

APPROVED
Sept 04 2025
**BOARD OF RECREATION
AND PARK COMMISSIONERS**

BOARD REPORT

NO. 25-154

DATE September 04, 2025

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VAN NUYS SHERMAN OAKS WAR MEMORIAL PARK – FIRE ALARM UPGRADES (PRJ21833) PROJECT – MODIFICATION OF SCOPE OF WORK – COMMITMENT OF SUPPLEMENTAL PARK FEES – CATEGORICALLY EXEMPT FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE 19, SECTION 15301(a) [INTERIOR OR EXTERIOR ALTERATIONS INVOLVING REMODELING OR MINOR CONSTRUCTION WHERE THERE BE NEGLIGIBLE OR NO EXPANSION OF USE] AND SECTION 15301(f) [ADDITION OF SAFETY OR HEALTH PROTECTION DEVICES] OF CALIFORNIA CEQA GUIDELINES AND ARTICLE III, SECTION 1, CLASS 1(1) AND CLASS 1(4) OF CITY CEQA GUIDELINES

B. Aguirre _____ M. Rudnick _____
B. Jones _____ for* C. Santo Domingo DF
C. Stoneham _____ N. Williams _____



General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve the modification of the scope of work and total budget of the Van Nuys Sherman Oaks War Memorial Park – Fire Alarm Upgrades (PRJ21833) Project (Project), as described in the Summary of this Report;
2. Authorize Department of Recreation and Parks (RAP) staff to commit from the fund and work order number a maximum of \$55,000.00 in Park Fees for the proposed Project;

| <u>FUNDING SOURCE</u> | <u>FUND/DEPT./ACCT. NO.</u> | <u>WORK ORDER NO.</u> |
|-----------------------|-----------------------------|-----------------------|
| Park Fees | 302/89/89716H | QT061216 |
| Park Fees | 302/89/89716H | QM191296 |

3. Approve the Project to be bid and constructed through the RAP list of pre-qualified on-call contractors;
4. Approve the authorization of change orders as authorized under Board Report No. 06-136, for the construction contracts for this Project in the budget contingency amounts for such contracts as stated in this Report;

BOARD REPORT

PG. 2 NO. 25-154

5. Determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15301(a) [Interior or exterior alterations involving remodeling or minor construction where there be negligible or no expansion of use] and Section 15301(f) [Addition of safety or health protection devices] of California CEQA Guidelines as well as Article III, Section 1, Class 1(1) and Class 1(4) of City CEQA Guidelines, and direct staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk and the Governor's Office of Land Use and Climate Innovation;
6. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of \$75.00 for the purpose of filing an NOE; and
7. Authorize RAP staff to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

Van Nuys Sherman Oaks War Memorial Park (Park) is located at 14201 West Huston Street in the Sherman Oaks area of the City. This 65.18-acre facility provides synthetic turf soccer fields, a recreation center, aquatic center, tennis courts, basketball courts, and a play area for the surrounding communities. Due to the facilities, features, programs, and services it provides, Van Nuys Sherman Oaks War Memorial Park meets the standard for a Community park, as defined in the City's Public Recreation Plan.

PROJECT SCOPE

On March 6, 2025, the Board of Recreation and Park Commissioners (Board) approved the improvements and upgrades to the fire alarm system in the recreation center building (Report No. 25-031).

RAP staff has determined it is necessary to modify the Project's scope of work to include improvements to the fire alarm system in the pool building. Additional funding is required in order to implement the revised scope of work.

PROJECT FUNDING

Previously, the Board approved the commitment of \$95,000.00 in Park Fees for the Van Nuys Sherman Oaks War Memorial Park – Fire Alarm Upgrades (PRJ21833) Project (Report No. 25-031).

Upon approval of this Report, \$55,000.00 in supplemental Park Fees can be committed to the proposed Project.

BOARD REPORT

PG. 3 NO. 25-154

The total amount of funding available for the Project is \$150,000.00, which is the total budget of the Project inclusive of the budget contingency amount set forth below.

See below the anticipated pre-qualified on-call contract(s) and budget contingency amount(s) that will be used for the Project:

| On-Call Contract | Contingency Amount |
|----------------------------|---------------------------|
| Park Facility Construction | \$30,000.00 |

The Park Fees were collected within five miles of Van Nuys Sherman Oaks War Memorial Park, which is the standard distance for the commitment of Park Fees for community recreational facilities pursuant to Los Angeles Municipal Code Section 12.33 E.3.

FUNDING SOURCE MATRIX

| Source | Fund/Dept/Acct | Amount | Percentage |
|---------------|-----------------------|---------------|-------------------|
| Park Fees | 302/89/89716H | \$150,000.00 | 100% |
| Total | | \$150,000.00 | 100% |

PROJECT CONSTRUCTION

RAP staff has determined that sufficient funding has been identified for the Project. See below the updated Project schedule:

| Phase | Duration |
|-------------------|--------------------------------|
| Predesign | N/A |
| Design | N/A |
| Bid and Award | February 2025 – September 2025 |
| Construction | October 2025 – March 2026 |
| Post-Construction | April 2026 – September 2026 |

TREES AND SHADE

The proposed Project will have no impact on the existing trees and shade at Van Nuys Sherman Oaks War Memorial Park.

ENVIRONMENTAL IMPACT

The scope of the Project approved by the Board on March 6, 2025 (BR 25-031) has extended to an additional building, therefore a new environmental review of the Project, which analyzes its potential impact on the environment, is necessary.

The proposed Project consists of interior and exterior alterations involving negligible or no expansion of use and addition of safety cameras to existing building which qualifies as installation safety or health protection devices on existing structures.

BOARD REPORT

PG. 4 NO. 25-154

According to the parcel profile report retrieved on August 19, 2025, this site is not within a coastal, methane, or historic protection zone. The site is in a liquefaction, but the addition of a fire alarm system is not going to increase the risk of liquefaction, so there is no reasonable possibility that the proposed Project may impact on an environmental resource of hazardous or critical concern or have a significant effect due to unusual circumstances. No other known projects would involve cumulatively significant impacts, and no future projects would result from the proposed Project. As of August 19, 2025, the State Department of Toxic Substances Control (DTSC) (Envirostor at www.envirostor.dtsc.ca.gov) and the State Water Resources Control Board (SWRCB) (Geotracker at <https://geotracker.waterboards.ca.gov/>) have not listed the Project site or any contaminated sites near the Project area (within 1,000 feet). According to the Caltrans Scenic Highway Map, there is no scenic highway located in the vicinity of the proposed Project or within its site. Furthermore, the proposed Project is not within an historic site and will not have any significant effect on historic resources.

Based on this information, RAP staff recommends that the Board of Recreation and Park Commissioners (Board) determines that the proposed Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Sections 15301(a) and 15301(f) of California CEQA Guidelines and Article III Section 1, Class 1(1) and Class 1(4) of City CEQA Guidelines. Staff will file a Notice of Exemption with the Los Angeles County Clerk and the Governor's Office of Land Use and Climate Innovation upon Board's approval.

FISCAL IMPACT

The approval of this commitment of Park Fees will have no fiscal impact on RAP's General Fund. The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Park Fees, or funding sources other than RAP's General Fund. The maintenance of the proposed park improvements can be performed by current staff with minimal impact to existing maintenance service at this facility.

This Report was prepared by David Lee, Management Assistant, Planning, Maintenance and Construction Branch.