

REPORT OF GENERAL MANAGER

NO. 05-178

DATE June 15, 2005

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ENCUMBRANCE FOR MODIFICATION AND HOOK-UP OF FOUR MODULAR BUILDINGS FOR THE CLEAN AND SAFE SPACES (CLASS) PARKS YOUTH EMPLOYMENT INTERNSHIP PROGRAM

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

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve an encumbrance in the amount of \$114,000 for the modification and hook-up of four new modular buildings (trailers) by Design Space Modular Buildings that will be installed at four CLASS Parks Youth Employment Internship Program (YEIP) sites; and
2. Authorize the Chief Accounting Employee to encumber \$114,000 from Department 88, Fund 301, Account 000B, MRP 902 – Class Parks YEIP, under the awarding authority of this Board Report.

SUMMARY:

Funding for YEIP comes from Assembly Bill 1913, the Juvenile Justice Crime Prevention Act (JJCPA), awarded to Los Angeles County Probation (Probation) who monitors the funds. So far, CLASS Parks has received \$2.2 million in reimbursement funding for three years of operations, 2002-2004. This is the fourth year of this reimbursement funding program.

On March 16, 2005, the Department of Recreation and Parks Board of Commissioners approved a Memorandum of Understanding (Report No. 05-69) between the City and the Los Angeles County Probation Department to accept JJCPA grant funding up to \$520,000 and to accept responsibility for the continuation of after-school programs.

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YEIP has successfully provided training to over 1,400 youth in categories, such as Camp Counselor Leadership, Sports Officiating, Theater Arts, and Film Production. All participants also receive life skills (such as personal finance) and job skills (such as resume writing) instruction. Currently, instruction and training take place at five selected YEIP sites and the John Anson Ford Theater.

On April 7, 2004, the Board of Recreation and Park Commissioners approved Report No. 04-116 for YEIP to expend \$53,948 for Americans with Disabilities Act modifications to the four trailers that are yet to be installed. These fees have not yet been expended. Additional fees of up to \$55,000 will be incurred for such things as: plans, permits, and application fees for a change of sites; new permit and application fees for the original sites, which have since expired; sewer/utilities hook-ups for all four sites; and an increase for the costs of lumber and steel. Encumbrance of the \$114,000 would be utilized to cover these costs.

In its first year of operation, YEIP began a project to install a new trailer at each of four sites, which at the time were Lincoln Park, Normandale, Panorama, and Rancho Cienega Recreation Centers. The trailers will be utilized for a library and for youth development purposes. They will be alarmed and will provide a secure location to house computers which will be used for such activities as participant resume writing and on-line job research and application. The purchase and installation of the trailers were approved by Probation and paid for through the JJCPA grant funds.

Due to numerous obstacles, such as the project stalling in the Department of Building and Safety because of issues with non-existent building permits for antiquated recreation facilities at each of the sites, the need for modifications to the trailers to meet ADA requirements, and additional trailer sewer hook-up and utilities charges that were not included in the original quote from the vendor, the trailers have not yet been installed.

CLASS Parks will change the site of one of the trailers to the most recently designated and fifth YEIP site, Hubert Humphrey Recreation Center, instead of Panorama. Probation approached CLASS Parks and offered to fund a YEIP at Hubert Humphrey Recreation Center for two years, beginning in 2004. The program was implemented, but participants at this site receive classroom training at a nearby Los Angeles Unified School District school classroom because of lack of space at Hubert Humphrey. Additionally, it was found that installing a trailer at the Panorama site would not be feasible. The sewer hook-ups at the Hubert Humphrey site would be much less difficult because it would not require breaking up and hauling away any concrete walkways, whereas at Panorama this would be extensive.

The trailers will provide direly needed space for library, youth development, and organizational purposes for the highly successful YEIP. Approval for the expenditure of these funds was received from Probation.

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FISCAL IMPACT STATEMENT:

CLASS Parks will first encumber the funds and seek reimbursement from Probation. There is no fiscal impact on the Department of Recreation and Parks.

Report prepared by Judy Ung, CLASS Parks Division