A G E N D A

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

Wednesday, April 6, 2011 at 9:30 a.m.

EXPO Center
Community Hall Room
3980 S. Bill Robertson Lane (Formerly Menlo Avenue)
Los Angeles, CA 90037

(Parking located in "Lot 1", at the corner of Martin Luther King Boulevard and Bill Robertson Lane)

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

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 THE MINUTES:

   Approval of the Minutes of the Meeting of March 23, 2011

2. GENERAL MANAGER'S REPORTS:

   11-095 El Sereno Community Garden – Renewal of Lease Agreement No. 281 with the State of California Department of Transportation (Caltrans)

   11-096 Aliso Canyon Park – Grant of Easement to the City of Los Angeles Department of Public Works, Bureau of Sanitation for Access, Maintenance, and Repair of a Public Sanitary Sewer

   11-097 Daniels Field Sports Center – Building Improvements (PRJ#20534) Project – Allocation of Quimby Fees

   11-098 Griffith Park – Swimming Pool Rehabilitation (PRJ#20271) Project – Allocation of Quimby Fees

   11-099 Hubert H. Humphrey Memorial Park – Pool Improvements (PRJ#20153) Project – Allocation of Quimby Fees

   11-100 Lincoln Park – Outdoor Park Improvements (PRJ#20529) Project - Allocation of Quimby Fees

11-101 Stoner Recreation Center – New Skate Plaza (PRJ#1204B) Project – Allocation of Quimby Fees

11-102 Valley Plaza Park – Pool Rehabilitation (PRJ#20536) Project – Allocation of Quimby Fees

11-103 Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) Project – Allocation of Quimby Fees

11-104 Westchester Recreation Center – Parking Lot Improvements (PRJ#1509A) and the Park Renovation (PRJ#20043) Project – Allocation and Transfer of Quimby Fees and Zone Change Fees

11-105 Community Operated Open Spaces – Policy on Community Operated Open Space, and Operating Guidelines for Self-Operated Community Gardens – Proposed Changes to Schedule of Rates and Fees for Community Garden Facilities – Operation of the Department's Community Garden Program

11-106 Various Communications

3. UNFINISHED BUSINESS:

11-028 Park Property – Installation of Cellular Telecommunication Equipment

11-029 Baldwin Hills Recreation Center – Conceptual Approval for Naming of the Outdoor Basketball Courts and the Installation of Appropriate Signage

11-052 Pan Pacific Park – Amendment to Lease Agreement between Los Angeles Museum of the Holocaust and City of Los Angeles

11-084 Cesar Chavez Recreation Complex Phase IIIA – Park Development (Also Known As Sheldon Arleta – Phase IIIA Park Development)(W.O. #E1700618) – Final Plans and Call for Bids

Memorandum: Golf Division – Golf Green Fees Study

4. PRESENTATIONS:

$ Bureau of Engineering - Project Update - Status Report on Current Projects
$ Bureau of Contract Administration, General Services Division - Status Report on Subcontractor Approval Activity

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions (Commissioners Stanley and Williams)
- Commission Task Force on Facility Repair and Maintenance (Commissioners Alvarez and Werner)

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

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 scheduled meeting of the Board of Recreation and Park Commissioners will be held on Monday, April 18, 2011 at 9:30 a.m., at Cabrillo Beach Bathhouse, 3800 Stephen M. White Drive, San Pedro, CA 90731.

10. 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)202-2640.

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.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of

the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website:
http://ita.lacity.org/Residents/CouncilPhone/index.htm

The Mayor's Budget Challenge may be found at
http://www.labudgetchallenge.lacity.org/

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REPORT OF GENERAL MANAGER NO. 11-095

DATE April 6, 2011 C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EL SERENO COMMUNITY GARDEN – RENEWAL OF LEASE AGREEMENT NO. 281 WITH THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a proposed five-year Lease Renewal Agreement which modifies the Lease Agreement substantially in the form on file in the Board Office, between the State of California Department of Transportation (Caltrans) and the City of Los Angeles (City) for the leasing of Caltrans property, located at the corner of Huntington Drive and Lowell Avenue, in El Sereno, to be developed and maintained as a community garden and or open space, subject to the approval of the Mayor, and the City Attorney as to form;

2. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 3 and concurrently to the City Attorney for review and approval as to form;

3. Authorize the Board President and Secretary to execute the proposed Agreement upon receipt of the necessary approvals; and,

4. Authorize staff to issue a temporary Right of Entry Permit to the designated/authorized non-profit until the proposed operation/maintenance/partnership Agreements are executed.

SUMMARY:

On September 3, 2008, the Board of Recreation and Park Commissioners approved Board Report No. 08-241 which approved a three-year lease agreement with Caltrans, and a three-year sub-lease agreement with the Los Angeles Conservation Corps (LACC) for the use of Caltrans' property as a community garden, at no cost to the Department of Recreation and Parks (RAP). Caltrans leases the property to the City of Los Angeles for a fee of one hundred dollars ($100.00) per year. The City in turn sub-leases the property to LACC for the purpose of developing and maintaining a community garden for a fee of one hundred dollars ($100.00) per year. Both agreements will expire on April 30, 2011. The Caltrans leased parcel is located at the corner of Huntington Drive and Lowell Avenue and is approximately 0.78 acre or 33,786 square feet in size and consists of six (6) lots. Caltrans has indicated its willingness to renew the lease for another five (5) years via a lease renewal agreement (attached) with the City of Los Angeles for the operation/maintenance of open space or community garden at the same site.

The community garden project site (the "Project"), which is open to the public, will continue to enhance the quality of life, beautify the surrounding community, and instill a strong sense of pride by involving the community and its youth through its continued garden cultivation and or open space component. The Office of Council District 14, Caltrans, and RAP continue to support this Project and wish to continue this successful partnership that is providing much needed green open space in a low income neighborhood. It is the intent of RAP and the Council Office of District 14 that the community garden site in El Sereno will continue to be developed and maintained as a community garden or open space by a non-profit at no expense or liability to RAP or the City of Los Angeles. The leasing of this site offers RAP another option for increasing park space without additional cost to RAP.

The current operator of the El Sereno Community Garden is LACC. LACC develops and trains a local community person to manage and maintain the garden. This lead person organizes a gardening council that governs the site. Technical and general education about gardening, horticulture and related subject matters are provided at the site by LACC. LACC oversees and enforces all rules and regulations governing the use of the site and has worked effectively with other government agencies such as the United States Department of Agriculture in ensuring the garden is in compliance. The LACC has and does assume liability and responsibility for maintaining and operating the community garden at its own expense. Funding provided by LACC facilitates the development and maintenance of the community garden. This project has proven to be a great example of inter-agency cooperation, as well as the potential for similar successful partnerships between government agencies and non-profits.

A Phase I Site Assessment was performed on the site by LACC at the request of RAP; and it was determined that no additional site assessment research and/or subsurface assessment activities were recommended for the property. Staff has determined that the Project will consist of the issuance of lease renewal agreement to allow minor alterations to land, water and vegetation in the development of the community garden or open space. Therefore, the Project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 4 (3, 7) of the City CEQA Guidelines.

As stated above, this Project has very strong support from the Councilmember for the Fourteenth District, the community of El Sereno, as well as support from Caltrans, and RAP. In addition, the Assistant General Manager for Operations East and the Superintendent for Metro Region have been consulted and concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

There will not be any additional fiscal impacts to RAP's General Fund as a result of these recommendations. All costs and any liabilities associated with this Lease Renewal will be incurred by the approved non-profit.

This report was prepared by John Barraza, Management Analyst II of Real Estate and Asset Management Division.

REPORT OF GENERAL MANAGER NO. 11-096

DATE April 6, 2011 C.D. 12

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ALISO CANYON PARK – GRANT OF EASEMENT TO THE CITY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS, BUREAU OF SANITATION FOR ACCESS, MAINTENANCE, AND REPAIR OF A PUBLIC SANITARY SEWER

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Adopt the Resolution, on file in the Board Office, granting a permanent easement to the Department of Public Works, Bureau of Sanitation (BOS) for the continued operation and maintenance/repair of a public sanitary sewer;

2. Direct staff to request the Department of General Services (GSD) to assist in the drafting, processing, and execution of all documentation necessary to grant a permanent easement to BOS;

3. Direct the Board Secretary to transmit the related documents concurrently to the City Attorney for review as to form and to the Mayor for review and approval and subsequently to forward the documents to the City Council for approval; and,

4. Authorize the Board President and Secretary to execute the easement documents upon receipt of the aforementioned approvals and to transmit said executed documents to the BOS for recordation.

SUMMARY:

On November 7, 2001, the Board of Recreation and Park Commissioners (Board) approved in concept the dedication of a Public Sanitary Sewer Easement within Aliso Canyon Park. The Board also authorized the Department of Recreation and Parks (RAP) to issue a right of entry permit to the City of Los Angeles, Department of Public Works Bureau of Sanitation (BOS) for the purpose of inspecting and maintaining the public sanitary sewer built within Aliso Canyon Park and a right of entry permit to Sesnon Ridge, L.L.C. and/or its contractors to enter onto a portion of Aliso Canyon Park for the purpose of planning and constructing a public sanitary sewer. The sewer line project involved the construction of an 8-inch diameter pipeline extending approximately 6,000 feet in length within a 10-foot wide easement, 3,300 feet of which lies within Aliso Canyon Park.

Staff recommended, at the time, that approval of the construction of the sewer line within Aliso Canyon Park be contingent on the developer obtaining all required permits and approvals, including any review of final construction plans by the Bureau of Engineering (BOE). Staff also recommended that the developer be responsible for all costs associated with the construction of the sewer line and following the completion, and acceptance of the sewer by the City, that the sewer be maintained by the BOS.

The purpose for the construction of the public sanitary sewer within Aliso Canyon Park was to provide a connection to the City of Los Angeles' sanitary sewer system for the development of Tentative Tract No. 48906 which is near Aliso Canyon Park. The following two (2) conditions for the approval of the Tract were required: that the necessary off-site sanitary sewer should be constructed to serve the tract, and that the necessary sewer easements dedication should be made.

The project's compliance with the California Environmental Quality Act (CEQA) has been completed. On October 16, 2002, the Board, through Board Report No. 02-359, adopted the Final Mitigated Negative Declaration (MND) and the Mitigation Monitoring Program for the proposed project. The sewer easement was identified and analyzed in the MND. A Notice of Determination (NOD) was filed with the Los Angeles County Clerk on February 18, 2003.

On July 14, 2004, the Board granted RAP the authority to issue a right of entry permit to Springville Properties, LLC and/or its contractors allowing them to enter onto portions of Aliso Canyon Park for the purpose of planning and constructing a public sanitary sewer. The Board had conceptually approved the easement for the placement of a sewer line that would serve the housing tract (Tentative Tract No. 48906) which is located east of Aliso Canyon Park through Board Report No. 01-407.

Springville Properties, LLC and its contractors have completed the construction of the public sanitary sewer on a portion of Alison Canyon Park which connects to an existing City sewer line at

Rinaldi Street. Hunsaker & Associates Los Angeles, Inc. has produced and provided the legal description of the location of the sewer for the easement that is to be granted to BOS.

It is understood that the BOS will maintain the sewer line. The Easement will allow for all maintenance work related to the project. The sewer easement area will be the responsibility of the BOS. All sewer maintenance related costs will be incurred by BOS. There will not be any cost incurred by RAP for this project.

This project has support from the Councilmember for the Twelfth District. In addition, Assistant General Manager for Operation West, Valley Region has been consulted and concurs with staff's recommendations.

FISCAL IMPACT STATEMENT:

There will not be any additional fiscal impacts to the RAP's General Fund as a result of these recommendations.

This report was prepared by John Barraza, Management Analyst II, Real Estate and Asset Management Section.

REPORT OF GENERAL MANAGER NO. 11-097

DATE April 6, 2011 C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DANIELS FIELD SPORTS CENTER – BUILDING IMPROVEMENTS (PRJ#20534) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $403,876 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Daniels Field Sports Center Account No. 460K-DE; and,

2. Approve the allocation of $403,876 in Quimby Fees, from Daniels Field Sports Center Account No. 460K-DE for the Daniels Field Sports Center – Building Improvement (PRJ#20534) project, as described in the Summary of this Report.

SUMMARY:

Daniels Field Sports Center is located at 845 West 12th Street in the San Pedro area of the City. This 3.59 acre facility provides tennis courts and a multipurpose sports stadium for the use of the surrounding community. Due to the facilities, features, programs, and services it provides, Daniels Field Sports Center meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Department staff has determined that improvements to the gymnasium, including refurbishment of the locker rooms, offices, restrooms, and related facility improvements are necessary to ensure the continued use of the facility.

Upon approval of this report, $403,876 in Quimby Fees from the Quimby Fees Account No. 460K-00 can be allocated to the Daniels Field Sports Center Account No. 460K-DE for the Daniels Field Sports Center – Building Improvement (PRJ#20534) project.

The total Quimby Fees allocation for the Daniels Field Sports Center – Building Improvement (PRJ#20534) project is $403,876. These Fees were collected within two miles of Daniels Field Sports Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project will consist of modifications to existing park facilities involving negligible or no expansion of use. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (1, 4) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-098

DATE April 6, 2011 C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK – SWIMMING POOL REHABILITATION (PRJ#20271) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $126,864 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Griffith Park Account No. 460K-GB; and,

2. Approve the allocation of $126,864 in Quimby Fees, from Griffith Park Account No. 460K-GB for the Griffith Park – Swimming Pool Rehabilitation (PRJ#20271) project, as described in the Summary of this Report.

SUMMARY:

Griffith Park is located at 4730 Crystal Springs Drive in the Hollywood area of the City. This 4,281.73 acre park provides a variety of recreational programs and activities for the local community. Due to the size of the park, and the facilities, features, programs, and services it provides, Griffith Park meets the standards for a Community Park, as defined in the City's Public Recreation Plan.

On April 7, 2010, the Board approved the allocation of $17,435.94 in Quimby Fees for the Griffith Park – Swimming Pool Rehabilitation (PRJ#20271) project (Board Report No. 10-080) and on November 3, 2010, the Board approved the allocation of an additional $60,000 in Quimby Fees for the Swimming Pool Rehabilitation (PRJ#20271) project (Board Report No. 10-296). The scope of the approved Griffith Park – Swimming Pool Rehabilitation

(PRJ#20271) project included improvements to the swimming pool, bathhouse, the pool recirculation systems and equipment.

Department staff has determined that supplemental funding for the Griffith Park – Swimming Pool Rehabilitation (PRJ#20271) project is necessary for the continued operation of the facility and will be of benefit to the surrounding community.

Upon approval of this Report, the Quimby Fees listed below can be transferred to Griffith Park Account No. 460K-GB for the Griffith Park – Swimming Pool Rehabilitation (PRJ#20271) project:

- $126,864 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Griffith Park – Swimming Pool Rehabilitation (PRJ#20271) project, including previously approved allocations, is $204,299.94. These Fees were collected within two miles of Griffith Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds needed exceed the available funding; however, the identified improvements will be developed and prioritized with the community to match funding being allocated.

Staff has determined that the subject project is a continuation of an existing project approved on April 7, 2010 (Board Report No. 10-080) that is exempt from CEQA [Class 1(1), Class 2(1), and Class 31]. The work funded by the current Board action will not result in any additional environmental impacts; and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-099

DATE April 6, 2011 C.D. 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HUBERT H. HUMPHREY MEMORIAL PARK – POOL IMPROVEMENTS (PRJ#20153) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $110,214 in Zone Change Fees from the Zone Change Fees Account No. 440K-00 to the Quimby Fees Account No. 460K-00;

2. Authorize the reallocation of $130,923.33 in Quimby Fees, previously allocated for the Swimming Pool and Bathhouse Improvements (PRJ#1507P) project at Sylmar Park, approved on May 7, 2008 per Board Report No. 08-117, to the Pool Improvements project at Hubert H. Humphrey Memorial Park;

3. Authorize the Department's Chief Accounting Employee to transfer $130,923.33 in Quimby Fees from the Sylmar Park Account No. 460K-SY to the Hubert H. Humphrey Memorial Park Account 460K-HA; and,

4. Approve the allocation of $130,923.33 in Quimby Fees, from Hubert H. Humphrey Memorial Park Account 460K-HA for the Pool Improvements project at Hubert H. Humphrey Memorial Park, as described in the Summary of this Report.

SUMMARY:

Hubert H. Humphrey Memorial Park is a 9.52 acre park, located at 12560 Filmore Street, in the North Valley region of the City, in the Pacoima community. This site has several recreation features, including a year-round pool, game courts, gym, fields, and serves the community with a variety of programs for youth, families and older persons. Due to the facilities, features, programs and services it provides, Hubert H. Humphrey Memorial Park meets the standards for a Community Park, as defined in the City's Public Recreation Plan.

On May 7, 2008, the Board of Recreation and Park Commissioners (Board) approved the allocation of $1,000,000 in Quimby and Zone Change Fees for the Swimming Pool and Bathhouse Improvements (PRJ#1507P) project at Sylmar Park (Board Report No. 08-117). This project is now complete, and unexpended funding is available for reallocation to other projects.

On February 18, 2009, the Board of Recreation and Park Commissioners (Board) approved the allocation of $30,000 in Quimby Fees for the Pool Improvement (PRJ#20153) project at Hubert H. Humphrey Memorial Park (Board Report No. 09-044) and on June 16, 2010, the Board approved the allocation of an additional $81,114 in Quimby Fees for the Pool Improvements (PRJ#20153) project (Board Report No. 10-161). The scope of the approved Pool Improvements (PRJ#20153) project included structural modifications to the pool drains, renovations to the swimming pool electrical and mechanical systems, and associated upgrades.

Department staff has determined that supplemental funding for the Pool Improvements (PRJ#20153) project at Hubert H. Humphrey Memorial Park is necessary for the continued operation of the facility and will be of benefit to the surrounding community.

Upon approval of this Report, the Quimby Fees listed below can be transferred to Hubert H. Humphrey Memorial Park Account 460K-HA for the Pool Improvements project at Hubert H. Humphrey Memorial Park:

- $130,923.33 in Quimby Fees from the Sylmar Park Account No. 460K-SY

The total Quimby Fees allocation for the Pool Improvements project at Hubert H. Humphrey Memorial Park, including previously approved allocations, is $242,037.33. These Fees were collected within two miles of Hubert H. Humphrey Memorial Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that this funding will be sufficient to meet the project scope.

Staff has determined that the subject project is a continuation of an existing project approved on June 16, 2010 (Board Report No. 10-161) that is exempted from CEQA [Class 1(1), Class 2(1), and Class 31]. The work funded by the current Board action will not result in any additional environmental impacts; and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-100

DATE April 6, 2011 C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LINCOLN PARK – OUTDOOR PARK IMPROVEMENTS (PRJ#20529) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $141,115.26 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Lincoln Park Account No. 460K-MS; and,

2. Approve the allocation of $141,115.26 in Quimby Fees, from Lincoln Park Account No. 460K-MS for the Lincoln Park – Outdoor Park Improvements (PRJ#20529) project, as described in the Summary of this Report.

SUMMARY:

Lincoln Park is located at 3501 Valley Boulevard in the Lincoln Heights area of the City. This 42.81 acre park provides a lake, a recreation center, picnic areas, play areas, tennis courts, and a swimming pool for the surrounding community. Due to the facilities, features, programs, and services it provides, Lincoln Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Department staff has determined that improvements to the outdoor park areas, including refurbishment of existing parking lots and walkways, renovation of turf, landscape, and irrigation infrastructure, and related facility improvements are necessary and will benefit the surrounding community.

Upon approval of this report, the Quimby Fees listed below can be transferred to Lincoln Park Account No. 460K-MS for the Lincoln Park – Outdoor Park Improvements (PRJ#20529) project:

- $141,115.26 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Lincoln Park – Outdoor Park Improvements (PRJ#20529) project, including previously approved allocations, is $141,115.26. These Fees were collected within two miles of Lincoln Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds needed exceed the available funding; however, the identified improvements will be developed and prioritized with the community to match the funding being allocated.

Staff has determined that the subject project will consist of modifications to existing park facilities involving negligible or no expansion of use and minor alterations to land including new landscaping. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1,3) and Class 4(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-101

DATE April 6, 2011 C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: STONER RECREATION CENTER – NEW SKATE PLAZA (PRJ#1204B) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $50,000 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Stoner Recreation Center Account No. 460K-SJ; and,

2. Approve the allocation of $50,000 in Quimby Fees, from Stoner Recreation Center Account No. 460K-SJ for the Stoner Recreation Center – New Skate Plaza (PRJ#1204B) project, as described in the Summary of this Report.

SUMMARY:

Stoner Recreation Center is located at 1835 Stoner Avenue in the West Los Angeles area of the City. This 8.65 acre facility provides a variety of services and programs to the surrounding community, including baseball, basketball, football, soccer, ballet, science and senior programs. Stoner Recreation Center also includes a swimming pool. Due to the facilities, features, programs, and services it provides, Stoner Recreation Center meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

On July 9, 2008, the Board of Recreation and Park Commissioners (Board) approved the allocation of $1,065,000 in Quimby and Zone Change Fees for the construction of a new skate plaza at Stoner Recreation Center (PRJ#1204B) project (Board Report No. 08-198). Department staff has determined that supplemental funding will be necessary for the completion of the project.

Upon approval of this report, $50,000 in Quimby Fees from the Quimby Fees Account No. 460K-00 can be allocated to the Stoner Recreation Center Account No. 460K-SJ for the Stoner Recreation Center – New Skate Plaza (PRJ#1204B) project.

The total Quimby Fees allocation for the Stoner Recreation Center – New Skate Plaza (PRJ#1204B) project, including previously allocated Quimby and Zone Change funds, is $1,115,000. These Fees were collected within two miles of Stoner Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project is a continuation of an existing project approved on July 9, 2008 (Board Report No. 08-198) that is exempted from CEQA [Class 11(3)]. The work funded by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-102

DATE April 6, 2011 C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VALLEY PLAZA PARK – POOL REHABILITATION (PRJ#20536) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $240,000 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Valley Plaza Park Account No. 460K-VA; and,

2. Approve the allocation of $240,000 in Quimby Fees, from Valley Plaza Park Account No. 460K-VA for the Valley Plaza Park – Pool Rehabilitation (PRJ#20536) project, as described in the Summary of this Report.

SUMMARY:

Valley Plaza Park is located at 12240 Archwood Street in the North Hollywood area of the City. This 77.64 acre park provides multipurpose fields, basketball and tennis courts, children's play areas, a recreation center, and a swimming pool for the use of the local community. Due to the facilities, features, programs, and services it provides, Valley Plaza Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Department staff has determined that improvements to the pool facility, including to the pool recirculation systems and equipment are necessary for the continued operation of the facility and will be of benefit to the surrounding community.

Upon approval of this Report, the Quimby Fees listed below can be transferred to Valley Plaza Park Account No. 460K-VA for the Valley Plaza Park – Pool Rehabilitation (PRJ#20536) project:

- $240,000 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Valley Plaza Park – Pool Rehabilitation (PRJ#20536) project is $240,000. These Fees were collected within two miles of Valley Plaza Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds needed exceed the available funding; however, the identified improvements will be developed and prioritized with the community to match funding being allocated.

Staff has determined that the subject project will consist of restoration or rehabilitation of facilities or mechanical equipment and systems to meet current standards of public health and safety. Therefore, the projects are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(4) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-103

DATE April 6, 2011 C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VERDUGO HILLS POOL – POOL REHABILITATION (PRJ#20335) PROJECT – ALLOCATION OF QUIMBY FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer $30,324 in Quimby Fees from the Quimby Fees Account No. 460K-00 to the Verdugo Hills Pool Account No. 460K-VB; and,

2. Approve the allocation of $30,324 in Quimby Fees, from Verdugo Hills Pool Account No. 460K-VB for the Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project, as described in the Summary of this report.

SUMMARY:

Verdugo Hills Pool is located at 10654 Irma Avenue in the Tujunga community of the City. This 0.75 acre facility provides a swimming pool for the use of the surrounding community. Due to the facilities, programs, and services it provides, Verdugo Hills Pool meets the standard for a Community Park; as defined in the City's Public Recreation Plan.

On February 17, 2010, the Board of Recreation and Park Commissioners (Board) approved the allocation of $25,766.19 in Quimby Fees for the Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project (Board Report No. 10-037). On November 3, 2010, the Board approved the allocation of an additional $35,288 in Quimby Fees for the Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project (Board Report No. 10-294). The scope of the approved

Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project included improvements to the pool facility, and renovation of the pool recirculation systems and equipment.

Department staff has determined that supplemental funding for the Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project is necessary for the continued operation of the facility and will be of benefit to the surrounding community.

Upon approval of this report, the Quimby Fees listed below can be transferred to Verdugo Hills Pool Account No. 460K-VB for the Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project:

- $30,324 in Quimby Fees from the Quimby Fees Account No. 460K-00

The total Quimby Fees allocation for the Verdugo Hills Pool – Pool Rehabilitation (PRJ#20335) project, including previously approved allocations, is $91,378.19. These Fees were collected within two miles of Verdugo Hills Pool, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities. It is anticipated that the funds needed exceeds the available funding, however, the identified improvements will be developed and prioritized with the community to match the funding being allocated.

Staff has determined that the subject project is a continuation of an existing project approved on February 17, 2010 (Board Report No. 10-037) that is exempted from CEQA [Class 1(1)]. The work funded by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees should not have any fiscal impact on the Department, as the costs of this project is anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-104

DATE April 6, 2011 C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WESTCHESTER RECREATION CENTER – PARKING LOT IMPROVEMENTS (PRJ#1509A) AND THE PARK RENOVATION (PRJ#20043) PROJECT – ALLOCATION AND TRANSFER OF QUIMBY FEES AND ZONE CHANGE FEES

R. Adams		F. Mok	
H. Fujita		K. Regan	
S. Huntley		*M. Shull	
V. Israel			

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Take the following actions regarding Westchester Recreation Center – Parking Lot Improvements (PRJ#1509A) project:

   A. Authorize the Department's Chief Accounting Employee to transfer $46,324.78 in Quimby Fees from Quimby Fees Account No. 460K-00 to the Westchester Recreation Center Account No. 460K-WR;

   B. Authorize the Department's Chief Accounting Employee to transfer $96,408.69 in Quimby Fees from Quimby Fees Account No. 460K-00 to the Westchester Recreation Center Account No. 440K-WR;

   C. Approve the allocation of $46,324.78 in Quimby Fees from the Westchester Recreation Center Account No. 460K-WR for the Westchester Recreation Center – Parking Lot Improvements (PRJ#1509A) project, as described in the Summary of this Report; and,

   D. Approve the allocation of $96,408.69 in Quimby Fees from the Westchester Recreation Center Account No. 440K-WR for the Parking Lot Improvements

project at Westchester Recreation Center, as described in the Summary of this Report.

2. Take the following actions regarding Westchester Recreation Center – Park Renovation (PRJ#20043) project:

   A. Authorize the Department's Chief Accounting Employee to transfer $73,356.53 in Quimby Fees from Westchester Recreation Center Account No. 460K-WR to the Westchester Recreation Center Account No. 440K-WR;

   B. Authorize the Department's Chief Accounting Employee to transfer $96,448 in Quimby Fees from Quimby Fees Account No. 460K-00 to the Westchester Recreation Center Account No. 440K-WR; and,

   C. Approve the allocation of $875,309.53 in Quimby Fees from the Westchester Recreation Center Account No. 440K-WR for the Westchester Recreation Center – Park Renovation (PRJ#20043) project, as described in the Summary 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 a variety of services and programs to the surrounding community, including basketball, football, soccer and volleyball. Westchester Recreation Center also includes the Westchester Pool and Westchester Senior Citizens 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.

Through site visits, facility inspections, and community input, Department staff has determined that various improvements are necessary at Westchester Recreation Center for the continued operation of the facility as well as for the benefit of park patrons and the surrounding community.

Westchester Recreation Center - Parking Lot Improvements (PRJ#1509A)

On July 9, 2008, the Board approved the allocation of $125,000 in Zone Change Fees to the Westchester Recreation Center Account No. 440K-WR for the Parking Lot Improvements (PRJ#1509A) project (Board Report No. 08-198).

Department staff has determined that supplemental funding will be necessary for the completion of the project.

Upon approval of this Report, $46,324.78 in Quimby Fees from Quimby Fees Account No. 460K-00 can be allocated to the Westchester Recreation Center Account No. 460K-WR and $96,408.69 in Quimby Fees from Quimby Fees Account No. 460K-00 can be allocated to the Westchester Recreation Center Account No. 440K-WR for the Westchester Recreation Center – Parking Lot Improvements (PRJ#1509A) project.

The total Quimby Fees allocation for the Parking Lot Improvements project at Westchester Recreation Center, including previously allocated Zone Change funds, is $267,733.47. These Fees were collected within two miles of Westchester Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project is a continuation of an existing project approved on July 9, 2008 (Board Report No. 08-198) that is exempt from CEQA [Class 1(1)]. The work funded by the current Board action will not result in any additional environmental impacts; and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

Westchester Recreation Center – Park Renovation (PRJ#20043)

The scope of the Westchester Recreation Center – Park Renovation (PRJ#20043) project includes the renovation of the existing basketball court, development of a new skate park, replacement of the existing children's play area, improvements to the existing recreation center building, walkways, turf, irrigation, and landscaping, and installation of related site amenities. These improvements are necessary in order to ensure the continued operation of the facility and to fulfill the needs of the surrounding community.

Currently, $705,505 in Zone Change Fees are available in the Westchester Recreation Center Account No. 440K-WR. Upon approval of this Report, the Quimby Fees listed below can be transferred to the Westchester Recreation Center Account No. 440K-WR for the Westchester Recreation Center – Park Renovation (PRJ#20043) project:

- $73,356.53 in Quimby Fees from Westchester Recreation Center Account No. 460K-WR
- $96,448 in Quimby Fees from Quimby Fees Account No. 460K-00

The total Quimby and Zone Change Fees allocation for the Park Renovation project is $875,309.53. Fees were collected within two miles of Westchester Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Staff has determined that the subject project will consist of modifications to existing park facilities involving negligible or no expansion of use and placement of new accessory structures.

Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1,3), Class 4(3), and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this Park Fees Project Plan and Allocation Program should not have any fiscal impact on the Department, as the costs of future projects are anticipated to be funded by the collected Quimby Fees or by other identified funding sources.

This report was prepared by Darryl Ford, Management Analyst II, Planning and Construction Division.

REPORT OF GENERAL MANAGER NO. 11-105

DATE April 6, 2011 C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: COMMUNITY OPERATED OPEN SPACES – POLICY ON COMMUNITY OPERATED OPEN SPACE, AND OPERATING GUIDELINES FOR SELF-OPERATED COMMUNITY GARDENS – PROPOSED CHANGES TO SCHEDULE OF RATES AND FEES FOR COMMUNITY GARDEN FACILITIES – OPERATION OF THE DEPARTMENT'S COMMUNITY GARDEN PROGRAM

R. Adams	____	F. Mok	____
H. Fujita	____	K. Regan	____
S. Huntley	____	*M. Shull	MS
V. Israel	____		

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the proposed Community Operated Open Space Policy, (attached as Exhibit A), which concerns the development, operation, and maintenance of public parkland in partnership with individuals, entities, or organizations, and in accordance with the Board's Policy on Partnerships;

2. Approve the proposed Operating Guidelines for Self-Operated Community Gardens, (attached as Exhibit B), which provides uniform operating guidelines for community garden sites managed by the Department of Recreation and Parks (RAP);

3. Approve the changes to the Community Garden Plots section of the Schedule of Rates and Fees as outlined in the body of this report and the attached schedule (Exhibit C), effective immediately upon approval of the Board of Recreation and Park Commissioners (Board) and subject to the approval of the U.S. Army Corps of Engineers, where applicable;

4. Authorize staff to amend the Schedule of Rates and Fees to incorporate these changes;

5. Take the following actions regarding Eastside Community Garden:

A. Direct staff to transition Los Angeles Conservation Corps (LACC) to a Partnership Agreement for the operation and maintenance of Eastside Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

B. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with LACC for the operation and maintenance of Eastside Community Garden.

6. Take the following actions regarding El Sereno Community Garden:

A. Direct staff to terminate the lease between RAP and LACC;

B. Direct staff to transition LACC to a Partnership Agreement for the operation and maintenance of El Sereno Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

C. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with LACC for the operation and maintenance of El Sereno Community Garden.

7. Take the following action regarding Expo Center Urban Garden:

A. Direct staff to continue to self-operate Expo Center Urban Garden.

8. Take the following actions regarding Howard Finn Community Garden:

A. Direct staff to terminate the Operating Agreement between RAP and LACC;

B. Direct staff to develop a conceptual design plan for Howard Finn Community Garden; and,

C. Direct staff to identify opportunities to establish a partnership for the operation and maintenance of Howard Finn Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy.

9. Take the following actions regarding Little Green Acres Community Garden:

   A. Direct staff to cease operation of Little Green Acres Community Garden;

   B. Direct staff to develop a conceptual design plan for Little Green Acres Community Garden; and,

   C. Direct staff to identify opportunities to establish a partnership for the operation and maintenance of Little Green Acres Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy.

10. Take the following actions regarding North Weddington Hidden Garden:

   A. Direct staff to terminate the Right of Entry Permit between RAP and Rio Vista Elementary School;

   B. Direct staff to transition Rio Vista Elementary School to a Partnership Agreement for the operation and maintenance of North Weddington Hidden Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

   C. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with Rio Vista Elementary School for the operation and maintenance of North Weddington Hidden Garden.

11. Take the following actions regarding Ocean View Farms:

   A. Direct staff to terminate the Right of Entry Permit between RAP and Metropolitan Neighborhood Garden and Farm, Inc;

   B. Direct staff to transition Ocean View Farms, Inc., to a Partnership Agreement for the operation and maintenance of Ocean View Farms, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

   C. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with Ocean View Farms, Inc., for the operation and maintenance of Ocean View Farms.

12. Take the following action regarding Orcutt Ranch Community Garden:

    A. Direct staff to continue to self-operate the Orcutt Ranch Community Garden; and,

    B. Direct staff to identify opportunities to establish a partnership for the operation and maintenance of Orcutt Ranch Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy.

13. Take the following actions regarding Rodger Jessup Garden Plots:

    A. Direct staff to transition Project Youth Green, Inc., to a Partnership Agreement for the operation and maintenance of the Rodger Jessup Garden Plots, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

    B. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with Project Youth Green, Inc., for the operation and maintenance of Rodger Jessup Garden Plots.

14. Take the following action regarding Rose Hills/Debs Community Garden:

    A. Direct staff to cease operation of Rose Hills/Debs Community Garden;

    B. Direct staff to develop a conceptual design plan for Rose Hills/Debs Community Garden; and,

    C. Direct staff to identify opportunities to establish a partnership for the operation and maintenance of Rose Hills/Debs Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy.

15. Take the following action regarding Sepulveda Garden Center:

    A. Direct staff to continue to self-operate the Sepulveda Garden Center; and,

    B. Direct staff to identify opportunities to establish a partnership for the operation and maintenance of Sepulveda Garden Center, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy.

16. Take the following actions regarding Solano Canyon Community Garden:

    A. Direct staff to transition Solano Canyon Garden Association, Inc., to a Partnership Agreement for the operation and maintenance of the Solano Canyon Community Garden, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

    B. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with Solano Canyon Garden Association, Inc., for the operation and maintenance of Solano Canyon Community Garden.

17. Take the following actions regarding Wattles Farm:

    A. Direct staff to terminate the Right of Entry Permit between RAP and Wattles Farm and Neighborhood Gardeners, Inc.;

    B. Direct staff to transition Wattles Farm and Neighborhood Gardeners, Inc. to a Partnership Agreement for the operation and maintenance of the Wattles Farm, in accordance with the Board's Policy on Partnerships and the proposed Community Operated Open Space Policy; and,

    C. Direct staff to return to the Board for final authorization to execute a Partnership Agreement with Wattles Farm and Neighborhood Gardeners, Inc., for the operation and maintenance of Wattles Farm.

SUMMARY:

On January 5, 2010, the Board of Recreation and Park Commissioners (Board) directed staff to develop a comprehensive policy for the Department of Recreation and Parks' (RAP) community gardening program and to return to the Board for adoption of said policy (Board Report 11-012). Additionally, the Board suspended the billing due date for community garden plot fees until after a study had been completed by staff and all changes, if any, to RAP's schedule of rates and fees had been adopted by the Board.

In response to the Board's direction, staff undertook an extensive review of RAP's community garden program. As a part of this review, staff analyzed RAP's existing policies, pricing, and procedures, as well as the type and level of service being provided by RAP staff at each community garden facility. Additionally, staff met with community gardeners and representatives of community garden organizations to discuss issues related to the operation of the community gardens.

Based on the input received through this process, staff has developed (1) a uniform program policy (the Community Operated Open Space Policy); (2) a set of operating procedures and guidelines for RAP operated community gardens (the Operating Guidelines for Self-Operated Community Gardens); and, (3) a proposed rate and fee schedule for community garden facilities. The proposed Community Operated Open Space Policy and Operating Guidelines for Self-Operated Community Gardens, as well as the proposed changes to the community garden facilities section of RAP's schedule of rates and fees are summarized below and in the attached exhibits.

Community Operated Open Space Policy

The purpose of the proposed Community Operated Open Space Policy is to establish a framework that allows individuals and organizations to partner with RAP to develop, operate, and maintain public park property in order to provide opportunities for the physical and social benefit of the people and neighborhoods. In order to support and facilitate a range of uses and programs, including community and ornamental gardens, the proposed policy is purposefully designed to be as broad and flexible as possible.

The proposed policy stipulates that a Community Operated Open Space site shall be non-exclusive and that the general public's access to public parkland shall be maintained and protected. The policy also stipulates that RAP staff shall have access to a site at all times. Community gardens that provide and rent individual garden plots are permitted uses for Community Operated Open Space sites; however, the policy states that they should limit individual garden plots to three plots per household in order to extend the gardening experience to as many participants as possible.

Finally, the proposed policy specifies that all Community Operated Open Space sites shall be operated in partnership with RAP, and in accordance with the Board's Policy on Partnerships. All organizations interested in operating or maintaining public park property as a Community Operated Open Space would be required to enter into a Board approved Partnership Agreement with RAP.

The Community Operated Open Space Policy is attached hereto as Exhibit A.

Operating Guidelines for Self-Operated Community Gardens

The purpose of the proposed Operating Guidelines for Self-Operated Community Gardens is to provide a standard set of rules, regulations, and operating procedures for all community garden facilities operated by RAP. The implementation of uniform operating guidelines for community garden facilities would provide member gardeners with certainty in program operations, and clearly identify RAP's standards and expectations for member conduct.