

A G E N D A

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

Wednesday, July 13, 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. ELECTION OF OFFICERS

2. OFFICE OF PUBLIC SAFETY OVERSIGHT COMMITTEE:

Appointment of Representative to the Office of Public Safety
Oversight Committee

3. COLISEUM COMMISSION REPRESENTATIVES:

Appointment of Representatives to the Coliseum Commission

4. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of May 31, 2011, June 15,
2011, and June 27, 2011

5. GENERAL MANAGER'S REPORTS:

11-197 North Weddington Park - Initial Consideration of Plaque
Proposal to Commemorate California Victims of September
11 Terrorist Attacks

11-198 Rockwood Park - Proposed Naming as Colton Street
Community Park and Installation of Appropriate Park
Signage

July 13, 2011

- 11-199 Peck Park - Building Improvements (PRJ#20276) Project - Rescission of Previous Board Action Authorizing Allocation of Quimby Funds; Allocation of Proposition 40 Roberti-Z`Berg-Harris Grant Funds
- 11-200 Montrose Settlements Restoration Program - Fishing Outreach Mini-Grants - Acceptance of Grant Award
- 11-201 Martin Luther King Jr. Recreation Center - Conceptual Approval of a Garden School Foundation Community Garden
- 11-202 Schedule of Rates and Fees - Partnership Division Shared Use Agreement Utility Charges
- 11-203 Various Donations to Operations Branch - Pacific Region
- 11-204 Donations to Operations Branch - Valley Region
- 11-205 Various Communications

6. UNFINISHED BUSINESS:

- 11-132 Shade Structures Contract - Piggyback on San Joaquin County Office of Education Contract Agreement with USA Shade & Fabric Structures, Inc.
- 11-134 Wilton Place Park - Acceptance of Assessor Parcel Number 5081-024-902 for Park Purposes
- 11-135 Watts Cultural Crescent (Watts Crescent Park) - Acceptance of Assessor's Parcel Number 6065-033-900 for Park Purposes
- 11-172 The Greek Theatre Concession - Waiver of Annual Performance Guarantee
- 11-189 After-School Soccer Program - Agreement with the Brotherhood Crusade for the Collaborative Implementation Initially at Three Park Sites with Potential for Expansion into Additional Sites

TO BE WITHDRAWN

ELECTION OF VICE-PRESIDENT:

TO BE WITHDRAWN

COLISEUM COMMISSION REPRESENTATIVES:

Appointment of Alternate Representative to the Coliseum Commission

TO BE WITHDRAWN

July 13, 2011

7. NEW BUSINESS:

Memorandum: Sportsmanship and Coaches Workshops Program

8. COMMISSION TASK FORCES:

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

9. PRESENTATIONS:

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

10. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

11. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

12. 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.

13. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, August 10, 2011 at 9:30 a.m., at Valley Plaza Recreation Center, 12240 Archwood Street, North Hollywood, CA 91606.

14. 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

July 13, 2011

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>

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. 11-197

DATE July 13, 2011

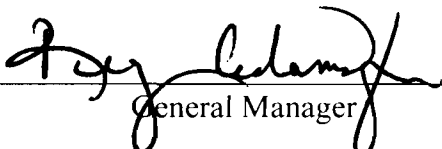
C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NORTH WEDDINGTON PARK – INITIAL CONSIDERATION OF PLAQUE PROPOSAL TO COMMEMORATE CALIFORNIA VICTIMS OF SEPTEMBER 11 TERRORIST ATTACKS

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull MS
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board grant conceptual approval for the installation of a plaque at North Weddington Park, as described in the Summary of this Report.

SUMMARY:

North Weddington Park is a 10.21 acre community park located at 10844 Acama Street in the North Hollywood area of the City. This facility includes an auditorium, barbeque pits, baseball diamond, basketball courts, community room, handball courts and volleyball courts. This proposal is for the installation of a plaque at North Weddington Park that will commemorate the thirty-two (32) Californians who were killed in the September 11, 2001 (9/11) terrorist attacks.

The Department has been contacted by the Greater Toluca Lake Neighborhood Council with a request to install a memorial plaque at North Weddington Park. The plaque would be installed within the memorial grove of thirty-two (32) trees that were planted in the park in 2004 and will list the names of those Californians who lost their lives in the 9/11 terrorist attacks.

The proposed plaque will follow the Department’s plaque policy in size, material, and installation. Should a conceptual approval for the project be granted the next step would be to gather community input on the proposal. A subsequent report to your Board requesting a final approval would include additional project details and reflect the community’s comments on the project.

Council District 4 and Valley Region management and staff support this project at North Weddington Park.

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-197

FISCAL IMPACT STATEMENT:

Issues of maintenance, plaque removal, and any associated costs will be identified, as will the California Environmental Quality Act (CEQA) clearance, in a subsequent report to your Board.

This Report was prepared by Melinda Gejer, City Planning Associate, Planning, Construction and Maintenance.

REPORT OF GENERAL MANAGER

NO. 11-198

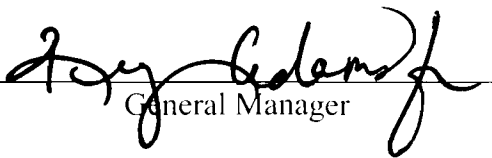
DATE July 13, 2011

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ROCKWOOD PARK – PROPOSED NAMING AS COLTON STREET COMMUNITY PARK AND INSTALLATION OF APPROPRIATE PARK SIGNAGE

R. Adams	K. Regan
H. Fujita	*M. Shull	<u>MS</u>
V. Israel	N. Williams



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Grant final approval for the naming of the park currently known as Rockwood Park as Colton Street Community Park; and,
2. Authorize the installation of appropriate park signage.

SUMMARY:

On March 15, 2006, the Board approved the acquisition and development of four parcels for a passive pocket park at Rockwood/Colton Streets and Glendale Boulevard (Board Report No. 06-64). That project is now complete and the 0.43 acre pocket park located at 1571 Rockwood Street has been developed with a children’s play area, walking path, landscaping and seating.

Department staff recognized the need to name this new park for administrative and accounting purposes. Per Section III.F of the Instruction on Naming Parks and Recreation Centers (Board Report No. 701, 1974 and Board Report No. 381, 1976), “The Planning staff designates temporary names for proposed or newly acquired sites for purposes of administration and accounting. These names are used only until formal naming can be made.”

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-198

Per the Instruction on Naming Parks and Recreation Centers, the geographic location of the park was used in designating the temporary name of Rockwood Park. However, discussion with Council Office staff has revealed that the name Rockwood is also associated with a local street gang, prompting local citizens to request that this new passive pocket park be formally named through the standard community input process. On December 8, 2010, this Board granted conceptual approval for the naming of the park, authorizing staff to begin the community outreach process (Board Report No. 10-333).

The Department received several suggestions from the community for the naming of the park. The Historic Filipinotown Neighborhood Council and the Historic Filipinotown Chamber of Commerce both submitted letters in support of the name Mabuhay Park. Mabuhay is a Tagalog word meaning “celebrate life” or “welcome”. However, at the community meeting held on April 20, 2011, which was attended by approximately twenty-five (25) local residents, a large number of participants expressed a desire to have the park named after the local community. Although many members wanted to keep the name Rockwood Park, due to the fact that the name Rockwood is associated with a local street gang the community members agreed that the name Colton Street Community Park would both celebrate the local community and alleviate problems of graffiti and safety that keeping the name Rockwood may have presented.

Due to the size, placement, and amenities at this location, Department staff does not find that the park currently known as Rockwood Park would be competitive for the selling of naming rights. However, the formal naming of a new park does not prohibit subsequent naming requests. In keeping with the wishes of the community and the Department’s naming policy which encourages the use of geographic based names Department staff recommends formally naming this new park Colton Street Community Park.

Council District 13 and the Metro Region are in support with the recommendations as set forth by the Department.

Staff has determined that the subject project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section 1, Class 11(1) of the City CEQA Guidelines, which provides for the placement of signs on park property as accessory structures to the recreational facilities.

FISCAL IMPACT STATEMENT:

The approval of this project will have a minor fiscal impact on the Department as the owner of a sign shop, who grew up in the area, has offered to donate the main sign.

This report was prepared by Melinda Gejer, City Planning Associate, Planning, Construction and Maintenance.

REPORT OF GENERAL MANAGER

NO. 11-199

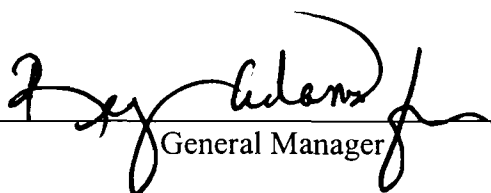
DATE: July 13, 2011

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PECK PARK – BUILDING IMPROVEMENTS (PRJ20276) PROJECT – RESCISSION OF PREVIOUS BOARD ACTION AUTHORIZING ALLOCATION OF QUIMBY FUNDS; ALLOCATION OF PROPOSITION 40 ROBERTI-Z’BERG-HARRIS GRANT FUNDS

R. Adams	_____	K. Regan	_____
H. Fujita	_____	M. Shull	_____
*V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Rescind approval of Recommendation No. 2(B) of Board Report No. 09-162, approved by the Board at its meeting of June 3, 2009, which allocated \$165,000 in Subdivision/Quimby Fees from Peck Park Account No. 460K-PC for the Building Improvements Project at Peck Park;
2. Approve the allocation of \$39,663 in Subdivision/Quimby Fees from Peck Park Account No. 460K-PC, for the Building Improvements (PRJ20276) Project;
3. Approve the allocation of \$125,337 in Proposition 40 Roberti-Z’Berg-Harris funds to the Building Improvements (PRJ20276) Project; and
4. Authorize the Department’s Chief Accounting Employee to transfer expenditures billed to the Proposition 40 Roberti-Z’Berg-Harris grant funds upon receipt of reimbursement from the State to the following Subdivision/Quimby Fees Account:

From: Fund/Account 47W/TBD \$125,337

To: Fund/Account 302/460K-PC \$125,337

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-199

SUMMARY:

In 2003, the City was awarded discretionary grant funds under the State Proposition 40 Roberti-Z' Berg-Harris (RZH) Grant Program. The purpose of the program is to fund high priority projects that satisfy the most urgent park and recreational needs in California, with emphasis on the unmet needs in heavily populated and in the most economically disadvantaged areas within each jurisdiction.

The Proposition 40 RZH Grant Program contract will liquidate on June 30, 2011. The State Department of Parks and Recreation has given the City a much earlier deadline to complete and submit all close-out packages to ensure the release of payment of all expenditures by the grant liquidation date of June 30, 2011.

In an effort to meet the State Park's deadline, the Department is making every effort to ensure all Proposition 40 discretionary funds are allocated to eligible projects that will be completed by the deadline. Where appropriate, staff has identified projects that were completed within the grant performance period, as in the case of the Peck Park Project and are eligible for Proposition 40 discretionary funding. The recommended Proposition 40 funding allocations will be used to reimburse some or all of the Project funds used to complete the project.

In addition to authorizing the funding allocations, this report authorizes the Chief Accounting Employee to initiate the necessary accounting transactions resulting from the addition of the Proposition 40 RZH funds to the Peck Park Project.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's General Fund.

This report was prepared by Leonor Palangio, Management Analyst II, Grants Administration, Department of Recreation Parks.

REPORT OF GENERAL MANAGER

NO. 11-200

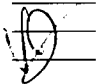
DATE July 13, 2011


C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MONTROSE SETTLEMENTS RESTORATION PROGRAM – FISHING
OUTREACH MINI-GRANTS – ACCEPTANCE OF GRANT AWARD

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
*V. Israel _____	N. Williams _____




General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the General Manager to accept and receive the \$5,000 grant award from the Montrose Settlements Restoration Program for the Cabrillo Beach Pier Fishing Program 2011, subject to Mayor and City Council approval; and,
2. Direct staff to transmit forthwith this report to the Mayor and to the City Clerk for committee and City Council approval, pursuant to the Administrative Code Section 14.6 et seq. as may be amended.

SUMMARY:

At its meeting of June 6, 2011, the Board approved the retroactive submission of a competitive grant application to the Montrose Settlements Restoration Program for a grant in the amount of \$5,000 to provide supplemental funding for the Cabrillo Beach Pier Fishing Program 2011 (Board Report No. 11-166). The Montrose Settlements Restoration Program notified the Department on May 16, 2011, that the Cabrillo Beach Pier Fishing Program received the \$5,000 grant award.

As a result, the Department is requesting authority to accept and receive the \$5,000 grant award from the Montrose Settlements Restoration Program. Through the generosity of this grant program, the Cabrillo Beach Pier Fishing Program will provide campers with fishing equipment and instruction,

REPORT OF GENERAL MANAGER

PG. 2 NO. 11-200

hands-on fishing, and partial transportation funding to and from the fishing site. The program is projected to serve 250 participants, who are comprised of youth, ages 8 to 16 years old, from the Department's summer day camps throughout the City of Los Angeles.

FISCAL IMPACT STATEMENT:

The acceptance of this \$5,000 grant will provide supplemental funding to provide quality summer camp recreation programming. A portion of the program, \$1,600 for buses, is available in the Department's bus allocation in Fund 302, Department 88, Contractual Services 3040. There is no additional impact to the Department's General Fund.

This report was prepared by Mark Rose, Facility Director, Grants Administration.

REPORT OF GENERAL MANAGER

NO. 11-201

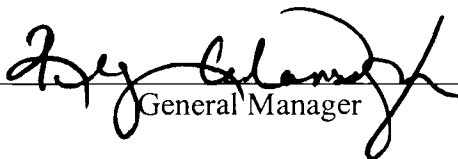
DATE July 13, 2011

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MARTIN LUTHER KING JR. RECREATION CENTER – CONCEPTUAL APPROVAL OF A GARDEN SCHOOL FOUNDATION COMMUNITY GARDEN

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
*V. Israel _____	N. Williams _____



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve in concept the development of a community garden at Martin Luther King Jr. Recreation Center, to be funded, developed, operated, and maintained by the Garden School Foundation (Foundation), a California nonprofit corporation, in collaboration with the Department;
2. Authorize staff to work with the Foundation to negotiate, prepare, and execute an Agreement between the City of Los Angeles and Foundation for the future development, operation, and maintenance of the proposed community garden and related programs, at no cost to the City of Los Angeles; and
3. Direct the Department's Chief Accounting Employee to create an account as necessary for deposit of funds received from Foundation for garden related expenses, including general operations and programs.

SUMMARY:

The Department has been approached by the Garden School Foundation (Foundation), a California non-profit corporation, with a proposal for the development of a community garden at Martin Luther King Jr. Park (Park), located at 3916 South Western Avenue in the community of South Los Angeles. The proposal includes not only the development, operation and maintenance of a community garden within the Park, but also the implementation of community programming

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-201

focused on providing gardening workshops, outdoor cooking classes, and a literacy program for adults and children at no cost to the City.

The Park is an 8.33 acre facility which provides a variety of services and programs to the surrounding community, including baseball, basketball, soccer, flag football, and tennis programs, along with available picnic and play areas for the public's general use.

The Foundation is a coalition of citizens, businesses, and community organizations formed to teach children how to plant, harvest and cook vegetables for healthy eating. The Foundation also promotes English language education and supports the fight against obesity through training and physical fitness. The Foundation currently has a community partnership with Los Angeles Unified School District (LAUSD) dedicated to bringing verdant traffic buffers, sports facilities, native gardens, science gardens, kitchen gardens and teaching kitchens to public schools.

The Foundation would like to transform a portion of the Park into a community garden for the benefit of the community as a whole. The area in which the Foundation would like to use is adjacent to the newly developed Dodger Dream Field outfield fence line, as illustrated by the site plan attached hereto as Exhibit-A. This area is currently used by homeless and vagrants, and is a constant security issue for the Los Angeles Police Department (LAPD). The Foundation would be responsible for coordinating the fundraising, planning, and construction of the proposed garden. The Foundation will work with the Department to develop programs, and collaborate on the implementation of operations and the maintenance of the garden.

The proposed community garden area would include six (6) California Sycamore trees, a native plant walk, an outdoor classroom with native lawn, community garden with raised beds, a council circle with native lawn, a new chain link fence (eight feet high) with three gates and a storage shed for materials and supplies, as illustrated by the conceptual plan attached hereto as Exhibit - B.

The Foundation, in coordination with Department staff, will be hosting at least two (2) community meetings to obtain input from the community on the proposed project. The first meeting was held on June 21, 2011, and the second will be in July, 2011. The exact date and time for the July meeting are still being determined.

Staff has determined the proposed project will consist of new gardening and fencing for security and, therefore, is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) without exception pursuant to Article III, Section 1, Class 1 (12) and Class 4 (3) of the City CEQA Guidelines.

REPORT OF GENERAL MANAGER

PG. 3

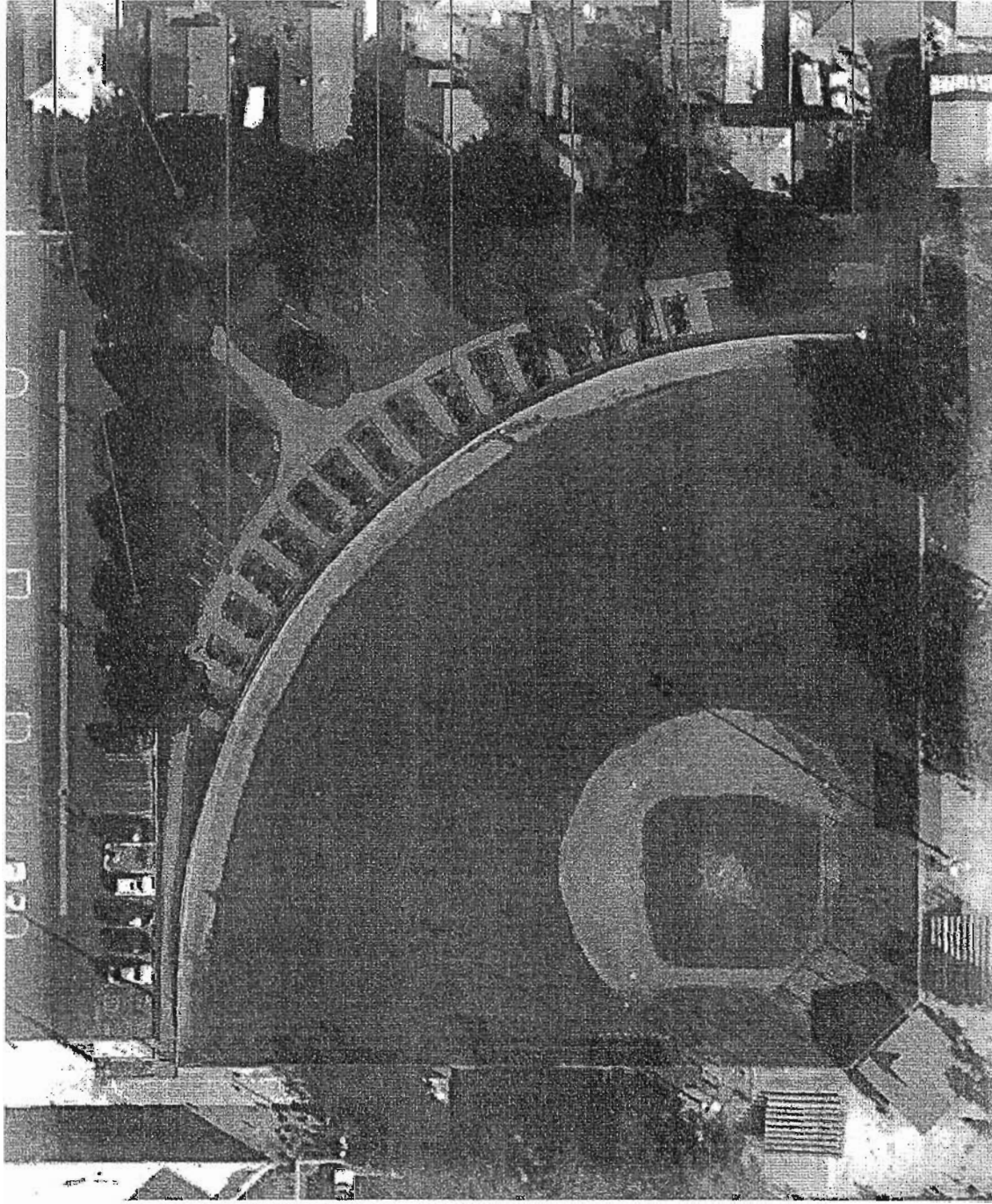
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FISCAL IMPACT STATEMENT:

The Board's conceptual approval of the proposed project will not have any fiscal impact on the Department's General Fund, as all costs associated with the planning, coordination and design of the proposed community garden shall be paid by the Foundation. The development of this project is anticipated to be funded by awarded grant funds and/or funding sources provided by the Foundation, at no cost to the Department.

This report was prepared by Chinyere Stoneham, Sr. Recreation Director II, of the Department's Partnership Division.

Exhibit - A



Six California Sycamores (24in box)

Existing Pine trees

Native Plant walk

Outdoor Classroom
with native lawn

Community
Garden, raised beds

Council circle
with native lawn

New chainlink fence (8ft high)
with three gates

Storage Shed



not to scale



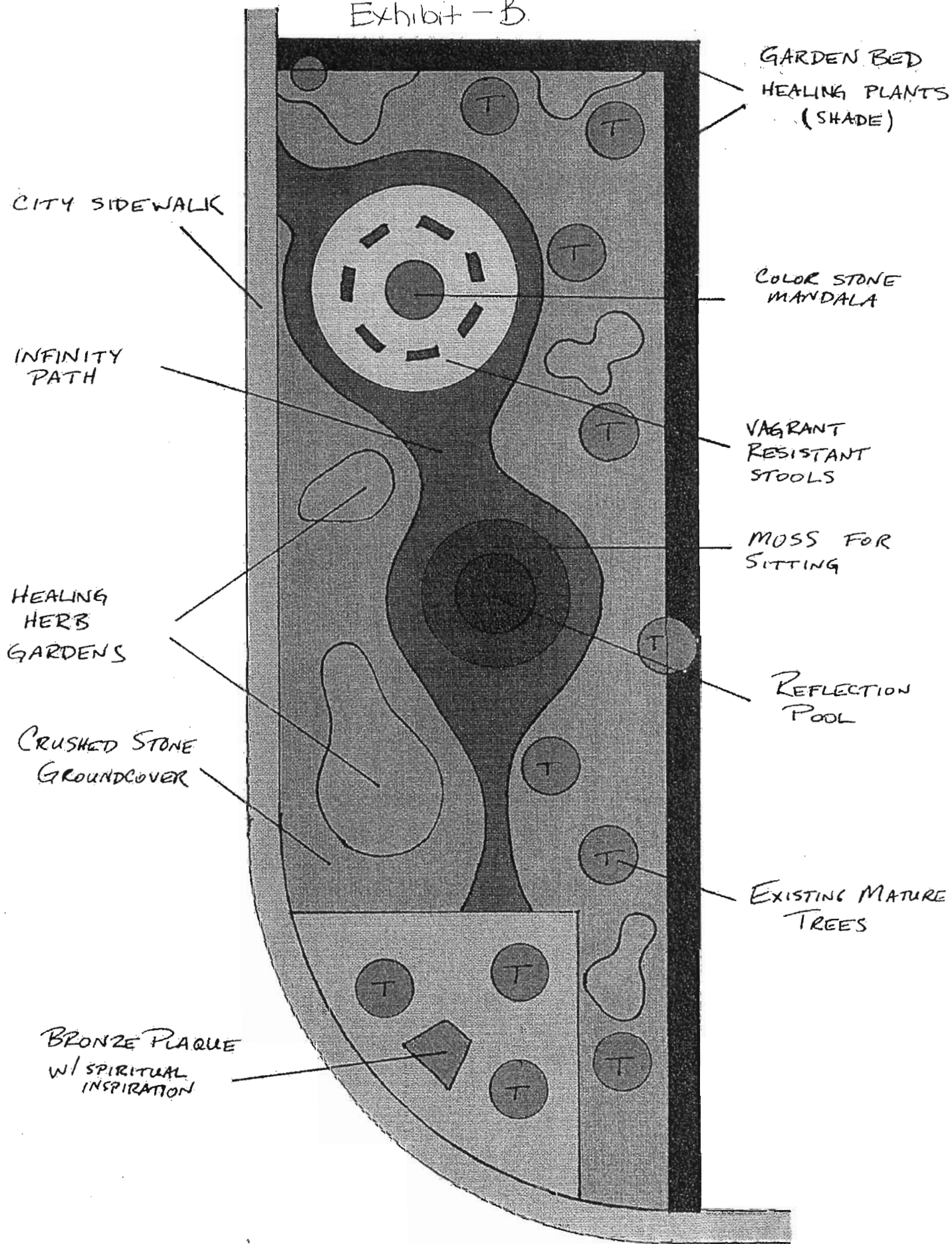
Martin Luther King Park

Concept Plan

January 28, 2011

NANCY
GOSLEE
POWER
&
ASSOCIATES

Exhibit - B



REPORT OF GENERAL MANAGER

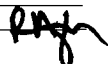
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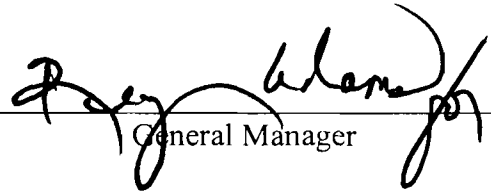
DATE July 13, 2011

C. D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SCHEDULE OF RATES AND FEES – PARTNERSHIP DIVISION SHARED USE AGREEMENT UTILITY CHARGES

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
*V. Israel  _____	N. Williams _____



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the proposed schedule of Shared Use utility fees as described in the Summary of this Report, and on Attachment 1, for inclusion as applicable in agreements with organizations and individuals providing services or programs in conjunction with the Department, to be effective August 1, 2011;
2. Authorize staff to amend the Schedule of Rates and Fees to include the proposed fees; and,
3. Direct the Chief Accounting Employee to establish accounts for deposit of funds received from organizations and individuals to reimburse the Department for utility expenses.

SUMMARY:

At the meeting of October 9, 2009, the Board approved a “Board Policy on Partnerships” for entering into agreements with individuals, entities, or organizations for the benefit of the community. The Board also directed staff to move forward on developing a Partnership Program for the Department, crafting standard agreements, and working with existing affiliated organizations (Report No. 09-261). On May 17, 2010, the Board approved two templates for agreements, for both of which incorporated a requirement for reimbursing the Department for direct costs including some portion of utility costs (Report No. 10-126). The acknowledgement that collaborating organizations or individuals will need to accept a share of utility costs and other direct costs is in accordance with existing Board policy (Utility Costs for Non-profit

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-202

Organizations Operating on Park Property, Report No. 02-349) and discussions that have been before City Council in recent months (Council File 08-2762).

The Department established the new Partnership Division in March, 2011, a direct outgrowth of the planning of the Partnership Committee and the direction of the Board. Division staff have started work on formalizing written agreements with long-standing affiliated organizations and simultaneously initiated multiple potential projects with new organizations and individuals. As agreements are being developed for these collaborations, staff and the City Attorney have found that the agreements generally fall into two types. One is "Shared," where the activity takes place on a portion of park property and/or while other Department programs are also in operation (example: a sports program using a gymnasium a few hours a day), and the other is "Exclusive," where the organization collaborating with the Department has full control of a facility or park for all or most of the time (example: community garden).

In addition, in finalizing agreements staff has identified the need for a standard utility rate schedule that provides consistent and equitable cost recovery to include in the Shared Use agreements. The proposed addition to the Schedule of Rates and Fees to meet this need, specific to Partnership Division Agreements, is attached (Attachment 1).

Utility Reimbursement

The Department is responsible for directly paying all utility charges, estimated to be at least \$16 million per year. Actions by the City Council and Board have directed that all groups using City facilities must share utility usage costs. Yet every facility and property under the control of the Department is unique in its annual utility consumption and billing. Most facilities have multiple meters for water and electricity and those meters may have different billing rates depending on size of the service or special rates (such as for reclaimed water or agricultural service). Sewer charges are included in water billings.

For utility costs in the case of Exclusive Use, the Department will first seek to have the organization pay for utilities directly to the provider. If not feasible, then the Department will seek the use of sub-meters to accurately measure utility usage; until sub-meters are installed, the Department will estimate and collect full costs.

In the case of Shared Use collaborations, utility costs should reflect the proportional use. However assessing specific utility fees on a facility by facility basis would be unreasonably time-consuming.

Existing utility charges expressed in the Schedule of Rates and Fees are for calculating one-time uses and short-time seasonal activities, not for sustained programs and long term collaborations. Staff instead recommends adopting a matrix approach for Shared Use situations in agreements. The proposed table below was developed by starting with a sample of about 25 facilities. A full-

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-202

year's billing (2010) for water and electric were pulled for each facility address. The facilities were selected to provide a sampling of facility types, including:

- Valley, coast, and basin locations to account for influence of weather factors
- Range of facility and grounds size
- Range of use from very busy with activities, sports, classes, to less busy
- Newer facilities (more efficient) and older ones
- Specialty locations (pool, fields, senior centers, museum)
- Locations that have existing affiliate activity

Annual costs were compiled and summarized. Based on total acreage, number of amenities at each facility, and utility consumption, the list was sub-categorized into five overall facility sizes. A daily and monthly average utility cost was calculated, which includes water and sewer, and electricity fees. Shared activity level was also categorized based on projected usage by day or month. A percentage of cost was applied to each of the use categories and the result rounded up to whole dollars. For an agreement, staff will determine facility and use categories and use the monthly Shared Use utility fee, or daily fee if appropriate, for inclusion in the agreement. These fees would be subject to change over time through the Rates and Fees revision process.

Shared Use Utility Charges

Facility Category	Facility Category Parameters	Minimal Monthly Use	Modest Monthly Use	Major Monthly Use	Minimal Daily Use	Modest Daily Use	Major Daily Use
Very Large	25.0 acres and over, multiple buildings and amenities	\$79	\$237	\$395	\$3	\$8	\$13
Large	10.0 - 24.9 acres, multiple buildings and amenities	\$36	\$107	\$178	\$2	\$4	\$6
Medium	5.0 - 9.9 acres, several buildings and/or amenities	\$22	\$67	\$112	\$2	\$2	\$4
Small	2.0 - 4.9 acres, a few buildings and/or amenities	\$20	\$61	\$101	\$2	\$2	\$3
Very Small	1.9 acres or less, one building and/or few amenities	\$8	\$25	\$41	\$2	\$2	\$2

Daily Cost if Needed

Shared usage level definitions:

Minimal (calculated at about 1% of average cost).

- Generally under 50 participants, but less than 100 participants.
- No kitchen or extra utility use such as outdoor fields.

REPORT OF GENERAL MANAGER

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- Limited to one room or a few rooms or areas.
- Average use under 3 hours a day.

Modest (calculated at 3% of average cost).

- Generally around 100-250 participants but less than 500 participants.
- May have kitchen use or a few hours of use such as outdoor lighted fields or public address systems.
- Uses one or more rooms or areas or large space such as gym or sports fields.
- Average use over 3 hours a day but not usually more than 6 hours.

Major (calculated at 5% of average cost).

- High impact activity of any number but generally over 500 participants.
- Uses kitchen facilities, outdoor lights, electric hook-ups for multiple activities.
- Significant use of the facility and/or impact on multiple areas.
- Average use over 6 hours a day.

FISCAL IMPACT STATEMENT:

Approval of this Partnership Division Shared Use Agreement Utility Charges fee schedule has no direct impact on the General Fund. The fees established will assist the Department in offsetting costs to the General Fund through implementing reasonable cost recovery reimbursements in agreements.

This report was prepared by Joel Alvarez, Sr. Management Analyst I, Partnership Division.

PARTNERSHIP DIVISION SHARED USE AGREEMENT UTILITY CHARGES

(Adopted 7/11)

Programs and projects which meet requirements under the Partnership Division shall be formalized in agreements and approved by the Board of Commissioners.

UTILITY REIMBURSEMENT

100% of cost recovery charges to be deposited in account(s) designated by Chief Accounting Employee

Partnering organizations and individuals shall directly pay for all utilities used in connection with the program or project and for all other direct costs if possible. In the case of Exclusive use of a facility the organization or individual will be obligated to pay directly to providers or to fully reimburse the Department for utilities. In the case of Shared use, a prorated fee shall be assessed to reimburse the Department for utility costs.

Shared Use Utility Charges

Facility Category	Facility Category Parameters	Minimal Monthly Use	Modest Monthly Use	Major Monthly Use	Minimal Daily Use	Modest Daily Use	Major Daily Use
Very Large	25.0 acres and over, multiple buildings and amenities	\$79	\$237	\$395	\$3	\$8	\$13
Large	10.0 - 24.9 acres, multiple buildings and amenities	\$36	\$107	\$178	\$2	\$4	\$6
Medium	5.0 - 9.9 acres, several buildings and/or amenities	\$22	\$67	\$112	\$2	\$2	\$4
Small	2.0 - 4.9 acres, a few buildings and/or amenities	\$20	\$61	\$101	\$2	\$2	\$3
Very Small	1.9 acres or less, one building and/or few amenities	\$8	\$25	\$41	\$2	\$2	\$2

Usage Level Category	Usage Level Parameters	Percentage Applied
Minimal	Generally under 50 participants, not more than 100. No kitchen or extra utility use such as outdoor fields or public address systems. Limited to one room or a few rooms or areas. Average under 3 hours a day.	1%
Modest	Generally around 100-250 participants but not more than 500. May have kitchen use or a few hours of use such as outdoor lighted fields or public address systems. Uses one or more rooms or areas or large space such as gym or sports fields. Average use over 3 hours a day but not usually more than 6.	3%
Major	High impact activity of any number but generally over 500 participants. Uses kitchen facilities, outdoor lights, electric hook-ups for multiple activities include public address. Significant use of the facility (over 25%) and/or impact on multiple areas. Average use over 6 hours a day.	5%

REPORT OF GENERAL MANAGER

NO. 11-203


DATE July 13, 2011

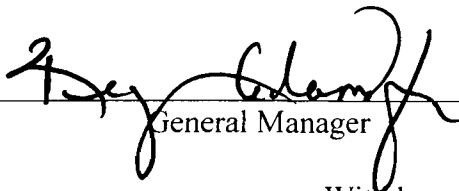
C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – PACIFIC REGION

R. Adams _____
H. Fujita _____
V. Israel _____

*K. Regan  _____
M. Shull _____
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations, as noted in the Summary of this Board Report, and that appropriate recognition be given to the donors.

SUMMARY:

Operations Branch, Pacific Region has received the following donations:

Normandale Recreation Center

Victor and Maria Calca donated \$150.00 for the youth soccer project.

109th Street Recreation Center

Toys for Tots donated 150 toys for the Winter Holiday Toy giveaway. The total estimated value of this donation is \$1,500.00.

California Highway Patrol Chips 4 Kids donated 200 toys for the Winter Holiday Toy Giveaway. The total estimated value of this donation is \$2,000.00.

TBN - Smile Of A Child donated 600 toys for the Winter Holiday Toy Giveaway. The total estimated value of this donation is \$3,000.00.

Big Sunday donated 29 gift cards valued at \$25.00 each, for the Holiday Program. The total value of this donation is \$725.00.

REPORT OF GENERAL MANAGER

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Watt's Neighborhood Council donated a food purchase from Smart and Final, for the Holiday Program. The total estimated value of this donation is \$250.00.

Wilmington Recreation Center

California Sulphur Company donated \$300.00 for the purchase of prizes, candy, snacks and refreshments for the "Springtime Splendor" event.

Van Ness Recreation Center

American Legion – Jacki Robinson Auxillary No. 252 donated \$100.00, for the "Spring Extravaganza."

Los Angeles Dodgers donated four tickets to a Dodger baseball game, to be used as egg hunt prizes. The total estimated value of this donation is \$48.00.

Watts Summer Sports Program

Los Angeles Dodgers donated 500 tickets to Dodger baseball games. The total estimated value of this donation is \$5,000.00.

Claude Pepper Senior Citizens Center

Teachers United donated \$420.00, to be used for senior programs.

Students and Educators for Excellence donated \$365.00, to be used for programming enhancement.

Martin Luther King Junior Recreation Center

A Chance for Children donated 2.5 tons of snow for the Holiday Event. The total estimated value of this donation is \$439.00.

Community Harvest Foundation donated toys and books for Afterschool Club participants. The total estimated value of this donation is \$300.00.

William Nickerson Recreation Center

TBN – Smile Of A Child donated toys for the community toy giveaway event. The total estimated value of this donation is \$1,000.00.

Imperial Courts Recreation Center

Toys 4 Tots donated toys for the community toy giveaway event. The total estimated value of this donation is \$1,000.00.

REPORT OF GENERAL MANAGER

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Jordan Downs Recreation Center

Toys 4 Tots donated toys for the community toy giveaway event. The total estimated value of this donation is \$1,000.00.

Senior Citizen Section

Kaiser Permanente Southern California Region donated \$2,000.00 for senior meals at the 90 Plus Luncheon.

Watts Senior Citizens Center

Watts Towers Common Initiative donated 25 gift cards to be used for prizes at the Senior's Fashion Show/Spring Luau and at the Bid Whist Tournament. The total value of this donation is \$625.00.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditures.

Report prepared by Louise Maes, Clerk Typist, Pacific Region.

REPORT OF GENERAL MANAGER

NO. 11-204


DATE July 13, 2011

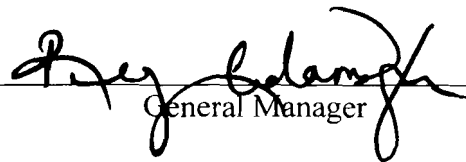
C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH - VALLEY REGION

R. Adams _____
H. Fujita _____
V. Israel _____

*K. Regan  _____
M. Shull _____
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations, as noted in the Summary of this Report, and that appropriate recognition be given to the donors.

SUMMARY:

Operations Branch, Valley Region, has received the following donations:

Sunland Senior Citizens Center

Dr. David De Mulle donated a Vizio Television set for park programs. The total estimated value of this donation is \$600.00.

Dr. David De Mulle donated \$480.96 a year for a two-year cable service contract with Time Warner Cable. The total value of this donation is \$961.92.

Gary Snow made three separate donations of \$30.00, \$40.00, and \$80.00, for senior citizen programs, for a total donation of \$150.00.

North Hollywood Recreation Center

Triangle Sports, Inc. donated 18 trophies and one plaque, for the "Down Syndrome Baseball League." The total estimated value of this donation is \$164.00.

Canoga Park Senior Citizens Center

American Legion-Buckey donated a large screen Mitsubishi Medallion 1080B television. The total estimated value of this donation is \$500.00.

REPORT OF GENERAL MANAGER

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Woodland Hills Recreation Center

Dick's Sporting Goods donated a \$400.00 gift card, 17 basketballs size 28.5, and 38 basketballs size 29.5. The total estimated value of this donation is \$1,400.00.

Encino Community Center

The Encino Women's Club donated \$1,500.00 to enhance programs and the facility.

Balboa Sports Center

Lester Photography donated \$246.24, for the winter basketball program.

Valley Plaza Recreation Center

John Gates donated \$101.70 for the fall 2010 baseball/softball program.

Sports Soccer donated \$36.00 for the Halloween Festival and Carnival.

Tops CA #41 donated \$100.00 for the Halloween Festival and Carnival.

Marilu Delgado donated \$261.00 for the Winter Holiday Show and for scholarships for the winter basketball program.

David Bedra donated \$80.00 for the 2011 winter basketball program.

Shakeys No. 8 North Hollywood donated \$227.12 for sports programming.

The Simpsons donated \$320.00 to provide the Youth Sports Program with scholarships and \$400.00 for sports programs. The total donation is \$720.00

Tujunga Village Homeowners Association donated \$5.00 for senior programs.

Shakey's USA donated \$265.27 for the Girls Play LA (GPLA) and the Junior Boys Basketball trophy ceremony.

Chuck E. Cheese donated \$749.38 for the Pee Wees and Rookie Basketball trophy ceremony.

Mason Recreation Center

American Youth Soccer Organization (AYSO) donated office supplies (26 heavy duty binders, and 48 Sharpie pens) and a Fellowes Power paper shredder. The total estimated value of this donation is \$350.00.

Egremont School donated a VHS Dual Deck video player and two Philips televisions. The total estimated value of this donation is \$900.00.

REPORT OF GENERAL MANAGER

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Raising Hope/20th Century Fox TV Production donated a Kitchen Aid stand up mixer and a GE microwave oven. The total estimated value of this donation is \$350.00.

American Youth Soccer Organization (AYSO) donated soccer equipment (25 soccer balls, 3 sets of Pug goals, 4 fiberglass flags with bases, 36 scrimmage vests, 30 2-inch disc cones, and 1 cone disk carrier). The total estimated value of this donation is \$761.00.

Raising Hope/20th Century Fox TV Production donated an incubator and incubator supplies. The total estimated value of this donation is \$208.00.

Fernangeles Recreation Center

Susana's Flowers and Party Supplies donated the use of a cotton candy machine (an estimated value of \$75.00) and the use of a "jump house" (an estimated value of \$75.00), and three Atari game consoles (an estimated value of \$150.00). The total estimated value of the donations is \$300.00.

Elim Shoes donated 30 pairs of children's shoes in various styles and sizes. The total estimated value of this donation is \$300.00.

Granada Hills Recreation Center

Patriot Oil Benefits Trust donated \$500.00 for the Spring 2010 egg hunt.

Friends of the Park donated \$600.00 for the Spring 2010 egg hunt.

Kenn Cleaners donated \$100.00 for the Spring 2010 egg hunt.

Van Nuys/Sherman Oaks Recreation Center

Open for Business Productions/Parenthood donated \$3,000.00 for park programs.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditures.

Report prepared by Louis Loomis, Management Analyst II, Operations Branch, Valley Region.

REPORT OF GENERAL MANAGER

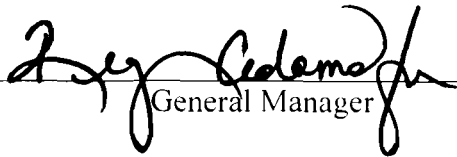
NO. 11-205

DATE July 13, 2011

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:

1) City Clerk, relative to the direct sale and proposed land exchange of surplus properties with Brian Weiss for Sycamore Grove Park.

2) City Clerk, relative to a proposed grant of an easement in Elysian Park to the Metropolitan Transportation Authority.

3) City Clerk, relative to the 2011-12 Proposition K Assessment.

4) City Clerk, relative to a Section 245 assertion of jurisdiction over the Board action relative to Report of the General Manager 11-129.

5) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending May 20, May 27, June 3, and June 10, 2011.

Recommendation:

Refer to General Manager.

Refer to staff for further processing.

Refer to General Manager.

Note and file.

Note and file.

REPORT OF GENERAL MANAGER

PG. 2

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- | | |
|---|---|
| 6) Three Communicants, relative to alleged attempts to commercialize parks. | Note and file. |
| 7) Kenn I. Hicks, Director, The New Social Workers, relative to a proposed Venice Beach Basketball Hall of Fame. | Refer to General Manager. |
| 8) Patty Roque, relative to a sound study at Stoner Skate Park. | Refer to General Manager. |
| 9) The Residents of Pueblo Del Rio Housing, relative to the lack of Summer Camp at Pueblo Del Rio Recreation Center. | Refer to General Manager. |
| 10) Tawfiq Khan, to Annamaria Galbraith, Recreation Supervisor, relative to the issuance of permits at Shatto Recreation Center. | Refer to General Manager. |
| 11) Ken Tennan, relative to his garden plot at the Sepulveda Garden Center. | Refer to General Manager. |
| 12) Bill Mouzis, bec'ed to Board, relative to various issues. | Note and file. |
| 13) Fenigstein & Kaufman, relative to the former concessionaire at Cheviot Hills Tennis Professional Concession. | Refer to General Manager. |
| 14) Ryan Yudell, relative to various matters at Tarzana Recreation Center. | Refer to General Manager. |
| 15) Marco Barrantes, President, La Loma Development Company, two communications relative to the Eagle Rock Monument – Irrigation and New Landscape (W.O. #E170352) project. | Note and file. The matter was acted on at the June 6, 2011 Board Meeting. (Report No. 11-143) |

REPORT OF GENERAL MANAGER

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NO. 11-205

16) Caryll Mudd Sprague Mingst, to Councilmember LaBonge, relative to the proposed renovation of the Autry National Center in Griffith Park.

Refer to General Manager.

17) Veronica Ramirez, to Council District 10, relative to Queen Anne Park.

Refer to General Manager.

18) Umi Mukherjee, relative to funding for the East Indian Senior Club.

Refer to General Manager.

19) Paul McCarthy, relative to a business being operated in Westwood Park.

Refer to General Manager.

20) Mukdad Ibrahim, HMI Construction Service, Inc., relative to the Reseda Park - Pool Replacement and Bathhouse Renovation (PRJ#1618P) (W.O. #E1907292) project.

Note and file. The matter was acted on at the June 15, 2011 Board Meeting. (Report No. 11-182)

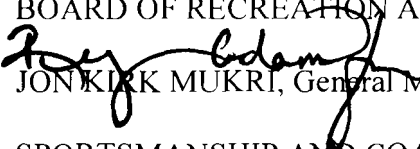
21) Anonymous, relative to an alleged misdeed by a Department employee.

Refer to General Manager.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS

July 13, 2011

TO: BOARD OF RECREATION AND PARK COMMISSIONERS
FROM:  JON KIRK MUKRI, General Manager
SUBJECT: SPORTSMANSHIP AND COACHES WORKSHOPS PROGRAM

In the wake of recent negative publicity at local professional sporting venues, the Department of Recreation and Parks reviewed its internal policies and best practices as it relates to how volunteers are utilized as youth sport coaches. After several meetings with professional organizations that offer different coach based training and sportsmanship programs, a consensus was reached to move forward on a series of clinic workshops using methodologies developed and implemented by the LA84 Foundation (Foundation) that will emphasize training and sportsmanship best practices to Department registered volunteers that coach youth sports at recreation centers City-wide.

The LA84 Foundation is endowed with funds from the 1984 Olympic Games. Their mission is to serve youth through sports. The Foundation has agreed to fund a series of coaches clinics by Foundation staff as part of a Department-wide sportsmanship program developed cooperatively with Recreation staff. The program's objective is to educate up to 6,000 coaches by the end of 2012 with an opportunity to deliver other sport-specific training in the future.

The Foundation's program, "The Art of Coaching," is a two-hour clinic based on research in sports psychology, which is designed to provide common-sense messages on coaching and training today's young athletes. The clinic will give volunteer coaches the tools to teach and demonstrate good sportsmanship in the following topics:

- Communicating with athletes and parents
- Motivating young athletes
- Dealing with "problem" athletes
- The importance of well-planned practices
- Developing your own coaching philosophy
- Why kids play sports and why many drop-out
- Coaches' code of conduct in all Department of Recreation and Parks sports programs
- Other coaching resources including skills clinics, DVDs, books and websites for improving your coaching skills

It is proposed that the Department begin the first phase of the Foundation-sponsored coaches clinics commencing with the 2011 Summer Night Lights (SNL) program, targeting SNL youth sport league coaches. Staff is planning to coordinate SNL workshops with volunteer registration, fingerprinting and a donation of free Dodger baseball and Chivas soccer game tickets for all coaches that attend and complete the process.

A more global Foundation-sponsored series of clinics with specific dates, locations and times for fiscal year 2011-12 will roll out in September 2011, beginning with a Department-wide program overview for recreation operations facility directors and sports coordinators that will include a review of the Department's Sportsmanship Policy, Codes of Conduct, and other elements of the mission statement.

SPORTSMANSHIP MISSION STATEMENT

The mission of the City of Los Angeles Department of Recreation and Parks' 'Sportsmanship Program' is to inform and prepare the patrons, participants, spectators, volunteers, and staff related to youth and adult sports programming of the Department's policy, procedures, and expectations regarding ethical behavior, fair play, integrity, compliance to the rules and the elements of sportsmanship. All athletic contests will represent, in perception and practice, the appreciation for athletic participation and the shared educational experience of competition. All individuals associated with organized athletic activities will be aware of, and responsible for, their influence on the behavior of others and be models of good sportsmanship to all.

FISCAL IMPACT STATEMENT:

There is no anticipated impact on the Department's General Fund from the information presented in this report.

This report was prepared by Charles Singer, Superintendent of Recreation Operations and Dana Valdez, Community Program Director.

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:

ORIGINALLY	PLACED	
PLACED ON	ON MATTERS	DEEMED
<u>BOARD AGENDA</u>	<u>PENDING</u>	<u>WITHDRAWN</u>

<u>02/18/11</u>	<u>06/01/11</u>	<u>12/01/11</u>	
11-029	Baldwin Hills Recreation Center -	Conceptual Approval for	
	Naming of the Outdoor Basketball Courts and the Installation		
	of Appropriate Signage		

BIDS TO BE RECEIVED:

07/19/11	Culver Slauson Recreation Center Phase II (Youth Community Center) (W.O. #E1907289)
08/02/11	Electrical Maintenance and Repairs of Outdoor Field Lighting, Facilities and Solar Power Systems
08/02/11	Synthetic Turf, Construction, Retrofit, Maintenance and Repairs
08/02/11	Electrical Construction and Retrofit of Outdoor Field Lighting, Facilities and Solar Power System

PROPOSALS TO BE RECEIVED:

07/19/11	Poinsettia Tennis Professional Concession RFP
07/19/11	Greek Theatre Consultant RFP
TRD	Film Production Instruction (CLASS Parks)
ON HOLD	Hansen Dam Golf Course Professional Concession
ON HOLD	Hansen Dam Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Professional Concession