

A G E N D A

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

Wednesday, September 7, 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. COLISEUM COMMISSION REPRESENTATIVES:

Appointment of Representatives to the Coliseum Commission

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of August 3, 2011

3. GENERAL MANAGER'S REPORTS:

11-229 Lafayette Park - Recreation Center (W.O.#E170317F)  
Project - Release of Stop Notices on Construction  
Contract

11-230 Southeast Valley Roller and Skateboard Rink - Phase I  
(Skateboard Rink/Skatepark) (W.O.#E170125F) Project -  
Rejection of Bids and Re-Bid

11-231 Sepulveda Flood Control Basin Lease - Supplemental  
Agreement No. 5 and Supplemental Agreement No. 6 to  
Lease No. DACW09-1-67-11 between the Department of  
Recreation and Parks and the Army Corps of Engineers

11-232 Camp High Sierra -Agreement between the Department of  
Recreation and Parks and Mammoth Mountain Ski Area, LLC,  
for the Development, Operation, and Maintenance of the  
Campground

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- 11-233 Lincoln Heights Senior Center - Restroom Restoration (#20430) (W.O.#E1907458) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services for Construction Services
- 11-234 Mar Vista Recreation Center - Restrooms and Storage Enlargement and Remodeling (#1542B)(W.O.#E1907441) Project - Memorandum of Understanding between the Department of Recreation and Parks, the Department of Public Works, Bureau of Engineering and the Department of General Services for Construction Services
- 11-235 Memorandum of Understanding between the Department of Recreation and Parks and the State of California, Department of Water Resources, for the Installation, Maintenance and Operation of Computerized California Irrigation Management and Information Systems Weather Stations
- 11-236 Eagle Rock Recreation Center - License Agreement with Southern California Edison Company for Parking Space
- 11-237 Santa Ynez Canyon Park - Department of Water and Power Easements - Santa Ynez Reservoir Water Quality Improvement Project Waste Water Pipeline
- 11-238 Sherman Village River Greenway Park - Preliminary Authorization to Proceed with the Lease of Property Owned by the County of Los Angeles for the Development of a New Public Park and a Memorandum of Agreement between the Department of Recreation and Parks, the County of Los Angeles, and IMT Capital, LLC, for the Development and Maintenance of the New Public Park
- 11-239 1130 South Hope Street - Preliminary Authorization to Proceed with the Acquisition of Property for the Development of a Park
- 11-240 12515 Sheldon Street - Preliminary Authorization to Proceed with the Acquisition of Property for Expansion and/or Development of a Park
- 11-241 Griffith Park - Final Approval of the Installation of Commemorative Plaques to Acknowledge Donors to the Acquisition of Cahuenga Peak and Related Site Improvements
- 11-242 Griffith Park - Conceptual Approval for the Installation of a Commemorative Bench and Related Site Improvements to Acknowledge Donors to the Acquisition of Cahuenga Peak

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- 11-243 Valencia Triangle (West 8<sup>th</sup> Street at Valencia Street) - Final Approval for the Creation of the Francisco Morazan Central America Community Square and Placement of a Map and Bust; Issuance of Right of Entry Permit; Proposed Naming as Francisco Morazan Central America Community Square and Installation of Appropriate Park Signage
- 11-244 Drew Street Park - Naming Proposal
- 11-245 Ocean View Farms Community Garden - Agreement with Ocean View Farms, Inc., for the Operation and Maintenance of a Community Garden on Park Property
- 11-246 Roger Jessup Community Garden - Agreement with Youth Speak Collective for the Operation and Maintenance of a Community Garden on Park Property
- 11-247 Wattles Farm Community Garden - Agreement with Wattles Farm and Neighborhood Gardeners, Inc., for the Operation and Maintenance of a Community Garden on Park Property
- 11-248 Los Angeles Parks Foundation - April 2011 through June 2011 Quarterly Report of Gifts Made for the Benefit of Los Angeles City Parks
- 11-249 Charter Section 1022 Determination - Use of a Citywide Contract for Roofing
- 11-250 Various Donations to Operations Branch - Pacific Region
- 11-251 Various Donations to Operations Branch - Golf Division
- 11-252 Various Communications

4. 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

Memorandum: Status of Echo Park Lake Rehabilitation Project

5. NEW BUSINESS:

Memorandum: The British Academy of Film and Television Arts Los Angeles (BAFTA) - Free Summer Movie Screening Series at 32 Department Recreation Centers

6. COMMISSION TASK FORCES:

- Commission Task Force on Concessions (Commissioners Stanley and Williams)

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

7. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

8. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

9. 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.

10. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, September 21, 2011 at 9:30 a.m., at Harbor City Recreation Center, 24901 Frampton Avenue, Harbor City, CA 90710.

11. ADJOURNMENT:

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

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

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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](http://www.laparks.org).

REPORT OF GENERAL MANAGER

NO. 11-229

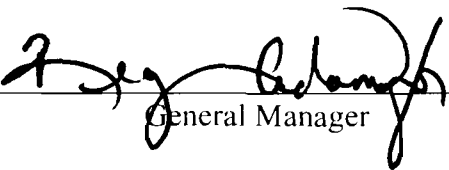
DATE September 7, 2011

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LAFAYETTE PARK – RECREATION CENTER (W.O. #E170317F) PROJECT  
– RELEASE OF STOP NOTICES ON CONSTRUCTION CONTRACT

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

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

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

RECOMMENDATION:

That the Board accept the following requests for Release of Stop Notice.

SUMMARY:

RELEASE OF STOP NOTICES:

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

Contract 3237            CD 10  
Lafayette Park – Recreation Center  
(W.O. #E170317F)  
Project Status: 99 % Complete  
Project Impact: none

General Contractor: Western Alta Construction  
Claimant: Glasswerks LA, Inc.  
Amount: \$37,516.52

Claimant: Adkison Engineers, Inc. dba  
Adkan Engineers  
Amount: \$10,420.18

REPORT OF GENERAL MANAGER

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FISCAL IMPACT STATEMENT:

The release of funds does not impact the contract amount, and therefore, approval of the releases will have no impact on the Department's General Fund.

This report was prepared by LaTonya D. Dean, Commission Executive Assistant.

REPORT OF GENERAL MANAGER

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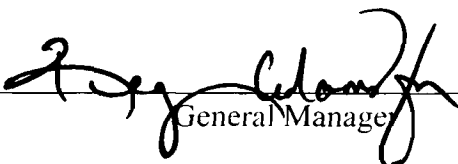
DATE September 7, 2011

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SOUTHEAST VALLEY ROLLER AND SKATEBOARD RINK – PHASE I (SKATEBOARD RINK/SKATEPARK) (W.O. #E170125F) PROJECT – REJECTION OF BIDS AND RE-BID

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

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

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

RECOMMENDATIONS:

That the Board:

1. Reject all bids received on June 21, 2011, for the Southeast Valley Roller and Skateboard Rink – Phase I (Skateboard Rink/Skatepark) (W.O. #E170125F) project, pursuant to Section 10.15 (c) of the Los Angeles Administrative Code and Paragraph 3, page 3A of the original Instructions to Bidders;
2. Approve the re-bid documents, which include various scope changes to the originally bid project, subject to final approval of the re-bid package by the City Attorney;
3. Authorize the Bureau of Engineering (BOE) staff to solicit bids from all the firms on the Pre-Qualified On-Call Skate Park/Skate Plaza Design-Build list for the Southeast Valley Roller and Skateboard Rink – Phase I (Skateboard Rink/Skate Park) (W.O. #E170125F) project; and,
4. Approve the date for receipt of bids as Tuesday, October 25, 2011, at 3:00 p.m., in the Board Office.

SUMMARY:

On May 4, 2011, the Board approved the bid documents and call for bids for the Southeast Valley Roller and Skateboard Rink – Phase I (Skateboard Rink/Skatepark) (W.O. #E170125F) project, located at 12477-12511 Sheldon Street, Sun Valley, California 91352 (Report No. 11-118).



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The proposed scope, as previously bid, involved the design and construction of a new at-grade streetscape skate plaza with approximately 20,000 square feet of skateable area with elements to include “hubbas”, stairs, flat rails, “manuel” pads, ledges, bumps, kickers, grass pads, “tranny” ramps, and hand rails. Areas would be designated for beginner, intermediate, and advanced skaters. Additionally, a new parking lot, a pre-fabricated restroom building, landscaping and irrigation, drinking fountain, security lighting, and Americans with Disabilities (ADA) pathways will be designed and constructed.

On June 21, 2011, two bids were received for this project. The bid amounts received are as follows:

<u>Bidders</u>	<u>Base Bid</u>
California Skateparks	\$ 937,000
Spohn Ranch, Inc.	\$1,429,800

After the bids were received, the Department of Recreation and Parks (RAP) expressed a desire to expand the project scope in order to create a premier skating facility for the community. The Department has the right to reject all bids, pursuant to Section 10.15 (c) Los Angeles Administrative Code and Paragraph 3, page 3A of the original Instructions to Bidders. Therefore, it was decided to reject all bids and re-bid the project with the additional scope incorporated. Project parameters that would change include increasing the size of the skateable surface from the previously proposed 20,000 square feet to up to 25,000 square feet; the installation of up to three (3) shade structures; and the addition of a storage area to the restroom building. Staff has also prepared a more detailed conceptual plan to provide greater specificity to the proposers, which should result in better bids being received and ensure that the ultimate project design better meets the programmatic requirements of RAP.

Therefore, staff recommends that the Board of Recreation and Park Commissioners (Board) reject all bids and re-bid the project with the scope modifications as described above.

The project is to be designed and constructed by experts within the skating industry. The Board approved an On-Call Skate Park/Skate Plaza Design-Build List (Board Report No. 08-306). The bid documents are not being advertised to the general public as they will only be issued to the firms on the pre-qualified design-build list. It is therefore recommended that the Board authorize the Bureau of Engineering (BOE) to utilize the On-Call Skate Park/Skate Plaza Design-Build List to solicit bids for the project.

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The revised City Engineer's estimate for the project is \$1.5 million. Funds are available from the following funding accounts:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT NO</u>
Proposition K Year 14	43K/10/G289
Quimby	302/89/460K-XF

Staff has determined that the proposed skateboard facility may have environmental effects that could require mitigation measures to be incorporated into the project to reduce impacts to a level less than significant. A Mitigated Negative Declaration will be prepared in accordance with the requirements of the California Environmental Quality Act (CEQA) and adopted prior to the award of the contract for design and construction of the project. If the mitigation measures are minimal in cost and time impact to the project, then they will be incorporated into the contract as a change order. However, if the mitigation measures significantly affect cost and time, then design and construction of the mitigations will not be performed under the Design-Build contract. They will be completed independently from the skate park project by City forces or outside contractors as determined by the nature of the mitigation.

The re-bid package has been approved by the City Attorney's Office.

FISCAL IMPACT STATEMENT:

For Fiscal Year 2011-2012, the Department will request \$31,000 for yearly maintenance of this facility. This amount would include one part-time employee, materials, and supplies. This would provide adequate maintenance seven days a week, year round. If the funding is not granted, this facility will be included in the existing Valley Region routes, resulting in reduction of core functions on the existing routed facilities. This may also impact the hours of operation of these facilities.

This report was prepared by Gary Lam, Project Manager, Department of Public Works, Bureau of Engineering (BOE), Recreational and Cultural Facilities Program. Reviewed by Neil Drucker, Program Manager, Department of Public Works, BOE, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, Department of Public Works, BOE, and Michael A. Shull, Superintendent, Department of Recreation and Parks, Planning, Construction and Maintenance Division.

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C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEPULVEDA FLOOD CONTROL BASIN LEASE – SUPPLEMENTAL AGREEMENT NO. 5 AND SUPPLEMENTAL AGREEMENT NO. 6 TO LEASE NO. DACW09-1-67-11 BETWEEN THE DEPARTMENT OF RECREATION AND PARKS AND THE ARMY CORPS OF ENGINEERS

R. Adams  
H. Fujita  
V. Israel

K. Regan  
\*M. Shull  
N. Williams

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Supplemental Agreement No. 5 to Government Lease No. DACW09-1-67-11, substantially in the form on file in the Board Office, adding approximately 61.57 acres to the existing 1,526.80 acres under the lease thereby increasing the total number of acres under the lease to approximately 1,588.36 acres, subject to the approval of the Mayor, and the City Attorney as to form;
2. Approve a proposed Supplemental Agreement No. 6 to Government Lease No. DACW09-1-67-11, substantially in the form on file in the Board Office, removing approximately 1.5 acres from the existing 1,588.36 acres under the lease thereby decreasing the total number of acres under the lease to approximately 1,586.86 acres, subject to the approval of the Mayor, and the City Attorney as to form;
3. Direct the Board Secretary to transmit the proposed Supplemental Agreement No. 5 and Supplemental Agreement No. 6 to the Mayor for review and approval in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form; and,

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4. Authorize the Board President and Secretary to execute Supplemental Agreement No. 5 and Supplemental Agreement No. 6 upon receipt of the necessary approvals.

SUMMARY:

The United States Army Corps of Engineers (CORPS) has presented the City of Los Angeles Department of Recreation and Park (RAP) two separate Supplemental Agreements to Lease No. DACW09-1-67-11: Supplemental Agreement No. 5 and Supplemental Agreement No. 6. These two agreements have been prepared and presented separately for ease of tracking two separate City of Los Angeles projects within the Sepulveda Flood Control Basin.

On January 5, 1967, Lease No. DACW09-67-11 was entered into between the City of Los Angeles and the United States Army Corps of Engineers to use and occupy, for public park and recreation purposes, approximately 1,641.48 acres of land and water area located within the boundaries of the Sepulveda Flood Control Basin, Los Angeles County, California, for a term of fifty (50) years. Subsequently, four (4) Supplemental Agreements have been entered into. The first three (3) supplemental agreements deleted approximately 114.68 acres from the lease and the fourth supplemental agreement extended the term of the lease until January 2042 and added particular conditions to the lease.

The significance of Supplemental Agreement No. 5 is the increase by approximately 61.57 acres to the existing 1,526.80 acres under the lease thereby extending the total number of acres under the lease to approximately 1,588.36 acres. In all other respects, the terms and conditions of the lease remain unchanged. These additional acres are being developed as the Sepulveda Basin Sports Complex.

Staff has determined that the underlying activity, namely the Sepulveda Basin Sports Complex, for which the proposed amendment to the lease agreement will include, has already been previously evaluated for environmental significance and processed in accordance with the requirements of the City CEQA Guidelines. A Joint Environmental Assessment/Mitigated Negative Declaration was prepared and adopted by the Board on March 19, 2008, and a Notice of Determination was officially filed with the Los Angeles City and County Clerks on March, 25, 2008. Therefore the proposed amendment to the lease agreement is Statutorily Exempt from CEQA pursuant to Article II, Section 2(i) of the City CEQA Guidelines.

The significance of Supplemental Agreement No. 6 is the deletion of approximately 1.5 acres from the existing 1,588.36 acres under the lease (determined by Supplemental Agreement No. 5) thereby reducing the total number of acres under the lease to approximately 1,586.86 acres. In all other respects the terms and conditions of the lease remain unchanged.

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The City of Los Angeles Department of Transportation (LADOT) is entering into an agreement with the CORPS for the 1.5 acres for development as the Encino Park and Ride facility. The CORPS determined to remove the acreage from the RAP lease as it will be a transportation facility and will no longer serve a recreation function.

FISCAL IMPACT STATEMENT:

A budget request of \$65,000 a year to maintain this facility will be requested in the next budget cycle, which will include funding for staffing, materials, and supplies. This request will provide daily maintenance, seven days a week, year round. If the funding is not granted, this facility will be included in the existing Valley Region routes which will result in reduction of core functions on existing routes.

This report was prepared by Gregory Clark, Management Analyst II, Real Estate and Asset Management Section.

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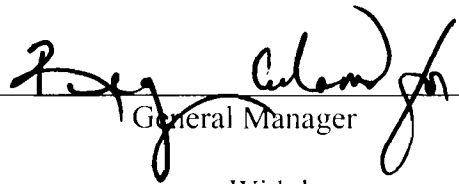
DATE September 7, 2011

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CAMP HIGH SIERRA – AGREEMENT BETWEEN THE DEPARTMENT OF RECREATION AND PARKS AND MAMMOTH MOUNTAIN SKI AREA, LLC, FOR THE DEVELOPMENT, OPERATION, AND MAINTENANCE OF THE CAMPGROUND

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

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

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

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Agreement, substantially in the form on file in the Board Office, between the City of Los Angeles Department of Recreation and Parks (RAP), acting by and through its Board of Recreation and Park Commissioners, and Mammoth Mountain Ski Area, LLC (MMSA), relative to the development, operation, and maintenance of Camp High Sierra (Camp), subject to the approval of the Mayor and City Council and of the City Attorney as to form;
2. Find, in accordance with Charter Section 1022, that RAP does not have sufficient personnel available in its employ to provide the level of professional services necessary to develop, operate, and maintain the Camp and, due to the City's current budgetary constraints, RAP is unable to hire the personnel required to perform these specialized tasks;
3. Find, in accordance with Charter Section 371, and for the reasons stated herein, that obtaining competitive proposals or bids for the development, operation, and maintenance of the Camp would be undesirable and impractical;
4. 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; and,

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5. Authorize the General Manager to execute the Agreement, subsequent to the approval of the City Attorney as to form

SUMMARY:

Camp is a 41.50 acre campground facility located at 869 Lake Mary Road in the Town of Mammoth Lakes, Mono County, California. The Town of Mammoth Lakes is a mountain resort community located on the east side of the Sierra Nevada mounting range, approximately 300 miles north of Los Angeles. The Town of Mammoth Lakes is surrounded by the Inyo National Forest, which is administered by the United States Department of Agriculture Forest Service (Forest Service).

The Camp was opened to the public in the 1920's. It was developed by the City of Los Angeles (City) as a rural mountain wilderness campground. The City acquired the majority of the Camp property in 1944. An additional parcel was added to the Camp, via a land swap with the Forest Service, in 1985. The entire present day Camp property is owned by the City and is dedicated parkland.

The Camp is surrounded by single family homes and condominiums to the north, east, and west, and by Forest Service's Inyo National Forest to the south. The Forest Service's property, which is directly adjacent to the southern boundary of the Camp property, is currently under permit to Mammoth Mountain Ski Area, LLC (MMSA) for the operation of a winter sports resort. MMSA's winter sports resort is known as Mammoth Mountain.

Staff is recommending the approval of the Agreement between the City of Los Angeles, RAP and MMSA, relative to the development, operation, and maintenance of the Camp. Execution of the proposed AGREEMENT would maintain the current use of the Camp as a public place for all to enjoy, reduce RAP's long-term maintenance and operation costs, and provide increased funding and resources that could be used to support a variety of recreational services and programs.

Camp High Sierra

The Camp is operated by RAP staff. The facility features forty-three (43) camp sites and ten (10) cabins, and includes amenities such as campsite tables and fire pits, hot showers and restroom facilities, picnic areas, and a recreation lodge building with a kitchen and dining room (Exhibit A – High Sierra Camp Property Map). While there are no recreational facilities at the Camp, the nearby Inyo National Forest and Town of Mammoth Lakes offer an abundance of scenic wilderness and opportunities for hiking, swimming, fishing, horseback riding, backpack trips and bicycling.

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To support the operation of the Camp, RAP leases nearby a property, known as Whitmore Hot Springs, from the City of Los Angeles, Department of Water and Power (LADWP). Whitmore Hot Springs is used by City staff as an off-site storage, housing, and staging area for the Camp.

The Camp is open during the summer months for trailer, cabin, and tent camping. Generally, the summer camp season runs from July through September. July is typically the busiest month for the Camp. The Camp is closed in the winter months due to the cold mountain climate and the fact that the cabins are not winterized. In the 2010 camp season, the Camp accommodated approximately 8,000 visitors and guests.

The day to day staffing at the Camp primarily consists of part-time, seasonal, employees. The primary duties and responsibilities of Camp staff include the processing of camp rentals and the maintenance of the Camp property and its facilities. Camp staff does not provide organized recreational programming or activities. In the past, RAP had a full-time staff member on-site at the Camp as a caretaker in residence but, for a variety of reasons, including reductions in resources and staffing, no longer does.

Additionally, RAP regularly deploys construction and maintenance staff to the Camp twice a year; once in the spring to conduct routine inspections, preparations, and repairs necessary to open the Camp for the summer camping season, and again at end of the camping season to close the Camp and prepare it for the winter. Typical activities conducted during these trips include the removal of fallen trees, brush clearance and fuel load reduction for fire safety, and repairs to cabins and campsites. The type, extent, and cost, to conduct these activities varies significantly from year to year depending on conditions in and around the Camp and the amount of damage, if any, the Camp may have received over the winter.

In Fiscal Year 2009-2010, the Camp generated approximately \$70,000 in revenue for RAP. The revenue generated by the Camp primarily comes from camping fees and the rental of the recreation lodge building. The rental fees for overnight camping vary from a low of \$35, for the use of a campsite without electricity, to a high of \$75, for the use of a cabin with indoor plumbing. Camp users are also assessed a Transient Occupancy Tax, which is in addition to RAP's rental fees for overnight camping, that is passed on to the Town of Mammoth Lakes. The rental rate for the day use of the lodge building's kitchen and dining room is \$100 and the rental rate for the day use of Camp picnic areas is \$10.

In Fiscal Year 2009-2010, RAP expended approximately \$90,000 to operate the Camp. The primary expenses associated with the operation of the Camp are staff salaries for day to day Camp operations, labor and materials for maintenance and construction activities necessary to support the opening and closing of the Camp each camping season, utility and service charges, and property taxes that are paid to the Town of Mammoth Lakes. For example, in Fiscal Year



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2009-2010 these expenses included the expenditure of \$32,000 for part-time salaries for Camp operations, \$32,000 for construction and maintenance staff salaries to support the opening and closing of the Camp, \$22,000 for property taxes paid to the Town of Mammoth Lakes, \$2,600 for refuse services, \$600 in materials and supplies, and \$500 to lease the Whitmore High Springs property from LADWP.

### Mammoth Mountain Ski Area, LLC.

MMSA operates and maintains Mammoth Mountain, which, at 3,326 acres, is one of the nation's largest developed ski and recreational areas. Mammoth Mountain is located directly adjacent to the Camp on federally-owned land under the jurisdiction of Forest Service's Inyo National Forest. Mammoth Mountain is operated by MMSA under permit from the Forest Services for the operation of a winter sports resort.

Mammoth Mountain is recognized, by both peers and national publications, as one of the premier winter sports resorts in the United States. Mammoth Mountain features over 3,500 acres of skiable acreage, 28 ski lifts, over 150 named trails, a ski and snowboard school, multiple lodges, restaurants, bars, as well as slope-side hotel and condominium accommodations. During the winter ski season, which typically runs from November to June, MMSA offers alpine skiing, snowboarding, cross-county skiing, and scenic tours. Although MMSA operations and facilities are largely oriented towards the winter ski season, MMSA does offer a number of activities, including hiking, golfing, horseback riding, summer camps, backpacking, and mountain biking, during the summer season.

MMSA has extensive experience in operating a wide variety of winter and summer seasonal sports activities and has the marketing, finance, point-of-sale, and booking/ticketing infrastructure necessary to administer a high level of programming.

MMSA has considerable experience in the design, construction, and maintenance of ski lifts, ski trails, restaurant and lodging facilities, and related amenities. Additionally, as Mammoth Mountain is located on Forest Service property, MMSA is familiar with the variety of unique issues and types of limitations associated with the operation of recreational programming on public land.

### Agreement

MMSA recently approached the City and engaged in discussions with RAP staff relative to RAP's long-term plans for the operation and maintenance of the Camp. Through those discussions, MMSA indicated that it was willing and interested in entering into a long-term agreement with RAP for the development, operation, and maintenance of the Camp.

## REPORT OF GENERAL MANAGER

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Pursuant to the terms and conditions of the proposed Agreement, MMSA would develop, operate, and maintain the Camp for the purpose of providing a wide range of summer and winter recreational programming designed to serve individuals and families visiting from across the nation. MMSA proposes to develop the Camp with the additional equipment and facilities necessary to provide additional summer and winter seasonal sports activities, transient rentals, food and beverage sales, and related services. Some of the improvements MMSA may potentially develop at the Camp include ski lift(s) and trail(s), ski school facilities, cabins, campsites, and winterization of existing structures. The term of the Agreement would be for forty (40) years, effective on the date of execution of the Agreement, with one ten (10) year option to renew.

Upon execution of the Agreement, MMSA would take possession of Camp, and its existing improvements, on an as-is, where-is basis. MMSA would take responsibility for the maintenance of the Camp and all of its improvements, whether those improvements were installed by RAP or MMSA. MMSA would also take responsibility for all utility and service charges and would pay any and all taxes levied on the property.

The Agreement would require MMSA to submit any proposed facility improvements at the Camp to the Board of Recreation and Park Commissioners (Board) for review and approval. MMSA would, at its own expense, be required to develop an "Improvement Plan" and a "Preventative Maintenance Plan" for the Camp. The "Improvements Plan" would identify any improvements MMSA intends to make to the Camp and set forth a general schedule for the development of those improvements. The "Preventative Maintenance Plan" would set forth a program and schedule for the maintenance of the existing facilities and improvements at the Camp to ensure the improvements remain in as good a condition as when MMSA took possession of the Camp. Both the "Improvement Plan" and the "Preventative Maintenance Plan" would be subject to the review and approval of the Board.

As detailed in the proposed Agreement, MMSA would be required to pay RAP an annual fee and provide additional consideration, in the form of an annual Wonderful Outdoor World ("WOW") Program visit to Mammoth Mountain, for the use of the Camp. The annual fee to be paid by MMSA to RAP would be equal to the greater of (a) "Minimal Annual Fee" of Forty-Eight Thousand Dollars (\$48,000) or (b) a "Percentage Fee" equal to 1.232% of the Total Fee Due that is annually paid by MMSA to the Forest Service. It should be noted that the "Minimal Annual Fee" would be subject to an annual increase of either three percent (3%) or an increase identical to the Consumer Price Index for the Los Angeles area (CPI), whichever is higher, but would be capped at six percent (6%) per year. The "Minimal Annual Fee" would be capped at one hundred fifty thousand dollars (\$150,000) for any one year. Additionally, as an additional consideration, MMSA would also be responsible for hosting, at its own expense, one annual WOW Program visit to Mammoth Mountain. The purpose of the WOW Program visit would be to introduce youth from the City to the outdoors and outdoor activities. MMSA would be

## REPORT OF GENERAL MANAGER

PG. 6 NO. 11-232

responsible for providing accommodations, food, and recreational activities for up to 15 people for up to five nights per year. The potential mix of youth and program staff is unknown at this time.

It should be noted that, per the Agreement, the Board would retain the right to review and approve the fees charged by MMSA for the public use of the 43 campsites and 10 cabins that currently exist at the Camp. The fee schedule for any other goods and services offered by MMSA at the Camp would be within the sole discretion of MMSA.

### Charter Section 1022 Finding

Los Angeles City Charter Section 1022 prohibits contracting out work that could be done by City employees unless the Board determines it is more economical and/or feasible to contract out the service.

The Personnel Department has completed a Charter Section 1022 review and determined that there are City classifications that could provide some of the professional services required to develop, operate, and maintain the Camp; however, RAP does not have sufficient staff available at this time to do so (Exhibit B – Personnel Department 1022 Review Report). Additionally, due to the City's current budgetary constraints, RAP is subject to a hiring freeze and is unable to obtain the personnel necessary to perform these specialized tasks. It is therefore more feasible to secure these services through an independent contractor.

### Charter Section 371 Finding

Los Angeles City Charter Section 371(a) requires a competitive bid or proposal process unless there is an applicable exception under Section 371(e). Los Angeles City Charter Section 371(e)(10) provides an exception that "subject to the requirements of Section 1022, contracts (including without limitation those, as determined by the contracting authority, for the performance of professional, scientific, expert, technical or other special services), where the contracting authority finds that the use of competitive bidding would be undesirable, impractical or impossible or where the common law otherwise excuses compliance with competitive bidding requirements."

Los Angeles Administrative Code Section 10.15(a)(10) states that "for purposes of this Section, and for construing the same term in Charter Section 371(e)(10), the term "undesirable" shall mean and include only such situations in which the nature of the subject of the contract is such that competitive bidding would work an incongruity or be unavailing or would not produce an advantage, with sole reference to the public interest and in light of the purposes to be accomplished."

## REPORT OF GENERAL MANAGER

PG. 7                      NO. 11-232

If a competitive bid or proposal process is initiated for the operation and maintenance of the Camp it is highly unlikely that the City will be able to identify an operator as uniquely situated to improve, operate, and maintain the Camp as MMSA. As MMSA's existing operations at Mammoth Mountain are located directly adjacent to the Camp, MMSA has the ability to utilize and leverage its existing contacts, contracts, and partnerships to provide services and recreational activities at the Camp. Furthermore, even if a suitable operator could be identified through a competitive bid process, the City would be unlikely to find one that possesses both the expertise to develop and maintain modern, state-of-the-art, camping facilities and the ability to provide a wide variety of recreational and outdoor activity and programming.

MMSA is capable and willing to operate and maintain the Camp. MMSA has the experience and contacts necessary to oversee the development and construction of the type of improvements needed at the Camp in order to provide modern, state-of-the-art, camping facilities and recreational programming. MMSA is recognized as a highly qualified and experienced recreational service provider, and partnering with MMSA to operate the Camp may make the Camp a more compelling and competitive vacation destination. MMSA's unique and highly regarded recreational programs, such as its alpine skiing, snowboarding, cross-county skiing programs, would enable the Camp to provide the type of high impact recreational activities and programming RAP is currently unable to provide.

The development of a long-term operation and maintenance agreement with MMSA would provide the City its best opportunity to provide unique, high quality, wilderness camping experiences at the Camp. Implementation of the proposed Agreement would make it possible for the Camp to be open to the public year round and would result in a significant expansion in the type of outdoor activities and the level of services provided at the Camp. Under the Agreement, the Camp would continue, as it has since the 1920's, to be open and available for the use and enjoyment of City residents. Therefore, staff has determined that it would be undesirable and impractical to bid for the operation of the Camp at this time.

### Environmental Review

Staff has determined that for the action of entering into a Agreement for the purpose of coordinating planning activities is exempt pursuant to the General Exemption described in California Environmental Quality Act (CEQA) Guidelines Sections 15061(b)(3). General Exemptions apply in situations where it can be seen with reasonable certainty that there is no possibility that the activity in question will have any effect on the environment. California Environmental Quality Act (CEQA) for any future improvements at the Camp will be addressed when the complete project scope for each project has been determined and sufficient funds have been identified and secured to begin the project.

REPORT OF GENERAL MANAGER

PG. 8                      NO. 11-232

FISCAL IMPACT STATEMENT:

The approval and execution of the proposed Agreement would have a positive impact on the General Fund as it would result in a net fiscal benefit to RAP of approximately \$48,000 or more, annually throughout the term of the Agreement.

RAP is currently responsible for all of the costs associated with the operation and maintenance of the Camp, including any capital improvement costs, and receives all the revenue derived from the operation of the Camp. In Fiscal Year 2009-2010 the total cost to operate the Camp was approximately \$90,000 and the total revenue generated by the Camp was approximately \$70,000; a net loss of approximately \$20,000. Upon execution of the Agreement, MMSA would take possession of Camp and its existing improvements and would be responsible for the operation and maintenance of the Camp and all of its improvements, including all utility and service charges, required taxes, and any capital improvement costs. Under the terms of the Agreement, RAP would no longer be responsible for any of the costs associated with the operation and maintenance of the Camp and would be guaranteed a minimum payment of \$48,000 annually. Therefore, the net fiscal benefit to RAP from the approval and execution of the proposed Agreement would be approximately \$48,000 annually and RAP would no longer be responsible for absorbing the Camp's estimated annual net operating loss of \$20,000.

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



**HIGH SIERRA CAMP**  
869 LAKE MARY RD. (MAMMOTH LAKES)

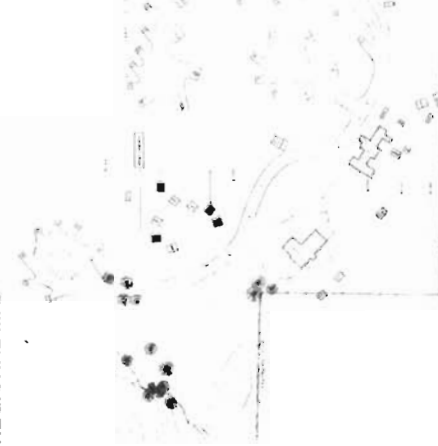


Exhibit A



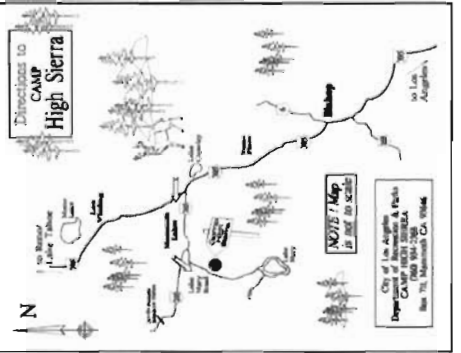
REGIONAL MAP

Located in Mammoth Lakes  
In Mono County  
Currently owned by  
Recreation and Parks  
Circa 1924's



SITE PLAN

**Camp High Sierra:**



**Camp High Sierra Amenities:  
CONGRESSIONAL DISTRICT 25**



- Approximately 42 acres
- 10 Cabins
- 40 Tent and/or RV sites
- 3 Restrooms
- Dining Hall with kitchen
- Historical Lodge
- Seasonal campgrounds-  
July through September
- Camp rents out cabins  
and campsites on an individual basis

and campsites on an individual basis

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Department of Recreation and Parks
2. Contacts:  
 Department: Michael A Shull Phone No. (213) 202-2655 Fax No. (213) 202-2611  
 CAO: Veronica Salumbides Phone No. 213 473-7561 Fax No. 213 473-7514

3. Work to be performed:

The Department of Recreation and Parks seeks services of a contractor for the operation and maintenance of Camp High Sierra, which is a public campground located in a remote mountain setting approximately 300 miles north of Los Angeles. The contract includes design, operation, and maintenance of a public campground; programming summer and winter sports activities; operation and oversight of transient rentals, food and beverage sales, other related services including marketing, promotion, and public relations management.

Is this a contract renewal? Yes  No

4. Proposed length of contract: Forty years  
 (Renewal) Start Date: August 2011
6. Proposed cost of contract (if known): Unknown; contract is expected to generate revenue.
7. Name of proposed contractor: Mammoth Mountain Ski Area, LLC.
8. Unique or special qualifications required to perform the work:  
The contract requires expertise in managing a summer and winter campground along with programming summer and winter sporting activities. The contractor must manage and maintain the facilities as well as well as market, promote, and furnish food, beverages, and other related services.
9. Are there City employees that can perform the work being proposed for contracting?  
 Yes  **(some of the work)** No

If yes,

<i>Classification</i>	<i>Departments</i>	<i>List Expires</i>
<i>Architect</i>	<i>Airports, DWP, GSD, Harbor, Planning, PW Engineering, and Rec and Parks</i>	<i>No list</i>
<i>Camp Manager</i>	<i>Rec and Parks</i>	<i>No list</i>
<i>Carpenter</i>	<i>Various</i>	<i>No list</i>
<i>Civil Engineering Drafting Technician</i>	<i>Airports, DWP, GSD, Harbor, Planning, PW Engineering, Rec and Parks, Transportation</i>	<i>No list</i>

Construction and Maintenance Supervisor	Airports, DWP, Harbor, PW, Rec and Parks, Zoo	No list
Development and Marketing Director	Cultural Affairs, Library, Rec and Parks, and Zoo	No list
Electrical Engineer	Airports, DWP, GSD, Harbor, Planning, PW Engineering, Rec and Parks, Transportation	2/23/2011
Electrician	Airports, Convention Center, DWP, GSD, Harbor, PW, Police, Rec and Parks, and Zoo	5/18/2013
Gardener Caretaker	Airports, Convention Center, DWP, GSD, Harbor, PW, Rec and Parks, and Zoo	8/25/2011
Graphic Designer	Airports, Cultural Affairs, Harbor, ITA, Library, Personnel, Planning, Police, PW, Rec and Parks, Transportation, and Zoo	No list
Landscape Architect	Harbor, PW Sanitation, Rec and Parks, and Zoo	No list
Maintenance and Construction Helper	Various	7/20/2012
Painter	Airports, Convention Center, DWP, GSD, Harbor, PW, Police, Rec and Parks, and Zoo	10/31/2012
Park Services Attendant	Rec and Parks and Zoo	Reserve list
Public Relations Specialist	Airports, Animal Services, Convent Center, DWP, Emergency Preparedness, Harbor, Library, Police, PW Sanitation, and Zoo	9/23/2011
Recreation Facility Director	Recreation and Parks	3/7/2013
Residential Camp Counselor	Recreation and Parks	No list
Senior Residential Camp Counselor	Recreation and Parks	No list
Structural Engineer	Building and Safety, DWP, Harbor, and PW Engineering	No list

If yes,

- Which class (es) and Department(s): See above.
- Is there sufficient Department staff available to perform the work? Yes  No
- Is there a current eligible list for the class(es)? Yes  No  Expiration Date: see above.
- Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- Can the requesting department continue to employ staff hired for the project after project completion? Yes  No  (Not applicable since concession is ongoing)
- Are there City employees currently performing some of the work? Yes  No



10. Findings

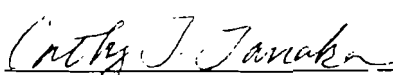
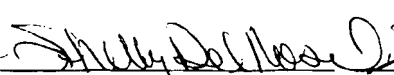
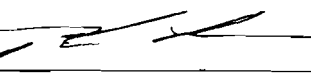
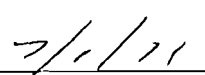
- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform ***some of*** the work

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

**SUMMARY:**

The Department of Recreation and Parks wishes to enter into a contract with Mammoth Mountain Ski Area, LLC, to develop, manage, operate, and maintain Camp High Sierra, a public campground owned by the City of Los Angeles. There are several City classifications that can perform duties outlined in the contract, however, the Department states that it does not have sufficient staff to run the concession during the recreational seasons and to maintain the venue year-round.

			
Submitted by	Reviewed by	Approved by	Date
Cathy T. Tanaka	Shelly Del Rosario	Raul Lemus	
Sr. Personnel Analyst I	Sr. Personnel Analyst II	Chief Personnel Analyst	

REPORT OF GENERAL MANAGER

NO. 11-233

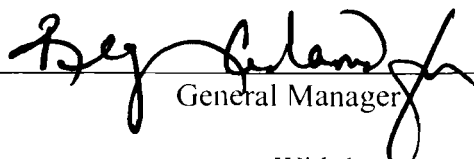
DATE September 7, 2011

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LINCOLN HEIGHTS SENIOR CENTER – RESTROOM RESTORATION (#20430) (W.O. #E1907458) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES FOR CONSTRUCTION SERVICES

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

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

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

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE) and the Construction Forces of the Department of General Services (GSD), to provide construction services for the Lincoln Heights Senior Center – Restroom Restoration (#20430) (W.O. #E1907458) Project, subject to the approval of the City Attorney as to form;
  
2. Direct the Department’s Chief Accounting Employee to request that the City Administrative Office (CAO) include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$297,600 be approved for the construction of the Lincoln Heights Senior Center – Restroom Restoration (#20430) (W.O. # E1907458) Project;

REPORT OF GENERAL MANAGER

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From:

<u>Funding Source</u>	<u>Fund/Dept./Acct. No.</u>	<u>Appropriation Amount</u>
CDBG - 35 <sup>th</sup> Year <sup>(1)</sup>	424/22/22F439	\$ 95,000
CDBG - 37 <sup>th</sup> Year <sup>(1)</sup>	424/22/22H525	\$102,600
Sites and Facilities <sup>(2)</sup>	209/88/88H140	<u>\$100,000</u>
Total		\$297,600

<sup>(1)</sup> Community Development Block Grant

<sup>(2)</sup> Council approved appropriation amount transferred in FY2010-2011 per Council File No. 10-1099 dated July 20, 2010.

To:

Through GSD Account and from there to the appropriate GSD Account Fund 100, Department 40, as follows:

1014 – Construction Salaries	\$59,520
1101 – Hiring Hall Salaries	\$85,024
1121 – Hiring Hall Fringe Benefits	\$34,016
3180 – Construction Materials and Supplies	<u>\$119,040</u>
TOTAL	\$297,600

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the proposed MOU to the City Attorney for review and approval as to form; and,
4. Authorize the General Manager to execute the MOU, subsequent to the approval of the City Attorney as form.

SUMMARY:

The proposed Lincoln Heights Senior Center Restroom Restoration project is located at 2323 Workman Street, Los Angeles, California 90031. The improvements include the conversion of an existing custodial closet into a unisex Americans with Disabilities Act (ADA) compliant toilet room; providing new toilet fixtures, renovating walls and floors in the existing Men’s and Women’s toilet rooms and providing a new custodial closet with new water heater and custodial sink in an existing storage room.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-233

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process due to the following reasons:

- Construction of the toilet improvements needs to be completed before end of June 2012, due to the maturity of the CDBG (35<sup>th</sup> Year – FY09/10). The additional funds needed to fully fund the project were recently approved as part of the FY2011-2012 CDBG budget (37<sup>th</sup> Program Year).
- The scope of work is all “Specialty Work”. GSD has shown knowledge and expertise in building restrooms to comply with the ADA, including but not limited to adding restrooms to an existing building, with a combination of their own forces and by hiring specialized vendors for sub-contracted work.
- GSD can perform the demolition work while the selection of a vendor is in process.
- Approximately three to four months can be saved from the bid and award time by having GSD and their selected City-approved vendors perform construction. GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

In addition to timeliness, GSD has experience in successfully completing various Recreation and Parks projects. BOE will provide construction management services for GSD in the construction of the project.

Approved project funds are available for the construction work in the following funds and accounts:

<u>Funding Source</u>	<u>Fund/Dept./Acct. No.</u>
CDBG (35 <sup>th</sup> Year)	424/22/22F439
CDBG (37 <sup>th</sup> Year)	424/22/22H525
Sites and Facilities	209/88/88H140

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements resulting from the MOU have been previously evaluated for potential environmental impacts. The project was found to be categorically exempt from the provisions of the CEQA pursuant to Article III, Section I, Class 1(1), of the City CEQA Guidelines. A Notice of Exemption was filed with the Los Angeles County Clerk on January 15, 2010. Therefore, the MOU is exempt under Article II, Section 2(i) of the City CEQA Guidelines.

REPORT OF GENERAL MANAGER

PG. 4

NO. 11-233

FISCAL IMPACT STATEMENT:

There is no impact on the Department's General Fund. Facility staff will continue to provide the necessary maintenance service. The proposed improvements will be an asset to this facility.

This report was prepared by Ada Fernandez-DeLaRosa, Project Manager, the Department of Public Works, Bureau of Engineering, Architectural Division,. Reviewed by Mahmood Karimzadeh, Program Manager, the Department of Public Works, Bureau of Engineering, Architectural Division,; Neil Drucker, Program Manager, the Department of Public Works, Bureau of Engineering, Recreational and Cultural Facilities Program,; and Michael A. Shull, the Department of Recreation and Parks, Planning, Construction and Maintenance Division. Superintendent.

REPORT OF GENERAL MANAGER

NO. 11-234

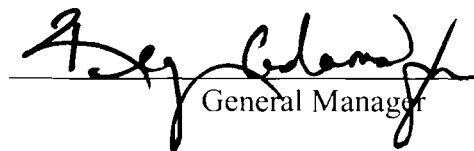
DATE September 7, 2011

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MAR VISTA RECREATION CENTER - RESTROOMS AND STORAGE ENLARGEMENT AND REMODELING (#1542B) (W.O. #E1907441) PROJECT - MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES FOR CONSTRUCTION SERVICES

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

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

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

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE) and the Construction Forces of the Department of General Services (GSD), to provide construction services for the Mar Vista Recreation Center – Restrooms and Storage Enlargement and Remodeling (#1542B) (W.O.#E1907441) Project, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting Employee subject to Council approval, to request the City Administrative Office (CAO) to include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$412,500 be approved for the construction of the Mar Vista Recreation Center – Restrooms and Storage Enlargement and Remodeling (#1542B) (W.O. #E1907441) Project;

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-234

3. Direct the Department's Chief Accounting Employee to request that the City Administrative Office (CAO) include in the next Construction Projects Report to the City Council and Mayor, a recommendation that the following new Quimby funds (\$218,439.69) be allocated, and that GSD be authorized to retain the unexpended RAP-ADA Self-Evaluation and Transition Plan (\$95,253.42), Sites and Facilities (\$3,988.23) funds, and Quimby Funds (at GSD) (\$94,818.66), for the Mar Vista Recreation Center – Restrooms and Storage Enlargement and Remodeling (#1542B) (W.O. #E1907441) Project, as follows:

From:

<u>Funding Source</u>	<u>Completed Project</u>	<u>Fund/Dept./Acct. No.</u>	<u>Amount</u>
Quimby (new allocation)	N/A	302/89/89460K-MR	\$218,439.69
Sites & Facilities	ADA El Sereno RC	209/88/88H140	\$3,988.23
Quimby (at GSD)	RAP ADA Prog. 1 <sup>st</sup> Yr.	302/89/89140H	\$51,020.00
Quimby (at GSD)	ADA Wilmington RC	302/89/89140H	\$2,000.00
Quimby (at GSD)	ADA Sunland RC	302/89/89140H	\$41,798.66
RAP-ADA Self Evaluation	ADA Hazard Park	302/89/89140H	\$4,200.00
& Transition Plan	ADA Algin Sutton	302/89/89140H	\$38,582.58
Special Fund	ADA El Sereno RC	302/89/89140H	\$11,200.00
	ADA Hubert Humphrey	302/89/89140H	<u>\$41,270.84</u>
TOTAL			\$412,500.00

To:

Through GSD Account and from there to the appropriate GSD Account Fund 100, Department 40, as follows:

1014 – Construction Salaries	\$ 82,500
1101 – Hiring Hall Salaries	\$117,850
1121 – Hiring Hall Fringe Benefits	\$ 47,150
3180 – Construction Materials and Supplies	<u>\$165,000</u>
TOTAL	\$412,500

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

4. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for review and approval as to form; and,
5. Authorize the General Manager to execute the proposed MOU, subject to approval as to form by the City Attorney.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-234

SUMMARY:

The proposed Mar Vista Recreation Center – Restrooms and Storage Enlargement and Remodeling (#1542B) (W.O. #E1907441) Project is located at 11430 Woodbine Avenue, Los Angeles, California 90066. The improvements include remodeling and enlargement of the existing exterior and interior restrooms, including Americans with Disabilities Act (ADA) compliant toilet rooms for Men and Women; providing enlarged storage room; and remodeling of the existing electrical and plumbing rooms. The improvements will also include new tiled floor and walls in the existing remodeled Men’s and Women’s toilet rooms.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process due to the following reasons:

- The scope of work is a “Specialty Work”. GSD has shown knowledge and expertise in building restrooms to comply with the ADA, including but not limited to adding restrooms to an existing building, with a combination of their own forces and by hiring specialized vendors for sub-contracted work.
- GSD can perform the demolition work while the selection of vendor(s) for necessary sub-contracted work is in process.
- Approximately three to four months can be saved from the bid and award time by having GSD and their selected, City-approved, vendors perform construction. GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

In addition to timeliness, GSD has experience in successfully completing various Recreation and Parks projects. BOE will provide construction management services for GSD in the construction of the project.

Approved project funds are available for the construction work in the following fund and accounts:

<u>Funding Source</u>	<u>Fund/Dept./Acct. No.</u>
RAP ADA Self Evaluation and Transition Plan Special Fund	302/89/89140H
Quimby (at GSD)	302/89/89140H
Sites and Facilities	209/88/88H140
Quimby (new allocation)	302/89/89460K-MR



## REPORT OF GENERAL MANAGER

PG. 4

NO. 11-234

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements resulting from the MOU have been previously evaluated for potential environmental impacts (Board Report No. 08-198). The project was found to be categorically exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1), of the City CEQA Guidelines. Therefore, the MOU is exempt under Article II, Section 2(i) of the City CEQA Guidelines.

### FISCAL IMPACT STATEMENT:

There is no fiscal impact for Mar Vista Restrooms project. Facility staff will continue to provide the necessary maintenance service at this facility. Improvements will be an asset to this facility.

This report was prepared by Ada Fernandez-DeLaRosa, Project Manager, the Department of Public Works, Bureau of Engineering, Architectural Division. Reviewed by Mahmood Karimzadeh, Program Manager, the Department of Public Works, Bureau of Engineering, Architectural Division; Neil Drucker, Program Manager, the Department of Public Works, Bureau of Engineering, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, the Department of Public Works, Bureau of Engineering,; and Michael A. Shull, Superintendent, Department of Recreation and Parks, Planning, Construction, and Maintenance Division.

REPORT OF GENERAL MANAGER

NO. 11-235


DATE September 7, 2011

C.D. 3, 4, 6 & 12

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS AND THE STATE OF CALIFORNIA, DEPARTMENT OF WATER RESOURCES, FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF COMPUTERIZED CALIFORNIA IRRIGATION MANAGEMENT AND INFORMATION SYSTEMS WEATHER STATIONS

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. Approve a proposed Memorandum of Understanding (MOU) between the Department of Recreation and Parks and the State of California, Department of Water Resources, containing the general terms for the installation, maintenance and operation of computerized California Irrigation Management and Information Systems (CIMIS) Weather Stations already installed in City parks, subject to the approval of the Mayor, and the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed MOU to the Mayor for review and approval in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form; and,
3. Authorize the General Manager to execute the MOU upon receipt of the necessary approvals.

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-235

### SUMMARY:

On June 20, 2007 the Board of Recreation and Parks approved Board Report No. 07-137 adopting a Memorandum of Understanding (MOU) between the Department of Recreation and Parks (RAP) and the Department of Water and Power (DWP) specifying the terms and conditions for the use of DWP funding for the operation of the City Park Irrigation Improvement Program (Program). The Program provides for irrigation improvements to City parks that develop and promote water conservation by maximizing landscape water use. Prior to the termination of the Program in June 2011, RAP, at the request of DWP submitted a proposal for the strategic installation of computerized California Irrigation Management and Information Systems (CIMIS) weather stations at four (4) City parks in the San Fernando Valley.

The City of Los Angeles tackled water usage for landscaping at citywide level in the 1990's as well as for corporations and individuals. The plans included installing smart irrigation systems in parks, diverting more treated waste water from the oceans for outdoor use, and creating more green space with native trees and plants to absorb storm runoff to stave pollution of the ocean and the region's groundwater.

The CIMIS weather stations were installed in April of 2010 at the parks depicted in the aerial vicinity photographs attached as Exhibit A2 – D2. The four (4) park locations are: Exhibit A2, West Hills/Lazy J Park (CIMIS Station No. 214), Exhibit B2 Chatsworth/ Holleigh Bernson Park (CIMIS Station No. 215), Exhibit C2, Arleta/Hansen Dam Golf Course (CIMIS Station No. 216); and, Exhibit D2, North Hollywood/South Weddington Park (CIMIS Station No. 217).

The stations electronically gather weather data on a minute by minute basis and transmit the information to a database server in Sacramento to be analyzed, stored and disseminated to anyone at no charge via the internet. This information is an incredible tool used by RAP "smart" controller irrigation in City parks.

The State of California, Department of Water Resources (STATE) and RAP wish to memorialize their understanding regarding the terms and conditions for installation, maintenance and operation of the CIMIS station by the adoption of the proposed Memorandum of Understanding (MOU). The monitoring stations equipment is owned by RAP and operated and maintained by the STATE. Chiefly, the MOU establishes the responsibility of RAP to allow STATE agents and contractors entry to and use of RAP property without charge and to properly maintain the groundcover at each weather station location; and the responsibility of STATE to provide assistance to RAP in the installation of each weather station for operation, for initial calibration of instruments and for annual calibrations.

The Assistant General Manager of Operations concurs with staff's recommendations.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-235

FISCAL IMPACT STATEMENT:

Staff has determined the annual cost of maintenance and operation of the CIMIS weather stations is Ten Thousand Dollars (\$10,000) to be requested through the Department's regular budget process. The financial benefit of the reduced use of water for irrigation has not been quantified at this time but it is anticipated to provide some benefit to the Department in the form of reduced water consumption.

This Report was prepared by Gregory Clark, Management Analyst II in the Real Estate and Asset Management Unit.

Attachments:

Exhibit A2: aerial photograph of CIMIS station no. 214 – West Hills/Lazy J Park

Exhibit B2: aerial photograph of CIMIS station no. 215 – Chatsworth/Holleigh Bernson Park

Exhibit C2: aerial photograph of CIMIS station no. 216 – Arleta/Hansen Dam Golf Course

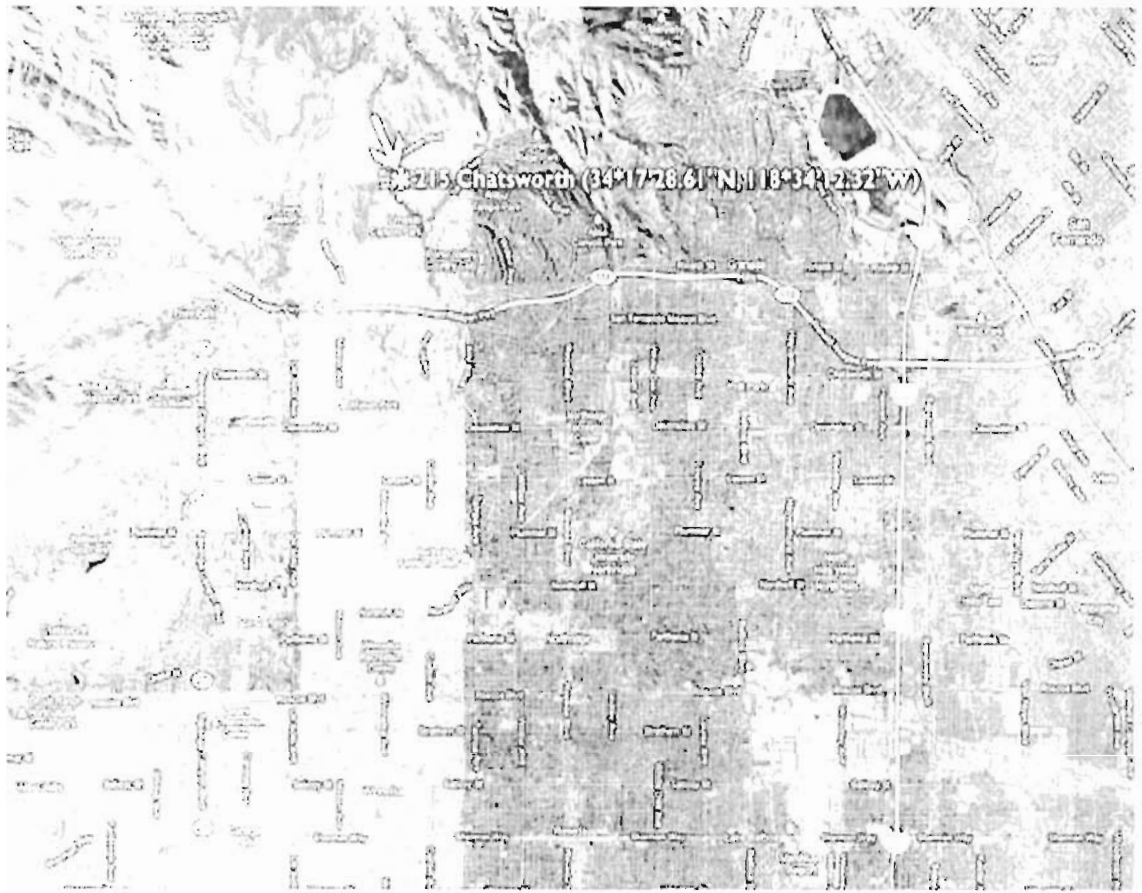
Exhibit D2: aerial photograph of CIMIS station no. 217 – North Hollywood/South Weddington Park

EXHIBIT A2



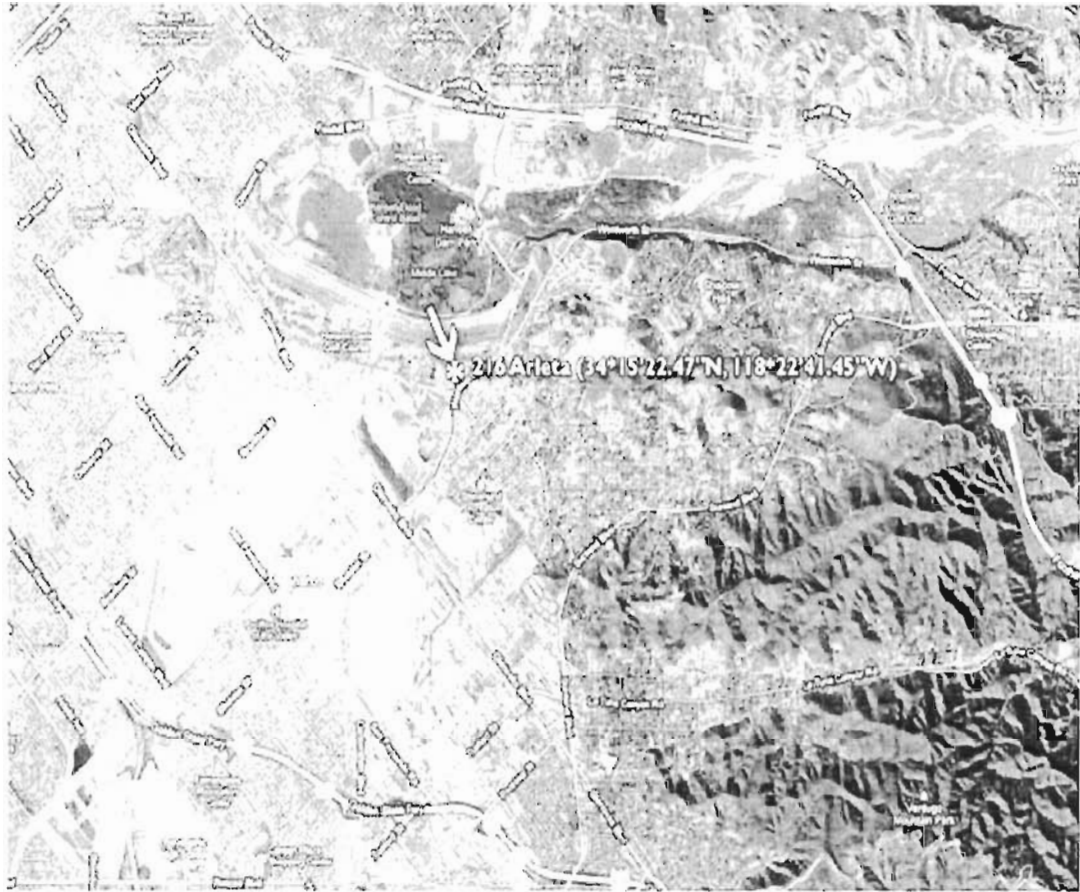
AERIAL VICINITY PHOTO  
214 West Hills(34°12'50.78"N, 118°38'41.53"W)

EXHIBIT B2



AERIAL VICINITY PHOTO  
215 Chatsworth (34°17'28.61"N, 118°34'12.32"W)

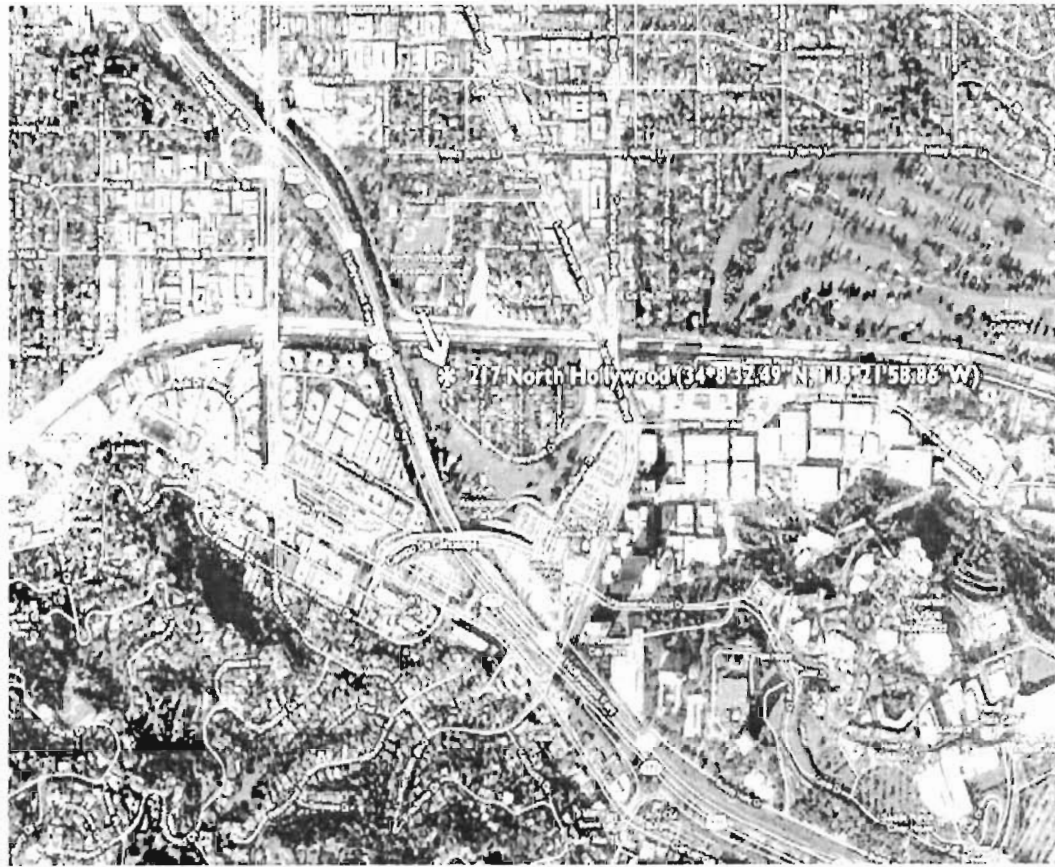
EXHIBIT C2



AERIAL VICINITY PHOTO

216 Arleta (34°15'22.47"N, 118°22'41.45"W)

EXHIBIT D2



AERIAL VICINITY PHOTO  
217 North Hollywood (34°8'32.49"N, 118°21'58.86"W)



REPORT OF GENERAL MANAGER

NO. 11-236

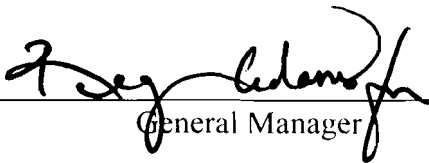
DATE September 7, 2011

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EAGLE ROCK RECREATION CENTER – LICENSE AGREEMENT WITH SOUTHERN CALIFORNIA EDISON COMPANY FOR PARKING SPACE

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. Approve a proposed License Agreement, substantially in the form on file in the Board Office, between the City of Los Angeles and Southern California Edison (SCE) for the use of a 0.4 acre parcel to serve as additional parking space for the Eagle Rock Recreation Center, subject to the approval of the Mayor and the City Council, and the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed License Agreement to the Mayor in accordance with Executive Directive No. 3 for review and approval, and concurrently to the City Attorney for review and approval as to form;
3. Authorize the General Manager to execute the License Agreement upon receipt of the necessary approvals; and,
4. Authorize the Chief Accounting Employee to pay the annual rent due beginning August 1, 2011 to SCE from Fund 302, Department 88, Account No. 6030, and every year thereafter until August 1, 2015 per payment schedule in the Summary of this Report.

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-236

SUMMARY:

Since 1986 the Department has leased a 0.4 acre parcel owned by SCE for additional parking space at the Eagle Rock Recreation Center, located at 1100 Eagle Vista Drive. The License Agreement has been renewed at five-year intervals with the latest renewal approved on August 9, 2006 (Board Report No. 06-221).

The Department received a communication from SCE dated, July 12, 2011, containing SCE's proposed License Agreement, Contract No. 9.2167 (formerly Contract No. L1388). This proposed License Agreement includes increased annual fees that will total \$12,386.00 for the next five-year term of License Agreement and as shown in the following payment schedule:

Term	Yearly Amount	Payment Due
First Year	\$2,333.00	August 1, 2011
Second Year	\$2,403.00	August 1, 2012
Third Year	\$2,475.00	August 1, 2013
Fourth Year	\$2,549.00	August 1, 2014
Fifth Year	\$2,626.00	August 1, 2015

The Department has a continuing need for the usage for this property as a parking area for its daily operations at the Eagle Rock Recreation Center. Contract No. 9.2167, if approved, will expire July 31, 2016.

FISCAL IMPACT STATEMENT:

The impact to the General Fund will be the annual license fees as listed in this Report.

This report was prepared by Gregory Clark, Management Analyst II, Planning, Construction and Maintenance Division, Real Estate and Asset Management Unit.

This item not included in the package

11-237 Santa Ynez Canyon Park - Department of Water and Power  
Easements - Santa Ynez Reservoir Water Quality  
Improvement Project Waste Water Pipeline

**This item not included in the package**

11-238      Sherman Village River Greenway Park - Preliminary Authorization to Proceed with the Lease of Property Owned by the County of Los Angeles for the Development of a New Public Park and a Memorandum of Agreement between the Department of Recreation and Parks, the County of Los Angeles, and IMT Capital, LLC, for the Development and Maintenance of the New Public Park

REPORT OF GENERAL MANAGER

NO. 11-239

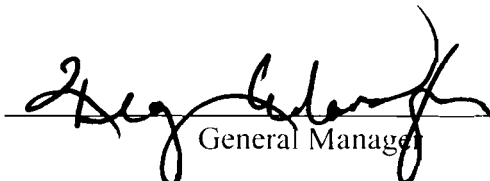
DATE September 7, 2011

C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 1130 SOUTH HOPE STREET – PRELIMINARY AUTHORIZATION TO PROCEED WITH THE ACQUISITION OF PROPERTY FOR THE DEVELOPMENT OF A PARK

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

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

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

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks (RAP) to initiate the process for the possible acquisition of real property, a parcel totaling approximately 7,800 square feet or 0.18 acres, located at 1130 South Hope Street, Los Angeles, California 90015 for park purposes;
2. Authorize staff to coordinate acquisition activities with the Department of General Services (GSD), and other necessary Departments, and to obtain the necessary environmental clearances and to expedite the purchase of said property; and,
3. Upon the completion of the preliminary acquisition activities, direct staff to return to the Board with escrow instructions and related documents for the Board's final approval to purchase the property, contingent on the following conditions:
  - A. Funding will be made available for the acquisition of the property through Quimby funds;
  - B. Appropriate California Environmental Quality Act (CEQA) documentation will have been completed;
  - C. All environmental assessments, Phase I, and Phase II if needed, will have been completed and satisfied prior to close of escrow; and,

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-239

- D.     The GSD will negotiate a purchase price that is consistent with their professional opinion of market value.

### SUMMARY:

The RAP, with the support from Councilmember for the 9th District, is considering the acquisition of the parcel identified by the Assessor Parcel Number (APN) 5139-021-004 located at 1130 South Hope Street, Los Angeles, California 90015. The property measures approximately 7,800 square feet or 0.18 acres. On the property is an uninhabitable, boarded up 38 unit apartment building that is planned to be demolished by the City to develop the site as a park. Access to the property is found on South Hope Street and via a 20 foot wide alley that extends from South Hope Street and wraps around the property's northern and eastern boundaries.

The RAP is interested in acquiring the property to provide an open space park in the downtown area. With the continued growth of the downtown area and the influx of new residents to the area, there is a growing need to provide for more open space that will benefit the new and existing residents of the downtown area. The added park space will provide green space to an urban area that lacks parks that the community of downtown and visitors can enjoy. The proposed acquisition will provide enriching green recreational amenities for the surrounding community.

GSD, Asset Management Division has provided a Formal Class "A" Appraisal for the property at 1130 Hope Street. There are Quimby funds available for the acquisition and development of the site.

The California Environmental Quality Act (CEQA) and the Phase I Environmental Site Assessment are currently being prepared. Both the CEQA and the Phase I Environmental Site Assessment will be completed and made available for review prior to making a determination on the possibility of acquiring this property.

The Assistant General Manager for Recreation Operations, Superintendent for the Metro Region and Councilmember for the Ninth District have been consulted and concur with staff's recommendations.

### FISCAL IMPACT STATEMENT:

Approval of the acquisition and the proposed improvements will increase the Department's maintenance cost. A budget request of \$25,000 a year to maintain this facility will be requested in the next budget cycle, which will include funding for one part-time staff member, materials, and supplies. This request will provide four hours of maintenance per day, seven days a week, year round. If the funding is not granted, this facility will be included in the existing Metro Region routes which will result in reduction of core function on the existing route.

REPORT OF GENERAL MANAGER

PG. 3            NO. 11-239

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

AREPORT OF GENERAL MANAGER

NO. 11-240

DATE September 7, 2011

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 12515 SHELDON STREET – PRELIMINARY AUTHORIZATION TO PROCEED WITH THE ACQUISITION OF PROPERTY FOR EXPANSION AND/OR DEVELOPMENT OF A PARK

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

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

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

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks (RAP) to initiate the process for the possible acquisition of real property, a parcel totaling approximately 21,600 square feet or 0.495 acres, located at 12515 Sheldon Street, Sun Valley, California 91352 for development and/or park expansion;
2. Authorize staff to coordinate acquisition activities with the Department of General Services (GSD), Department of Public Works, Bureau of Engineering (BOE), Proposition K Steering Committee and other necessary entities; and to obtain the necessary environmental, funding clearances and to expedite the purchase of said property; and,
3. Upon the completion of the preliminary acquisition activities, direct staff to return to the Board of Recreation and Park Commissioners (Board) with escrow instructions and related documents for the Board’s final approval to purchase the property, contingent on the following conditions:
  - A. Funding will be made available for the acquisition of the property through Proposition K funds or other funding source;
  - B. Appropriate California Environmental Quality Act (CEQA) documentation will have been completed;



## REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-240

- C. All environmental assessments, Phase I, and Phase II if needed, will have been completed and satisfied prior to close of escrow; and
- D. The Department of General Services will negotiate a purchase price that is consistent with their professional opinion of market value.

### SUMMARY:

RAP, with the support from Councilmember for the 6th District, is considering the acquisition of the parcel identified by the Assessor Parcel Number (APN): 2634-006-013, located at 12515 Sheldon Street, Sun Valley, California 91352. The property measures approximately 21,600 square feet or 0.495 acres. The parcel is adjacent to the newly acquired five (5) parcels South East Valley Skate Park.

RAP is interested in acquiring the property adjacent to South East Valley Skate Park to expand the recreational activities and complete the South East Valley Roller and Skateboard Park. The proposed acquisition could provide more recreational space for the surrounding community. GSD, Asset Management Division, has provided a Class "A" estimate of value for the property. There are funds available for the acquisition of the site.

The California Environmental Quality Act (CEQA) and the Phase I Environmental Site Assessment are currently being completed. Both the CEQA and the Phase I Environmental Site Assessment will be completed and made available for review prior to making a determination on the possibility of acquiring this property.

This project has the support from Council District 6. In addition, the Assistant General Manager of Operations Branch, and the Superintendent for the Valley Region have been consulted and concur with staff's recommendations.

### FISCAL IMPACT STATEMENT:

Approval of the acquisition and the proposed improvements will increase the Department's maintenance cost. A budget request of \$25,000 a year to maintain this facility will be requested in the next budget cycle, which will include funding for one part-time staff member, materials, and supplies. This request will provide four hours of maintenance per day, seven days a week, year round. If the funding is not granted, this facility will be included in the existing Valley Region routes which will result in reduction of core function on the existing route.

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

REPORT OF GENERAL MANAGER

NO. 11-241

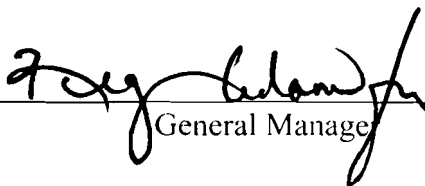
DATE September 7, 2011

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK – FINAL APPROVAL OF THE INSTALLATION OF  
COMMEMORATIVE PLAQUES TO ACKNOWLEDGE DONORS TO THE  
ACQUISITION OF CAHUENGA PEAK AND RELATED SITE IMPROVEMENTS

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

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

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

RECOMMENDATION:

That the Board grant final approval for the installation of four plaques and landscaping, fencing, and associated site improvements, at the various locations in Griffith Park to acknowledge donors to the acquisition of Cahuenga Peak and related site improvements.

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 amenities, programs, and activities for the local community.

On December 8, 2010, in Board Report No. 10-332, the Board of Recreation and Park Commissioners (Board) granted conceptual approval for the installation of three plaques and landscaping, fencing, and associated site improvements, at the various locations in Griffith Park.

As detailed in Board Report No. 10-332, the Trust for Public Land (TPL), a non-profit organization acted as the buying agent for the City for the acquisition of 138 acres of open space property known as Cahuenga Peak. TPL used public funds, totaling \$5,720,576, and private donations, totaling \$5,979,424, to acquire Cahuenga Peak. In recognition of the help and support of the public and private donors who contributed funding to acquire Cahuenga Peak, TPL had requested permission to install commemorative plaques and develop site improvements at three locations on, or adjacent to, the newly acquired property. TPL will fund the cost for the fabrication and installation of the commemorative plaques and for the associated site improvements. The proposed plaques would be made of bronze and be protected with a graffiti resistant coating and will be maintained by RAP.

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-241

TPL has coordinated site visits and discussions with Department staff, the Councilmember of Council District 4, the Hollywood Sign Trust, and other stakeholders, in order to identify appropriate locations for the installation of the proposed commemorative plaques and to discuss the proposed site improvements.

As a result of these site visits and discussions, TPL is now proposing to install four bronze commemorative plaques in four separate locations; one at the Wonderview Drive trailhead and three on Mount Lee. Exhibit A shows the proposed installation locations, labeled as Locations No. 1 through No. 4, for each of the four plaques.

Two of the plaques would measure 21" wide x 17" high and would each be secured to a stone boulder approximately 5' wide x 4' high. The proposed language for these two plaques would be identical (Exhibit B). These two plaques would be installed at Locations No. 1 and No. 4.

The other two plaques would measure 19" wide x 9" high and would each be secured to a stone boulder approximately 28" wide x 20" high. One plaque would have language recognizing donor Aileen Getty (Exhibit C) and would be installed at Location No. 2. The other plaque would have language recognizing donor Hugh M. Hefner (Exhibit D) and would be installed at Location No. 3.

Additionally, TPL would install landscaping, decorative rocks, and associated site improvements at the location of each commemorative plaque. Exhibit E shows a small scale perspective of how the final plaque and boulder installation would appear at Locations No. 1 and No. 4.

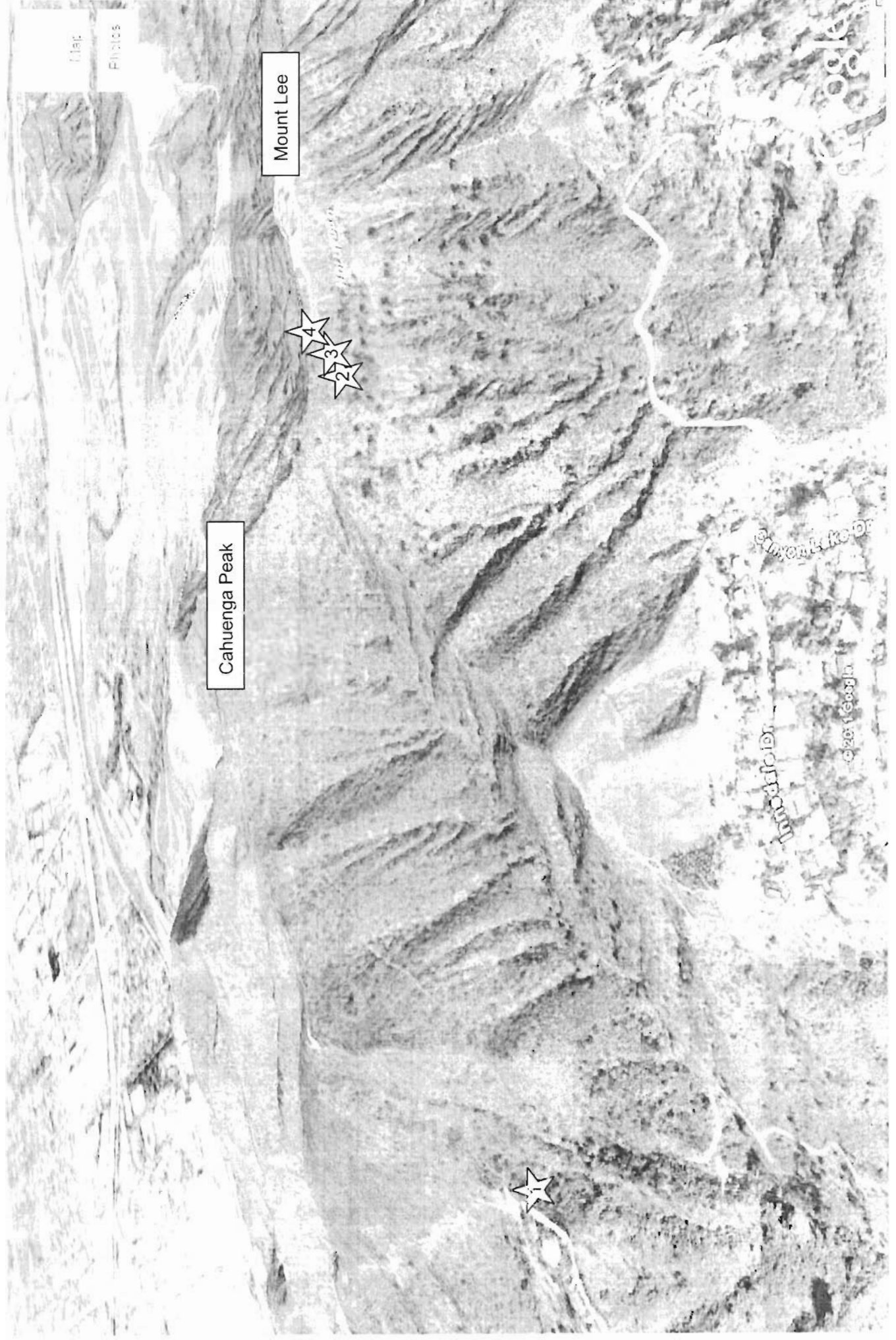
Staff has determined that the subject project is a continuation of an existing project approved on December 8, 2010 (Board Report No. 10-332) that is exempted from CEQA [Class 1(1,3) and Class 11(1,3)]. The work funded by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

### FISCAL IMPACT STATEMENT:

The approval of the installation of the plaques and landscaping may have a minor fiscal impact on the Department's General Fund. The estimated costs for the design, development, and construction of the plaques and landscaping are anticipated to be funded by sources other than the Department's General fund. However, the implementation of the proposed plaques and landscaping may increase the level of daily maintenance required at this facility which will be included in the existing Metro Region park maintenance routes.

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

# Exhibit A



Proposed Plaque Locations

Griffith  
HOLLYWOOD

CAHUENGA PEAK WAS ADDED TO GRIFFITH PARK WITH THE HELP AND SUPPORT OF DONORS WORLDWIDE.

THANK YOU TO EVERYONE WHO HELPED THE TRUST FOR PUBLIC LAND SAVE CAHUENGA PEAK FOR ALL OF US TO EXPLORE AND ENJOY—TODAY, AND FOR GENERATIONS TO COME.

CITY OF LOS ANGELES · THE TIFFANY & CO. FOUNDATION  
AILEEN GETTY · HUGH M. HEFNER · STATE OF CALIFORNIA

LUCASFILM FOUNDATION · MOUNTAINS RECREATION CONSERVATION AUTHORITY  
SANTA MONICA MOUNTAINS CONSERVANCY · WILDLIFE CONSERVATION BOARD · STEVEN SPIELBERG

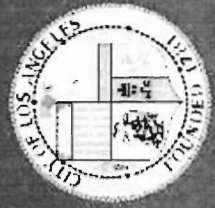
THE ACADEMY OF MOTION PICTURE ARTS AND SCIENCES · CBS CORPORATION · THE WALT DISNEY COMPANY FOUNDATION  
THE ENTERTAINMENT INDUSTRY FOUNDATION · CARL W. JOHNSON FOUNDATION · KATHLEEN KENNEDY AND FRANK MARSHALL  
NBC UNIVERSAL · MARRIE AND JERRY PERENCHIO · SONY PICTURES ENTERTAINMENT · TWENTIETH CENTURY FOX  
WARNER BROS. ENTERTAINMENT INC. AND TIME WARNER INC.

CALIFORNIANS WHO VOTED FOR LAND AND WATER CONSERVATION  
THOUSANDS OF INDIVIDUAL DONORS FROM CALIFORNIA, AND AROUND THE WORLD

PROJECT PARTNERS

TOM LARONCE, COUNCILMEMBER 4TH DISTRICT  
CITY OF LOS ANGELES DEPARTMENT OF RECREATION & PARKS  
HOLLYWOOD STAR TRUST · HOLLYWOOD CHAMBER OF COMMERCE

DECEMBER 2010



**THE TRUST for PUBLIC LAND**  
CONSERVING LAND FOR PEOPLE

# Exhibit C

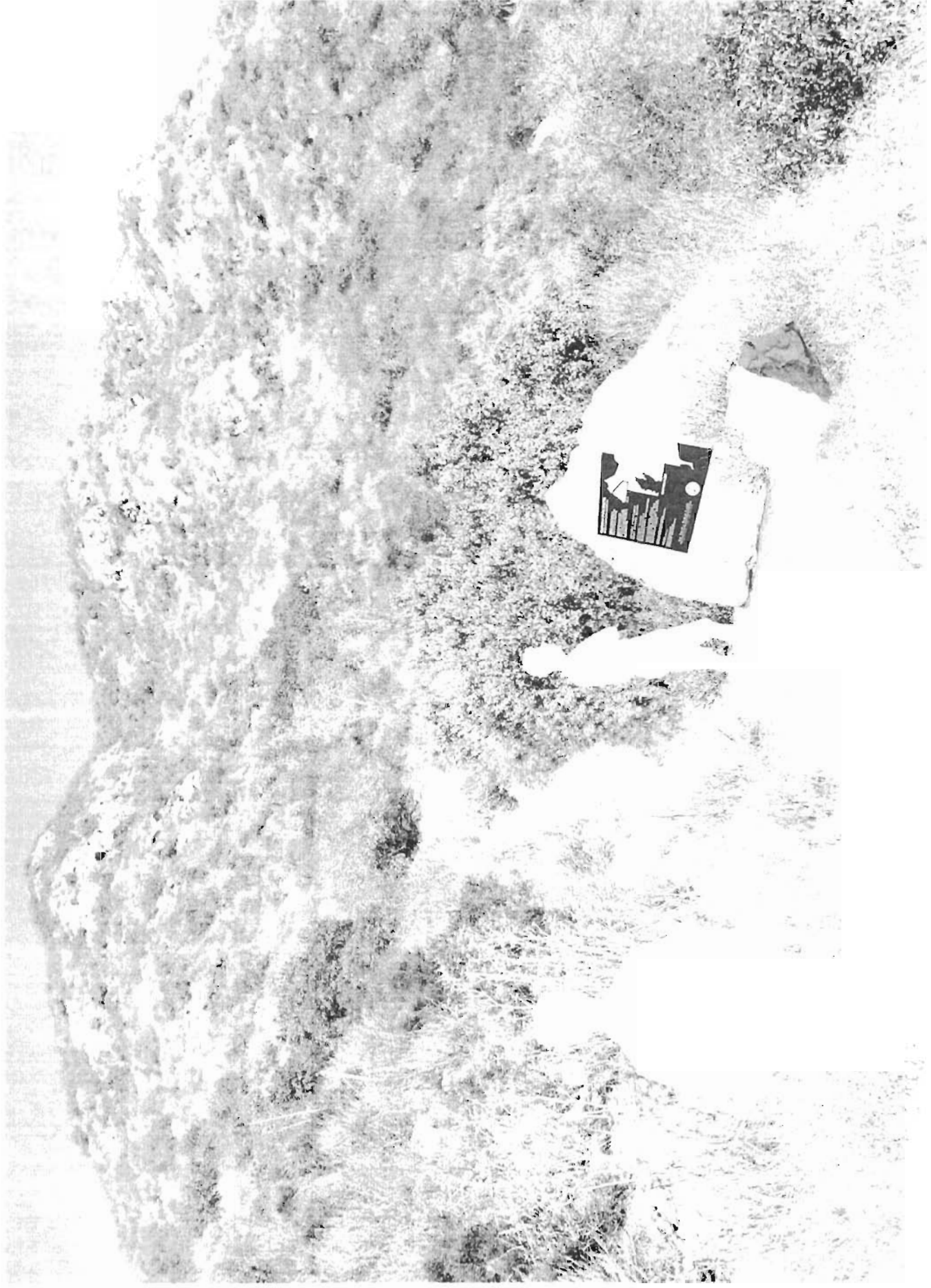


TRAIL PLAQUE ILLUSTRATION



TRAIL PLAQUE ILLUSTRATION

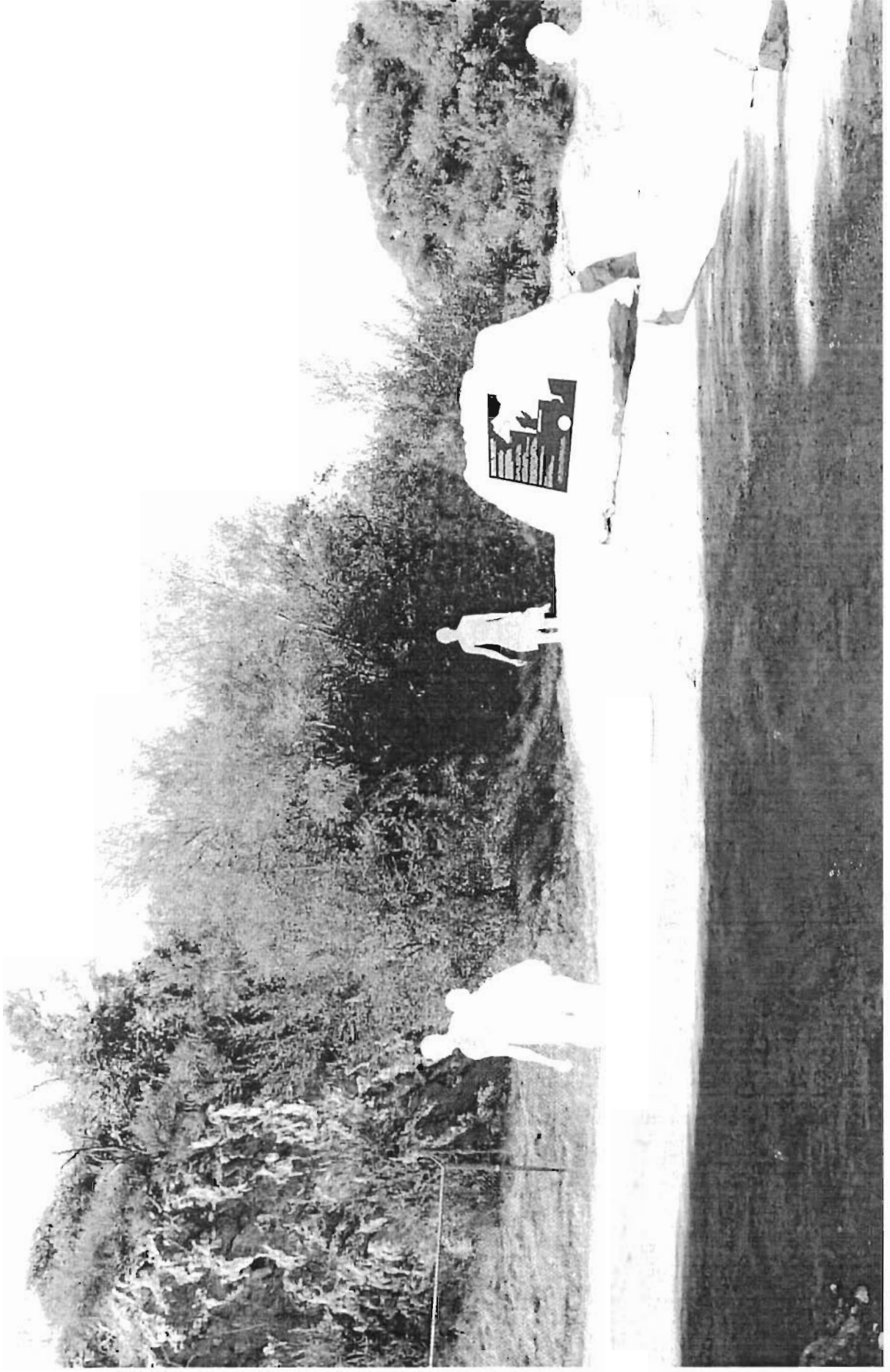
# Exhibit E



Plaque Site Perspective: Location No. 1



# Exhibit E



Plaque Site Perspective: Location No. 4

REPORT OF GENERAL MANAGER

NO. 11-242

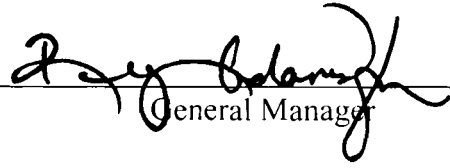
DATE September 7, 2011

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK – CONCEPTUAL APPROVAL FOR THE INSTALLATION OF A COMMEMORATIVE BENCH AND RELATED SITE IMPROVEMENTS TO ACKNOWLEDGE DONORS TO THE ACQUISITION OF CAHUENGA PEAK

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

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

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

RECOMMENDATION:

That the Board grant conceptual approval for the installation of a commemorative bench and associated landscaping and site improvements in Griffith Park to acknowledge donors to the acquisition of Cahuenga Peak and related site improvements.

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 amenities, programs, and activities for the local community.

On May 17, 2010, in Board Report No. 10-124, the Board of Recreation and Park Commissioners (Board) authorized the acquisition and acceptance of 138 acres of open space property known as Cahuenga Peak. On June 2, 2010, in Board Report No. 10-130, the Board approved the phased acquisition and conveyance of Cahuenga Peak through a process that proposed that the City acquire 122 acres of the Cahuenga Peak property as a first phase and the remaining 16 acres as a second phase.

As detailed in Board Report No. 10-124, the Trust for Public Land (TPL), a non-profit organization, acted as the buying agent for the Cahuenga Peak acquisition and entered into a property sale and gift agreement with the City in order to acquire the entire property and then convey it to the City via grant deed. TPL used public funds, totaling \$5,720,576, and private donations, totaling \$5,979,424, to acquire the property. TPL has completed the acquisition of the Cahuenga Peak property and has conveyed both the first and second phases of the property, which totals 138 acres, to the City.

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-242

In recognition of the help and support of the Tiffany & Co. Foundation, a private donor who contributed significant funding to the effort to acquire the Cahuenga Peak property, TPL is requesting permission to install a commemorative bench and associated landscaping and site improvements in Griffith Park. The commemorative bench would be installed along the "Charlie Turner Trail" in a location that would provide a vista of the Cahuenga Peak property (Exhibit A). TPL will fund the cost for the fabrication and installation of the commemorative bench and the associated site improvements.

TPL is currently in discussion with a potential designer of the proposed commemorative bench but, at this time, no designer has been selected. Conceptually, the commemorative bench will measure approximately 8 - 10 feet long and may feature seating on both sides. The commemorative bench will be designed to be graffiti and vandal resistant and will be constructed of durable, weather resistant, materials. The design of the commemorative bench will be sensitive to, and appropriate for the natural context of Griffith Park. Language recognizing the donations provided by the Tiffany & Co. Foundation would be integrated in to the design of the commemorative bench. In addition to the commemorative bench, TPL is proposing to install minor landscaping and associated site improvements at the site.

Upon conceptual approval of this project, TPL will coordinate site visits with Department staff, the Councilmember of the District, and other stakeholders as necessary, in order to identify the appropriate location for the installation of the proposed commemorative bench and to discuss the proposed site improvements and maintenance. The results of this process will be presented to the Board in a subsequent report.

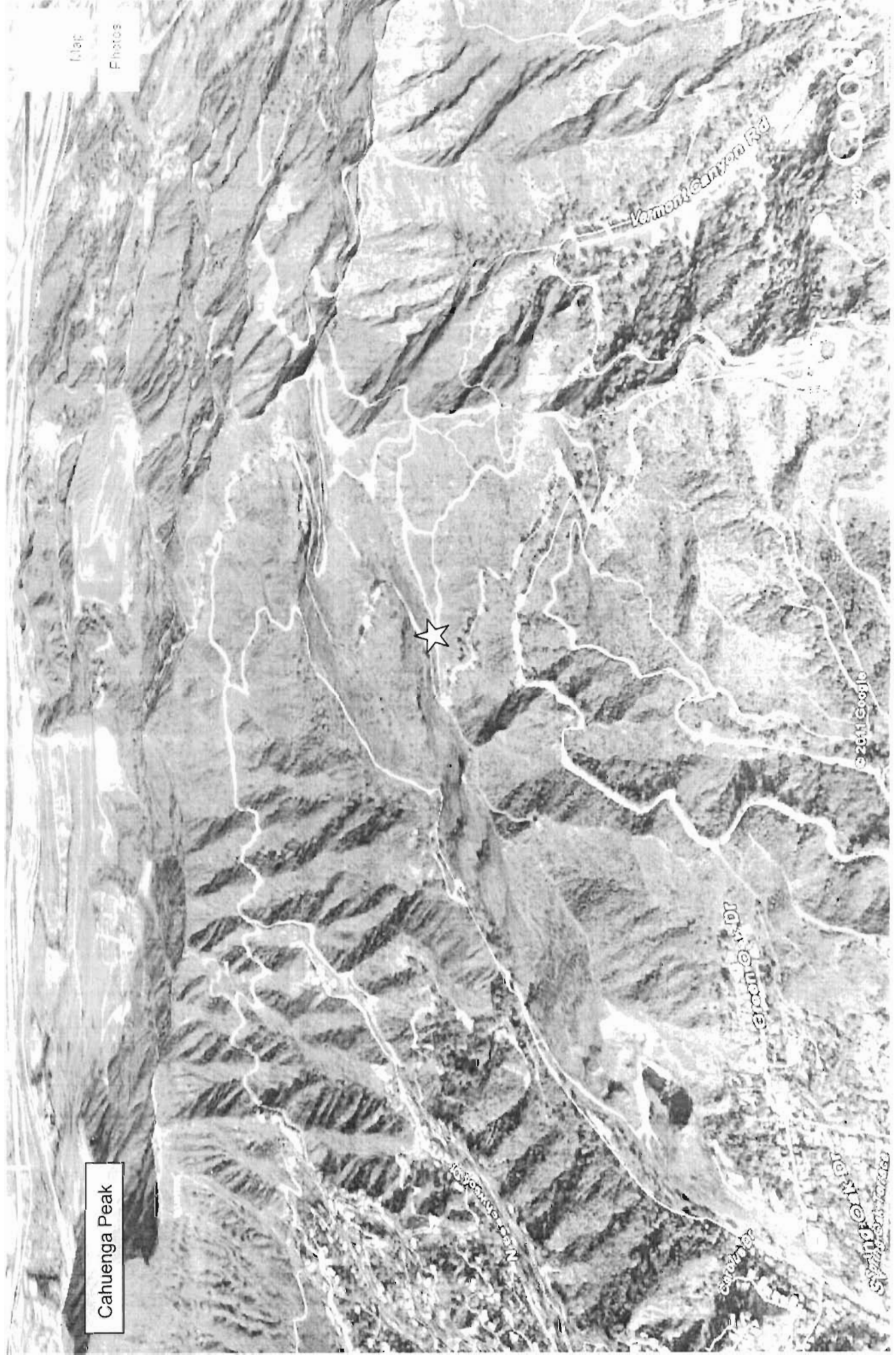
Staff has determined that the subject project will consist of modifications to existing park facilities and placement of new accessory structures and signage. Therefore, the project is exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class I(1,3) and Class II(1,3) of the City CEQA Guidelines.

### FISCAL IMPACT STATEMENT:

The approval of the installation of the commemorative bench may have a minor fiscal impact on the Department's General Fund. The estimated costs for the design, development, and construction of the commemorative bench are anticipated to be funded by sources other than the Department's General Fund. The implementation of the commemorative bench and landscaping may increase the level of daily maintenance required at this facility which will be included in the existing Metro Region park maintenance routes.

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

# Exhibit A



Proposed Bench Location

REPORT OF GENERAL MANAGER

NO. 11-243

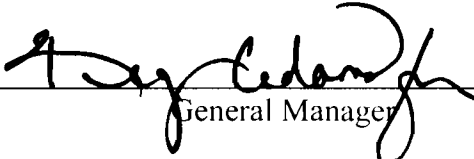
DATE September 7, 2011

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VALENCIA TRIANGLE (WEST 8<sup>TH</sup> STREET AT VALENCIA STREET) – FINAL APPROVAL FOR THE CREATION OF THE FRANCISCO MORAZAN CENTRAL AMERICA COMMUNITY SQUARE AND PLACEMENT OF A MAP AND BUST; ISSUANCE OF RIGHT OF ENTRY PERMIT; PROPOSED NAMING AS FRANCISCO MORAZAN CENTRAL AMERICA COMMUNITY SQUARE AND INSTALLATION OF APPROPRIATE PARK SIGNAGE

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

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

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

RECOMMENDATIONS:

That the Board:

1. Grant final approval for the creation of the Francisco Morazan Central America Community Square (Morazan Square) and placement of a map and bust at the Valencia Triangle (West 8<sup>th</sup> Street at Valencia Street), as described in the Summary of this Report;
2. Direct staff to issue a Revocable Right of Entry Permit to El Rescate and/or its contractor to allow for the construction of the Morazan Square;
3. Authorize Department staff to negotiate a long-term agreement with El Rescate for the construction, operation and maintenance of the Morazan Square and direct staff to present to the Board the agreement for approval;
4. Grant final approval for the naming of the park currently known as Valencia Triangle as Francisco Morazan Central America Community Square; and,
5. Authorize the installation of the appropriate park signage.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 11-243

### SUMMARY:

On July 13, 2011, the Board of Recreation and Park Commissioners (Board) approved Board Report No. 11-208 which granted conceptual approval for the creation of the Morazan Square and placement of a map and bust at the Valencia Triangle. The Valencia Triangle is a triangular piece of property owned by the Department of Recreation and Parks (RAP) and located at West 8<sup>th</sup> Street at Valencia Street just west of downtown. The triangle measures about 2,693 square feet and is currently a dirt lot with one tree (Exhibit A).

As part of the RAP's approval process, a community meeting was conducted to present the project and gauge community support for the proposed project. This meeting was held at the Community Redevelopment Agency's California Westlake Project Area Committee (PAC) meeting on August 10, 2011. At this meeting, a representative of Council District 1 (CD1) presented the plans for the proposed Morazan Square, including the bust. The presentation included the proposed design for the site and a request for PAC input and public comments. After hearing public comments in favor of the project, and making recommendations regarding the proposed landscaping, the PAC voted unanimously to submit a letter of support for the project.

As indicated in the previous report approved by the Board, El Rescate, a non-profit organization that works for economic and social justice for Central Americans and other Latinos in the United States, presented the proposal for the creation of the Morazan Square. Their offices are located at 1501 West 8<sup>th</sup> Street, which is across the street from the Valencia Triangle.

The reason for the creation of the proposed monument square, Francisco Morazan, is a Central American hero who fought for justice and the unification of the Central American countries in the early to mid-19<sup>th</sup> Century. He was the President of the United Provinces of Central America (1830-40), and an outstanding military and political hero of Central America from 1827 until his death in 1842.

The bust of Francisco Morazan, which will be a focal point of the proposed square, was sculpted by Johnny Saucedo Castillo Christian McDonald. Mr. McDonald was born in 1977 and is the fourth son of ceramist Leticia Castillo and painter Victor McDonald. He has studied art in Honduras, Guatemala, Cuba and Spain. He graduated with a Master of Arts degree from the Escuela Nacional de Bellas Artes in 1994. He has won twenty four national competitions and received numerous international awards. His work crosses Europe, America and Asia.

Construction plans for the proposed Morazan Square and bust have been reviewed by RAP staff and found to be in order and recommended for approval. It is estimated that the construction cost for the project is approximately \$100,000. El Rescate has obtained a \$100,000 grant from

## REPORT OF GENERAL MANAGER

PG. 3

NO. 11-243

the Community Redevelopment Agency of the City of Los Angeles (CRA/LA) for the construction.

El Rescate has committed to operating and maintaining the Morazan Square upon its completion and at no cost to RAP. El Rescate has also agreed to provide RAP with a \$10,000 security deposit that may be used by RAP to either remove or maintain the square should El Rescate fail to satisfy its commitments. Preliminary negotiations for the drafting of a long-term agreement for the maintenance and operation of the Morazan Square have been conducted. It is anticipated that a final draft agreement should be completed soon and will be presented to the Board for final approval within the next few months.

In the meantime, due to the nature of the grant funds obtained, El Rescate, with the support of CD1, has requested that construction begin as soon as possible. Therefore, staff recommends the approval of the issuance of a Right-of-Entry Permit to allow this work to start.

Staff has determined that the subject project will consist of the issuance of a permit for the construction of a small monument, and therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 4(7) and Class 11(1, 6) of the City CEQA Guidelines.

Should the Board decide to grant final approval for the creation of the Morazan Square, staff recommends that the Board also approve the renaming of the Valencia Triangle to the Francisco Morazan Central America Community Square and authorize the installation of the appropriate park signage. Due to the size, placement, and amenities at this location, Department staff does not find that the park would be competitive for the selling of naming rights. However, the formal naming of a new park does not prohibit subsequent naming requests.

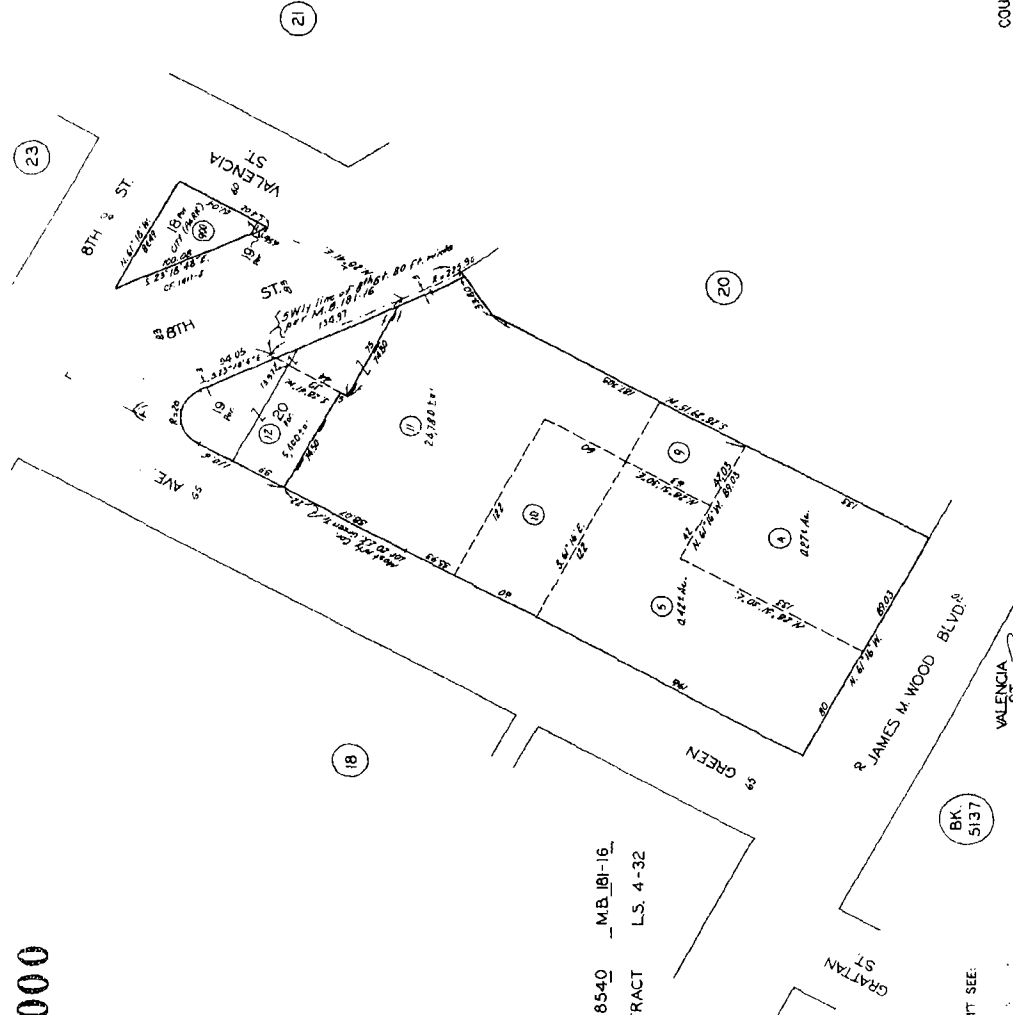
The CD1, Metro Region management, and staff support this project at the Valencia Traingle.

### FISCAL IMPACT STATEMENT:

As previously stated, the construction, maintenance and operation for the site will be at no cost to the Department. However, should the Department need to take over these responsibilities, daily maintenance obligations would be added to an existing Metro Region park maintenance route. The estimated annual cost for part-time staff, maintenance materials and supplies is \$15,000

This report prepared by Cid Macaraeg, Sr. Management II, Real Estate and Asset Management, Planning, Construction and Maintenance Branch.

815525800  
159903210  
351213



5142 19 2000  
SCALE 1" = 60'

TRACT NO. 8540 - M.B. 16-16  
E.K. GREEN TRACT L.S. 4-32

CODE 12706

FOR PREV. ASSMNT SEE: 1083-19

BK. 5137

ASSESSOR'S MAP  
COUNTY OF LOS ANGELES, CALIF.



REPORT OF GENERAL MANAGER

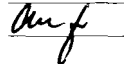
NO. 11-244

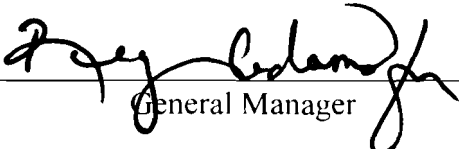
DATE September 7, 2011

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DREW STREET PARK – NAMING PROPOSAL

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

  
General Manager

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

RECOMMENDATION:

That the Board grant conceptual approval to allow for staff to begin the formal naming process for the area currently known as Drew Street Park.

SUMMARY:

On August 11, 2010, the Board approved the acceptance of the donation of a vacant parcel via Grant Deed from Wells Fargo for the conveyance of approximately 0.11 acre of property located at 3304 Drew Street for the development of a pocket park (Board Report (BR) No. 10-205). Department of Recreation and Parks (RAP) 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 (BR No. 701, 1974 and BR 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."

Per the Instruction on Naming Parks and Recreation Centers the geographic location of the park was used in designating the temporary name of Drew Street Park. However, discussion with Council Office staff and local residents has revealed that the name Drew Street is also associated with a local street gang, prompting requests that this new pocket park be formally named through the standard community input process. Therefore, Department staff recommends conducting the official naming process at this time, including the appropriate community outreach.

REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-244

Due to the size, placement, and amenities at this location, Department staff does not find that the park currently known as Drew Street Park would be competitive for the selling of naming rights, however, the formal naming of a new park does not prohibit subsequent naming requests. Currently, staff in our Partnership Division is working with the Los Angeles Community Garden Council on the development of a community garden at this location.

Environmental impacts will be addressed in a subsequent report to the Board.

FISCAL IMPACT STATEMENT:

Fiscal impacts due to signage will be addressed in a subsequent report to this Board.

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

REPORT OF GENERAL MANAGER

NO. 11-245

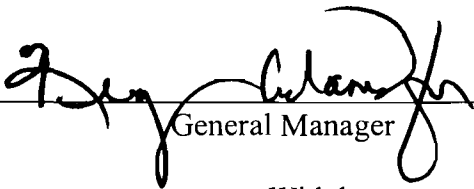
DATE September 7, 2011

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: OCEAN VIEW FARMS COMMUNITY GARDEN – AGREEMENT WITH OCEAN VIEW FARMS, INC., FOR THE OPERATION AND MAINTENANCE OF A COMMUNITY GARDEN ON PARK PROPERTY

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

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

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

RECOMMENDATIONS:

That the Board:

1. Approve a proposed three (3) year agreement (Agreement), substantially in the form on file in the Board Office, between the City of Los Angeles and Ocean View Farms, Inc., a California non-profit corporation, setting forth the terms and conditions for the operation and maintenance of Ocean View Farms Community Garden, subject to the approval of the Mayor, and of 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 Agreement upon receipt of the necessary approvals; and,
4. Direct the Department's Chief Accounting Employee to deposit fees and utility and other cost recovery reimbursements received from Ocean View Farms, Inc. in the account established for such purpose.

SUMMARY:

On May 4, 2011, the Board approved the Policy on Community Operated Open Spaces, Operating Guidelines for Self-Operated Community Gardens and various recommendations for

## REPORT OF GENERAL MANAGER

PG. 2

NO. 11-245

each of the Department's community garden facilities including those community gardens operated by an outside group or organization (Board Report No. 11-121).

On June 15, 2011, the Board approved the establishment of an account and subaccounts in Department 89 Fund 302 for the deposit of annual fees and utility reimbursements received from organizations which operate community gardens independently pursuant to permits or agreements with the Department and in conformance with the Schedule of Rates and Fees (Board Report No. 11-190).

One recommendation included in Report No. 11-121 was to direct staff to transition the outside group or organization to an agreement for the operation and maintenance of the community garden facility in accordance with the Board's Policy on Partnerships and in conformance to the Community Operated Open Space Policy. Another recommendation was to direct staff to return to the Board for final authorization to execute the agreements.

Subsequently, Partnership Division staff initiated discussions with Ocean View Farms, Inc., (Organization) which currently operates the Ocean View Farms Community Garden (Garden) and has now come to a mutual agreement for the operation and maintenance of the Garden through the proposed Agreement. As instructed by the Board, staff presents to the Board the proposed three-year Agreement with Organization for final authorization.

The Garden was founded in 1977 by a group of people interested in growing produce on a hillside in West Los Angeles overlooking the Santa Monica Bay. The Garden is located at 3245 Grand View Boulevard within the community of Mar Vista in Council District 11, on a 6.0 acre site owned by the Los Angeles Department of Water and Power (DWP), leased to the Department.

The Garden has been operated by Organization since 1982. Staff and Organization have mutually agreed to the terms and conditions of the proposed Agreement for the operation and maintenance of the Garden. As part of the proposed Agreement, Organization will be responsible, at its sole cost and expense, for all utility, maintenance, and repair costs related to the operation of the Garden. In accordance with the Departments Policy on Community Operated Open Space (No. 11-121), during the term of the Agreement the Organization shall pay an Annual Use Fee of \$1,000.00, based on the number of garden plots at the facility (500 plots).

Staff has determined that the execution of the proposed Agreement is for the operation of recreational programming at an existing park facility involving negligible or no expansion of use and, therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (14) of the City CEQA Guidelines.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-245

FISCAL IMPACT STATEMENT:

The proposed Agreement will have no adverse impact on the Department's General Fund as Program costs will be paid for by Organization, at no cost to the City.

Most of the identified RAP staff costs, particularly those related to the initial development of each Partnership Agreement are expected to be one-time charges. Other costs will re-occur annually as they are related to required performance reviews and facility inspections. The assessed Annual Use Fee was established to offset these costs.

This report was prepared by Deanne A. Dedmon, Recreation Supervisor, Partnership Division.

REPORT OF GENERAL MANAGER

NO. 11-246

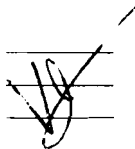
DATE September 7, 2011

C.D. 7

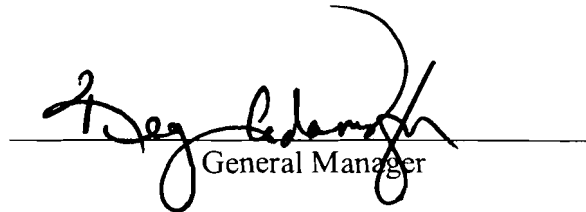
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ROGER JESSUP COMMUNITY GARDEN – AGREEMENT WITH YOUTH SPEAK COLLECTIVE FOR THE OPERATION AND MAINTENANCE OF A COMMUNITY GARDEN ON PARK PROPERTY

R. Adams  
H. Fujita  
\*V. Israel



K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed three (3) year agreement (Agreement), substantially in the form on file in the Board Office, between the City of Los Angeles and Youth Speak Collective, a California non-profit corporation, setting forth the terms and conditions for the operation and maintenance of the Roger Jessup Community Garden, subject to the approval of the Mayor, and of 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 Agreement upon receipt of the necessary approvals; and,
4. Direct the Department's Chief Accounting Employee to deposit fees and utility and other cost recovery reimbursements received from Youth Speak Collective in the account established for such purpose.

SUMMARY:

On May 4, 2011, the Board approved the Policy on Community Operated Open Spaces, Operating Guidelines for Self-Operated Community Gardens and various recommendations for

## REPORT OF GENERAL MANAGER

PG. 2

NO. 11-246

each of the Department's community garden facilities including those community gardens operated by an outside group or organization (Board Report No. 11-121).

On June 15, 2011, the Board approved the establishment of an account and subaccounts in Department 89 Fund 302 for the deposit of annual fees and utility reimbursements received from organizations which operate community gardens independently pursuant to permits or agreements with the Department and in conformance with the Schedule of Rates and Fees (Board Report No. 11-190).

One recommendation included in Report No. 11-121 was to direct staff to transition the outside group or organization to an agreement for the operation and maintenance of the community garden facility in accordance with the Board's Policy on Partnerships and in conformance to the Community Operated Open Space Policy. Another recommendation was to direct staff to return to the Board for final authorization to execute the agreements.

Subsequently, Partnership Division staff initiated discussions with Youth Speak Collective (Organization), which currently operates the Roger Jessup Community Garden (Garden) and has now come to a mutual agreement for the operation and maintenance of the Garden through the proposed Agreement. As instructed by the Board, staff presents to the Board the proposed three-year Agreement with Organization for final authorization.

The Garden is located at 12467 West Osborne Street in the Pacoima community of the City, in Council District 7. The Garden is on a 2.5 acre portion of Roger Jessup Park and contains 60 community garden plots.

Staff and Organization have mutually agreed to the terms and conditions of the proposed Agreement for the operation and maintenance of the Garden. As part of the proposed Agreement, Organization will be responsible, at its sole cost and expense, for all utility, maintenance, and repair costs related to the operation of the Garden. In accordance with the Department's Policy on Community Operated Open Space (No. 11-121), during the term of the Agreement the Organization shall pay an Annual Use Fee of \$500.00, based on the number of garden plots at the facility (60 plots).

Staff has determined that the execution of the proposed Agreement is for the operation of recreational programming at an existing park facility involving negligible or no expansion of use and, therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (14) of the City CEQA Guidelines.

### FISCAL IMPACT STATEMENT:

The proposed Agreement will have no adverse impact on the Department's General Fund as

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-246

Program costs will be paid for by Organization, at no cost to the City.

Most of the identified RAP staff costs, particularly those related to the initial development of each Partnership Agreement are expected to be one-time charges. Other costs will re-occur annually as they are related to required performance reviews and facility inspections. The assessed Annual Use Fee was established to offset these costs.

This report was prepared by Deanne A. Dedmon, Recreation Supervisor, Partnership Division.



REPORT OF GENERAL MANAGER

NO. 11-247

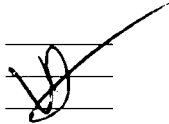
DATE September 7, 2011

C.D. 4

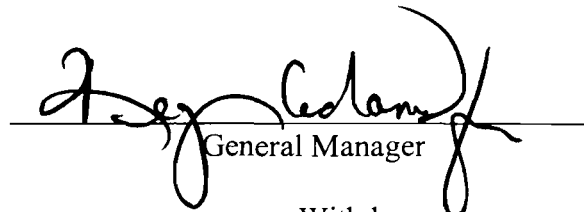
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WATTLES FARM COMMUNITY GARDEN – AGREEMENT WITH WATTLES FARM AND NEIGHBORHOOD GARDENERS, INC., FOR THE OPERATION AND MAINTENANCE OF A COMMUNITY GARDEN ON PARK PROPERTY

R. Adams  
H. Fujita  
\*V. Israel



K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed three (3) year agreement (Agreement), substantially in the form on file in the Board Office, between the City of Los Angeles and Wattles Farm and Neighborhood Gardeners, Inc., a California non-profit corporation, setting forth the terms and conditions for the operation and maintenance of the Wattles Farm Community Garden, subject to the approval of the Mayor, and of 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 Agreement upon receipt of the necessary approvals; and,
4. Direct the Department's Chief Accounting Employee to deposit fees and utility and other cost recovery reimbursements received from Wattles Farm and Neighborhood Gardeners, Inc., in the account established for such purpose.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 11-247

### SUMMARY:

On May 4, 2011, the Board approved the Policy on Community Operated Open Spaces, Operating Guidelines for Self-Operated Community Gardens and various recommendations for each of the Department's community garden facilities including those community gardens operated by an outside group or organization (Board Report No. 11-121).

On June 15, 2011, the Board approved the establishment of an account and subaccounts in Department 89 Fund 302 for the deposit of annual fees and utility reimbursements received from organizations which operate community gardens independently pursuant to permits or agreements with the Department and in conformance with the Schedule of Rates and Fees (Board Report No. 11-190).

One recommendation included in Report No. 11-121 was to direct staff to transition the outside group or organization to an agreement for the operation and maintenance of the community garden facility in accordance with the Board's Policy on Partnerships and in conformance to the Community Operated Open Space Policy. Another recommendation was to direct staff to return to the Board for final authorization to execute the agreements.

Subsequently, Partnership Division staff initiated discussions with Wattles Farm and Neighborhood Gardeners, Inc., (Organization), which currently operates the Wattles Farm Community Garden (Garden) and has now come to a mutual agreement for the operation and maintenance of the Garden through the proposed Agreement. As instructed by the Board, staff presents to the Board the proposed three-year Agreement with Organization for final authorization.

The Garden is located at 1824 North Curson Avenue in Council District 4, adjacent to Wattles Mansion, on a 4.2 acre site and contains 172 community garden plots.

The Garden has served the surrounding community since 1975 and is currently operated by Organization. Staff and Organization have mutually agreed to the terms and conditions of the proposed Agreement for the operation and maintenance of the Garden. As part of the proposed Agreement, Organization will be responsible, at its sole cost and expense, for all utility, maintenance, and repair costs related to the operation of the Garden. In accordance with the Departments Policy on Community Operated Open Space (No. 11-121), during the term of the Agreement the Organization shall pay an Annual Use Fee of \$500.00, based on the number of garden plots at the facility (172 plots).

Staff has determined that the execution of the proposed Agreement is for the operation of recreational programming at an existing park facility involving negligible or no expansion of use

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-247

and, therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (14) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The proposed Agreement will have no adverse impact on the Department's General Fund as Program costs will be paid for by Organization, at no cost to the City.

Most of the identified Department staff costs, particularly those related to the initial development of each Partnership Agreement are expected to be one-time charges. Other costs will re-occur annually as they are related to required performance reviews and facility inspections. The assessed Annual Use Fee was established to offset these costs.

This report was prepared by Deanne A. Dedmon, Recreation Supervisor, Partnership Division.

REPORT OF GENERAL MANAGER

NO. 11-248

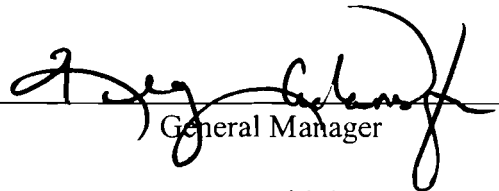
DATE September 7, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LOS ANGELES PARKS FOUNDATION – APRIL 2011 THROUGH JUNE 2011  
QUARTERLY REPORT OF GIFTS MADE FOR THE BENEFIT OF LOS ANGELES CITY PARKS

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

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

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

RECOMMENDATION:

That the Board accept the Gifts listed in Exhibit-A of this Report which were provided to the Department of Recreation and Parks (Department) by the Los Angeles Parks Foundation (Foundation) during the period of April 2011 to June 2011, for each of the listed facilities and/or respective purposes.

SUMMARY:

Foundation was incorporated in April 2008, as a not for profit corporation for the enhancement of Los Angeles City parks and their related programs and services. The Foundation’s mission is to enhance, preserve, expand, and promote recreational opportunities and parks for the people of Los Angeles. The Foundation fulfills its mission by raising funds from public and private sources for enhancements at our City parks that are above and beyond City revenues. The Foundation solicits and receives gifts, donations, sponsorships, and contributions (collectively referred to as “Gifts”), which may or not be restricted and/or specified for a specific park or purpose. In turn, the Foundation works cooperatively with the Department to provide Gifts that meet the unmet needs of City parks.

On January 5, 2011, the Board approved reporting procedures (Report No. 11-011) by which staff would report to the Board on a quarterly basis, those Gifts provided by the Foundation to the Department during a particular three-month period, including the purpose and/or park site for which the Gift was provided. Attached hereto as Exhibit-A is a list of Gifts provided by the Foundation to the Department during the period April 2011 through June 2011.

REPORT OF GENERAL MANAGER

PG. 2                      NO. 11-248

FISCAL IMPACT STATEMENT:

Acceptance of these Gifts results in no fiscal impact to the Department's General Fund except for unknown savings, as such gifts may offset some expenditures.

This report was prepared by Joel Alvarez, Senior Management Analyst, Partnership Division, in coordination with Judith Kieffer, Executive Director of the Los Angeles Parks Foundation.

**EXHIBIT – A**

**LOS ANGELES PARKS FOUNDATION GIFTS TO THE DEPARTMENT OF RECREATION AND PARKS**

Reporting Period: April 2011 to June 2011

<b>Purpose</b>	<b>Amount</b>
<b>Costello Recreation Center</b>	
Park patron activities	1,375.23
<b>Crestwood Hills Park</b>	
Renovations	11,173.00
<b>Donate-A-Bench Program</b>	15,362.10
<b>Echo Park</b>	
Summer Camp Funds	800.00
<b>Griffith Park Natural History Survey</b>	5,000.00
<b>Junior Golf Program</b>	1,253.33
<b>Mar Vista Recreation Center</b>	2,034.05
<b>Mounted Patrol</b>	11,790.00
<b>RAP Professional Development</b>	4,845.93
<b>Wabash Recreation Center</b>	
Renovations	6,095.25
<b>Westchester Skate Park</b>	112,500.00
<b>TOTAL GIFTED</b>	<b>\$ 172,228.89</b>

REPORT OF GENERAL MANAGER


NO. 11-249

DATE September 7, 2011

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CHARTER SECTION 1022 DETERMINATION – USE OF A CITYWIDE CONTRACT FOR ROOFING

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

*Paul D Williams for*  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board find, in accordance with Charter Section 1022, that it is more feasible for the Department of Recreation and Parks (RAP) to have its intermittent roofing work performed through a Citywide contract rather than by City employees.

SUMMARY:

The Department of General Services (GSD) contracted with Best Contracting for the installation and/or repair of roofs on an as-needed basis (Citywide Contract No. 59083). This Citywide contract was used by a number of departments, including RAP, and expired at the end of August.

While it is the responsibility of GSD to solicit and review bids in order to enter into a new contract, the labor component of the proposed contract is expected to exceed \$25,000 and RAP has been the largest user of this component of the contract in the past. Therefore, GSD has requested that the Board make a Charter Section 1022 determination before it allows RAP to utilize the contract it will award.

Los Angeles City Charter Section 1022 prohibits contracting out work that could be done by City employees unless the Board determines it is more economical and/or feasible to contract out the services.

## REPORT OF GENERAL MANAGER

PG. 2      NO. 11-249

RAP's roofing crew currently consists of six (6) Roofers, a Senior Roofer, and a Maintenance and Construction Helper. This workforce is inadequate for installing and/or maintaining the roofs of more than 200 RAP facilities located throughout the City, let alone handling the unexpected roof failures that arise each year, especially those that happen during the rainy season. GSD does not have adequate staff itself to undertake such work.

It is critical that RAP have access to the Citywide contract that GSD will award in order to ensure that its intermittent roofing repairs are performed timely. Timely repair is essential to mitigating further facility damage from inclement weather. Therefore, staff recommends that the Board make a determination that it is more feasible to secure the services of an independent contractor through a Citywide contract in order to perform RAP's intermittent roofing work.

### FISCAL IMPACT STATEMENT:

The Charter Section 1022 finding has no impact to the General Fund.

Report prepared jointly by Robert Morales, Finance Division, and Harold Fujita, Human Resources Division.



REPORT OF GENERAL MANAGER

NO. 11-250

DATE: September 7, 2011

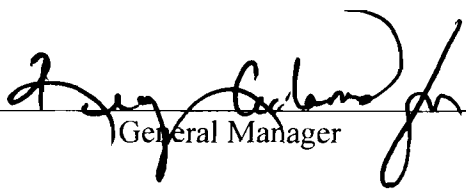
C.D. Various

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 accepts the following donations, as noted in the Summary of this report, and that appropriate recognition be given to the donors.

SUMMARY:

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

Banning Recreation Center

Fabricante Auto Body donated \$100.00, to be used for the 2011 Summer Camp Trip.

Prestige Auto Body Collision donated \$100.00, to be used for the 2011 Summer Camp Trip.

Van Ness Recreation Center

Vincent and Eleanor Dwyer Fund donated \$900.00 to be used to subsidize sports programs at Van Ness Recreation Center.

Watts Senior Center

Saint Lawrence Catholic Church donated \$120.00, to be used for the fashion show tickets and bottled water.

Watts Rotary Club donated \$355.00, to be used for the purchase of copier toner for printing literature for the 2011 Fashion Show.

REPORT OF GENERAL MANAGER

PG. 2                      NO. 11- 250

Wilmington Recreation Center

Narcotics Anonymous Men's Group donated \$140.00 to be used for the sponsorship of two (2) boys in a co-ed baseball league and two (2) girls in a co-ed baseball or girls only softball league.

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. 11-251

DATE September 7, 2011

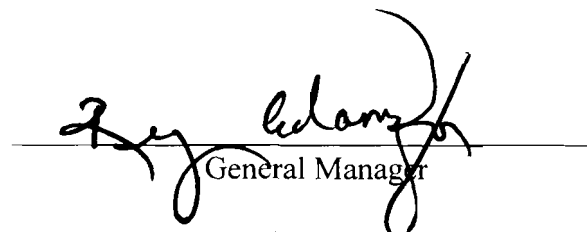
C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH - GOLF DIVISION

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 to the Department's junior golf academy and that appropriate recognition be given to the donor.

SUMMARY:

The following donations were made to the Tregnan Golf Academy to support the Department's Junior Golf Program:

- A. Douglas Kerr donated various golf clubs (estimated cash value \$160.00).
- B. Steven Sauer donated four (4) putters, fifteen (15) various woods, twenty-three (23) irons and two hundred (200) golf balls (estimated cash value \$1,000.00).
- C. Jim Turner donated Indo clubs, bags, shoes and umbrellas (estimated cash value \$750.00).
- D. Dario S. Barron donated clubs and balls (estimated cash value \$500.00).
- E. Bennett Salvoy donated youth clubs, bags, and carts (estimated cash value \$250.00).

REPORT OF GENERAL MANAGER

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- F. Greg Brauard donated golf balls, golf bag and Cobra driver (estimated cash value \$200.00).
- G. David Dimsdale donated golf clubs, a golf bag and shoes (estimated cash value \$1,500.00).
- H. Scott Solan donated three (3) sets of irons and various drivers and bags (estimated cash value \$150.00).
- I. Joe Freeth donated assorted clubs and a golf bag (estimated cash value \$150.00).
- J. Eric Turner donated three (3) Ping bags, two (2) sets of Jack Nicklaus irons, one (1) driver, two (2) fairway woods, and four (4) wedges (estimated cash value \$400.00).
- K. John Suh donated golf clubs (estimated cash value \$400.00).

FISCAL IMPACT STATEMENT:

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

Report prepared by James N. Ward, Golf Manager, Golf Division.

REPORT OF GENERAL MANAGER

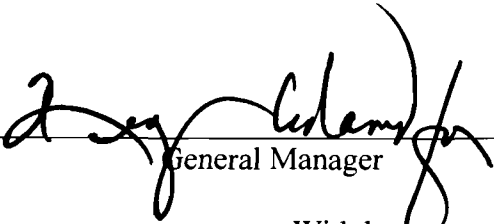
NO. 11-252

DATE September 7, 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) Mayor, relative to a proposed Amendment to the Contract with Christopher Shelton for the Griffith Observatory.

2) Mayor, relative to a proposed Amendment to the Contract with Andrew Dalzell for the Griffith Observatory.

3) Mayor, relative to a proposed Contract with The People's Games, LLC and the Los Angeles Parks Foundation.

4) Mayor, relative to a proposed Agreement with Youth Policy Institute, Inc., relative to the implementation of public computer centers at nine recreation centers.

5) City Clerk, relative to the Housing Authority transferring funds to Department.

Recommendation:

Refer to staff for further processing.

Refer to staff for further processing.

Refer to staff for further processing.

Refer to staff for further processing.

Refer to General Manager.

REPORT OF GENERAL MANAGER

PG. 2

NO. 11-252

- 6) City Clerk, relative to submission of a Montrose Settlements Restoration Program – Fishing Outreach Mini-grant application for the Cabrillo Beach Pier Fishing Program. Refer to General Manager.
- 7) City Clerk, relative to acceptance of Federal Highway Administration Safe Accountable Flexible Efficient Transportation Equity Act funds for the Hansen Dam Hillside Stabilization and Parking Lot Rehabilitation project. Refer to General Manager.
- 8) City Clerk, relative to Department staffing for the Mobile Stage. Refer to General Manager.
- 9) City Clerk, relative to the Street Banner Program. Note and file.
- 10) City Clerk, relative to the reappointment of Barry A. Sanders to the Board. Note and file.
- 11) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending July 15, July 22, and July 29, 2011. Note and file.
- 12) Gerry Hans, President, Friends of Griffith Park, to Councilmember LaBonge, relative to the Ranger Division. Refer to General Manager.
- 13) General Jeff, relative to basketball at Gladys Park. Note and file.
- 14) Craig Strazzeri, relative to the rental of a tennis court for a business venture. Refer to General Manager.
- 15) Brian Rosman, to Councilmember LaBonge, relative to dogs in Runyon Canyon Park. Note and file.
- 16) Tawfiq Khan, three communications with responses from staff, relative to the permitting process at Shatto Recreation Center. Note and file.

REPORT OF GENERAL MANAGER

PG. 3

NO. 11-252


- 17) Michael Cornwell, relative to the proposed Watts Skate Park. Refer to General Manager.
- 18) Two Communicants, relative to the placement of commercial signs in parks. Note and file.
- 19) Joshua Triliegi, Bureau of Arts and Culture, two communications on various subjects. Refer to General Manager.
- 20) Rafael Tobar, relative to soccer at Van Ness Recreation Center. Refer to General Manager.
- 21) Thomas G. Dahlgren, Chairman, Wilmington Neighborhood Council, to Council District 15, in support of acquiring the Powder Magazine. Note and file.
- 22) Steve Bellamy, CEO / Chairman, Atonal Sports, relative to the Cheviot Hills Tennis Concession. Refer to General Manager.
- 23) Uma, to Oakwood Recreation Center staff, relative to the removal of trees in that park, with a reply from staff. Note and file.
- 24) Mindy Glazer, to Councilmember Rosendahl, relative to signage in Stoner Park. Refer to General Manager.
- 25) Rob Waldron, Billy Casper Golf, offering their services. Refer to General Manager.

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

FOR INFORMATION ONLY

CITY OF LOS ANGELES  
DEPARTMENT OF RECREATION & PARKS

September 7 2011

TO: BOARD OF RECREATION AND PARKS COMMISSIONERS  
FROM:  JON KIRK MUKRI, General Manager  
SUBJECT: THE BRITISH ACADEMY OF FILM AND TELEVISION ARTS LOS ANGELES (BAFTA) – FREE SUMMER MOVIE SCREENING SERIES AT 32 DEPARTMENT RECREATION CENTERS

On July 22, 2011, the Department launched the 2<sup>nd</sup> Annual Free Summer Movie Screening Series to provide summer camps at 32 Department recreation centers the opportunity to present quality entertainment through film.

Over eight weeks in the summer, The British Academy of Film and Television Arts (BAFTA) Los Angeles, in conjunction with Warner Brothers Films and Home Videos, has provided each of the 32 Department recreation centers selected for this series, with nine Warner Brothers DVD Film and Home video titles at a total combined valued cost of \$5,760.

BAFTA Los Angeles has a long tradition of the finest in filmmaking and television production and has long been involved in community outreach through its various programs. BAFTA Los Angeles is dedicated to bringing youth and families together by providing free entertainment and fun.

Building upon the success of last year's initial screening series, the complete list of titles to be screened in Summer 2011 are: The Little Vampire, Sisterhood of the Traveling Pants, 17 Again, The Blind Side, Journey to the Center of the Earth, Star Wars: The Clone Wars, Speed Racer, Where the Wild Things Are and Flipped.

The 32 Department Recreation Centers with participating Summer camps in 2011 are:

Ardmore/Seoul Recreation Center  
Baldwin Hills Recreation Center  
Banning Recreation Center  
Central Recreation Center  
Chevy Chase Recreation Center  
Branford Recreation Center  
Cardenas Recreation Center  
David M Gonzales Recreation Center



Denker Recreation Center  
Eagle Rock Recreation Center  
Echo Park Recreation Center  
Elysian Valley Recreation Center  
Evergreen Recreation Center  
EXPO Center  
Fernangeles Recreation Center  
Gilbert Lindsay Recreation Center  
Harbor City Recreation Center  
Hollywood Recreation Center  
Hoover Recreation Center  
Lincoln Heights Recreation Center  
Lincoln Park Recreation Center  
Mar Vista Recreation Center  
Oakwood Recreation Center  
Panorama Recreation Center  
Pecan Recreation Center  
Penmar Recreation Center  
Queen Anne Recreation Center  
Rancho Cienega Recreation Center  
Sylmar Recreation Center  
St Andrews Recreation Center  
Wabash Recreation Center  
109 Street Recreation Center

This report was prepared by Michael Harrison, Principal Recreation Supervisor I, Partnership Division.

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:

None

PROPOSALS TO BE RECEIVED:

09/27/11	Greek Theatre Consultant RFP
TBD	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