

**APPROVED**

REPORT OF GENERAL MANAGER

NO. 13-057

DATE February 20, 2013

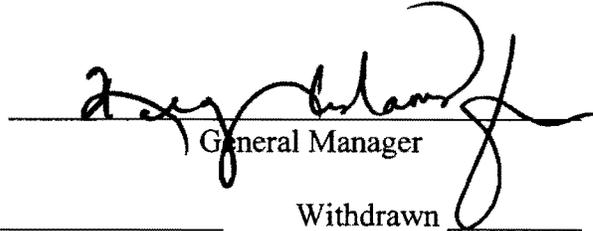
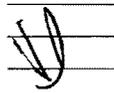
**FEB 20 2013**  
**BOARD OF RECREATION**  
**& PARK COMMISSIONERS**

C.D. 14

**BOARD OF RECREATION AND PARK COMMISSIONERS**

**SUBJECT: STATE STREET RECREATION CENTER -- AGREEMENT WITH THE FOUNDATION FOR EARLY CHILDHOOD EDUCATION, FOR THE OPERATION AND MAINTENANCE OF A HEAD START CHILD DEVELOPMENT PROGRAM**

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

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed three (3) year agreement (Agreement), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP) and Foundation for Early Childhood Education (FECE), a California non-profit corporation, setting forth the terms and conditions for FECE's use of park property at State Street Recreation Center, in accordance with RAP's Partnership Policy, to provide Head Start child development services to low income families, subject to the approval of the Mayor and of the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed Agreement, to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form;
3. Authorize the Board President and Secretary to execute the Agreement upon receipt of the necessary approvals; and,
4. Direct RAP's Chief Accounting Employee to establish a sub-account in Fund 302 Department 89 Account 89702H for utility and other cost recovery reimbursements received from FECE under this Agreement.

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### SUMMARY:

FECE, a private non-profit agency, is a delegated Head Start service provider receiving federal Head Start funding through the Los Angeles County Office of Education (LACOE). State Street Head Start Center is located at 716 N. State St., Los Angeles, CA 90033 (Property), within State Street Recreation Center. FECE currently operates the facility through Right-of-Entry Permit No. PD-ROE-036 (ROE) issued in August 2012, allowing time for the Partnership Division to formalize an Agreement between FECE and RAP, in accordance with RAP Policies.

Pursuant to Report No. 11-296 approved November 2, 2011, the Board made a finding that non-profit cooperative nursery, Head Start, pre-school, and child care organizations are a recreational use as these programs provide outdoor child development through recreational and educational pre-school experiences such as game playing, free play, and group sports play. In particular, Head Start Child Development Programs are free services provided by various organizations to children ages three and four from low-income families. These programs encourage physical activity, demonstrate healthy lifestyle choices, help prepare participants enrolled in the programs for success in school, and meet the needs of special populations, including children with disabilities. Head Start Programs are required to be operated under California Childcare Center General Licensing requirements. Additionally, LACOE performs regular evaluations and maintains oversight of FECE for compliance with relevant licensing requirements.

FECE has provided Head Start services at State Street Recreation Center for 30 years at no cost to the community. The Head Start Child Development Program provided by FECE follows the traditional school-year calendar. FECE shares building space of approximately 930 square feet and outside storage space of 80 square feet. Offering two sessions, morning and afternoon, and servicing up to 34 children per day, FECE concludes its Head Start services at 3:30 pm during the school year allowing RAP to provide youth and after-school programming thereafter.

Staff recommends approval of the proposed Agreement, so FECE may be allowed to continue using park property to provide a Head Start Child Development Program which provides recreational benefits and is in the best interest of the surrounding community. The yearly value of FECE's Head Start Child Development Program at State Street Recreation Center has been determined to be \$179,000, based on their annual operating budget.

Should the proposed Agreement be approved, FECE's performance will be monitored through an annual performance review to ensure compliance with the Agreement. As part of the proposed Agreement, FECE will be responsible, at its sole cost and expense, for repair costs related to the operation and maintenance of the State Street Head Start Center program as well as the Cost Recovery Fees in the amount of \$245 per month of operation, that is, \$2,450 a year, covering utilities, solid waste disposal, and staff impact fees. Additionally, FECE will reimburse RAP for

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the hours RAP staff needs to be present and on duty while FECE is utilizing Property before Property is opened to the public during normal business hours.

IMPACT STATEMENT:

Staff has determined that the execution of the proposed Agreement is for the operation of 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.

Staff has discussed the proposed agreement with the Principal Supervisor and the Superintendent of the Metro Region and each supports the agreement and concurs with staff's recommendations.

FISCAL IMPACT STATEMENT:

The proposed Agreement will have no adverse impact on RAP's General Fund as operations and program costs associated with FECE's use of park property will be paid for by FECE at no cost to the City, and costs impacting RAP shall be compensated through the collection of Board approved Cost Recovery Fees.

This report was prepared by Leslie Richter, Senior Recreation Director I, and Joel Alvarez, Senior Management Analyst, Partnership Division.