

## AGENDA

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

Wednesday, October 7, 2015 at 9:30 a.m.

Green Meadows Recreation Center  
431 East 89<sup>th</sup> Street  
Los Angeles, CA 90003

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SYLVIA PATSAOURAS, PRESIDENT  
LYNN ALVAREZ, VICE PRESIDENT  
MELBA CULPEPPER, COMMISSIONER  
MISTY M. SANFORD, COMMISSIONER  
IRIS ZUÑIGA, COMMISSIONER

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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. SPECIAL PRESENTATIONS:

- Special Introduction and Opening Remarks by Councilmember Curren D. Price, Jr. or His Appointed Representative, Ninth Council District
- Introduction of Green Meadows Recreation Center Staff

2. APPROVAL OF THE MINUTES:

- Approval of Minutes for the Regular Meeting of September 16, 2015
- Approval of Minutes for the Special Meeting of September 22, 2015

3. GENERAL MANAGER'S REPORTS:

- |        |   |
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| 15-213 | Various Communications  |
| 15-214 | Rescission of Board Report No. 15-196 and Consideration of a Revised Personal Services Contract with Hugo E. Pérez for Marketing, Community Outreach and Other Services in Relation to the Implementation of a Department-Operated Youth Soccer Program at Various Recreation and Park Facilities |
| 15-215 | Cabrillo Marine Aquarium – Amendment to Professional Services Agreement No. 3483 with Royal Polaris Sportfishing, Inc. to Extend the Term and Increase the Total Contract Price   |

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- 15-216 Status Report on Golf's Fourth Year as a Special Fund Operation and Allocation of Fiscal Year 2013-14 Golf Operating Income
- 15-217 Proposition K – L.A. for Kids Program 9<sup>th</sup> Funding Cycle Request for Proposals – Authorizing Resolution; Authorization to Submit Grant Applications
- 15-218 Venice Beach Recreation Center – Donation from the Los Angeles Police Foundation through a Charitable Contribution from Samsung Techwin America, Inc., Consisting of Twenty (20) Video Surveillance Cameras; Exemption from the California Environmental Quality Act

4. UNFINISHED BUSINESS:

- 15-196 Personal Services Contract with Hugo E. Pérez for Marketing, Community  
Item to be Outreach and Other Services in Relation to the Implementation of the Hugo E.  
Withdrawn Pérez Soccer League, a Youth Soccer Program at Various Recreation and  
Park Facilities (Original Date of Consideration – September 2, 2015)

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions Report – Commissioners Zuñiga and Culpepper
- Commission Task Force on Facility Repair and Maintenance Report – Commissioners Sanford and Alvarez

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. PUBLIC COMMENTS:

Any comments that require a response or report by staff will be automatically referred to staff.

8. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, October 21, 2015, 9:30 a.m., at EXPO Center, 3980 South Bill Robertson Lane, Los Angeles, CA 90037.

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.

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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/ForResidents/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. 15-213

DATE October 07, 2015

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) Mayor, transmitting Executive Directive No. 11, Gender Equity in City Operations.

Note and File.

2) City Clerk, relative to the California Department of Education funding for preschool services at Jim Gilliam Child Care Center.

Referred to General Manager.  
(Report No. 14-273)

3) City Clerk, relative to Scott Garrabrant v. City of Los Angeles, Los Angeles Superior Court Case No. BC537283.

Referred to General Manager.

4) City Clerk, relative to transferring funds in connection with the Echo Park Lake Sidewalk Repair Project.

Referred to General Manager.

5) City Clerk, relative to a proposed amendment to Lease No. 250 with the City of Glendale for an area within Central Service Yard.

Referred to staff for further processing.  
(Reports No. 15-008, 15-204)

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|--|---|
| 6) City Clerk, relative to a proposed agreement with Pershing Square Renew for the design and renovation of Pershing Square Park.      | Referred to General Manager.<br>(Report No. 15-171) |
| 7) City Clerk, relative to a General Plan Amendment and Zone Change to correct zoning on properties in North Hollywood Park.           | Referred to General Manager.                        |
| 8) City Clerk, relative to an ordinance to outlaw the use of smokeless tobacco at all venues where organized sports are played.        | Note and File.                                      |
| 9) City Clerk, relative to requesting the Board to name a portion of Elysian Park as Walnut Hill at Elysian Park.                      | Referred to General Manager.                        |
| 10) City Clerk, relative to funding to keep the Hollywood Recreation Center swimming pool open on weekends through September 27, 2015. | Referred to General Manager.                        |
| 11) City Clerk, relative to \$100,000 in funding for the Armenian Genocide Memorial Trees Project.                                     | Referred to General Manager.                        |
| 12) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending August 21, August 28, and September 4, 2015.     | Note and File.                                      |
| 13) Mike A. Gipson, Assemblymember, 64 <sup>th</sup> District, relative to a proposed plaque at Watts Senior Citizen Center.           | Referred to General Manager.                        |
| 14) Pamela Shellmire, relative to the swimming lessons at the LA84/John C. Argue Swim Stadium in EXPO Center.                          | Referred to General Manager.                        |

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15) Elektra Kruger, relative to the legality of fishing in the burrow pit lakes of Hansen Dam Recreation Area.

Referred to General Manager.

16) Charles Porter, Prevention Coordinator, United Coalition East Prevention Project, relative to Skid Row parks.

Referred to General Manager.

17) Joyce Dillard, relative to a proposed contract with Vermont Systems, Inc., for a recreation management and reservation system.

Note and File. The matter was acted on at the September 2, 2015 Board Meeting.  
(Report No. 15-194)

18) Joyce Dillard, relative to a proposed "Empty Pool Party" event at Downey Pool.

Note and File. The matter was acted on at the September 2, 2015 Board Meeting.  
(Report No. 15-202)

19) Mar Vista Recreation Center Park Advisory Board, relative to the artificial turf soccer field.

Referred to General Manager.

20) Douglas Ball, relative to dying trees in Bette Davis Picnic Area in Griffith Park.

Referred to General Manager.

21) Catherine Kim, relative to parks and recreation around West Adams Preparatory High School.

Referred to General Manager.

22) Tommy Wang, General Manager, Taya International Incorporation, relative to a visit from a delegation from Changzhou Municipal Gardening & Greening Management Bureau.

Referred to General Manager.

23) Shann Dornhecker, relative to loud music in Stoner Park.

Referred to General Manager.

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





REPORT OF GENERAL MANAGER

NO. 15-214

DATE October 07, 2015

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RESCISSION OF BOARD REPORT NO. 15-196 AND CONSIDERATION OF A REVISED PERSONAL SERVICES CONTRACT WITH HUGO E. PÉREZ FOR MARKETING, COMMUNITY OUTREACH AND OTHER SERVICES IN RELATION TO THE IMPLEMENTATION OF A DEPARTMENT-OPERATED YOUTH SOCCER PROGRAM AT VARIOUS RECREATION AND PARK FACILITIES

R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

\*K. Regan KR  
N. Williams \_\_\_\_\_



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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Rescind its action of September 16, 2015 that approved Board Report No. 15-196;
2. Authorize the City of Los Angeles Department of Recreation and Parks (RAP) to enter into a Personal Services Contract with Hugo E. Pérez, for soccer instruction, marketing, community outreach, consulting, and other services to assist RAP in improving its current self-operated recreational soccer program through the establishment of new or expanded RAP soccer programs designed primarily to provide low-income youth with opportunities for advanced player development;
3. Approve the proposed Personal Services Contract between RAP and Hugo E. Pérez, substantially in the form on file in the Board Office, for a term not to exceed twelve (12) months with two (2) one-year options to extend at the sole discretion of RAP's General Manager, and for an amount not to exceed One Hundred Thousand Dollars (\$100,000.00) per year, subject to the approval of the Mayor and of the City Attorney as to form;

## REPORT OF GENERAL MANAGER

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4. Find, that in accordance with Los Angeles City Charter (Charter) Section 1022, the City does not have personnel in its employ with the unique skill set and expertise necessary to provide name recognition in the program's targeted communities, high-level instruction to players and coaches, and to plan, organize, and market an advanced soccer program targeting youth in the City's underserved communities, subject to the Los Angeles City Personnel Department's determination of such findings;
5. Find, in accordance with Charter Section 371(e)(2), that the use of a competitive bidding process would not be practicable or advantageous for procuring the professional, specialized and temporary services sought by RAP and proposed by Mr. Pérez;
6. Authorize RAP's Chief Accounting Employee to encumber funds from Municipal Recreation Program Fund 301, Department 88, Account 88012M (PS3), for the payment of professional and specialized services to assist RAP in the development, implementation, and marketing of a RAP soccer program in an amount not exceed One Hundred Thousand Dollars (\$100,000.00) per year;
7. Direct the Board Secretary to transmit the Personal Services Contract to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for approval as to form;
8. Authorize RAP's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report; and,
9. Authorize the Board President and Secretary to execute the Personal Services Contract upon receipt of necessary approvals.

### SUMMARY:

RAP's youth sports recreational programs provide excellent value, quality, and participant experience, with an emphasis on the equitable distribution of resources in communities throughout the city. These programs positively impact the lives of thousands of children.

The purpose of the proposed contract is directly in line with RAP's vision of providing affordable recreational opportunities with a focus on families, youth development, and building healthy communities. It is anticipated that the contract with Mr. Pérez will assist RAP in executing its youth sports mission. Participants will gain confidence as they improve their basic playing skills, learn team work and cooperation, and increase their physical activity and fitness levels.

## REPORT OF GENERAL MANAGER

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Currently, RAP provides soccer programs at seventy-two (72) recreation facilities across the City, serving over 16,000 youth. However, many facilities, specifically those located in low income communities, have had difficulty in expanding or developing their recreational programming. The intent of the contractual agreement with Mr. Pérez is to assist these facilities in attracting young players from these communities via a renowned soccer figure whose name and face is readily identifiable to these youth, with the goal of expanding upon the existing soccer programs operated by Department staff at Department facilities.

By focusing its activities in communities where challenging conditions and numerous barriers to achievement exist, the proposed program hopes to provide these underprivileged children with opportunities to excel. In a June 6, 2012 article written for ESPN.com, author Tom Farrey writes about girls' soccer, citing the disparity in opportunities and its correlation with socioeconomic status. He highlights the experiences of a young girl named Maria, who lives in a South Los Angeles neighborhood pervaded by gangs; she attends a middle school where drug dealing is common and interscholastic sports are nonexistent, "...But soccer has given her confidence to take on whatever challenges she might face... And no matter how far soccer takes her, there are transferable lessons that will help her live her life." Mr. Farrey goes on to write, "Organized sports for children require the three P's: people (to coach and administrate), places (to play) and programs (appropriate to age, gender and income). But the experience of Maria and her teammates highlights the value of a fourth P: partnerships. Because that's what it takes to coax out the first three P's in a community as barrier-laden as South Central."

By taking advantage of the opportunity to procure Mr. Pérez's services, RAP is employing a strategic approach to increase youth sports participation in low-income, underserved communities such as the one previously mentioned. Staff believes Mr. Pérez is ideal for this endeavor because of his international prominence and technical proficiency as a World Cup player and a respected youth coach for the US Men's National team, as well as his name recognition in the very communities this program intends to serve.

Hugo Ernesto Pérez is a former soccer mid-fielder, who played professionally in the United States, France, Sweden, Saudi Arabia and his native El Salvador during the span of his career. He gained his U.S. citizenship as a youth and went on to earn 73 caps (a "cap" is earned every time a player plays for his or her national team). He was a member of the U.S. Team at both the 1988 Summer Olympics, and the 1994 FIFA World Cup. In 1991, Mr. Pérez was named U.S. Soccer Athlete of the Year, and in 2008, he was inducted into the National Soccer Hall of Fame. He has served as an Assistant Head Coach for U.S. Men's adult National Teams and as Head Coach of U.S. Men's youth National Teams, and has served as the West Coast Technical Advisor for U.S. Soccer. In his role as Technical Advisor, Mr. Pérez was responsible for scouting and evaluating players and coaches, and organizing and operating various U.S. Soccer Training Centers.

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The prospect of working with Mr. Pérez has afforded RAP an opportunity to provide an enhanced soccer experience for youth participants, volunteer coaches, and staff, which includes player development as well as coach and referee training opportunities at recreation facilities in some of the least privileged areas of the City of Los Angeles.

### Permits for Existing Soccer Organizations

A number of soccer organizations are currently issued permits to conduct youth soccer league activities at Department sites throughout the City. Collectively, these organizations have made impressive strides in creating, organizing and administering youth soccer programs for boys and girls at all levels. One such organization is the American Youth Soccer Organization (AYSO), a non-profit, volunteer-run organization providing soccer instruction to children regardless of race, gender, the ability to pay or the level of soccer proficiency.

RAP vows to uphold its commitment to these organizations and will continue to maintain its current procedures and protocols for issuing permits at all facilities. The permits and schedules of these existing soccer and recreational programs will not be displaced, disrupted or denied as a result of the contract. Furthermore, any soccer-related activities in connection with Mr. Pérez's contract will not receive preferential treatment or priority status, nor will Mr. Pérez's contractual activities take place at any Department facility on an "exclusive use" basis.

Staff wishes to reiterate that Mr. Pérez will not conduct activities as part of a private or quasi-private league, but will deliver services under the direction of Department staff to provide an enhanced soccer experience to youth participating in the proposed Department-operated soccer program. This program, to be administered by Mr. Pérez, will not compete with or displace any of the existing permitted soccer leagues.

### Program Description/Scope of Work

The contract with Mr. Pérez will serve as a program enhancement tool for Department management to use in developing or enhancing youth soccer programs at various Department facilities throughout the City. This contract will focus directly on facilities in lower income, underserved communities where programs are in need of increased performance or may need to be developed.

The following list of Recreation and Parks sites are proposed as the first sites to be addressed in the proposed contract. Additional sites may be added from time to time as needed. However, this contract program will always focus on facilities that may be underperforming for a variety of reasons, and are in need of assistance.

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The facilities that have been initially identified as potential sites for the proposed program are: Banning, Chevy Chase, Culver-Slauson, Denker, Downey, Msgr. Ramon Garcia, Jim Gilliam, David M. Gonzales, Green Meadows, Hazard, Hoover, Lemon Grove, Montecito Heights, Mt. Carmel, Reseda, Slauson, South Park, State Street, and Trinity Recreation Centers. Soccer participation will be closely monitored by staff to determine if additional Department-operated programs at other facilities can be included in the list.

Mr. Pérez will be responsible for the planning, organization, and implementation of two (2) seasons of league soccer play, lasting a total of seven (7) months in duration: a summer league operating from June 1, 2016 through August 31, 2016 and a fall league operating from September 1, 2016 through December 31, 2016. During the five (5) months in which there is no league play (January 1, 2016 through May 31, 2016), pre-season activities, such as trainings, program development, and clinics will take place. Marketing and promotional activities will take place year round.

During the pre-season, players', parents', and coaches' meetings will be held to explain the program and its objectives. Throughout the seasons of league play, Mr. Pérez will oversee league games, provide weekly skills clinics on select days, and make guest appearances at RAP-organized youth soccer league events.

In accordance with the provisions of the proposed contract, Mr. Pérez will utilize office space at EXPO Center and work 30 to 40 hours per week, Monday through Saturday, reporting directly to the facility's Principal Recreation Supervisor I. Mr. Pérez will work in collaboration with existing staff of the recreation centers in which program activities will operate to conduct trainings, clinics, and assist with special events. A monthly work schedule will be provided that adheres to the scope of work, and will include program locations and projects.

### Contract Terms

The term of the contract is for one year, beginning January 1, 2016 through December 31, 2016, with two (2) one-year options to extend at the sole discretion of the RAP General Manager. The total compensation is in an amount not to exceed One Hundred Thousand Dollars (\$100,000.00) per year, to be paid on a monthly basis in the amount of Eight Thousand Three Hundred Thirty-three Dollars and Thirty-three Cents (\$8,333.33) upon the satisfactory completion of tasks as detailed in the scope of work and monthly work schedule. Funds have been appropriated for payment of the contract.

### Gender Equity

In its Gender Equity Policy, RAP has expressed its hope that all youth may aspire to and have the opportunity to participate in Department sports programs that meet their interests and capabilities, and identifies the Policy's ultimate goal as one of developing a youth sports program representative

## REPORT OF GENERAL MANAGER

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of the community it serves. In regards to the proposal presented in this report, the goal is applicable not only as it relates to gender, but to socioeconomic status as well.

Regarding the issue of gender equity specifically, it is RAP's belief that girls who play sports have higher self-esteem, greater physical fitness and make healthier life decisions. Many studies have shown that girls who are involved in team sports are significantly more likely to be actively engaged in high school and to continue their academic pursuits at a college or university. In Fiscal Year 2014-15, girls ages 5 to 15 comprised 20% of total staff-organized youth soccer league participation. One of RAP's gender equity goals is to move the percentage of girls' participation in sports programs upwards to 31% in the next year and 35% by July 2017. Adding a soccer professional to augment the Department's efforts in youth soccer training and league coordination will help further the goal of increasing girls' participation while creating an opportunity to effect a positive growth cycle in regards to gender equity.

Therefore, RAP will continue to make every good faith effort to uphold the objectives of the Gender Equity Policy, striving for equal representation in all youth sports programs, including the program currently under consideration. Such efforts include: addressing the under-representation of one gender or another, by providing encouragement and opportunities for participation; this objective is memorialized in the contract with Mr. Pérez, which will require outreach and recruitment with the goal of increasing girls' participation at each targeted facility's soccer program by a minimum of 5%. When creating these soccer programs, Mr. Pérez will be required to utilize equal employment opportunity methods to increase the number of female coaches, referees, instructors, mentors and other role models.

### 1022 Determination

A Personnel Department 1022 Information Form will be submitted to the City's Personnel Department for determination regarding Charter Section 1022, and to confirm that no existing City personnel possess the requisite expertise and experience to provide the services proposed under Mr. Pérez's contract. The City Attorney, City Administrative Officer (CAO) and Mayor's Office will perform their respective oversight functions, including the Board's Charter Section 371(e)(2) findings, which provides exception to the competitive bidding process in relation to contracts for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character for which the contracting authority finds that competitive bidding is not practicable or advantageous. The proposed services are of a professional and specialized service which meet these exceptions since Mr. Pérez provides: 1) name recognition within the targeted youth population; 2) expertise in coaching players and training coaches and referees at a highly competitive level; 3) knowledge of soccer program development to assist RAP in the implementation and promotion of its soccer program; and, 4) firsthand experience in playing for and coaching high-level, internationally recognized soccer teams. The combination of Mr. Pérez's background and

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experience will assist players, coaches and referees in developing and perfecting their skills so they may reach their highest potential in the sport of soccer.

FISCAL IMPACT STATEMENT:

The contract is to be paid from Municipal Recreation Program (MRP) funds and poses no impact to RAP's General Fund.

Report prepared by Michael A. Shull, General Manager, and Kevin Regan, Assistant General Manager, Operations Branch.





REPORT OF GENERAL MANAGER

NO. 15-215

DATE October 07, 2015

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CABRILLO MARINE AQUARIUM – AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT NO. 3483 WITH ROYAL POLARIS SPORTFISHING, INC., TO EXTEND THE TERM AND INCREASE THE TOTAL CONTRACT PRICE

R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

K. Regan \_\_\_\_\_  
\*N. Williams NW

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve an Amendment to Professional Services Agreement No. 3483, substantially in the form on file in the Board Office, between the City of Los Angeles Department of Recreation and Parks and Royal Polaris Sportfishing, Inc., to allow the Cabrillo Marine Aquarium to charter the Royal Polaris vessel for the forty-second (42<sup>nd</sup>) and, if contract is extended by the General Manager, the forty-third (43<sup>rd</sup>) whale watching and ecological tour excursion to Baja California, Mexico, subject to the approval of the Mayor and of the City Attorney as to form;
2. Direct the Chief Accounting Employee to encumber seventy-one thousand seven hundred twenty-four dollars (\$71,724.00) from Fund 301, Department 88, Account 035M, Municipal Recreation Program (MRP) MRPXX830 for chartering the Royal Polaris vessel from March 5, 2016 through March 13, 2016, and seventy-two thousand nine hundred twenty-four dollars (\$72,924.00) if in or prior to July 2016, the General Manager exercises the option to extend the contract for the 2017 trip;
3. Find that, in accordance with Los Angeles Administrative Code Section 10.15(a)(2), competitive bidding is not practicable or advantageous to secure these services because the Agreement is for the performance of professional, technical, or other special services of a temporary and occasional character;

## REPORT OF GENERAL MANAGER

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4. Find that, in accordance with City Charter Section 1022, the City does not have a vessel available or in its employ personnel with the expertise to undertake these specialized professional tasks, and that it is more feasible to secure the services by contract;
5. Direct the Board Secretary to transmit the proposed Amendment to the Mayor's Office in accordance with Executive Directive No. 3, and the City Attorney for approval as to form;
6. Authorize the Board President and Secretary to execute the proposed Amendment, upon receipt of the necessary approvals; and,
7. Authorize the General Manager, or designee, to make technical corrections as necessary to carry out the intent of this Report.

### SUMMARY:

The Department of Recreation and Parks' Cabrillo Marine Aquarium is a non-profit public aquarium that engages all visitors in education, recreation, and research of the marine life of Southern California, and has sponsored the annual whale-watching and ecological tour excursion, known as the "Meet the Friendly Whales of Baja" trip for the past forty-one (41) years. The Cabrillo Marine Aquarium Baja trip attracts passengers from across the country and furthers the Aquarium's international reputation as one of the finest teaching aquariums in the United States. The goal in sponsoring the trip is to further Cabrillo Marine Aquarium's mission of promoting knowledge, appreciation, and conservation of the marine life of Southern California. Staff recommends continuing the sponsorship for another two (2) trips; the forty-second (42<sup>nd</sup>) authorized by execution of this amendment, scheduled for March 5, 2016 through March 13, 2016; and, should the General Manager exercise the option to extend this contract for the fourth (4<sup>th</sup>) year, the forty-third (43<sup>rd</sup>) trip scheduled for March 2017.

In accordance with Los Angeles Administrative Code Section 10.15(a)(2), competitive bidding for this Agreement is not practical or advantageous to the Department. Staff contacted other vendors that could provide similar services and had the necessary permits from the Mexican government to allow access to San Ignacio Lagoon; however, the vessels were smaller and had a limited passenger load that would have prevented the Cabrillo Marine Aquarium from conducting an adequate program. The Royal Polaris is the only sports fishing boat of adequate size and quality to comfortably accommodate the thirty-six (36) passengers for the excursion and that has the necessary permits issued by the Mexican government to allow access to San Ignacio Lagoon. Royal Polaris Sportfishing, Inc. currently employs staff with the experience and expertise to provide the equipment and perform the necessary services. Therefore, it is more feasible to contract out the services in order to ensure the needs of the public are met.

## REPORT OF GENERAL MANAGER

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A request for a Charter Section 1022 determination was submitted to the Personnel Department on August 5, 2013. It was determined that although the City uses some classifications that perform some of the duties outlined in the contract, the employees do not have the skills, experience and necessary permits to perform the scope of work sought by the Department and that the City does not possess the necessary sea worthy vessel. (See Attachment A)

The excursion starts from the Cabrillo Marine Aquarium. For a fee of two thousand eight hundred fifty dollars (\$2,850.00) per person, the 2016 excursion passengers will be transported to San Diego to board the Royal Polaris vessel and begin their nine (9)-day whale watching and ecological tour. Passengers will explore the pristine coastal environments, diverse geological formations, and native vegetation of Baja. During the course of the trip, passengers may catch a glimpse of elephant seals, sea lions, dolphins, marine birds, and whales within camera range while on board small motorized boats (skiffs) in San Ignacio Lagoon.

The excursions will include thirty-six (36) passengers, plus a crew of eight (8), which is a total of forty-four (44) persons making the trip. The passengers include three (3) Cabrillo Marine Aquarium staff, and three (3) volunteers who possess expertise in the fields of geology botany, ornithology, and marine biology. The Team Leader for this trip will be the Cabrillo Marine Aquarium Program Director who will be assisted by the Aquarium's Education Curator. Cabrillo Marine Aquarium employees will be paid their normal salary and will be provided with food and accommodations throughout the nine (9)-day trip. The volunteer experts will not receive financial remuneration, but will be provided room and board. In the event of last minute cancellations that cannot be filled from a waiting list of paying passengers, Cabrillo Marine Aquarium will offer passage to Cabrillo Marine Aquarium staff or volunteers who can contribute an in-kind service or can cover the cost of their food and permits. Selection will be made by the Program Director and Aquarium Administrator.

The Department has paid Royal Polaris Sportfishing, Inc., one hundred thirty-seven thousand three hundred eighteen dollars (\$137,318.00) for the 2014 (40<sup>th</sup>) and 2015 (41<sup>st</sup>) excursions together. With the addition of this Amendment, for an additional two (2) tours through 2017, should it be extended by the General Manager for the fourth (4<sup>th</sup>) year, there will be a not-to-exceed Agreement total of two hundred eighty-one thousand nine hundred sixty-six dollars (\$281,966.00) for four (4) nine (9)-day tour excursions.

### FISCAL IMPACT STATEMENT:

Funds to pay for the charter are advances and reimbursed to Fund 301, Department 88, Municipal Recreation Program Account 035M/MRPXX830. This program is self-sustaining in that the fees from the passengers offset the expense of the program. Cabrillo Marine Aquarium expects to recover all costs associated with this program. There is no impact on the Department's General Fund.

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This Report was prepared by Nancy Jeffers, Management Analyst II, Service Contracts Group, Finance Division.

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Nancy Jeffers Phone No. 213-202-4352 Fax No. 818-243-6451

CAO: Claudia Aguilar Phone No. 213-473-7579 Fax No. 213-473-7514

3. Work to be performed:

The Department's Cabrillo Marine Aquarium seeks a contractor for an annual nine-day Whale Watching and Ecological Tour Excursion to San Ignacio Lagoon in Baja, Mexico. The contractor will be responsible for the transport and safety of thirty-nine (39) passengers. Passengers and crew will depart from 2838 Garrison Street in San Diego Harbor on March 6, 2014, and will return to this location nine days later.

4. Is this a contract renewal? Yes  No

5. Proposed length of contract: 2 years

Start Date: November 28, 2013

6. Proposed cost of contract (if known): \$ 137,319

7. Name of proposed contractor: Royal Polaris Sportfishing, Inc.

8. Unique or special qualifications required to perform the work:

The contractor must provide a 113-foot sea-worthy vessel with an experienced crew that possesses current U.S. passports; the ability to communicate in both English and Spanish with the local community; has knowledge of the natural history of the areas that will be visited; and that has navigational experience in the San Ignacio Lagoon. The contractor must also possess the excursion permit issued by the Mexican Government for entrance to the protected islands found in and around the Sea of Cortez and San Ignacio Lagoon.

9. Are there City employees that can perform the work being proposed for contracting?

Yes  No

If yes,

a. Which class (es) and Department(s):

b. Is there sufficient Department staff available to perform the work? Yes  No

c. Is there a current eligible list for the class(es)? Yes  No  Expiration Date

d. ~~Estimated time to fill position(s) through CSC process?~~

e. Can the requesting department continue to employ staff hired for the project after project completion? Yes  No

f. Are there City employees currently performing 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 work. (Please see summary below.)

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 is seeking the services of an experienced contractor to conduct its annual whale watching and ecological tour of San Ignacio Lagoon in Baja, Mexico as part of the Cabrillo Marine Aquarium's annual event. Although the City uses some classifications that perform some of the duties outlined in the contract, the employees do not have the skills, experience and necessary permits to perform the scope of work sought by the Department. In addition, the City does not possess the necessary seaworthy vessel.

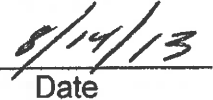


Submitted by  
Elizabeth A. Terry  
Sr. Personnel Analyst I

Reviewed by  
Shelly Del Rosario  
Sr. Personnel Analyst II



Approved by  
Raul Lemus  
Chief Personnel Analyst



Date

REPORT OF GENERAL MANAGER

NO. 15-216

DATE October 07, 2015

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: STATUS REPORT ON GOLF'S FOURTH YEAR AS A SPECIAL FUND OPERATION AND ALLOCATION OF FISCAL YEAR 2013-14 GOLF OPERATING INCOME

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

V. Israel \_\_\_\_\_  
\*K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_



General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer \$970,252 from Golf Operation Account 89G401, Fund 52H, Department 89, to Golf Division's Emergency Contingency Account 89G403, Fund 52H, Department 89, to fund unanticipated legal expenses; and
2. Authorize the Department's Chief Accounting Employee to make necessary technical corrections.

SUMMARY:

On July 1, 2010, the City of Los Angeles (City), Department of Recreation and Parks (RAP), Golf Division ceased receiving RAP General Fund support and began operating as a self-sustaining Division within the Department of Recreation and Parks. The Golf Division became responsible for all costs, including indirect costs, related to the operations and maintenance of the City's fourteen (14) golf facilities.

During Fiscal Year (FY) 2013-14, the Golf Division generated gross revenue of \$24,633,609 and a net operating income of \$970,252, including all direct and indirect expenses (Attachment A). It is proposed that \$970,252 be transferred to Golf's Emergency Contingency Account 89G403, Fund 52H, Department 89, to assist in funding unanticipated legal expenses.

REPORT OF GENERAL MANAGER

PG. 2

NO. 15-216

FISCAL IMPACT STATEMENT:

There is no negative impact on the RAP General Fund, as all reimbursements and transfers will be paid from the Golf Operations Special Fund.

This report was prepared by James N. Ward, Golf Manager.



**CITY OF LOS ANGELES  
DEPARTMENT OF RECREATION AND PARKS  
Golf Division  
Operating Income Statement  
FY 2013-14**

**REVENUE:**

Green Fees	\$ 17,746,096
Electric Golf Carts	3,739,559
Driving Ranges/Lessons - Self Operated	1,493,292
Other Golf Course Revenue	177,032
Reservation Office	485,316
Tregnan Junior Golf Academy	174,146
Driving Range/Pro Shop/Lessons - Concessions	183,000
Food & Beverage Concessions	315,975
Interest Income	248,438
Merchandise Sales	10,240
Other	60,514

**Total Gross Revenue****\$ 24,633,609****EXPENSES:**Labor

Full-Time Salaries	\$ 7,424,723
Full-Time Indirect Costs	6,915,235
Part-Time Salaries	3,298,513
Part-Time Indirect Costs	1,762,609
Labor Reimbursements	26,712

## Subtotal: Labor

**\$ 19,427,792**

Supplies &amp; Contract Services

1,935,249

Concession Expenses

19,688

Utilities

2,280,628**Total Expenses****\$ 23,663,357****OPERATING INCOME (LOSS)****\$ 970,252**

**GOLF CONTRIBUTION TO EMERGENCY CONTINGENCY ACCOUNT  
(FUND 52H, DEPT 89, ACCT 89G403)**

<b>\$ 970,252</b>
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REPORT OF GENERAL MANAGER

NO. 15-217

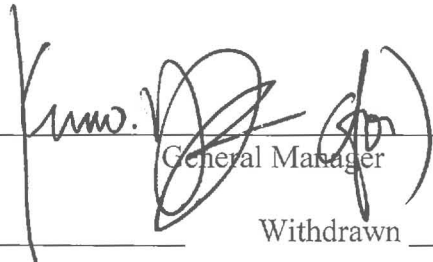
DATE October 07, 2015

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROPOSITION K – L.A. FOR KIDS PROGRAM 9<sup>TH</sup> FUNDING CYCLE  
REQUEST FOR PROPOSALS – AUTHORIZING RESOLUTION;  
AUTHORIZATION TO SUBMIT GRANT APPLICATIONS

<i>for</i> *R. Barajas <u>CSP</u>	K. Regan _____
H. Fujita _____	N. Williams _____
V. Israel _____	

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks' (RAP) General Manager, or his designee, to submit the Proposition K 9<sup>th</sup> Cycle grant proposals for the proposed capital improvement projects, as detailed in the attached project list (Attachment No. 1), to the Proposition K - L.A. for Kids Program in response to the Proposition K 9<sup>th</sup> Funding Cycle Request for Proposals;
2. Adopt the Resolution, on file in the Board Office, designating RAP's General Manager, or his designee, as the person authorized to obligate the grantee and execute all contractual documents required of successful grantee agencies for the Proposition K 9<sup>th</sup> Funding Cycle Request for Proposal process; and,
3. Authorize RAP's General Manager, or his designee, to make technical corrections, as necessary, to the proposed project list included in this Report.

SUMMARY:

In 1996, Proposition K was passed and created a citywide assessment district that generates \$25,000,000 each year for a period of 30 years. The funds generated from the Proposition K assessments are to be used for capital improvement projects involving the acquisition, development, improvement, and restoration of parks and recreational facilities in the City of Los Angeles. Through a separate process, a portion of the Proposition K assessments also provides maintenance funds on an annual basis for those facilities improved using Proposition K funds.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 15-217

Over the 30-year period, Proposition K Program is required to distribute \$143,650,000 of the \$750,000,000 in assessments through an open and competitive process to eligible governmental agencies, City departments and nonprofit organizations. For the 9<sup>th</sup> grant Funding Cycle, approximately \$16.9 million has been made available for eligible projects.

On January 29, 2015, the L.A. for Kids Steering Committee, on behalf of the City of Los Angeles, released the Proposition K 9<sup>th</sup> Funding Cycle Request for Proposals (RFP) inviting proposals to be submitted by eligible proposers for eligible projects for the Proposition K - L.A. for Kids Program. The initial deadline for submission of the grant proposals was April 30, 2015. The Department submitted seventeen (17) applications.

On September 23, 2015, the City Council authorized the Department of Public Works, Bureau of Engineering (BOE) to re-open the Request for Proposal (RFP) to extend the submission deadline to October 13, 2015.

In concurrence with the concerned Council Offices and RAP's Planning, Construction and Maintenance Branch staff, three (3) additional capital improvement projects have been identified for submission of proposals for the Proposition K 9<sup>th</sup> Cycle Proposition K competitive funds and two (2) previously submitted proposals are proposed to be revised and resubmitted. Pursuant to the RFP, grant proposals must include a Board resolution authorizing submission of the proposal, committing to make the property available for the project, and specifying the person(s) authorized to obligate the grantee and execute all contractual documents required of successful Proposition K grantee agencies.

RAP's Planning, Construction and Maintenance Branch staff has assessed the proposed projects and determined that the listed projects meet the criteria for eligible Proposition K projects. Staff has also developed the related project cost estimates. There is no match requirement associated with this grant program; however, supplemental funding is encouraged.

Prior to undertaking the activities for which each grant is being sought, as lead agency for the projects, RAP must perform, complete, and certify the adequacy of the environmental review in accordance with the California Environmental Quality Act (CEQA).

### FISCAL IMPACT STATEMENT:

Grant awards will cover Fiscal Years 2016-17, 2017-18 and 2018-19. There is no anticipated fiscal impact on the Department's General Fund for the completion of projects. Five (5) of the proposals are for improvements to existing park facilities and therefore, the Department does not anticipate an increase in the maintenance costs. However, future operations and maintenance costs will be further developed and evaluated for the new park project.

REPORT OF GENERAL MANAGER

PG. 3

NO. 15-217

This report was prepared by Cathie M. Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch.

DEPARTMENT OF RECREATION AND PARKS  
 Planning, Construction, and Maintenance Branch

Proposition K – LA. for Kids Program 9<sup>th</sup> Funding Cycle  
 Additional Project Recommendations

New Proposal

No.	Facility	Address	Council District	Scope of Work	Estimated Funding Request
1	Granada Hills Pool	16730 Chatsworth Street, Granada Hills	12	Construct new pool and renovate existing bathhouse	\$2,000,000
2	Whitsett Soccer Field Lighting	6900 Whitsett Avenue, North Hollywood	2	New sports field lighting	\$2,000,000
3	6 <sup>th</sup> Street Bridge Park	6 <sup>th</sup> Street over LA River	14	New sports field lighting	\$2,000,000
				Total	\$6,000,000

Revised Proposal

No.	Facility	Address	Council District	Scope of Work	Estimated Funding Request
1	South Park	345 E. 51 <sup>st</sup> Street, Los Angeles	9	New sports field lighting	\$1,400,000
2	Van Ness Pool	5720 2 <sup>nd</sup> Avenue, Los Angeles	8	Construct new pool and bathhouse	\$6,000,000
				Total	\$7,400,000

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VENICE BEACH RECREATION CENTER – DONATION FROM THE LOS ANGELES POLICE FOUNDATION THROUGH A CHARITABLE CONTRIBUTION FROM SAMSUNG TECHWIN AMERICA, INC., CONSISTING OF TWENTY (20) VIDEO SURVEILLANCE CAMERAS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
\*V. Israel \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_



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

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

RECOMMENDATIONS:

- 1) That the Board accept as a gift to the City of Los Angeles from the Los Angeles Police Foundation (Foundation), through a charitable contribution from Samsung Techwin America, Inc. (Donor) to the Foundation, consisting of twenty (20) fixed, 360-degree and pan-tilt-zoom cameras and associated hardware, valued at \$50,000.00, installed at various locations near and along Ocean Front Walk at Venice Beach, and that appropriate recognition be given to the Donor; and,
- 2) Find that the project is exempt from the California Environmental Quality Act.

SUMMARY:

Through a donation by Samsung Techwin America, Inc. to the Los Angeles Police Foundation, in support of the Department of Recreation and Parks' (RAP) video camera installation efforts at Venice Beach, RAP has been provided a gift consisting of twenty (20) fixed, 360-degree and pan-tilt-zoom cameras and associated hardware for a video surveillance and recording system to monitor and record video of various public areas and locations near Ocean Front Walk at Venice Beach, located at 1800 Ocean Front Walk, Venice, California 90291, in Council District Eleven (CD-11).

For some time, the community of Venice and the Venice Beach Recreation Center have had concerns regarding their personal security while visiting and working at Venice Beach, respectively, due to crime and unwanted activity perpetrated by unlawful individuals and groups. In an effort to address these concerns and attempt to deter crime, and assist the Los Angeles

## REPORT OF GENERAL MANAGER

PG. 2

NO. 15-218

Police Department (LAPD) in their response to crime incidents, RAP implemented a video surveillance system installation project along Ocean Front Walk at Venice Beach (Public Safety Camera Project PRJ20875). In support of the RAP project, the Los Angeles Police Foundation (Foundation) received a donation of video cameras from Samsung Techwin America, Inc. (Donor), which reduces costs associated with the surveillance system project, including the related installation of video cameras in and around areas of Ocean Front Walk at Venice Beach.

The Donor's contribution to the surveillance system project consists of twenty (20) fixed, 360-degree and pan-tilt-zoom video cameras and associated hardware, valued at \$50,000.00, which were installed by Leverage Information Systems, Inc. (Leverage), a private licensed contractor chosen by RAP, as approved by the Board, through RAP's use of a City of Corona contract with Leverage (Report No. 15-068, approved April 1, 2015). Leverage performed the project and installed the donated cameras in coordination with the Los Angeles Police Department (LAPD), the Office of CD-11, and the RAP Planning, Construction, and Maintenance Branch (PCM). The cameras were installed near and along Ocean Front Walk at the following locations:

Two (2) pole mounted intersection camera locations:

- Pacific and Brooks Ct.
- Pacific and Westminster Avenue

Building mounted equipment locations, most of which are privately owned:

- VBS near Westminster and Ocean Front Walk (3 cameras)
- 2 Breezeway Avenue Building (2 cameras)
- Venice Beach Police Sub Station (2 cameras)
- 1101 Ocean Front Walk Building
- VBN near Brooks Avenue and Ocean Front Walk (3 cameras)
- Good See Optical Lab Building
- 615 Speedway Building (2 cameras)
- 1211 Ocean Front Walk Building (2 cameras)
- Danny's Restaurant Building (2 cameras)

The Venice Beach Police substation and the Pacific Division Police Station will now be able to view and respond to incidents along Ocean Front Walk more effectively than they could before the cameras were installed, with video recording equipment housed at both LAPD stations. The Venice video surveillance system installation project was implemented by RAP in coordination with the LAPD, CD-11, and various community stakeholders.

### ENVIRONMENTAL IMPACT STATEMENT:

Staff has determined that the Project consists of installation of new equipment for security and public safety involving negligible or no expansion of use, which is supported by the donation of the cameras. Therefore, the Project is exempt from the provisions of the California



REPORT OF GENERAL MANAGER

PG. 3            NO. 15-218

Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(4) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

Acceptance of this gift has no fiscal impact on RAP's General Fund, as the twenty (20) video cameras were provided by the Donor through the donation to the Foundation. Report No. 15-068, approved by the Board on April 1, 2015, provides detail of the Venice video surveillance system project (PRJ20875) costs and funding sources which reflect the project savings provided through the subject donation from Samsung to the Foundation.

This report was prepared by Joel Alvarez, Senior Management Analyst II, and Raymond Chang, Management Analyst II, Partnership Division.

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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 ON <u>BOARD AGENDA</u>	PLACED ON MATTERS <u>PENDING</u>	DEEMED <u>WITHDRAWN</u>
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None

BIDS TO BE RECEIVED:

10/27/15      Lincoln Park Recreation Center – Pool and Bathhouse Replacement Project  
(PRJ1504P) (W.O. #E1907715)

PROPOSALS TO BE RECEIVED:

None

QUALIFICATIONS TO BE RECEIVED:

None