

S P E C I A L M E E T I N G A G E N D A

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

Wednesday, March 14, 2012 at 9:35 a.m.
or as soon thereafter as the Commission
recesses its Meeting noticed for 9:30 a.m.

Branford Recreation Center
13306 Branford Street, Arleta, CA 91331

(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 PRIOR TO THE BOARD'S CONSIDERATION OF THE
ITEM AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT.

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

1. GENERAL MANAGER'S REPORTS:

- 12-088 Crestwood Hills Park - Facility Enhancements Phase II
(PRJ20224) (W.O. #E170459F) - Supplemental Agreement to
Memorandum of Understanding between Department of
Recreation and Parks, Department of Public Works, Bureau
of Engineering, and Department of General Services,
Construction Services and Final Acceptance
- 12-089 1171-1177 Madison Avenue - East Hollywood Public Garden
and Achievement Center - Lease and Partnership
Agreements with Los Angeles Community Garden Council for
Operation and Maintenance
- 12-090 EXPO Center - Donation from Brotherhood Crusade
Consisting of Funding for an Afterschool Youth Soccer
Program

2. UNFINISHED BUSINESS:

- 11-232 Southeast Valley Roller and Skateboard Rink - Phase I
Item to be (Skateboard Rink/Skatepark) Project (W.O.#E170125D) -
Continued Adoption of the Initial Study and Mitigated Negative
Declaration and Rejection of Bids and Re-Bid

March 14, 2012

3. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, April 4, 2012 at 9:30 a.m., at EXPO Center, Community Hall Room, 3980 S. Bill Robertson Lane (Formerly Menlo Avenue), Los Angeles, CA 90037.

4. ADJOURNMENT:

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

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)202-2640.

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

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

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

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

The official electronic website posting location for the Agendas for the meetings of the Department of Recreation and Park Board of Commissioners and its Task Forces is at WWW.LACITY.ORG

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

REPORT OF GENERAL MANAGER

NO. 12-088

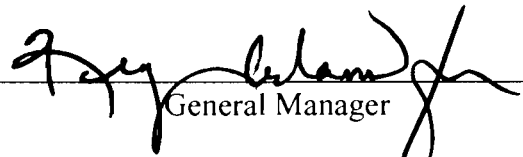
DATE March 14, 2012

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CRESTWOOD HILLS PARK – FACILITY ENHANCEMENTS PHASE II (PRJ20224) (W.O. #170459F) PROJECT – SUPPLEMENTAL AGREEMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN DEPARTMENT OF RECREATION AND PARKS, DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND DEPARTMENT OF GENERAL SERVICES; CONSTRUCTION SERVICES AND FINAL ACCEPTANCE

| | | | |
|-----------|-------|-------------|-----------|
| 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 the proposed Supplemental Agreement to Memorandum of Understanding (MOU) between Department of Recreation and Parks (RAP), Department of Public Works, Bureau of Engineering (BOE), and Department of General Services (GSD), Construction Services for the Crestwood Hills Park – Facility Enhancements Phase II (PRJ20224) (W.O. #E3170459F) project; to extend the term of the MOU from 12 months to 36 months and to transfer an additional \$7,172.48 to cover the final change order to the project; and

2. Authorize the Chief Accounting Employee, subject to City Council and Mayoral approval, to request that staff of the City Administrative Office (CAO) include, in the next Construction Projects Report (CPR) to the City Council, a transfer, at the request of the BOE, of appropriation, in the not-to-exceed amount of \$7,172.48, in construction funds to GSD, as follows:

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From:

| FUNDING SOURCE | FUND/DEPT. NO./ACCT. NO. | APPROPRIATION AMOUNT |
|----------------|--------------------------|----------------------|
| Quimby | 302/89/89460K-CA | <u>\$7,172.48</u> |
| Total: | | \$7,172.48 |

To:

Through GSD Account, to the appropriate GSD account in Funds 100, Dept. 40, listed below:

| | |
|-----------------------------------------------------------|-------------------|
| 1014 – Construction Services: | \$1,435.00 |
| 1101 – Construction Salaries Hiring Hall: | \$1,978.00 |
| 1121 – Construction Salaries Hiring Hall Fringe Benefits: | \$ 890.48 |
| 3180 – Construction Materials and Supplies: | <u>\$2,869.00</u> |
| Total: | \$7,172.48 |

and transfer cash to GSD as a one time, final project expense, upon review and approval of the expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager.

3. Direct the Board Secretary to transmit the proposed Supplemental Agreement to the City Attorney for review and approval as to form; and
4. Authorize the General Manager to execute the proposed Supplemental Agreement, subject to approval of the City Attorney as to form;
5. Accept the work performed under the MOU, as outlined in the Summary of this Report; and,
6. Authorize the Board Secretary to furnish GSD with a letter of completion for the project.

SUMMARY:

The Crestwood Hills Park Facility Enhancement Phase I project was completed by the GSD and accepted by the Board on July 23, 2008 (Board Report No. 08-210). The Crestwood Hills Park – Facility Enhancements Phase II (PRJ20224) (W.O. #E3170459F) project MOU between RAP, BOE, and GSD was approved by the Board on August 12, 2009 (Board Report No. 09-203). The project was funded entirely by Quimby funds. The Phase II scope of work includes kitchen, storage, and mechanical room remodeling; community room wood flooring; and reconstruction of the adjacent sidewalks.

REPORT OF GENERAL MANAGER

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On July 9, 2008, the Board approved the allocation of \$163,062 in Subdivision/Quimby Fees for the project (Board Report No. 08-198). Of these funds, \$154,547 was appropriated to GSD to fund construction of the project. The initial base construction funding awarded to GSD was \$140,497. In addition, six (6) change orders were issued for a total of \$14,050, therefore, the final funding amount to GSD was \$154,547.

GSD has completed the required scope of work as of this date. Subsequent to completion of construction, GSD requested a final (seventh) change order, in the amount of \$7,172.48, which exceeds the MOU amount of \$154,547. As the amount is within the overall \$163,062 allocated to the project by the Board, no additional funds will be required, however, a Supplemental Agreement to the MOU is required to cover the additional funds and extend the term of the MOU from 12 months to 36 months to cover this change. The final change order will pay for work required by the Department of Building and Safety during inspection and to repair floor damage done by the public subsequent to the completion of the project. Prior to the grand opening event, RAP staff allowed the public to use the facility, which caused the damage to the floors, necessitating the repair work.

GSD has finished the work, and BOE staff has completed the construction management of the project. BOE advised RAP that GSD completed the construction of this project and that the quality of the work is excellent.

There were no contract compliance or labor issues with the work done under this MOU. Some of the construction work was completed by City employees and other work by subcontractors under the supervision of GSD staff.

FISCAL IMPACT STATEMENT:

There is no fiscal impact for this project. Current staff will continue to provide the necessary maintenance. The completed improvements are an asset to this facility, and should reduce near-term maintenance needs.

This report was prepared by William Tseng, Project Manager, Recreational and Cultural Facilities Program, BOE. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and by Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

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NO. 12-089

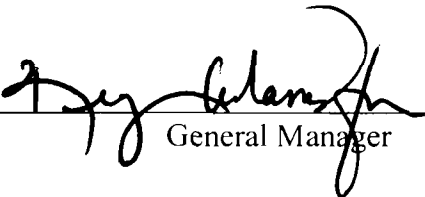
DATE March 14, 2012

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 1171-1177 MADISON AVENUE – EAST HOLLYWOOD PUBLIC GARDEN AND ACHIEVEMENT CENTER – LEASE AND PARTNERSHIP AGREEMENTS WITH LOS ANGELES COMMUNITY GARDEN COUNCIL FOR OPERATION AND MAINTENANCE

| | | | |
|-----------|-------|-------------|------------------------|
| 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 20-year lease agreement of the property located at 1171-1177 Madison Avenue, Los Angeles, California 90029, substantially in the form on file in the Board Office, with Los Angeles Community Garden Council (LACGC), a California non-profit corporation, for the design, development, maintenance and operation of the East Hollywood Public Garden and Achievement Center (East Hollywood Public Garden), subject to the approval of the Mayor, the City Council by ordinance, and the City Attorney as to form, as described in the Summary of this Report;
2. Approve a proposed 20-year partnership agreement, substantially in the form on file in the Board Office, with the LACGC, a California non-profit corporation, setting forth the terms and conditions for the operation and maintenance of the East Hollywood Public Garden, subject to the approval of the Mayor, the City Council, and the City Attorney as to form;
3. Direct the Board Secretary to transmit the proposed Lease Agreement and Partnership Agreement to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form;

REPORT OF GENERAL MANAGER

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4. Authorize the Board President and Secretary to execute the Lease Agreement and Partnership Agreement, upon receipt of the necessary approvals, and direct the Secretary to request that the Department of General Services (GSD) record a Memorandum of Lease; and
5. Direct the Department's Chief Accounting Employee to deposit fees and utility and other cost recovery reimbursements received from LACGC in the account and sub-account established in Fund 302 Dept 89 for such purpose.

SUMMARY:

LACGC is a non-profit corporation made up of volunteers. It was founded in 1999 with a mission to connect people with community garden space in their neighborhood. Last year, LACGC was awarded \$984,542 in Parks First Trust Fund (PFTF) monies and \$2,400,000 in Community Development Block Grant (CDBG) monies for land acquisition and development of the East Hollywood Public Garden and Achievement Center project on 0.56 acre site located at 1171-1177 Madison Avenue, Los Angeles CA 90029. The project will consist of a community garden and public park. On February 2, 2011, the Board indicated its willingness to accept the property and enter into a lease agreement with LACGC for the development and operation of the project should a PFTF grant be received by LACGC (Board Report No. 11-042).

Although LACGC was awarded the PFTF grant, grant guidelines require that ownership of land acquired with grant funds must be held by the City. As a result, LACGC was to purchase the property from the current owners, with title to the property going to the Department of Recreation and Parks (RAP) through escrow at no cost to RAP, and RAP would in turn issue a Right of Entry (ROE) permit to LACGC to allow for the preliminary design and construction work as well as begin maintenance responsibilities until such time as a long-term lease agreement with LACGC could be drafted and approved by the Board.

On December 14, 2011, the Board of Recreation and Parks Commissioners (Board), through Board Report No. 11-316, approved the acceptance of property located at 1171-1177 Madison Avenue, Los Angeles, CA 90029, consisting of approximately 0.56 acres of vacant land (Assessors Parcel Nos. 5542-028-018 to 020), for the development of the East Hollywood Public Garden and Achievement Center. During the course of the escrow period, it was discovered that the Purchase and Sale Agreement (PSA) listed Los Angeles Neighborhood Land Trust (LANLT) as the "purchaser" rather than LACGC who is the grantee for the PFTF grant and the CDBG funds. This discrepancy came about although LACGC is the applicant/grantee for all the grant funds and they hired LANLT serve as their acquisition agent.

In order to clarify the discrepancies, the parties involved which included the City, LACGC, LANLT and 1175 Madison Properties LLC, decided that LANLT would assign its interests in the PSA to LACGC. The escrow instruction directed that the owner of the property deed the property directly

REPORT OF GENERAL MANAGER

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to the City. It was further decided that the City, as the final recipient and owner of the subject property, would also be assigned certain rights that the property owner had, as described in the General Assignment document. The Board's action on December 14, 2011, to accept the subject property did not authorize the execution of any ancillary documents related to the acceptance of the property. It was necessary for the Board approve the execution of the General Assignment. On February 15, 2012, the Board, through Board Report No. 12-053, approved the General Assignment document.

In accordance to the Board action last December 14, 2011, a temporary ROE permit was issued to LACGC on February 16, 2012, to give responsibility for the property until a lease agreement is approved and executed.

Department staff has engaged in negotiations with LACGC, with the assistance of the Office of the City Attorney, to establish the proposed terms for the Lease Agreement. Staff recommends that the Board approve the proposed agreement and authorize staff to recommend to City Council to approve the agreement by ordinance as required by Charter Section 594.

The term of the agreement will be for a period of twenty (20) years, beginning on the date of execution of the agreement. As indicated above, the proposed East Hollywood Public Garden will provide members of the community a public park and a central location to plant gardens and other vegetation in plots throughout the property. LACGC also proposes to provide the community with workshops and classes in various activities related to gardening to promote involvement within the community.

PARTNERSHIP AGREEMENT:

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 sub-accounts in Department 89 Fund 302 for 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).

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One recommendation included in Board 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.

Partnership Division staff have had discussions with LACGC and have come to a mutual agreement for the operation and maintenance of the subject public garden through the proposed Partnership Agreement. As already stated, the Partnership Agreement provides details on the obligations that LACGC has as far as the operation and maintenance of the public garden. This agreement is intended to be made part of the over-all Lease Agreement that is also recommended for approval. As instructed by the Board, staff is presenting to the Board the proposed twenty (20) year agreement with LACGC for final authorization and inclusion as part of the over-all lease agreement.

LACGC is to design, develop, operate and maintain the proposed East Hollywood Public Garden at their own expense with no costs incurred by the City.

Staff has determined that the proposed project will involve the acquisition, transfer and lease of land to preserve open space, and the development of properties for use as a public park and community gardens. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(14, 40), Class 4(1,3) and Class 25(5) of the City CEQA Guidelines.

The Assistant General Manager for Operations, the Superintendent of Operations for the Metro Region, and Councilmember Garcetti of the Thirteenth District, all concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

The property which was acquired on behalf of and for ownership by the RAP will also be developed and maintained by LACGC and therefore will have no anticipated impact to the City's General Fund.

This Report was prepared by Cid Macaraeg, Sr. Management Analyst II, Planning, Construction, and Maintenance Branch.

REPORT OF GENERAL MANAGER

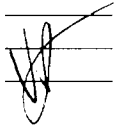
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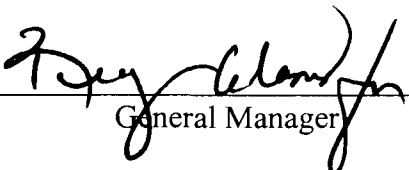
DATE March 14, 2012

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EXPO CENTER – GRANT FROM BROTHERHOOD CRUSADE
CONSISTING OF FUNDING FOR AN AFTERSCHOOL YOUTH SOCCER
PROGRAM

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Accept with gratitude a grant in the amount of \$12,255.32, from Brotherhood Crusade, a California non-profit corporation, to fund an afterschool, youth soccer program (Program) at EXPO Center and that appropriate recognition be given to the donor; and,
2. Authorize the Department Chief Accounting Employee to appropriate funding received from Brotherhood Crusade in the amount of \$12,255.32 to Fund 205 Dept 88 Account 88GP02.

SUMMARY:

Brotherhood Crusade provided EXPO Center with funding in the amount of \$12,255.32 to implement the Program during the winter of 2012. Brotherhood Crusade is providing said funding through its Soccer for Success Grant Program (SSGP), which is a free afterschool soccer program for youth ages 6 through 17. The goal of the SSGP is to improve the physical, mental, social and emotional health of South Los Angeles youth, by engaging them in organized soccer activities in a safe, pro-social environment. The Program consists of drills and activities centered on soccer instruction. There is a 20 minute nutritional component each day where kids learn about healthy eating and the importance of exercise. The Program began on January 9, 2012, and will end on March 30, 2012, and is being offered three days per week, 90 minutes per day. The Program is being managed by Department staff.

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PG. 2

NO. 12-090

Brotherhood Crusade secured grant funding from the US Soccer Foundation, the Laureus Sport for Good Foundation, the California Endowment, and Verizon to fund the SSGP for the benefit of the Program, including associated EXPO Center staff costs.

Approval of the Soccer for Success grant was made through Board Report 11-139 on May 20, 2011. Payments are made quarterly, with this being the third quarter payment for the program. Brotherhood Crusade is the recipient of the Soccer for Success grant, and as the program's main site, EXPO Center is allocated a portion of the funds based on each quarter's enrollment. Though the winter quarter of the program began in January, EXPO Center received payment on February 15, 2012. This is the reason why a Board Report is being submitted at this time and not in January at the start of the winter quarter.

The Brotherhood Crusade was founded in 1968 as a grassroots, community-based organization. Brotherhood Crusade's vision is to improve the quality of life of lower-income families by meeting the unmet needs of under-served, under-represented, and disenfranchised individuals. Brotherhood Crusade envisions a South Los Angeles devoid of health disparities, disenfranchisement, and poverty-associated adverse public health conditions. Brotherhood Crusade believes that South Los Angeles can be a safe, thriving, culturally relevant, and inclusive community that provides all residents equitable access to human and social services, and continually improves the quality of life of its residents.

The \$12,255.32 will be used to cover staff costs associated with the afterschool youth soccer program. In addition, EXPO Center will have funds to provide daily nutrition to Program participants.

FISCAL IMPACT STATEMENT:

Acceptance of this grant has no fiscal impact on the Department's General Fund.

This report was prepared by Belinda Jackson, Executive Director, EXPO Center.