

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

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

Friday, January 18, 2013 at 9:30 a.m.

Peck Park Recreation Center
560 N. Western Avenue
San Pedro, CA 90732

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. INTRODUCTIONS:

Special Introduction and Opening Remarks by Councilmember Joe Buscaino, Council District 15, or His Appointed Representative

Kevin Regan, Assistant General Manager, Recreation Operations, will Introduce the Staff of Peck Park Recreation Center

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meeting of January 2, 2013

3. GENERAL MANAGER'S REPORTS:

13-012 Hansen Dam Recreation Area - Payment to Griffith Wildlife Biology for Cowbird Trapping Services in 2012

13-013 Proposition 84 Statewide Park Program - York Boulevard Pocket Park Project (4948-4956 York Boulevard) - Approval of Conceptual Plan

13-014 Machado Lake - Ecosystem Rehabilitation (W.O. #EW40022A) Project - Final Environmental Impact Report

13-015 Parkland Tree Trimming and Removal Services at Various City Parks and Facilities - Rescind Award of Personal Services Contract to International Environmental Corporation - Award Contract to West Coast Arborists, Inc.

13-016 LA84 Foundation 2013 Summer Swim Program - Authorization to Submit Grant Application; Acceptance of Grant Funds

January 18, 2013

- 13-017 Campo de Cahuenga Historical Museum - Agreement with the Campo de Cahuenga Historical Memorial Association to Operate and Maintain the Facility and Amendment to the Schedule of Rates and Fees to add Campo de Cahuenga Historical Museum
- 13-018 Reseda Park North - Request for Amendment to the Los Angeles Municipal Code to Change the Hours of Operation
- 13-019 Various Communications

4. UNFINISHED BUSINESS:

11-238 Sherman Village River Greenway Park - Preliminary Item to be Continued 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

12-212 Griffith Park Train Ride Concession - Proposed Ticket Item to be Continued Price Increase

12-307 Target Retail Center Project - Childcare Facility Item to be Continued Price Increase Requirements Pursuant to Section 6.G of the Vermont/Western Transit Oriented District/Specific Plan/Station Neighborhood Area Plan; Request for In-Lieu Child Care Fee Payment Pursuant to Section 6.G.4 of the Vermont/Western Transit Oriented District/Specific Plan/Station Neighborhood Area Plan

12-333 North Hollywood Multi-Purpose Intergenerational Center at Tiara Street - New Building and Landscaping (PRJ1543B) (W.O. #E170240F) Project - Hearing on Appeal of Denial of Construction Time Delay Claim Filed by Landshapes

The Commission may meet in closed session in connection with this item to confer with, or receive advice from, legal counsel regarding pending litigation pursuant to Government Code Section 54956.9(b) (1) and (3)(B). The facts and circumstances are as stated in the Board Report, and in various communications received from Landshapes.

5. COMMISSION TASK FORCES:

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

January 18, 2013

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, February 6, 2013 at 9:30 a.m., at Ramona Hall, 4580 N. Figueroa Street, Los Angeles, California 90065.

10. ADJOURNMENT:

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

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

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

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

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

For information, please go to the City's website:

<http://ita.lacity.org/Residents/CouncilPhone/index.htm>

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. 13-012

DATE January 16, 2013

C.D. 2 and 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HANSEN DAM RECREATION AREA – PAYMENT TO GRIFFITH WILDLIFE BIOLOGY FOR COWBIRD TRAPPING SERVICES IN 2012

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

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the payment of Griffith Wildlife Biology Invoice No. Hansen Dam 12-1 in the amount of \$12,870 for required cowbird trapping services in the Hansen Dam Recreation Area; and,
2. Authorize the Chief Accounting Employee to make technical corrections as necessary and incorporate these changes.

SUMMARY:

The Environmental Assessment/Mitigated Negative Declaration for the Hansen Dam Recreational Lake was completed in September 1994. It identified as one of its environmental mitigation measures for project impacts to biological resources the implementation of a brown-headed cowbird control program to be conducted in perpetuity.

Cowbirds about the size of a red-wing blackbird are brood parasites, for they never make their own nests or raise their own young. Instead, cowbirds lay their eggs in the nests of other birds (hosts), who then raise the cowbird chicks as their own at the expense of their own young. This parasitism has contributed to the serious reduction in the population of small songbirds like the vireo, the flycatcher and the gnatcatcher, to the point that they are considered endangered.

REPORT OF GENERAL MANAGER

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The Department of Recreation and Parks (RAP) initiated this environmental commitment in 1996, using Griffith Wildlife Biology (GWB), an environmental consulting firm based in Michigan, to conduct the annual cowbird trapping during the standard trapping period of April 1st to June 30th. GWB is a leader in the field having written the Brown-headed Cowbird Trapping Protocol that is used by the California Department of Fish and Game (CDFG) and the U.S. Fish and Wildlife Service (USFWS). They are the only consulting firm permitted by CDFG and USFWS to perform cowbird control work in the Hansen Dam area.

RAP retained GWB primarily through its as-needed environmental consultant contracts where GWB was used as a subcontractor to carry out the cowbird trapping. All these contracts expired in 2011. During the interim period while RAP was working on establishing new contracts, the execution of which would not have been completed until January 2013, a Letter of Agreement (LOA) with GWB was attempted for the 2012 cowbird trapping season. GWB's cost proposal was for \$12,870. When it became apparent that the LOA would not be executed by the start of the trapping period, GWB proceeded to set up the traps in Hansen Dam since they were doing cowbird trapping work in the surrounding area for other agencies, and they wanted to maintain the continuity of the Hansen Dam program. Consequently, no authority exists to pay GWB for the 2012 trapping work.

Staff recommends payment of the GWB invoice for cowbird trapping services conducted in 2012 since the work was part of an on-going environmental mitigation commitment associated with the construction of the Hansen Dam Recreational Lake. For 2013, a LOA will be executed to utilize GWB's services.

FISCAL IMPACT STATEMENT:

Funding for the cowbird trapping services is available in Fund 302, Department 88, Account 003040, Activity 2556 for Fiscal Year 2012-2013.

This report was prepared by David Attaway, Environmental Supervisor II, Planning, Construction, and Maintenance Branch.

This item not included in the package

13-013 Proposition 84 Statewide Park Program - York
 Boulevard Pocket Park Project (4948-4956 York
 Boulevard) - Approval of Conceptual Plan

REPORT OF GENERAL MANAGER

NO. 13-014

DATE January 16, 2013

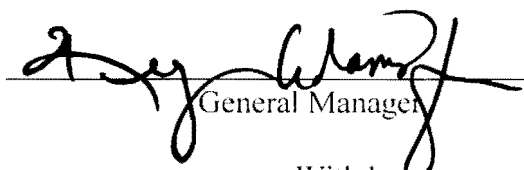
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MACHADO LAKE – ECOSYSTEM REHABILITATION (W.O. #EW40022A)
PROJECT – FINAL ENVIRONMENTAL IMPACT REPORT

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

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Review and consider the Machado Lake – Ecosystem Rehabilitation (W.O. #EW40022A) Project Final Environmental Impact Report (FEIR) and associated Technical Appendices, on file in the Board Office, concurring with its certification by the City Council on September 28, 2010, and finding that:
 - a. the FEIR is adequate for the Board’s project decision;
 - b. the FEIR was completed in compliance with the California Environmental Quality Act (CEQA); and
 - c. the FEIR reflects the Board’s independent judgment and analysis;
2. Concur with the CEQA Findings and Statement of Overriding Considerations adopted by City Council on September 28, 2010, on file in the Board Office, and make an additional, finding that the alternatives to the proposed project were infeasible;
3. Concur with the Mitigation Monitoring Program (MMP), on file in the Board Office, that was adopted by City Council on September 28, 2010; and,
4. Approve the proposed project as described in the FEIR.

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SUMMARY:

In November 2004, the citizens of Los Angeles passed a \$500,000,000 Clean Water Bond Measure titled "Proposition O". The primary objective of all Proposition O funded projects is to protect public health by cleaning up pollution in the City's watercourses, beaches, and the ocean. The State of California has identified Machado Lake as an impaired water body with the following types of water quality issues: algae, ammonia, Chem A (refers to the sum of the chemicals aldrin, dieldrin, chlordane, endrin, heptachlor, heptachlor, epoxide, HCH (including lindane), endosulfan, and toxaphene), chlordane, DDT (dichloro-diphenyl-trichlorethane), dieldrin, eutrophic, odor, PCBs (polychlorinated biphenyls) and trash. The broad goals of the proposed project are to improve the water quality conditions in the lake, comply with the Regional Water Quality Control Board's intent to restore the lake's existing and potential beneficial uses, help meet Total Maximum Daily Load (TMDL) requirements passed by the Regional Water Quality Control Board and other water quality targets, and implement multi-purpose solutions at the lake, consistent with the Proposition O objectives of water supply, water quality, flood protection, water conservation, and recreation. The project has the additional goal of meeting the requirements of available funding sources, including Proposition O, Proposition K and the California Coastal Conservancy, which are instrumental in bringing the project to fruition.

The project site is in the Wilmington and Harbor City communities of Los Angeles at 25820 Vermont Avenue. The lake is 45-acres in size and located within the 290-acre Ken Malloy Harbor Regional Park. It serves as a flood control retention basin for the storm drain system. The lake is comprised of upper and lower basins separated by an earthen dam. The upper basin is used for recreation, while the lower basin is a seasonal freshwater marsh. During major rain events, stormwater flows over the dam into the lower basin, through the Harbor Outfall in the southeastern corner of the park, and discharges into the West Channel of the Los Angeles Harbor.

The project scope consists of in-lake improvements such as dredging the lake bottom to remove sediments that have accumulated over several decades, and installing a cap over the lake bottom to prevent any potential contaminants from leaching into the water. Additional water quality improvements include installing oxygenation and phosphorous removal systems, and hydrodynamic separators at the stormwater inlets to the lake that will remove trash and particulates. The project will also provide many improvements to landscaping and wildlife habitat by the removal of invasive and non-native vegetation, restoring wetland and native vegetation and providing a new irrigation system, fencing and other park fixtures. Several site visits have been conducted with Department of Recreation and Parks (RAP) staff to determine the requirements for construction and needs of the community. At the request of RAP, areas of the park outside and away from active construction activities will remain open to the public and separated by construction fences. The construction contractor will be responsible for maintaining the areas within the construction fences and RAP will conduct normal maintenance activities outside the construction fences. Construction is expected to

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begin in Spring 2013 and be completed by Spring 2016.

For this project, the Department of Public Works, Bureau of Engineering (BOE) was the CEQA Lead Agency for the preparation and processing of the FEIR. RAP is functioning as a Responsible Agency because it has jurisdiction over Ken Malloy Harbor Regional Park and the lake. In accordance with Section 15096 of the State CEQA Guidelines, the Responsible Agency must use the FEIR to reach a project decision, make its own CEQA findings, and, if necessary, adopt a Statement of Overriding Considerations.

The Findings and the Statement of Overriding Considerations state that the project would have potentially significant environmental impacts related to air quality, biological resources, paleontological resources, archaeological resources, hazards and hazardous materials, noise, and transportation and traffic. Most of these impacts would occur during project construction. The FEIR and MMP identify feasible mitigation measures that would reduce impacts to a less than significant level in the areas of air quality (odors); biological resources; paleontological resources; archaeological resources; hazards and hazardous materials; and transportation and traffic. However, even with implementation of mitigation measures, impacts would remain significant and unavoidable related to air quality (temporary construction emissions and regional nitrogen oxide [NO_x] emissions), and construction noise. As such, the project required that a Statement of Overriding Considerations be adopted by the City Council to approve this Project.

In accordance with the requirements of CEQA, the FEIR also analyzed three alternatives to the proposed project: the No project alternative and two technical design alternatives. These alternatives were determined to be infeasible because they did not meet the water quality objectives, or resulted in substantially more environmental impacts.

A Notice of Determination was filed with Los Angeles County Clerk following the certification of the FEIR on September 28, 2010. Based on the Board's concurrence with the certification of the FEIR and the associated CEQA Findings and Statement of Overriding Considerations, no further CEQA documentation is required for project approval.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to RAP's General Fund. The proposed project has a budget of \$99,523,897 and funding is from the following sources:

- a. Proposition O General Obligation Bond Funding in the amount of \$98,566,900.
- b. Proposition K funding in the amount of \$660,000 for improvements at Machado Lake and Ken Malloy Harbor Regional Park.

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- c. A grant from the California Coastal Conservancy in the amount of \$296,997 that has already been received.

As a separate funding matter, an allocation of Quimby funds in the amount of \$800,000 will be used solely to construct improvements at Camp Machado as part of this project.

This report was prepared by David Attaway, Environmental Supervisor, Department of Recreation and Parks, Julie Allen, Proposition O Project Manager, Bureau of Engineering, Department of Public Works and reviewed by Michael A. Shull, Assistant General Manager, Planning, Construction and Maintenance Branch, Department of Recreation and Parks.

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NO. 13-015

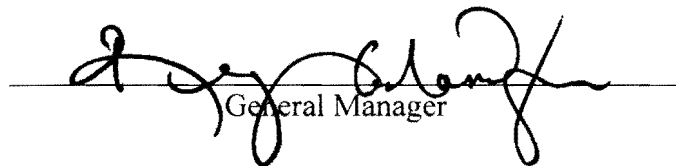
DATE January 16, 2013

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARKLAND TREE TRIMMING AND REMOVAL SERVICES AT VARIOUS CITY PARKS AND FACILITIES – RESCIND AWARD OF PERSONAL SERVICES CONTRACT TO INTERNATIONAL ENVIRONMENTAL CORPORATION - AWARD CONTRACT TO WEST COAST ARBORISTS, INC.

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



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Find that the Department cannot continue with the execution of the Parkland Tree Trimming and Removal Services at Various City Parks and Facilities contract awarded by Board Report 12-226, as International Environmental Corporation has not provided the bond as referenced in the Request for Proposal SCG 11-100, Section IV.B.4.n., which advises that the "City-approved Surety or Performance Bond in the amount of \$500,000" must be submitted by the Proposer selected for award of the contract prior to execution of the agreement;
2. Rescind the award of a proposed Personal Services Contract for Parkland Tree Trimming and Removal Services at Various City Parks and Facilities to International Environmental Corporation, approved on July 19, 2012 (Board Report No. 12-226);
3. Find, that in accordance with the Request for Proposal, SCG 11-100, Section IV.B.2., the Proposal Deposit of \$5,000, submitted by International Environmental Corporation, will be forfeited and retained by the Department as the award was made and that the successful proposer, International Environmental Corporation failed to execute the contract with the provision of the required Surety or Performance Bond;

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4. Find, that in accordance with the Request for Proposal, SCG 11-100, Section IV.B.2., the Proposal Deposit of \$5,000, submitted by So. Cal Tree Care, Inc., the proposer with the second highest averaged total score, will be forfeited and retained by the Department.
5. Award a proposed Parkland Tree Trimming and Removal Services at Various Parks and Facilities contract to West Coast Arborists, Inc., substantially in the form on file in the Board Office, subject to the approval of the Mayor and of the City Attorney as to form;
6. Direct the Board Secretary to transmit the contract with West Coast Arborists, Inc. to the Mayor, in accordance with Executive Directive No. 3, and to the City Attorney for approval as to form; and
7. Authorize the Board President and Secretary to execute the Personal Service Contract upon receipt of the necessary approvals.

SUMMARY:

The Department of Recreation and Parks requires additional tree trimming personnel each year on an as-needed basis to assist with timely tree trimming and removal of unstable park trees for safety purposes. As the last contract for tree trimming and removal services was extended to expire in 2009 (Board Report No. 08-307), a Request for Proposal (SCG 08-103) was approved for release in 2009 (Board Report 09-138). Due to economic uncertainties, the 2009 Request for Proposal (RFP), with the seven (7) proposals received, was held for sixteen (16) months pending instruction to proceed. The seven (7) proposals were rejected in 2011, due to proposed price aging, and the RFP was approved for re-release in order to select a responsible and qualified contractor to enter into a one (1) year contract with two (2) one-year options to renew at the sole discretion of the General Manager for a Personal Service Contract not-to-exceed total contract amount of \$500,000 per year (Board Report No. 11-059). The need for additional tree trimming and removal services personnel was required on an emergency basis, due to the wind storms of December 2011. The proposals received in response to the 2011 RFP had not yet been reviewed; consequently, the emergency services were paid with Board approval in April 2012 (Board Report No. 12-098).

The RFP, SCG 11-100, was released on March 8, 2011 and four proposals were received on June 21, 2011.

- International Environmental Corporation
- So. Cal Tree Care, Inc.
- West Coast Arborists, Inc.
- Oakridge Landscape, Inc.

REPORT OF GENERAL MANAGER

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NO. 13-015

Three of the four proposers were found responsive to the proposal, International Environmental Corporation, So. Cal Tree Care, Inc. and West Coast Arborists, Inc., and were evaluated on February 1, 2012 using the following scoring procedure with resulting scores:

Each proposal was scored in the areas of Experience and Qualifications (50 points possible, with the Best Proposal receiving 50 points, the Second Best receiving 47-49 points, the Third Best receiving 44-46 points); Tree and Palm Trimming or Pruning Pricing Plan and Tree Removal Pricing Plan (25 points possible for each of the two Pricing Plans with ranking based on competitiveness of pricing plan relative to other proposals submitted). Each item price in Exhibit E - Pricing Plan Addendum No. 2 of the RFP was equally weighted for the ranking exercise and the weighting was multiplied by proposed price per tree and for each item and the products totaled to come up with an annual total cost. The annual cost for each of the three years was totaled. The pricing plan producing the lowest cost over three years was ranked number one. The Best Pricing Plan received 25 points, the Second Best received 22-24 points, the Third Best received 19-21 points. The averaged scores are as follows:

Proposer	Experience and Qualifications	Tree & Palm Trimming or Pruning Pricing	Tree removal Pricing Plan	Averaged Total
International Environmental Corporation	50	23.7	24	97.7
So. Cal Tree Care Inc.	45	25	25	95
West Coast Arborists, Inc.	48	20	20.3	88.33

Award

International Environmental Corporation (IEC), as the proposer receiving the highest Averaged Total score, was awarded the contract on July 19, 2012 (Board Report No. 12-226) after staff reviewed the responsive proposals, verified background and experience and found the corporation a responsible and capable company whose proposal best met the needs of the Department. However, the award to IEC must now be rescinded as IEC has not; and has confirmed that IEC will not, provide the required Surety or Performance Bond in the amount of \$500,000, required by the proposer selected for award of the contract, prior to execution of the contract. Per page 10 of RFP (SCG 11-100) "Only the proposer selected for award of the contract shall submit the additional required items prior to execution of the agreement (within 30 calendar days of notification of award by Department)" which includes item n., the Bond. IEC also forfeits the \$5,000.00 proposal deposit as they failed to execute the contract and to provide the required surety or performance bond.

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NO. 13-015

After IEC advised they were not going to submit the required bond, So. Cal Tree Care, Inc. was contacted and advised the recommendation would be made to the Board of Recreation and Park that So. Cal Tree Care, Inc., be awarded the contract and was asked if they would comply with the additional successful proposer requirements within 30 days. On November 9, 2012, So. Cal Tree Care, Inc., sent the Department of Recreation and Parks a letter advising that, after they received notification that they were not awarded the contract, they proceeded to use So. Cal Tree Care, Inc.'s bonding capacity on other projects that were awarded to the corporation after the July 19, 2012 (Board Report 12-226) award to IEC.

Staff now recommends that the contract to provide Parkland Tree Trimming and Removal at Various City Parks and Facilities be awarded to West Coast Arborists, Inc., the proposer receiving the third highest Averaged Total Score for their proposal, in an amount not-to-exceed \$500,000.00 per year, for a term of one (1) year, with two (2) one-year options to renew exercisable at the sole discretion of the General Manager. West Coast Arborists, Inc. has confirmed that the City-approved Surety or Performance Bond in the amount of \$500,000 will be provided.

West Coast Arborists, Inc., located in Anaheim, California, has been in business since 1972, and has provided services to more than 200 California municipalities and various public agencies, from their office and service yards in Anaheim, Stockton, San Jose, Fresno, San Diego, Ventura and Riverside. The company consists of 600 full time employees and offers tree pruning, tree removal, tree planting, 24 hour tree emergency response, tree watering, small tree care, webpage development and master street tree pruning programs.

Charter Section 1022

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.

On October 23, 2008, the Personnel Department completed a Charter Section 1022 review and determined that there are City classifications that could provide as-needed tree trimming and removal services.

The ability of the Department to immediately respond to emergency situations (i.e., fallen trees and tree limbs) and protect the public, staff, and Department-owned facilities from harm currently exceeds staff availability. The certifications required to trim and remove trees makes it extremely difficult to hire qualified staff on a temporary basis in order to provide as-needed service. The damage caused by the December 2011 wind storms demonstrates the need for an as-needed contract to supplement existing City forces in order to quickly assess damage and remove fallen trees and tree limbs. It is therefore more feasible to secure these services through an independent contractor.

REPORT OF GENERAL MANAGER

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NO. 13-015

FISCAL IMPACT STATEMENT:

Funding for this service will be provided from various sources: Fund No. 302, Department 88, Account 3040 (Forestry Division; CLASS Parks; Waste Stream Diversion; Venice Beach Palm Tree Trimming) and the Golf Surcharge Account, Fund No. 302, Department 89, Account 3040.

Report prepared by Nancy Jeffers, Management Analyst II, Finance Division.

REPORT OF GENERAL MANAGER

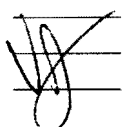
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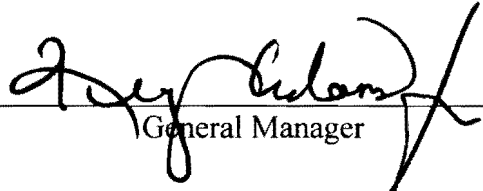
DATE January 16, 2013

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LA84 FOUNDATION 2013 SUMMER SWIM PROGRAM – AUTHORIZATION TO SUBMIT GRANT APPLICATION; ACCEPTANCE OF GRANT FUNDS

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the submission of a 2013 Summer Swim Program grant application to the LA84 Foundation to augment funding for the Department of Recreation and Parks (RAP) aquatics programming in the approximate amount of \$85,000, subject to Mayor and City Council approval;
2. Direct staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA), and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to the Los Angeles Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize the RAP's General Manager to accept and receive the LA84 Foundation 2013 Summer Swim grant, if awarded, in the approximate amount of \$85,000 from LA84 Foundation for aquatics programming, subject to the approval of the Mayor and City Council;
4. Designate the RAP's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests and so on, which may be necessary for the completion of the project(s); and

REPORT OF GENERAL MANAGER

PG. 2 NO. 13-016

5. Authorize the RAP's Chief Accounting Employee to appropriate funding received to the necessary account within "Recreation and Parks Grant" Fund 205 to accept the LA84 Foundation 2013 Summer Swim grant, if awarded, in the approximate amount of \$85,000 for aquatics programming.

SUMMARY:

In January 2013, the LA84 Foundation is expected to release its notice of funding availability for the 2013 Summer Swim Program to help fund the summer aquatic programs.

The LA84 Foundation and the Department of Recreation and Parks (RAP) have worked collaboratively in conducting summer swim programming for over 20 years serving primarily disadvantaged areas throughout the City of Angeles by offering access to aquatic sports that typically eludes youth residing in underserved areas. This programming also increases the youth's knowledge of aquatic safety, which is in line with the RAP's focus on youth development and building healthy communities.

The LA84 Foundation 2013 Summer Swim grant would provide sponsorships for free swim lessons and free participation on a competitive aquatic sports team. Youth participating in the competitive sports would then be able to qualify to compete in special events, like the Summer Swim Festival, Diving Festival, Synchronized Swim Festival and/or the Water Polo Tournament competitions.

One of the Summer Swim Program's goals is to serve at least 2,000 youth, ages 7 to 17. Successful awards in previous years have allowed RAP to reach tens of thousands of disadvantaged youth.

FISCAL IMPACT STATEMENT:

The acceptance of this grant does not require a match. There is no fiscal impact to RAP's General Fund.

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

REPORT OF GENERAL MANAGER

NO. 13-017

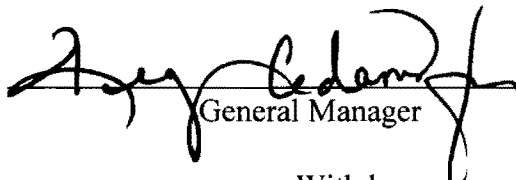
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C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CAMPO DE CAHUENGA HISTORICAL MUSEUM – AGREEMENT WITH THE CAMPO DE CAHUENGA HISTORICAL MEMORIAL ASSOCIATION TO OPERATE AND MAINTAIN THE FACILITY AND AMENDMENT TO THE SCHEDULE OF RATES AND FEES TO ADD CAMPO DE CAHUENGA HISTORICAL MUSEUM

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


 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Accept the offer of services for operation and maintenance of the Campo de Cahuenga Historical Museum from the Campo de Cahuenga Historical Memorial Association as described more fully in the Summary below;
2. Approve a proposed Agreement between the City of Los Angeles and the Campo de Cahuenga Historical Memorial Association, substantially as on file in the Board Office, subject to approval of the Mayor and of the City Attorney as to form;
3. 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;
4. Authorize the Board President and Secretary to execute the Agreement subsequent to all necessary approvals;
5. Approve the proposed Schedule of Rates and Fees for use of the Campo de Cahuenga Historical Museum as described in the Summary of this Report and on the Attachment, to be effective March 1, 2013;

REPORT OF GENERAL MANAGER

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6. Authorize staff to amend the Schedule of Rates and Fees to include the proposed fees;
7. Direct the Chief Accounting Employee to deposit cost recovery reimbursement and facility use permit fees received from organization in Fund 302, Department 89, Account 89705H, Museum, Museum Support Group; and,
8. Authorize the General Manager or his/her designee to make technical corrections as necessary to those transactions included in this Report.

SUMMARY:

In 1923, the City of Los Angeles purchased the Campo de Cahuenga Historical Museum (Campo) site, now placed under the jurisdiction of the Department of Recreation and Parks (Department), and now operated by the Campo de Cahuenga Historical Memorial Association (CDCHMA). On January 13, 1847, the Treaty of Cahuenga was signed at the Campo between Lt. Col. John C. Fremont and General Andres Pico which ended hostilities between the United States and Mexico and paved the way for California to become a state two years later. The adobe-like museum building was dedicated in 1951 and in 1964 the Campo became City of Los Angeles Cultural-Historic Monument No. 29. The Campo is State Landmark No. 151. Beginning in 1995, excavations for the Metro Rail subway project discovered remains of an adobe measuring 40 x 100 feet beneath the Campo and extending under Lankershim Boulevard. In early 2000, the excavation site was covered and sealed, and an interpretive excavation site of the foundation, using adobe bricks, was built atop the discovery and serves as a key historical exhibit at the Campo today.

CDCHMA is a non-profit corporation with a mission to preserve the unique historical significance of the Campo through development, advocacy, exhibition, education, and promotion. The organization currently operates and maintains the museum, housing important historical and cultural artifacts related to California heritage, the native gardens, and the adobe excavation exhibit. CDCHMA opens the Campo free to the public on the first Saturday of the month and provides knowledgeable docents who enhance the public's experience. The organization also produces an annual re-enactment event each January to mark the signing of the Treaty. The Department has no staff presence at the Campo and does not have the resources to keep the Campo open to the public.

Under the proposed Agreement, CDCHMA will continue to operate and maintain the Campo for a term of three years at no cost to the City. CDCHMA shall pay Cost Recovery Reimbursement Fees to the Department in the amount of \$1,476.00 per year for utilities, trash removal, and staff. Working closely with the Department, CDCHMA will be authorized to permit the Campo to third-party groups for meetings, receptions, and other one-time private events. A proposed Schedule of Rates and Fees, to include use policies respectful of the historic value of the site, has been developed by staff in collaboration with CDCHMA, based primarily on the approved Rates and

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Fees for other historic sites and museums owned and operated by the Department. Upon the Board's approval of the proposed Schedule and its effective date, CDCHMA will use the Schedule to charge permit groups approved Facility Use Fees. They will pay 30% of the Facility Use Permit Fees charged to the Department and 70% of the Facility Use Permit Fees shall be retained by CDCHMA and be used to support the Campo according to their mission and to the City's and the public's mutual benefit. CDCHMA shall maintain insurance coverage and undergo an Annual Performance Review to ensure compliance to the terms and conditions of the Agreement.

CDCHMA is an ideal organization to operate and maintain the Campo due to the historical nature of the site and this organization's track record of performing these duties over the past many years.

Staff has determined that the issuance of the proposed agreement is for 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 operation and maintenance of the Campo is work that the Department is not budgeted to perform and, therefore, this Agreement with CDCHMA shall contribute to the City by providing a facility for the public's benefit at no cost to the City. The revenue share of Facility Use Permit Fees, value unknown, will add to the Department's General Fund and generate funds that will support the Campo.

This report was prepared by Joel Alvarez, Senior Management Analyst and Robert De Hart, Senior Recreation Director II, Partnership Division.

CAMPO DE CAHUENGA HISTORICAL MUSEUMFACILITY USE FEES

30% of retained fees are to be deposited in the Department of Recreation and Parks General Fund Account (RAP). 70% to be retained in the Campo de Cahuenga Historical Memorial Association Account (CDCHMA) to be used to support the facility and grounds.

Outdoor Area

Includes Weddings, Meetings, Social Events, Filming, Production Services and Craft Services
(Maximum capacity 400)

	<u>1st 4 hrs</u>	<u>Each add'l hour</u>
Prime Time (Friday – Sunday & Holidays)	\$800	\$150
Non-Prime Time (Monday – Thursday)	\$500	\$100

Main Exhibit Room

(Maximum capacity 100)

Meetings include standard set-up of tables and chairs.

	\$250	\$60
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Commercial Still Photography

1-15 persons*: 50% of fees listed above; 100% of fees listed below (as applicable)

16+ persons*: 100% of fees listed above and below (as applicable)

*"Persons" includes those who are present at the shoot to observe or facilitate the project both in front of and behind the camera, such as: parents of children involved, animal trainers, clients, models, and any crew member.

Tours

Youth Groups (including Public and Private schools)	\$25
Adult Groups	\$50

ADDITIONAL CHARGES

	<u>1st 4 hrs</u>	<u>Each add'l hour</u>
Kitchen	\$100	\$25

	<u>1st 2 hrs</u>	<u>Each add'l hour</u>
Rehearsal Fee	\$100	\$50

Rehearsals may be scheduled within 60 days of event.

Reservation Deposit \$50% of total fees
(non-refundable within 2 weeks prior to event)

Refundable Building (Security) Deposit \$300 minimum

Furniture Rental (Meetings include standard set-up of tables and chairs)

Rental of Tables	
Less than 10	\$75.00
10 or more	\$100.00
Rental of Chairs	
Less than 100	\$50.00
100 or more	\$100.00

Parking Only Fee

Patron must supply own security, additional insurance may be required.

The parking only fee is for use of the lot as parking for any off-site activity. If the parking lot is used for any activity beyond parking, the Outdoor Area Facility Use Fees will apply.

15 cars or less \$10 per car per day

More than 15 cars** \$50 per hour

**or any number of vehicles if semi-pulled trailers or over-sized vehicles are included

Catering Trucks

1st 2 hours
\$40 per Truck

Each add'l hour
\$20 per Truck

Monitor/Staff Fees

\$20 per hour (if applicable)

100% to Organization providing the staff (either CDCHMA or RAP)

VENDOR FEE

Table/2 chairs/10'x10'
equivalent activity area

Public Agency/Foundation (no sales of any kind)

No fee

Non-Profit Organizations (may have sales)

\$50

For-Profit Organizations / Individuals (may have sales)

\$100

Commercial (purpose is display of company logo/
product/name and/or commercial sales are conducted)

\$200

ALCOHOL SALES, SERVING, AND CONSUMPTION

(See ALCOHOLIC BEVERAGE POLICY for entire details)

SALES: Of the total gross receipts of Alcoholic Beverages (Beer and Wine only): 20% to be deposited into the Department of Recreation and Parks General Fund Account. 20% to be retained in the Campo de Cahuenga Historical Memorial Association Account to be used to support the facility and grounds.

CONTROL: When alcoholic beverages are to be served, a Department employee shall be on duty and immediately available for the duration of the event. Permittee shall reimburse the Department for the full cost of any overtime worked by the employee during the scheduled event. In addition, for every 100 participants expected the permittee shall employ the services of one uniformed security officer, but not less than two officers per event.

FEES: \$150 minimum refundable deposit (in addition to Refundable Building Deposit)

CANCELLATION FEES

Cancellation or Postponement

Within 60 days of the event 40% of all fees or \$125 (whichever is greater)

Cancellation prior to 60 days

\$100

Postponement prior to 60 days

\$50

PAYMENT OF FEES

The total amount of all rental fees and deposits due, shall be paid in full at least 30 days prior to the scheduled date of use, otherwise the reservation may be canceled.

PROHIBITED SPECIAL USE EVENTS

Revenue producing events, subletting or assignments of Special Uses are not permitted.

DEPARTMENT USE

Requests for use of these facilities must be submitted in writing and signed by an Assistant General Manager and approved by the General Manager or an appointed designee. There is no charge for approved Department use.

CAMPO DE CAHUENGA HISTORICAL MUSEUM
GENERAL RULES AND REGULATIONS

1. Applications for Campo de Cahuenga Historical Museum are accepted up to one year to the month of reservation. Reservation deposit (50% of total fees) is due at time of submitting application.
2. Cancellation Policy: Cancellation or Postponement within 60 days of the event will be 40% of all fees or \$125 (whichever is greater); cancellation prior to 60 days will be \$100; Postponement prior to 60 days will be \$50.
3. Applicants must be 21 years of age or older and submit applications in person. All applications are submitted to Campo de Cahuenga Historical Memorial Association (CDCHMA) representative.
4. Deposits will be kept by CDCHMA if any part of the permit has not been met by the applicant, their guest or contracted vendors. This includes any damage by the applicant, their guests, and/or contracted vendors. If all the requirements of the permit have been met, the deposit will be refunded 4-6 weeks after the event. Deposit will be refunded only in the permit holder's name and cannot be changed.
5. Use of the facility before and after the event for activities including food handling, decorating, set-up, deliveries, extra clean-up, pick-up, etc. must be included in time frame in which the facility is being rented.
6. All other fees are due 30 days prior to the event. If the facility is rented less than 30 days prior to the event, fees are due five days after confirmation.
7. All fees must be paid in cash, check or money order.
8. Activities and events connected with the rental event, such as promotion, advertising, programs, and invitations must be reviewed and approved in advance by CDCHMA.
9. No structure may be erected or assembled on the premises, nor may any electrical, mechanical or other equipment be brought thereon for use in an event, unless approved by CDCHMA.
10. No decorations may be fastened to any part of the building or shrubbery. The use of glitter, confetti, rice and/or bird seed is prohibited. No staples, pins or nails may be used on any part of the building or equipment. No balloons may be released on the facility. Any decoration, special effects of lighting planned in connection with the event must be reviewed and approved in advance.
11. The facility, gardens, grounds, and equipment are to be left at the conclusion of the event in the same order, condition, and degree of cleanliness as existed at the beginning of the rental.
12. Permission and approvals of a rental event is exclusive to the permittee and not transferable to any other person or organization.
13. Security, catering, clean up, are the responsibility of the permittee.

I have read and agree to adhere to the above listed policies.

Signed _____

Date _____

REPORT OF GENERAL MANAGER

NO. 13-018


DATE January 16, 2013

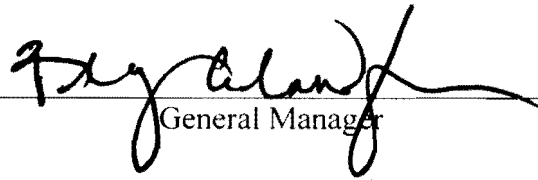
C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RESEDA PARK NORTH – REQUEST FOR AMENDMENT TO THE LOS ANGELES MUNICIPAL CODE TO CHANGE THE HOURS OF OPERATION

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

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the modification of operating hours for Reseda Park North, to open at Sunrise and to close at Sunset, seven days a week; and,
2. Request the City Attorney to prepare and forward to the City Council for approval, an ordinance amending Section 63.44 B.14(c) of the Los Angeles Municipal Code (LAMC) to reflect the operating hours modification for Reseda Park North.

SUMMARY:

On December 11, 2012, the Los Angeles City Council adopted a motion (see attached Council File 12-1872), which, requested that the City Attorney prepare an ordinance that would add Reseda Park North to the list of parks that open at Sunrise, and close at Sunset every day of the year. This motion also requested that the Department of Recreation and Parks Board of Commissioners concur with the recommended operating hours change. The LAMC states in Section 63.44 B.14(a), that the standard operating hours for all public parks is 5:00 a.m. to 10:30 p.m. unless otherwise stated in subsequent sections of the code. This modification would change the current operating hours of Reseda Park North from the standard operating hours to opening at Sunrise and closing at Sunset every day throughout the year.

Reseda Park North is described as the portion of Reseda Park located between the flood control channel and Kittridge Street, and bordered by Reseda Boulevard to the west and Etiwanda Avenue to the east. Over the last several months the Los Angeles Police Department (LAPD) and several local community members have expressed concerns about an increasing crime

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problem in this section of Reseda Park. The LAPD has informed Recreation and Parks staff, and City Council District Three that this area has become subject to several ongoing incidents of criminal activity including, public alcohol and drug use, drug sales, gang activity, weapons possessions, and vandalism.

In an effort to increase public safety and to assist in providing tools for the LAPD to engage in enforcement activities at this park, the request for a change to the operating hours was made by the LAPD and Council District 3.

Once the ordinance is approved by Council and becomes effective, the Department of Recreation and Parks will prominently post new signs throughout Reseda Park North displaying the new operating hours, and the LAPD will be requested to enforce the park's new closure hours seven days a week.

This proposed action of changing park operating hours is not considered a project under the California Environmental Quality Act (CEQA) pursuant to section 15378 of the CEQA Guidelines, and the Public Resources Code. This action constitutes only an administrative activity that will not result in either a direct or indirect physical change to the environment, and is not subject to CEQA review.

The request to change the operating hours of this park is supported by Councilmember Dennis Zine, as well as the Regional Superintendent, and the Assistant General Manager of Operations Branch.

FISCAL IMPACT STATEMENT:

The approval of this report may have a small impact on the Department's General Fund due to the cost of installing new signs, and any necessary monitoring activities.

Report prepared by Kevin Regan, Assistant General Manager, Operations Branch.

26
12-1872
CD 3

TO CITY CLERK FOR PLACEMENT ON NEXT
CITY COUNCIL AGENDA TO BE POSTED
MOTION #53

The Los Angeles Police Department (LAPD) along with several members the community have expressed concerns about the increasing gang and drug activity taking place at the northern end of Reseda Park located at 18411 Victory Boulevard in the Reseda area of Council District Three.

The LAPD has informed the Department of Recreation and Parks of the intense criminal activity taking place at the park including vandalism, public alcohol and drug use, and weapons possessions. Furthermore, the majority of those congregating in the park are documented gang members on parole or probation for crimes involving narcotics and vandalism as well as assault and attempted murder.

The LAPD suggests that several measures be undertaken to decrease crime in this area of the park including changing the time that the park is closed. Currently, the park closes at 10:30 p.m. and reopens at 5:00 a.m. To increase safety in the area, the portion of Reseda Park north of the flood control channel on Kittridge between Reseda Blvd and Etiwanda should close at sunset and reopen at 5:00 a.m.

I THEREFORE MOVE that the hours of operation at Reseda Park north of the flood control channel on Kittridge Street between Reseda Blvd and Etiwanda Avenue be established as opening at 5:00 a.m. and closing at sunset.

I FURTHER MOVE that the Department of Recreation and Parks be instructed to prominently post the aforementioned hours at Reseda Park (north of the flood control channel on Kittridge Street between Reseda Blvd and Etiwanda Avenue).

I FURTHER MOVE that the City Attorney be requested to prepare and present an Ordinance to add Reseda Park north of the flood control channel on Kittridge Street between Reseda Blvd and Etiwanda Avenue to the list of parks closed at various times as specified in the Los Angeles Municipal Code, Section 63.44.

I FURTHER MOVE that the Board of Recreation and Parks Commissioners be requested to concur with the above recommendations and to instruct the Los Angeles Park Rangers to enforce the new park hours at Reseda Park north of the flood control channel on Kittridge Street between Reseda Blvd and Etiwanda Avenue seven days a week.

ADOPTED

DEC 11 2012

LOS ANGELES CITY COUNCIL

FORTHWITH

PRESENTED BY


DENNIS ZINE
Councilmember, 3rd District

SECONDED BY

ORIGINAL


DEC 4 2012

REPORT OF GENERAL MANAGER

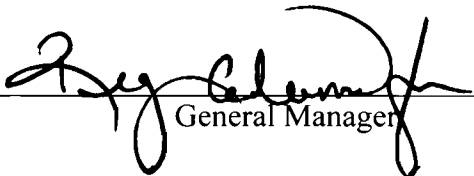
NO. 13-019

DATE January 16, 2013

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:

Recommendation:

1) City Clerk, relative to a proposed amendment to a donation agreement with the Los Angeles Neighborhood Initiative.

Refer to staff for further processing.

2) City Clerk, relative to a proposed donation agreement with the Los Angeles Neighborhood Land Trust.

Refer to staff for further processing.

3) City Clerk, relative to a proposed donation agreement with the Mountains Recreation and Conservation Authority.

Refer to staff for further processing.

4) Chief Legislative Analyst, forwarding the Legislative Report for the week ending December 7, 2012.

Note and File.

5) Ida Talalla, relative to Echo Park.

Refer to General Manager.

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- 6) Joyce Dillard, relative to the proposed lease with the Discovery Science Center. Refer to General Manager.
- 7) Kevin Kauffman, relative to proposed diagonal parking on Grand Avenue in Venice, with a response from Cecilia Castillo of Council District 11. Note and File.
- 8) Christina Simon, two communications relative to a football coach, with a response from Charles Singer, Principal Recreation Supervisor II. Refer to General Manager.
- 9) Chef Paul Tavakoli, relative to the Woodley Lakes Golf Restaurant Concession. Refer to General Manager.
- 10) Paola Santana, Regional Coordinator, Los Angeles Cash for College, requesting the Department's cooperation. Refer to General Manager.
- 11) Roz Wolpert, to Councilmember LaBonge, relative to a bench in Runyon Canyon. Refer to General Manager.
- 12) Marsha Amami, relative to a requested refund for a program at North Hollywood Recreation Center. Refer to General Manager.

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

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>

None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

TBD	Film Production Instruction (CLASS Parks)
3/12/13	Landscape Construction, Retrofit, Maintenance and/or Repairs - Request for Qualifications