K. Chan \_\_\_\_\_

J. Concha  \_\_\_\_\_  
E. Mok \_\_\_\_\_  
\*G. Sagile \_\_\_\_\_

 \_\_\_\_\_  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the proposed Agreement, substantially in the form attached, for services in community asset mapping for the Clean and Safe Spaces (CLASS) Parks Program with Carolyn Fish from January 3, 2005 through June 30, 2006, for an amount not to exceed \$105,000, subject to the approval of the Mayor, in accordance with Executive Directive No. 16 and review by the City Attorney as to form;
2. Find, in accordance with Charter Section 1022, the Department does not have the personnel available in its employ with the appropriate program development expertise to undertake preparing specialized visuals and informational materials using high technology equipment, with an emphasis on youth, and that it is more feasible and economical to secure the services by contract;
3. Find, in accordance with Charter Section 371 that services provided by the contractor are temporary and of a professional nature, the Department does not have available personnel with sufficient time and expertise to perform these services, and it is more economical and feasible for Ms. Fish to perform these services than by City employees;
4. Direct the Board Secretary to transfer the proposed Agreement with Ms. Fish to the Mayor and concurrently to the City Attorney for review and approvals as to form; and

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5. Authorize the President and Secretary of the Board to execute the Agreement subsequent to necessary approvals

SUMMARY:

In its fourth year of operation, the CLASS Parks Program has become a model for Department innovation and community involvement. It has become increasingly necessary to conduct ongoing internal and external evaluations and develop and support databases for the purpose of maintaining statistics of CLASS Parks programming and youth development components.

Dr. James P. Kallusky, Executive Director of Youth Agency Administrative Studies at California State University Los Angeles, who conducts the CLASS Parks external evaluations, suggests that CLASS Parks is effectively meeting demographic, attendance, quality of life, motivational, prevention, and community involvement goals. In his recent evaluations, Dr. Kallusky refers to an "asset-building" approach to youth programming. Based on research conducted on youth "developmental assets," forty values, qualities, and experiences were identified that all young people need in their lives to become caring, competent, and responsible adults. Twenty of these are community assets/resources: the strengths, gifts, and positive elements in a community, which assist youth in maturing positively. The other twenty are personal traits and skills that should be nurtured in young people.

Assessing and inventorying (also called "mapping") community assets is necessary to help identify the assets of a community, which includes neighborhood people whose skills are valuable but underutilized. Ms. Fish will provide services to effectively map and track community and youth developmental assets and maintain, upgrade, and modify the current CLASS Parks database system for evaluation purposes and to create reports for City and outside entities, enabling CLASS Parks to expand their collaborations.

Possessing a Masters Degree in Information Technology and a Bachelors Degree in Physical Education, Ms. Fish has experience in database application design and development and experience teaching and coaching teens.

Ms. Fish previously worked for CLASS Parks on a limited part-time basis performing community asset evaluation and mapping of youth services, and working with available statistical information to create reports for the Mayor's Office, the Department, and other City entities. Her background, expertise, experience, and knowledge of the CLASS Parks program place her in a unique position to understand what is needed and provide the information that CLASS Parks needs to enable it to seek new collaborations, enhance and expand the program, and seek future funding to ensure the continuation of this successful and much needed program for the youth of Los Angeles.

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The total cost for CONTRACTOR's services from January 3, 2005 through June 30, 2006, as needed, is not to exceed \$105,000 at \$33.65 per hour, subject to fund availability.

Sufficient funds are currently available in the CLASS Parks account 304 to cover this contract.

This report was prepared by Judy Ung, Management Analyst II.

REPORT OF GENERAL MANAGER

NO. 05-37

DATE February 2, 2005

C.D. 9

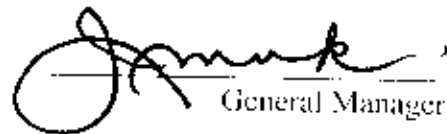
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GREEN MEADOWS PARK -- TEN YEAR GROUND LEASE WITH FOUNDATION FOR EARLY CHILDHOOD EDUCATION TO OPERATE HEAD START FACILITY

K. Ubez  
J. Combs  
H. Fujita



J. Kolb  
F. Mok  
G. Stigle

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the proposed ten year ground lease, substantially in the form on file in the Board Office, between the Department and Foundation For Early Childhood Education for continued operation of the Head Start facility at Green Meadows Park, subject to approval by the Mayor, City Council and City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed ground lease to the Mayor in accordance with Executive Directive No. 16 for review and recommendation, and concurrently to the City Attorney for review and approval as to form; and,
3. Upon obtaining all required approvals, authorize the Board President and Secretary to execute the ground lease.

SUMMARY:

On November 19, 2003, the Board approved Report No. 03-367 which authorized staff to negotiate and prepare a ground lease with Foundation For Early Childhood Education (Foundation), a non-profit corporation and Head Start agency, for use of a portion of Green Meadows Park as the site for continued operation of a Head Start facility. The facility serves the general public by providing recreational, socialization, and educational programs for pre-school age children of the surrounding community. Included in the regularly scheduled recreational programs provided by the Foundation are the following: kickball games, sandbox play, cycling along a paved pathway, and other organized outdoor activities. The Head Start facility also provides various indoor recreation, including: arts and crafts, word games, and sing-along activities.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 05-37 \_

The facility, located at 8835 S. Avalon Boulevard (northeast corner of Green Meadows Park), has been operated by the Foundation under the terms of a permit approved by the Board on March 2, 1967. The Foundation requested a lease agreement from the Department in order to satisfy land tenure requirements associated with funding approval from the Federal Administration for Children and Families for refurbishing the facility with a new portable classroom and outdoor recreational play area.

The ground lease specifies the same approximate 7,500 sq. ft. site as the premises that were previously permitted by the Department, and provides for a ten-year term with no monetary compensation. The Foundation will continue to pay all utility and maintenance costs associated with its operations and tenancy.

The Department's Environmental Management staff has determined that the ground lease is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Article III, Section 1, Class 1(14) of the City CEQA Guidelines.

Staffs from Operations East and Council District 9 have been consulted and concur with this report's recommendations.

Report prepared by Drew Tolliffe, Real Estate and Asset Management.

REPORT OF GENERAL MANAGER

NO. 05-38

DATE February 2, 2005

CD 4

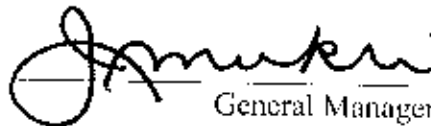
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO LETTER OF AGREEMENT WITH BILL MURPHY FOR PRODUCTION MANAGER SERVICES ON THE NEW GRIFFITH OBSERVATORY PLANETARIUM SHOW

\*G. Sugile  
K. Chan  
F. Mak



H. Fujita  
J. Kofe  
J. Combs

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve an amendment, substantially in the form attached, to the Letter of Agreement with Bill Murphy for production manager services at the Griffith Observatory, to extend total compensation by \$1,218.00, to a maximum of \$21,168.00, with no other changes; and,
2. Direct the Board Secretary to transmit the proposed amendment to the Mayor in accordance with Executive Directive 16, concurrently to the City Attorney for review as to form, and upon the Mayor's and City Attorney's approval, authorize the General Manager to execute the amendments.

SUMMARY:

The Griffith Observatory will reopen in 2006 with a new state-of-the-art Planetarium Theater. A laser-projected, all-dome video system with the capability to show high-definition video will replace the antiquated 35 mm slide system removed in 2002. Production of the first 30-minute planetarium show, with 25 minutes of full-dome animated video sequences and a custom synchronized audio track, must result in a show unique to the Observatory Planetarium and commensurate with the expectations raised by the renovation project itself. Previously, the Board has approved various long term personal services contracts for graphics animators to assist the existing staff members already working on this production, and the Department has invested heavily in production equipment for creation of the show. As these experts began work on the new show, the show's animation improved and pace of work picked up speed. To compliment

## REPORT OF GENERAL MANAGER

PAGE 2            NO. 05-38

this improved flow of work, the Department needed short term assistance in order to implement a file hierarchy for graphics animation files and sequences, develop production schedules, timelines, and other project management tools to launch the planetarium show production from animatic (basic movements) to production phase, and provide assistance on further equipment and software purchases. The Department engaged a local production manager, Bill Murphy, for a term of under three months under a Letter of Agreement (LOA), which was of sufficient time for Mr. Murphy to set up and establish files and other production tracking mechanisms. Mr. Murphy was paid \$36.00 per hour, a typical rate for such services in the local entertainment industry. Based on approximately eleven 50-hour weeks of work, through December 19, 2004, the LOA restricted total payment to a maximum of \$19,950.00. However, due to assignments in setting up sound effects and music tracks for the production and revising the format and detail of the weekly production status report, he logged additional hours prior to the end of the term. The work causing the slight overrun was requested by the Department and necessary in the overall management of the planetarium show production. Accordingly, staff has prepared an amendment to the LOA, increasing the maximum compensation by \$1,218.00, bringing the total level of compensation to \$21,168.00. Funds are available for this payment from the Observatory's contractual services account (Fund 302, Department 88, Activity 7800, Account 304).

Report prepared by Linda Barth, Administrative Resource Division



REPORT OF GENERAL MANAGER

NO. 05-39

DATE February 2, 2005

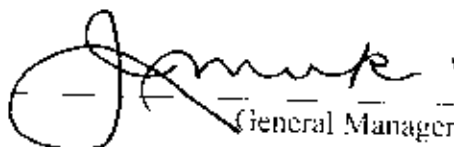
CD 07

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: QUIMBY FEES APPROPRIATION: HANSEN DAM - THE BLUFFS (#1130A)  
(CONTRACT NO. 3129)

K. Chan  
J. Combs  
H. Fujita

J. Koth  
F. Mok  
G. Stigile

  
General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

It is recommended that the Board approve the appropriation of \$20,000 in Quimby Fees at the Hansen Dam Recreation Area for park development at the Bluffs site.

SUMMARY:

The Bluffs site is a recent acquisition in the Hansen Dam Recreation Area and is ready for development of a new passive park area. This project will include decomposed granite walkways, chain link fencing, vehicular gate, facility sign, funding sign, irrigation, boulders to be used as outdoor sitting and the additive alternate for hydroseeding. The contract awarded by the Department was for \$80,400 from Prop 12 Murray-Hayden funding. An additional \$20,000 in Quimby Fees would allow landscaping improvements such as the expansion of hydroseeding, planting of trees, benches and related improvements.

Currently, Quimby Fees at the Hansen Dam Recreation Area (sub-account 460K HCG) have \$50,881.83 available to fund the \$20,000 needed for this eligible project. The fees were collected within a mile and a half from the Hansen Dam Recreation Area, which is the standard distance for the allocation of Park/Quimby Fees. Any remaining funds will be used for future eligible park improvements. Therefore, it is recommended that the Board approve the appropriation of approximately \$20,000 in Quimby Fees (sub-account 460K HCG) to fund the landscape improvements at the Bluffs site in the Hansen Dam Recreation Area.

REPORT OF GENERAL MANAGER

PG. 2

NO. 05-39 \_

Department Environmental staff has determined that the subject project is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Article III, Section 2 (c), Class 16 (1) of the City CEQA.

Council District 7 and Operations staff support the recommendation as set forth by the Department.

This Report prepared by Vivien Quintos, Management Analyst II, Grants Administration, and Camille Didier, City Planner, Planning and Development.

REPORT OF GENERAL MANAGER

NO. 05-40

DATE: February 2, 2005

C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MCGROARTY ARTS CENTER: PERMANENT PLACEMENT OF  
SCULPTURES IN SCULPTURE GARDEN

K. Chan \_\_\_\_\_  
\*J. Combs \_\_\_\_\_  
H. Fujita \_\_\_\_\_

J. Kubb \_\_\_\_\_  
E. Muk \_\_\_\_\_  
G. Stigite \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board approve the permanent placement of four sculptures at the McGroarty Arts Center Sculpture Garden.

SUMMARY:

In early May of 2004, Los Angeles area artist Lars Hawkes donated four sculptures to the McGroarty Arts Center, located at 7570 McGroarty Terrace in Tujunga. The Art Center is administered by the Cultural Affairs Department on Recreation and Parks Department property and run by the Friends of McGroarty Art Center. In the words of the artist: "Three of the sculptures are free form, colorfully abstract and playful, while the fourth is a study of the family that explores the emotional bonds between family members." The value of the four artist-donated sculptures is estimated to be between \$10,000 and \$20,000.

The four sculptures are each embedded on separate 12-inch concrete bases, and were approved by the Board of Public Works for structural stability. The dimensions are as follows: #1 stands 8½ feet tall, 7-feet wide; #2 stands 7½ -feet tall by 7-feet wide; #3 stands 11-feet high by 6½-feet wide; #4 stands 15-feet high by 7½ feet wide. A full set of the approved plans are on file in the Land Management and Real Estate Office. In May of 2004, the McGroarty Arts Center Sculpture Garden was awarded a Neighborhood Matching Grant of \$9,900 by the Board of Public Works for the installation of the four sculptures.

On June 24, 2004, a community meeting was held at the McGroarty Arts Center to show the donations to the neighborhood, and the comments were all positive and favorable. As a result, the donation was approved in concept by the Cultural Affairs Commission on October 7, 2004, pending final approval by the Board of Recreation and Park Commissioners. The Friends of

REPORT OF GENERAL MANAGER

PG. 2      REPORT NO. 05-40

McGroarty Arts Center has obtained all required permits and engineering approvals for the placement of the sculptures by the Department of Building and Safety, to be funded by the grant. The art work installations will not require any Department funds or additional staff time, and all maintenance and repairs will be performed by The Friends of the McGroarty Arts Center organization. The receipt and location of the four pieces of art has already been reviewed and approved by Department staff. District Two Councilmember Wendy Greuel has also written a letter approving the sculptures and their placement at the Arts Center.

Should the Department ever wish to remove the sculptures in the future, compliance with Civil Code Section 987 would be required.

This report was prepared by Louis Loomis, Management Analyst II, of Operations West.

REPORT OF GENERAL MANAGER

NO. 05-41

DATE January 26, 2005

CD Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROVISION OF LIVE SCAN SERVICE TO OTHER DEPARTMENTS AND REIMBURSEMENT OF COSTS

K. Chan  
J. Corbbs  
\*H. Pagan



J. Kolb  
F. Mok  
G. Stigile

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board of Recreation and Park Commissioners approve the use of the Department's Live Scan machines to provide other interested City departments with fingerprint imaging and transmission services at a cost of ten dollars (\$10.00) per individual to reimburse the Department.

SUMMARY:

Current technology facilitates the criminal history background check of candidates for employment via electronic fingerprint scanners called Live Scan machines. A Live Scan machine takes an image of a candidate's fingerprints and transmits it to the California State Department of Justice for processing. Years ago, the Department purchased six (6) Live Scan machines for the purpose of screening its volunteers per California Public Resources Code Section 5164. The Department currently provides Live Scan services at six (6) different sites. Several City departments recently expressed an interest in availing themselves of our Live Scan resources. As a result, staff determined that two (2) centrally located sites could be used to screen the volunteer candidates of other City operating departments without any detrimental impact on our own program. Staff proposes charging these departments a fee of \$10.00 per individual. At no time would the Department be in receipt of the criminal history background information on these individuals. In fact, the Department would only provide the Live Scan service for an interested City department after it:

- a. Obtained an Originating Agency Identification (ORI) Number, Mail Code, and Billing Code for their department, from the Department of Justice, so that Recreation and Parks will not have to pay Department of Justice Fees;
- b. Coordinated with the RAP Volunteer Coordinator; and
- c. Agreed to transfer fees, on a quarterly basis, directly to the Department's Volunteer Section (MRP number 791, Account 1702) to subsidize the cost of extra staff time expended at the two locations.

Prepared by: Monica Resendez

REPORT OF GENERAL MANAGER

NO. 05-42

DATE February 2, 2005

C.D. \_\_\_\_\_

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF VARIOUS DONATIONS TO THE OPERATIONS WEST

\*J. Comby \_\_\_\_\_  
G. Stigile \_\_\_\_\_  
F. Mok \_\_\_\_\_

H. Fujita \_\_\_\_\_  
K. Chan \_\_\_\_\_  
J. Kolb \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board accepts the following donations and that appropriate recognition be given to the donors.

SUMMARY:

The Operations West Region has received the following donations:

Barrington Recreation Center

Stefanie Napoli donated \$100 to Dog Park improvements.

Anne Noyle Lever donated \$150 for Dog Park grass seed.

Jim P. Gauer donated \$5,000 to Dog Park improvements.

Roy Danchick donated \$300 to Dog Park improvements.

Elizabeth Anshel donated \$200 to sports programs.

Branford Child Care

Mrs. Marruffo donated a new couch for the "Tween Zone Center." Estimated value is \$350.

Jose and Rose Fiss donated an area carpet for the "Tween Zone Center." Estimated value is \$100.

Hubert Humphrey Memorial Park

Toby Corona of Toby Soccer League donated \$100 for the Christmas program.

REPORT OF GENERAL MANAGER

PAGE 2 NO. 05-42

Chatsworth Recreation Center

AYSO Region 795 donated \$1000 to go towards the purchase of a new office computer.

Rick Gamboa of Coffey Sound & Communication donated radios, batteries, and one Pelican brand package case, for staff communications during summer camp. Estimated value is \$1,661.

Culver - Slauson Recreation Center

Nelson Insurance Company donated \$25 for the Halloween program.

North Hollywood Recreation Center

Paramount Pictures donated \$168 for Halloween decorations.

Northridge Recreation Center

Kathleen G. Lloyd of Wells Fargo Bank donated a banner for the hip hop class to be used for parades. Estimated value is \$100.

Palms Recreation Center

Joanne Laysen donated \$200 for the Halloween carnival.

Panorama Recreation Center

Frankie Sanchez donated Halloween costumes for the Halloween carnival. Estimated value is \$200.

Brad Boeckmann of Galpin Ford donated \$200 for the Halloween carnival.

Brenda Lacy-Davis of the Target Stores donated 20 gift cards at \$5.00 for Halloween carnival prizes. Total value is \$100.

Tammy Lewis of Wendy's Restaurants donated 100 Junior-Frosty Halloween coupons. Estimated value is \$100.

Stacey Siegel of Keyes Motors, Inc., donated \$200 for the Halloween carnival.

Penmar Child Care Center

Michael Haprov donated \$108.24 to purchase a vacuum for child care center.

Sepulveda Recreation Center

Narcotics Anonymous "Woodley Group" donated \$520 to go towards youth programming and Halloween activities.

REPORT OF GENERAL MANAGER

PAGE 3 NO. 05-42

Stonchurst Recreation Center

Janie Easley of Systems Automated Controls, Inc., donated \$300 for the youth sports soccer program.

Jerry Lindaman of Vulcan Material Co. donated \$200 towards the youth sports soccer program.

Rick Wright of Cars N Colors donated \$75 towards the youth sports soccer program.

Gil Kajiki, D.C., donated \$100 towards the youth sports soccer program.

Lily Lee of Waste Management Company donated 300 Halloween bean bag creatures. Estimated value is \$340.

Bob West of Catalina Pacific Concrete donated \$100 towards the youth sports soccer program.

Blair Lechtenberg of Blair's Termite Control donated \$100 towards the Halloween program.

John Chuck of Entertainment Lights Services donated various lights to be used at the Halloween program. Estimated value is \$1,154.

East Valley Feed & Tack donated hay bales to be used at the Halloween festival. Estimated value is \$324.21.

Richard Broussard donated decorations to be used at the Halloween festival. Estimated value is \$1,662.50.

Randy Tauer of Yellow Cab Transportation donated hot dogs, hamburgers and buns towards the Halloween festival snack bar. Estimated value is \$200.

Kurt Olson of The CAT Rentals Store donated churros, chips and company logo napkins for the Halloween festival snack bar. Estimated value is \$110.

Vicki Talle of the Walker Zanger Company donated candy, sugar cubes, 150 coffee cups and creamer for the Halloween festival. Estimated value is \$40.

David Leung of Mandarin Terrace Restaurant donated \$25 for the Halloween festival.

Kent Tieche of The Game Doc donated arcade games for the Halloween festival. Estimated value is \$1,000.



REPORT OF GENERAL MANAGER

PAGE 4 NO. 05-42

Sunland Recreation Center

Thomas Flynn of Pergon A.A. donated \$150 for the Halloween program.

Sylmar Recreation Center

Jeanne Rowe donated \$150 towards winter basketball.

Van Nuys/ Sherman Oaks R.C.

Bob Auerbach donated \$289 towards the flag football program.

Woodland Hills R.C.

Mona Mills donated a Carnival popcorn machine. Estimated value is \$500.

This report was prepared by Louis Loomis, Operations West.

REPORT OF GENERAL MANAGER

NO. 05-43

DATE February 2, 2005

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) City Clerk, relative to an ordinance granting the Department of General Services and the Bureau of Engineering limited authority regarding certain City construction Projects.

Note and file.

2) City Clerk, relative to supporting the Mayor in his State of Emergency declaration.

Note and file.

3) City Clerk, relative to declaring January 13, 2005, as Korean American Day.

Note and file.

4) Scott Dunlevie & Bill Kelley, to Councilmember LaBonge, relative to mobile homes being placed in the Los Angeles Equestrian Center at Griffith Park.

Refer to General Manager.

5) Anonymous, to the General Manager, alleging that a tennis instructor at Rustic Canyon Recreation Center is a danger to the public.

Note and file.

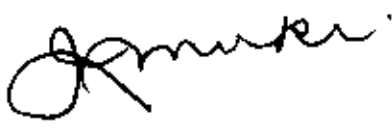
Report prepared by Paul Liles

FOR INFORMATION ONLY

CITY OF LOS ANGELES  
Department of Recreation and Parks

February 2, 2005

TO: BOARD OF RECREATION AND PARK COMMISSIONERS

FROM: JON KIRK MUKRI   
General Manager

SUBJECT: DELANO RECREATION CENTER COMMUNITY BUILDING (#1805A),  
CONTRACT NO. 3085 - CORRECTION TO PREVIOUS BOARD REPORT  
REGARDING ACCEPTANCE OF STOP NOTICE

At its meeting of January 19, 2005, the Board approved General Manager's Report No. 05-22, authorizing the acceptance of a Stop Notice from Temp-Air Heating and A/C in the amount of \$3,045.70 for the subject project.

The board report incorrectly identified Temp-Air Heating and A/C as the claimant. The Stop Notice was filed by Norman S. Wright/Airelink, who was hired by subcontractor Temp-Air Heating and A/C to provide heating, ventilation, and air conditioning materials for the project.

This Informational Report is for clarification and correction purposes only.

Prepared by Lisa Shinsato

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

GENERAL MANAGER'S REPORTS:

None

BIDS TO BE RECEIVED:

- 02/15/05 Hope and Peace Park Development (#1335B)
- 02/15/05 Echo Park - Building Renovation (W.O. E170388F)
- 03/01/05 Seoul International Park - Dodger Dream Field Project (W.O. E170314F)
- 03/08/05 Hanson Dam Universally Accessible Playground and Restroom (W.O. #PRJ1246A)

PROPOSALS TO BE RECEIVED:

- 02/15/05 Five Year Combined Operation of Two Food Service Concessions: Los Feliz Food Service and Roosevelt Food Service