

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

Monday, May 13, 2013 at 9:30 a.m.

Mar Vista Recreation Center  
11430 Woodbine Avenue  
Los Angeles, California 90066

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 Bill Rosendahl, Council District 11, or His Appointed Representative

Kevin Regan, Assistant General Manager, Recreation Operations, will Introduce the Staff of Mar Vista Recreation Center

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of May 1, 2013

3. GENERAL MANAGER'S REPORTS:

13-123 Rosecrans Recreation Center - Sports Fields Improvements and Stormwater Enhancements (W.O. #E170425F) - Acceptance of Stop Notice on Construction Contract No. 3360

13-124 Wattles Park - Erosion and Drainage Improvements Project (W.O. #E170262F) Project - Authority to Release a Portion of Retention Monies for Contract No. 3353

13-125 109<sup>th</sup> Street Recreation Center - Pool and Bathhouse Replacement (PRJ1501P) (W.O. #E1906494F) Project - Re-Bid Final Plans and Call for Bids

13-126 Hansen Dam Park - Discovery Science Center of Los Angeles - Memorandum of Understanding Between the Department of Recreation and Parks and the Los Angeles Department of Water and Power for the Design,

May 13, 2013

Fabrication, and Installation of Exhibits at the  
Discovery Science Center of Los Angeles

- 13-127 Camp Radford - Camp Radford Development Plan Project (PRJ20712) - Rescission of Previous Action Authorizing the Allocation of Zone Change Fee Interest; Allocation of Zone Change Fee Interest
- 13-128 Gilbert W. Lindsay Community Center - Termination of Current Lease Agreement and New Lease Agreement Between City of Los Angeles and Kedren Community Health Center for the Operation and Maintenance of a Community Mental Health Facility
- 13-129 Ken Malloy Harbor Regional Park - Harbor Regional Park Feed-In Tariff Solar (PRJ20747) Project - Authorization to Participate in Los Angeles Department of Water and Power Feed-In Tariff Solar Power Program; Approval of Conceptual Plans
- 13-130 Transfer of Appropriations Within Fund 302 in the Department of Recreation and Parks for Budgetary Adjustments
- 13-131 Signature Authority as Acting General Manager and Acting Chief Accounting Employee
- 13-132 Reimbursement of Salaries and Related Expenses from the Municipal Recreation Program Fund and Grant Fund Accounts - Resolution for Fiscal Year 2013-2014
- 13-133 Reimbursement for Petty Cash, Expenses, and Refund Resolutions for Fiscal Year 2013-2014
- 13-134 Transfer of Expenditures to Bogdanovich Trust Fund for Fiscal Year 2013-2014
- 13-135 Pershing Square Parking Garage - Annual Status Report for Fiscal Year 2011-2012 - Transfer of Appropriations
- 13-136 Pershing Square - Encumbrance of Funds for Professional Booking Agent Services
- 13-137 Proposition K-L.A. for Kids Program 8<sup>th</sup> Funding Cycle - Authorization to Negotiate and Execute an Assignment and Assumption Agreement to Effectuate the Transfer of the Mar Vista Gardens Sports Field Lighting Project Grant Proposal to the Housing Authority of the City of Los Angeles
- 13-138 Jim Gilliam Child Care Center - California Department of Education 2013-14 Facilities Renovation and Repair Grant

May 13, 2013

- Retroactive Authorization to Submit Grant Application;  
Acceptance of Grant Funds

13-139 Partnership Division - Donation of Funds and Equipment from the Natasha Watley Foundation in Support of a Department-Operated Girls Softball League at Ten Park Sites

13-140 Partnership Division - Agreement with the Southern California Tennis Association for the Implementation of a Youth Tennis Program at Various Park Sites

13-141 Various Communications

4. UNFINISHED BUSINESS:

12-307 Target Retail Center Project - Childcare Facility  
Item to be Price Increase Requirements Pursuant to Section 6.G of  
Continued 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

12-023 Poinsettia Recreation Center - Phase I Building and Landscape Refurbishment (W.O. #E170265F) - Final Acceptance

13-026 MacArthur Park - Final Approval of Mural Artwork on  
Item to be Benches  
Continued

13-045 Los Angeles Maritime Museum - Approval of Harbor Department Permit No. 895 for the Operation and Maintenance of the Maritime Museum

13-094 St. Andrews Recreation Center - Outdoor Sports Development (W.O. #E170302F) Project - Review of Bids and Award of Contract

13-100 Sepulveda (Encino-Balboa) Golf Restaurant - One-Year  
Item to be Concession Agreement with Renewal Option  
Continued

Memorandum: Los Angeles Police Department - Proposed Memorandum  
Item to be of Agreement  
Continued

13-117 Approved Uses for Recreation and Parks Property and  
Item to be Facilities  
Continued

May 13, 2013

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)

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, June 5, 2013 at 9:30 a.m., at EXPO Center, Comrie Hall, 3980 S. Bill Robertson Lane (Formerly Menlo Avenue), 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.

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

May 13, 2013

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](http://www.laparks.org).



REPORT OF GENERAL MANAGER

NO. 13-123

DATE May 13, 2013

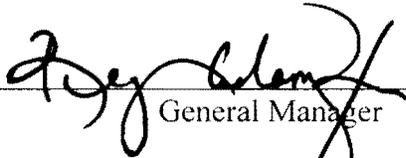
C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ROSECRANS RECREATION CENTER – SPORTS FIELDS IMPROVEMENTS AND STORMWATER ENHANCEMENTS (W.O. #E170425F) – ACCEPTANCE OF STOP NOTICE ON CONSTRUCTION CONTRACT NO. 3360

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

K. Regan \_\_\_\_\_  
\*M. Shull *USD for*  
N. Williams \_\_\_\_\_

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board direct staff to withhold the amounts claimed in the following Stop Notice, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said amount of said funds are available, and to notify contractors, sureties, and other interested parties that the amount of said claims plus 25% will be withheld.

SUMMARY:

STOP NOTICE:

The Department is in receipt of a legal notice to withhold construction funds, pursuant to California Civil Code Sections 3103 and 3181, on the following contract:

Contract 3360      CD 15

Rosecrans Recreation Center – Sports Fields  
Improvements and Stormwater Enhancements  
(W.O. #E170425F)  
Project Status: Construction  
Project Impact: None

General Contractor: Horizons Construction International, Inc.  
Claimant: Robertson's  
Amount: \$1,160.90

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-123

FISCAL IMPACT STATEMENT:

The Acceptance of Stop Notice has no impact on the Department's General Fund, as funds have already been appropriated for this purpose.

This report was prepared by LaTonya D. Dean, Commission Executive Assistant.

REPORT OF GENERAL MANAGER

NO. 13-124

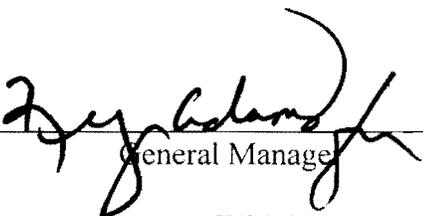
DATE May 13, 2013

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WATTLES PARK – EROSION AND DRAINAGE IMPROVEMENTS PROJECT (W.O. #E170262F) PROJECT – AUTHORITY TO RELEASE A PORTION OF RETENTION MONIES FOR CONTRACT NO. 3353

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

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board of Recreation and Park Commissioners (Board) authorize the Department's Chief Accounting Employee to immediately release \$29,402.00, out of a total of \$34,402.00, in retention monies held under Contract No. 3353 to John Zgrablich Construction, Inc., inasmuch as the majority of the project is complete and the remaining work consists of turf restoration and change order work only.

SUMMARY:

On June 6, 2011, the Board awarded Contract No. 3353 (Board Report No. 11-145), in the amount of \$243,000.00, to John Zgrablich Construction Inc. (Contractor), for the Wattles Park – Erosion and Drainage Improvements (W.O. #E170262F) project. The project, which is located at 1824 North Curson Avenue, Los Angeles, CA 90046, was deemed complete on April 11, 2012, over one (1) year ago. Plans for the project were prepared by Gruen and Associates, an architectural consultant firm hired by the Bureau of Engineering (BOE). The plans provided for the construction of storm drains, a retention tank and infiltration system, seating walls, catch basins, curbs and gravel swales, and the planting of new shrubs, groundcovers and vines in the hillside area, re-grading of the grassy area, restoration of turf, and the installation of a new/expanded irrigation system.

The project experienced a variety of challenges, including a malfunctioning irrigation system. The original project was about ninety-five percent (95%) complete in construction prior to the work being halted in March 2012. The remaining five percent (5%) of work scope was mostly

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-124

the restoration of turf. This remaining portion was not completed by the Contractor, due to the fact that the existing irrigation system was not functioning properly. This work was deleted from the contract by the BOE, and the City was credited for the five percent (5%) of work not done.

Staff has since determined that it would be prudent to replace the entire irrigation system for the greater part of the park. Consequently, on December 10, 2012, the Board authorized (Board Report No. 12-321) the City Engineer's request to negotiate change orders with the Contractor, in an amount not-to-exceed \$166,000.00, including contingency of \$24,300.00, for additional scope to provide for a fully functioning irrigation system and additional grading and slope protection for the park; including re-grading, replacement of the existing irrigation system, and laying sod. With this authority, the City Engineer negotiated and agreed with the Contractor on costs for the additional scope of work and the restart of the construction activities. As part of the agreement to restart the construction activities, staff agreed to request the Board to release the retention monies held currently, a total of \$34,402.00, less \$5,000.00. The total retention monies currently held under Contract No. 3353 for John Zgrablich Construction, Inc., is approximately \$34,402.00. The remaining funds will be adequate retention for the remaining scope of work.

Staff has further determined that the Project was previously declared categorically exempt from CEQA by Board action on June 6, 2011 (Board Report No. 11-145), and the partial release of retained monies does not constitute a substantial change in the Project that would require additional CEQA clearance. Therefore, the Board's approval in this matter is not subject to CEQA.

Sufficient funds are available from the following fund and account.

FUNDING SOURCE  
Proposition K Year 14

FUND NO./DEPT. NO./ACCT NO  
43K/10/10G291

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to the Department's General Fund. Once this project is completed, operational maintenance cost will be determined, and a request for funding will be submitted in future Department annual budget requests.

This report was prepared by Ejike Mbarurugu, Project Manager, Recreation and Cultural Facilities Program, Bureau of Engineering; and reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering; and Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 13-125

DATE May 13, 2013

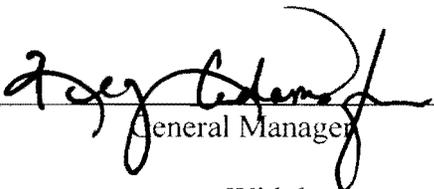
C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 109<sup>TH</sup> STREET RECREATION CENTER – POOL AND BATHHOUSE REPLACEMENT (PRJ1501P) (W.O. #E1906494) PROJECT – RE-BID FINAL PLANS AND CALL FOR BIDS

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

K. Regan \_\_\_\_\_  
\*M. Shull MS  
N. Williams \_\_\_\_\_

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the final plans and specifications for the 109<sup>th</sup> Street Recreation Center – Pool and Bathhouse Replacement (PRJ1501P) (W.O. #E1906494) project – Re-bid Final Plans and Call for Bids;
2. Approve the reduction in the value of work that the specifications require to be performed by the Prime Contractor from 50% to 20% of the base bid price; and,
3. Approve the date to be advertised for receipt of bids as Tuesday, June 11, 2013 at 3:00 P.M. in the Board Office.

SUMMARY:

Submitted for the Board’s approval are the final plans and specifications for the 109<sup>th</sup> Street Recreation Center – Pool and Bathhouse Replacement (PRJ1501P) (W.O. #E1906494) project - Re-bid Final Plans and Call for Bids, located at 1431 East 110<sup>th</sup> Street, Los Angeles, California 90059. The plans and specifications were prepared by the Department of Public Works, Bureau of Engineering (BOE), Architectural Division, in conjunction with the design consultant, Sparano + Mooney Architecture, Inc., under the direction of the BOE, Architectural Division.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 13-125

The proposed scope for this project includes the following:

1. Demolition of the existing swimming pool and bathhouse.
2. Construction of:
  - a) A New 3,400 square-foot swimming pool,
  - b) A New 860 square-foot kidney-shaped splash pad,
  - c) A New 2,500 square-foot bathhouse, and
  - d) A New parking lot with connecting pathway to the swimming pool facility.

Previously, the Board had approved the final plans and called for bids for the project on July 8, 2009 (Board Report No. 09-185), and subsequently, bids were received on September 15, 2009. However, due to the lack of construction funds, the project was placed on hold and all the bids were allowed to expire. On September 5, 2012, the project was re-activated as sufficient construction funds were identified (Board Report No. 12-241). BOE and the design consultant have completed all necessary plan revisions and approvals to ensure the project meets the most current code compliance requirements.

To ensure the quality of work meets the construction standards of City pools, all bidders will be required to complete and submit the "Pool Contractor's Minimum Qualifications – Experience with Public Swimming Pools Construction" forms as part of their bids and the pool contractor must meet those minimum qualification requirements, as instructed in the bid package.

It has been the policy of this Board to require that the prime contractor on construction projects perform a minimum of 50% of the work for the project, as measured by the base bid price. The purpose of the minimum participation level is largely to avoid contractors that serve merely as brokers and would therefore not have significant ability or expertise to keep projects on schedule and properly manage the construction and the work site. However, this project has a great deal of specialty work and therefore, the 50% minimum participation level may exclude competent general contractors from being able to meet the requirement. It is therefore proposed that the minimum prime participation level be reduced to 20%, which should still achieve the goal of avoiding brokers as prime contractors but at the same time not exclude competent general contractors. This should help attract a broader range of prime contractors, thus creating a more inviting and competitive bidding environment for this project.

The City Engineer's estimate for the construction costs for this project is \$4,630,000.00

REPORT OF GENERAL MANAGER

PG. 3

NO. 13-125

Funds are available from the following accounts:

<u>Funding Source</u>	<u>Fund/Dept./Acct. No.</u>
MICLA 2006-2007	298/88/88A216
Proposition K	43K/10/10F028
Quimby	302/89/89460K-NS
Site & Facilities	209/88/88G232
RAP General Capital	302/89/89270KCM

The proposed project has been previously evaluated and approved in compliance with the California Environmental Quality Act (CEQA). A Final Environmental Impact Report (FEIR) was certified, and a Statement of Overriding Considerations and Mitigation Monitoring and Reporting Plan adopted, on July 8, 2009 (Board Report No. 09-185). A Notice of Determination was filed with the Los Angeles County Clerk on July 9, 2009. The scope of the Project and the environmental setting has not substantially changed since the CEQA approval that would result in additional environmental impacts or an increase in the intensity of the projected impacts to require any new or modified mitigation. Therefore, no additional CEQA documentation is required.

The Bid Package has been approved by the City Attorney's Office.

FISCAL IMPACT STATEMENT

The project will be funded by a combination of the aforementioned funding sources. There is no immediate fiscal impact to the Department's General Fund. However, operations and maintenance costs will be evaluated and included in future Department budget requests.

This report was prepared by Willis Yip and Alex Ngo, Project Managers, BOE Architectural Division. Reviewed by Neil Drucker, Program Manager, BOE, Recreational and Cultural Facilities Program; Deborah Weintraub, BOE, Chief Deputy City Engineer; and Cathie Santo Domingo, Superintendent, Planning, Construction, and Maintenance Branch, Department of Recreation and Parks.



**This item not included in the package**

13-126 Hansen Dam Park - Discovery Science Center of Los Angeles - Memorandum of Understanding Between the Department of Recreation and Parks and the Los Angeles Department of Water and Power for the Design, Fabrication, and Installation of Exhibits at the Discovery Science Center of Los Angeles



REPORT OF GENERAL MANAGER

NO. 13+127

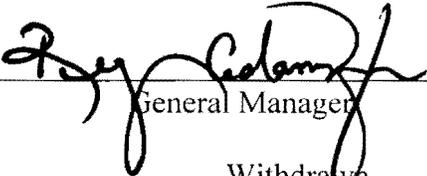
DATE May 13, 2013

C.D. 3, 4, 9, 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CAMP RADFORD – CAMP RADFORD DEVELOPMENT PLAN (PRJ20712) PROJECT – RESCISSION OF PREVIOUS ACTION AUTHORIZING THE ALLOCATION OF ZONE CHANGE FEE INTEREST; ALLOCATION OF ZONE CHANGE FEE INTEREST

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

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Rescind approval of Recommendation No. 5(B) of Board Report No. 12-322, approved on December 10, 2012, which authorized the Department’s Chief Accounting Employee to transfer \$3,000,000.00 in Zone Change Fee Interest from Zone Change Park Fee Interest Income Account No. 89440K-01 to the Camp Radford Account No. 89440K-ZF;
2. Rescind approval of Recommendation No. 5(C) of Board Report No. 12-322, approved on December 10, 2012, which approved the allocation of \$3,000,000.00 in Zone Change Fee Interest from the Camp Radford Account No. 89440K-ZF for the Camp Radford Development Plan project at Camp Radford;
3. Authorize the Department’s Chief Accounting Employee to transfer \$2,500,000.00 in Zone Change Fee Interest from Zone Change Park Fee Interest Income Account No. 89440K-01 to the Camp Radford Account No. 89440K-ZF; and,
4. Approve the allocation of \$2,500,000.00 in Zone Change Fee Interest from the Camp Radford Account No. 89440K-ZF for the Camp Radford Development Plan (PRJ20712) project at Camp Radford, as described in the Summary of this Report.

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 13-127

### SUMMARY:

On December 10, 2012, the Board approved the allocation of Quimby and Zone Change Fee interest income to fund five park capital improvement projects (Board Report No. 12-322). One of the five (5) projects approved by the Board was the Camp Radford Development Plan (PRJ20712) project at Camp Radford, which is a multi-phased project to complete the necessary repairs, renovations, and upgrades needed in order to permit Camp Radford to reopen to the public. The Board approved the transfer of \$3,000,000.00 in Zone Change Fee Interest from Zone Change Park Fee Interest Income Account No. 89440K-01 to the Camp Radford Account No. 89440K-ZF and the allocation of that \$3,000,000.00 to the Camp Radford Development Plan project.

Staff has reviewed the funding needed for the initial planning and implementation of the project and seeks approval to change the amount being transferred from Zone Change Park Fee Interest Income Account No. 89440K-01 to the Camp Radford Account No. 89440K-ZF and the amount being allocated from Camp Radford Account No. 89440K-ZF to the Camp Radford Development Plan project.

Upon approval of this report, \$2,500,000.00 in Zone Change Fee Interest will be transferred from Zone Change Park Fee Interest Income Account No. 89440K-01 to the Camp Radford Account No. 89440K-ZF, and allocated to the Camp Radford Development Plan project at Camp Radford.

The revised total allocation for the Camp Radford Development Plan project at Camp Radford would be \$2,500,000.00. This new allocation is less than the amount previously allocated for the project; however, it is anticipated that funding is sufficient to implement the priority repairs, renovations, and upgrades needed at the facility.

Staff has determined that the subject project is a continuation of an existing project approved on June 1, 2005 (Board Report No. 05-150) that is exempt from CEQA [Class 1(1,4,11d,32) and Class 2]. The work funded by the current Board action will not result in any additional environmental impacts, and therefore, is covered by the existing CEQA exemption. No additional CEQA documentation is required.

### FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees will have no fiscal impact on the Department's General Fund as it is anticipated that the implementation of the proposed park capital improvement projects will not increase the level of daily maintenance required at these facilities.

REPORT OF GENERAL MANAGER

PG. 3                      NO. 13-127

The estimated costs for the design, development, and construction of the proposed park capital improvement projects are anticipated to be funded by Quimby Fees or funding sources other than the Department's General Fund.

This report was prepared by Darryl Ford, Management Analyst II, Planning, Construction, and Maintenance Division.



**This item not included in the package**

13-128      Gilbert W. Lindsay Community Center - Termination  
of Current Lease Agreement and New Lease Agreement  
Between City of Los Angeles and Kedren Community  
Health Center for the Operation and Maintenance of  
a Community Mental Health Facility



**This item not included in the package**

13-129      Ken Malloy Harbor Regional Park - Harbor Regional  
Park Feed-In Tariff Solar (PRJ20747) Project -  
Authorization to Participate in Los Angeles  
Department of Water and Power Feed-In Tariff Solar  
Power Program; Approval of Conceptual Plans



REPORT OF GENERAL MANAGER

NO. 13-130

DATE May 13, 2013

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF APPROPRIATIONS WITHIN FUND 302 IN THE DEPARTMENT OF RECREATION AND PARKS FOR BUDGETARY ADJUSTMENTS

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

K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
\*N. Williams nbw

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Subject to approval by the Mayor, authorize the transfer of appropriations within Recreation and Parks Fund 302, Department 88, as follows:

FROM:	Account 1010 – Salaries General	\$200,000
TO:	Account 1090 – Salaries, Overtime	<u>\$200,000</u>
		\$200,000

2. Authorize the General Manager or his designee to make technical corrections as necessary to those transactions included in this Report to carry out the intent of the transfer as stated in the Summary of this Report.

SUMMARY:

The Department of Recreation and Parks provides aquatics, day camps, and sport programming to hundreds of thousands of youth on summer break. This fiscal year, the Los Angeles Unified School District has modified its operating calendar, and students are expected to be released the second week of June 2013. This will be the earliest start of summer programming compared to recent years. As a result, summer staff needs to be trained and pools need to be prepared earlier than usual. However, continued attrition and the hiring freeze have resulted in a shortage of personnel. Funds are therefore needed in the Salaries, Overtime Account 1090, to cover shortages relative to the early opening of camps and pools.

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-130

FISCAL IMPACT STATEMENT:

This transfer between accounts is for budgetary adjustments and has a net zero (0) impact on the Department of Recreation and Parks' General Fund.

This report was prepared by Noel Williams, Chief Management Analyst, Finance Division – Budget Section.

REPORT OF GENERAL MANAGER

NO. 13-131

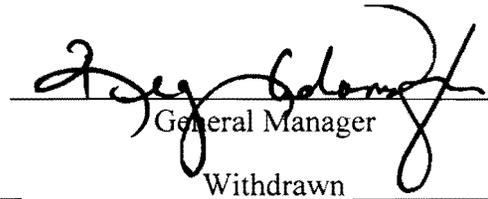
DATE May 13, 2013

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SIGNATURE AUTHORITY AS ACTING GENERAL MANAGER AND  
ACTING CHIEF ACCOUNTING EMPLOYEE

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



General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board adopt a Resolution authorizing the list of Department staff in this Report as Acting General Manager and Acting Chief Accounting Employee.

SUMMARY:

In the absence of the General Manager, the following individuals listed below are authorized to act as the Acting General Manager:

Regina Adams	Executive Officer
Kevin Regan	Assistant General Manager, Operations
Vicki Israel	Assistant General Manager, Partnerships and Revenue
Michael Shull	Assistant General Manager, Planning, Construction and Maintenance
Noel Williams	Chief Accounting Employee

Since only one person is authorized as Acting General Manager at any given time, the Executive Officer would act as the Acting General Manager in the absence of the General Manager; likewise, the Assistant General Manager for Operations would act as the Acting General Manager in the absence of the General Manager and Executive Officer; the Assistant General Manager for Partnerships would act as the Acting General Manager in the absence of the General Manager, the Executive Officer and the Assistant General Manager for Operations; the Assistant General Manager for Planning, Construction and Maintenance would act as the Acting General Manager in the absence of the General Manager, the Executive Officer, the Assistant General Manager for Operations and the Assistant General Manager for Partnerships; and the Chief Accounting Employee would act as the Acting General Manager in the absence of the five (5) aforementioned employees.

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-131

In the absence of the General Manager, the following individuals are authorized to act in place of the General Manager for the purpose of signing and approving accounting documents only:

Noel Williams	Chief Accounting Employee
Emily Lau	Principal Accountant II
Putthachart Yip	Principal Accountant II

In the absence of the Chief Accounting Employee, the following individuals are authorized to act as the Acting Chief Accounting Employee; however, no individual can sign in two (2) capacities on the same document. The following individuals, in the order the names appear below, would act as the Acting Chief Accounting Employee in the absence of the Chief Accounting Employee:

Emily Lau	Principal Accountant II
Putthachart Yip	Principal Accountant II
Cynthia Hirata	Senior Accountant II

In the absence of the Chief Accounting Employee, the following individuals are authorized to act in place of the Acting Chief Accounting Employee for the purpose of signing and approving of accounting documents only; however, no individual can sign in two (2) capacities on the same document:

Connie Sarmiento	Senior Accountant II
Cora Rho'Dess	Senior Accountant I
Blas Rafols	Senior Accountant I

FISCAL IMPACT STATEMENT:

Approval of this report results in no fiscal impact to the Department's General Fund.

This report was prepared by Noel D. Williams, Chief Management Analyst, Finance and Accounting Division.

REPORT OF GENERAL MANAGER

NO. 13-132

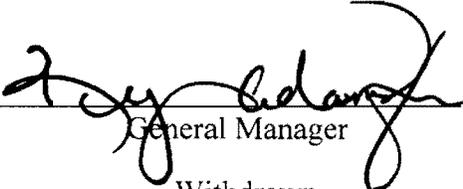
DATE May 13. 2013

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REIMBURSEMENT OF SALARIES AND RELATED EXPENSES FROM THE MUNICIPAL RECREATION PROGRAM FUND AND GRANT FUND ACCOUNTS - RESOLUTION FOR FISCAL YEAR 2013-2014

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
V. Israel _____	*N. Williams <u>NO</u>

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board adopt a Resolution authorizing the City Controller to reimburse the Department's budgetary accounts for salaries and related expenses by transfer of expenditures from the Department's budgetary accounts to the appropriate Recreation and Parks Grant Fund accounts, Departmental Capital Improvement accounts, other Special Accounts, City General Fund Capital accounts for Departmental projects, and the Recreation and Parks Municipal Recreation Program (MRP) Fund for Fiscal Year 2013-2014.

SUMMARY:

Fees are collected from participants to pay for programming in sports, classes, childcare, camping, special events, and additional hours of operation on a facility-by-facility basis. The salaries for staff that run these programs are paid initially from the Department's operating budget. Adoption of this resolution will authorize the Chief Accounting Employee to request the Controller to reimburse the Department's budgetary accounts. Reimbursement comes from the MRP accounts into which the fees are deposited.

The Department manages many capital improvement projects and grant programs which provide funds for salaries and related expenses. These funds are used to employ personnel who administer these projects. In addition, many of these capital projects are constructed and/or installed by Department forces. Their salaries and related expenses are paid from the Department's budgetary accounts. It is necessary to transfer these expenditures to the appropriate accounts on a periodic basis so that the Department's budgetary accounts are not overspent. The yearly resolution will avoid the necessity of many separate Board actions.

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-132

FISCAL IMPACT STATEMENT:

The Department's General Fund would be depleted without reimbursement of expenses from the Recreation and Parks Grant Fund accounts, Departmental Capital Improvement accounts, other Special Accounts, City General Fund Capital accounts for Departmental projects, and the Recreation and Parks Municipal Recreation Program Fund that should actually be charged for these expenses.

This report was prepared by Noel D. Williams, Chief Management Analyst, Finance Division.

REPORT OF GENERAL MANAGER

NO. 13-133

DATE May 13, 2013

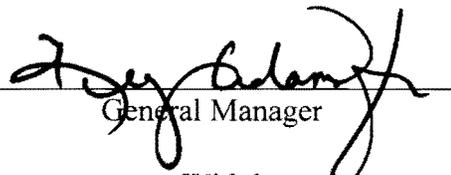
C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REIMBURSEMENT FOR PETTY CASH, EXPENSES, AND REFUND RESOLUTIONS FOR FISCAL YEAR 2013-2014

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

K. Regan \_\_\_\_\_  
M. Shull \_\_\_\_\_  
\*N. Williams NDW

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

RECOMMENDATION:

That the Board adopt the Resolutions enumerated in the Summary of this Report in order to smoothly transition financial operations into the 2013-2014 Fiscal Year.

SUMMARY:

In order to provide authorities for certain types of expenditures, it is necessary that the following resolutions be adopted for fiscal year ending June 30, 2014.

BE IT RESOLVED, that authority is hereby granted to reimburse the Petty Cash Fund in the Department of Recreation and Parks for reimbursements made to staff entitled the same during the fiscal year ending June 30, 2014.

BE IT RESOLVED, that authority is hereby granted to advance to or to reimburse officers and employees of the Department of Recreation and Parks for traveling and personal expenses incurred in connection with their official duties for the fiscal year ending June 30, 2014.

BE IT RESOLVED, that authority is hereby granted to reimburse officers and employees of the Department of Recreation and Parks for carfare, telephone, mileage, and transportation

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-133

expenses incurred in connection with their official duties for the fiscal year ending June 30, 2014.

BE IT RESOLVED, that authority is hereby granted to reimburse the Retired Senior Volunteer Program (RSVP) account to pay transportation and meal allowance to volunteer workers entitled to same in accordance with grant contracts entered into between the City of Los Angeles, Department of Recreation and Parks and a State or Federal agency for the fiscal year ending June 30, 2014.

BE IT RESOLVED, that authority is hereby granted to the General Manager of the Department of Recreation and Parks to make refunds on the Recreation and Parks fund to persons entitled to the same during the fiscal year ending June 30, 2014.

BE IT RESOLVED, that the General Manager is hereby authorized to incur and to be reimbursed for such miscellaneous work related expenditures as may be necessary in the course of conducting Department of Recreation and Parks business for taxi fares, parking fees, and other job related expenses in the amount not to exceed \$2,000 for the fiscal year ending June 30, 2014.

BE IT FURTHER RESOLVED, that such expenditures shall be properly vouched on regular City accounting forms by the General Manager and certified by the Chief Accounting Employee.

FISCAL IMPACT STATEMENT:

There is minimal fiscal impact to the Department's General Fund because most of these expenditures come from special funds.

Report prepared by Noel D. Williams, Chief Management Analyst, Finance Division.

REPORT OF GENERAL MANAGER

NO. 13-134

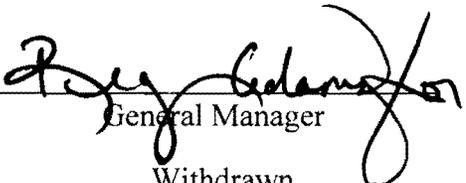
DATE May 13, 2013

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF EXPENDITURES TO BOGDANOVICH TRUST FUND FOR FISCAL YEAR 2013-2014

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

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board adopt a Resolution authorizing the City Controller to transfer expenditures for sports and other activities associated with the Martin J. Bogdanovich Recreation Center from Municipal Sports Account, Fund 301, Department 88, to Recreation and Parks, Fund 302, Department 89, Bogdanovich Trust Account 89050K, for Fiscal Year 2013-2014.

SUMMARY:

The Department received a donation of \$135,000.00 from several members of the Bogdanovich family in August 1998. It is the donors' wish that income generated from these funds be used for recreation programming activities with an emphasis on sports. The disbursement of funds for sports activities is generally transacted through Fund 301 – Municipal Sports Account (Department 88, Account 88031M, MRPXX375, Bogdanovich Recreation Center.) Expenditures for expenses such as, but not limited to, scoreboards, uniforms, and play equipment are initially posted in Fund 301 and are then transferred to Fund 302, Department 89, Account 89050K for reimbursement, with approval by the Bogdanovich Advisory Committee, which was established by the family to oversee the use of the trust funds.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund as this is a cash flow mechanism used to reimburse the Department's Municipal Sports Account (Fund 301, Department 88) for expenditures related to sports and other eligible activities, as approved by the Bogdanovich Advisory Committee, from the Bogdanovich Trust Account (Fund 302, Department 89,

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-134

Account 89050K). Expenses not approved by the Bogdanovich Advisory Committee will not be reimbursed from the Bogdanovich Trust Account and will be covered from fees collected under the Bogdanovich Recreation Center Account in the Municipal Sports Account.

This report was prepared by Noel Williams, Chief Management Analyst, Finance Division.

**This item not included in the package**

13-135      Pershing Square Parking Garage - Annual Status  
Report for Fiscal Year 2011-2012 - Transfer of  
Appropriations



REPORT OF GENERAL MANAGER

NO. 13-136

DATE May 13, 2013

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PERSHING SQUARE – ENCUMBRANCE OF FUNDS FOR PROFESSIONAL BOOKING AGENT SERVICES

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

\*K. Regan  \_\_\_\_\_  
M. Shull \_\_\_\_\_  
N. Williams \_\_\_\_\_

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Authorize an encumbrance of \$75,000.00 for Contract No. 3344, David M. Hewitt dba DMH Enterprises, from Fund 301, Department 88, Municipal Recreation Program (MRP) account 015M for professional booking agent services; and,
2. Authorize an encumbrance of \$75,000.00 for Contract No. 3345, Jumbo Shrimp Circus, from Fund 301, Department 88, Municipal Recreation (MRP) account 015M for professional booking agent services; and
3. Authorize the payment of encumbered funds as services are provided in accordance with the terms and conditions on the existing contracts; and
4. Authorize the Department of Recreation and Parks' Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Board Report.

SUMMARY:

For the past fifteen (15) years Pershing Square has held a Summer Concert Series. The concert series is very popular and boasts an attendance of tens of thousands of patrons during a six (6) week summer period year after year. This year the Summer Concert Series will take place between July 1 and August 29 and is expected to draw similar attendance figures. Additionally, due to the

## REPORT OF GENERAL MANAGER

PG. 2      NO. 13-136 \_\_\_\_\_

popularity of the concert series, the program is being expanded to include more special events (including, but not limited to, Downtown On Ice, The Mobile Youth Theatre Company, and various other holiday events) involving musical entertainment throughout the year. Due to the strong public response to these events, staff is seeking to have more programming.

Currently, the Department contracts with booking agents David M. Hewitt dba DMH Enterprises and Jumbo Shrimp Circus Inc., to book and pay the various performers (Contract Nos. 3344 and 3345 respectively). However, it has been determined that a funding amount, which is above the limits in the existing contracts, is needed in order to support this expanded programming. Both of the contracts are essentially identical and provide for no more than \$33,000.00 annually to be spent during each year of the contracts, which have now been extended to February 28, 2014. A Board Report is being prepared to amend these contracts to increase the dollar limit and to extend the term of the contract until June 30, 2014. A Request for Proposal (RFP) is currently under development to select new booking agents in the future.

In order, to be able to continue the events for the current and next fiscal years and have a mechanism by which to pay the performers, staff requests to encumber \$75,000.00 for DMH Enterprises and \$75,000.00 for Jumbo Shrimp Circus Inc., for a total of \$150,000.00. If approved, the booking agents will receive payment in accordance with the existing terms and conditions of their contracts.

### FISCAL IMPACT STATEMENT:

Approval of this report will result in no impact to the General Fund as the funds will be taken from the Pershing Square MRP (301/88/015M).

Report prepared by Olujimi A. Hawes, Management Analyst II, Metro Region.

**This item not included in the package**

13-137      Proposition K-L.A. for Kids Program 8th Funding Cycle - Authorization to Negotiate and Execute an Assignment and Assumption Agreement to Effectuate the Transfer of the Mar Vista Gardens Sports Field Lighting Project Grant Proposal to the Housing Authority of the City of Los Angeles



REPORT OF GENERAL MANAGER

NO. 13-138

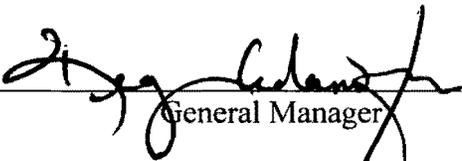
DATE May 13, 2013

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: JIM GILLIAM CHILD CARE CENTER – CALIFORNIA DEPARTMENT OF EDUCATION 2013-14 FACILITIES RENOVATION AND REPAIR GRANT – RETROACTIVE AUTHORIZATION TO SUBMIT GRANT APPLICATION; ACCEPTANCE OF GRANT FUNDS

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
*V. Israel <u>10</u>	N. Williams _____

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

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

RECOMMENDATIONS:

That the Board:

1. Retroactively approve the Department of Recreation and Parks' (RAP) submission of a 2013-14 Facilities Renovation and Repair Grant in the amount of \$11,747.00 to the California Department of Education (CDE) for health and safety improvements to the outdoor play area at the Jim Gilliam Child Care Center, subject to the approval of the Mayor and City Council;
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 RAP's General Manager to accept and receive the 2013-14 Facilities Renovation and Repair Grant, if awarded, in the approximate amount of \$11,747.00 from the CDE for health and safety improvements at the Jim Gilliam Child Care Center, subject to the approval of the Mayor and City Council;
4. Designate 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 implementation and completion of the project(s); and

## REPORT OF GENERAL MANAGER

PG. 2      NO. 13-138

5. Authorize RAP's Chief Accounting Employee to establish the necessary account and/or appropriate funding received within "Recreation and Parks Grant" Fund 205 to accept the 2013-2014 Facilities Renovation and Repair Grant, if awarded, in the approximate amount of \$11,747 for health and safety improvements at the Jim Gilliam Child Care Center.

### SUMMARY:

In March 2013, the Department of Recreation and Parks (RAP) became aware of the California Department of Education (CDE) 2013-14 Facilities Renovation and Repair Grant, which assists agencies in their efforts to maintain healthy, safe and accessible environments for children participating in state-subsidized child care and development programs. As an eligibility requirement for this grant, RAP provides child care and development services through CDE's General Child Care and California State Preschool Programs and possesses a current license at the Jim Gilliam Child Care Center.

According to the 2013-14 Facilities Renovation and Repair Grant application instructions, the maximum allowable grant amount is based on the percentage of subsidized enrollment at the eligible child care facility. The subsidized enrollment at Jim Gilliam Child Care Center is 56%.

Based on the project cost estimate provided by the Planning, Construction and Maintenance Branch staff, the proposed outdoor play area improvement to replace the wood chips with rubberized tiles is estimated to cost \$20,977.00. The grant amount requested is \$11,747.00, which is 56% of the total estimated project cost. The project cost difference of \$9,230.00 is expected to be funded using available Quimby funds.

The application was due by April 12, 2013, and award announcements are expected in June 2013.

### FISCAL IMPACT STATEMENT:

Since the 2013-14 Facilities Renovation and Repair Grant will only subsidize 56% of the total project cost, RAP will use available Quimby funds in an approximate amount of \$9,230.00 to fund the project. Therefore, there is no fiscal impact to RAP's General Fund.

This report was prepared by Kai Wong, Management Analyst II, Grants Administration.

REPORT OF GENERAL MANAGER

NO. 13-139

DATE May 13, 2013

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARTNERSHIP DIVISION – DONATION OF FUNDS AND EQUIPMENT FROM THE NATASHA WATLEY FOUNDATION IN SUPPORT OF A DEPARTMENT-OPERATED GIRLS SOFTBALL LEAGUE AT TEN PARK SITES

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

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

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

RECOMMENDATIONS:

That the Board:

1. Accept a donation from the Natasha Watley Foundation valued at approximately \$16,125.00, as detailed in the Summary of this Report, and that appropriate recognition be given to the donor; and,
2. Authorize the Department of Recreation and Parks (RAP) Chief Accounting Employee to establish a sub-account in Department 89 Fund 302 Account 89703H "Sports Organization" for the deposit of funds received from the Natasha Watley Foundation and pay for related expenses from said sub-account.

SUMMARY:

As part of RAP's ongoing collaboration with the Natasha Watley Foundation for the operation of the "Natasha Watley Girls Softball League", the Foundation proposes to donate the following for the 2013 summer season: sports uniforms with an estimated value of \$5,400.00, softball equipment with an estimated value of up to \$1,500.00, and cash in the amount of \$1,725.00 to pay for umpires, and in-kind services in the form of a Coach Mentor Program. The Foundation has supported the league every year with financial and in-kind contributions since 2011.

The Coach Mentor Program, as explained below, is a service provided by the Foundation at no cost to RAP with a value of approximately \$6,000.00. The Foundation will also provide

## REPORT OF GENERAL MANAGER

PG. 2

NO. 13-139

manuals and other materials with an approximate value of \$1,500.00, providing guidelines for the implementation of a successful youth girls' softball league at ten (10) City parks, collectively estimated at a total of \$16,125.00.

In 2012, the League consisted of twelve (12) teams at the following nine (9) recreation centers located in the Pacific Region: Algin Sutton, Baldwin Hills, Central, Green Meadows, Jackie Tatum/Harvard, Jordan Downs, Mount Carmel, Rosecrans, and Van Ness. Over one hundred eighty (180) girls between the ages of eight (8) and twelve (12) participated in the League.

In helping to contribute to the League's success, the Foundation added two (2) new components to the League: the Coach Mentor Program and an Essay Contest. The Coach Mentor Program matches top female athletes from universities nationwide with each of the participating recreation centers. Coach Mentors not only coach but also teach the "Four Points of the Diamond" – discipline, dedication, dignity and duty. With the help of the Coach Mentors, each player is given the opportunity to write an essay based on the core values of character and the Four Points of the Diamond.

The 2011 contest winner Myshai Poe and a chaperone attended the National Pro Fast Pitch Championship Game in Sulphur, Louisiana, and participated in softball clinics taught by top female athletes with all expenses paid by the Foundation. The 2012 contest winner Asia Bryant and a chaperone attended the National Pro Fast Pitch Championship Game in Rosemont, Illinois.

The Foundation was founded by two-time Olympic softball medalist Natasha Watley to create opportunities for girls in underserved communities, so that they may learn and play the game of softball. The Foundation desires to see young women whose financial resources are limited be able to train, develop, and compete in a high-quality softball league.

The League is a summer program which takes place each year from June thru August. This year's League (2013) consists of twelve (12) teams representing ten (10) recreation centers and their respective communities. Opening Day will be held on June 5, 2013, at Algin Sutton Recreation Center. Games begin June 11 and end on or about August 20, 2013. Each team will play nine (9) games. All games will be played on Tuesday evenings. RAP will conduct all administrative functions related to the program, such as promoting the League, recruiting and registering players, providing assistant coaches who will assist with weekly practices, providing players with transportation to and from games as needed, and hosting the opening and closing ceremonies using the registration fees collected from player participation to pay related expenses.

The Foundation will enhance the League experience with activities such as the Coach Mentor Program and Essay Contest. Other than requiring that the donated funds and equipment be used for the implementation of the League at participating parks in the Pacific Region, the Foundation

## REPORT OF GENERAL MANAGER

PG. 3

NO. 13-139

is asking for nothing else in return. Upon receipt and deposit of the funds into the Sports Organization Account, RAP will have full control of the funds through its Partnership Division, in coordination with Pacific Region Operations staff for the operation of the League.

### FISCAL IMPACT STATEMENT:

Acceptance of this donation results in no impact to the RAP's General Fund, but rather will supplement the payment of League related expenses, as RAP does not have the necessary funding or resources to conduct these youth programs at the same level without assistance from supporters like the Foundation.

This report was prepared by Joel Alvarez, Senior Management Analyst, and Chinyere Stoneham, Senior Recreation Director II, Partnership Division.



REPORT OF GENERAL MANAGER

NO. 13-140

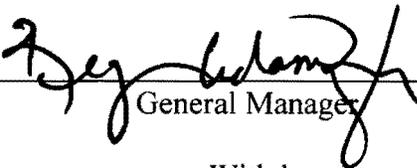
DATE May 13, 2013

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARTNERSHIP DIVISION – AGREEMENT WITH THE SOUTHERN CALIFORNIA TENNIS ASSOCIATION FOR THE IMPLEMENTATION OF A YOUTH TENNIS PROGRAM AT VARIOUS PARK SITES

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

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

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

RECOMMENDATIONS:

That the Board:

1. Accept a donation from the Southern California Tennis Association (“SCTA”) consisting of equipment, materials, and instruction for a Youth Tennis Program, at an estimated value up to \$40,000.00 annually as detailed in the Summary of this Report;
2. Approve a proposed (3) three-year Agreement (“AGREEMENT”), substantially in the form on file in the Board Office, between the City of Los Angeles, a municipal corporation acting by and through its Board of Recreation and Park Commissioners (“CITY”) and SCTA, a California 501(c)(3) non-profit corporation, setting forth the terms and conditions for the implementation of the SCTA Youth Tennis Program (“PROGRAM”), subject to the 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; and,
4. Authorize the Board President and Secretary to execute the AGREEMENT subsequent to all necessary approvals.

## REPORT OF GENERAL MANAGER

PG. 2

NO. 13-140

### SUMMARY:

For over thirty (30) years the SCTA has successfully organized and implemented various tennis programs at the City of Los Angeles, Department of Recreation and Parks (“RAP”) park sites providing an atmosphere and activities in which junior tennis participants, ages eight (8) through seventeen (17), can gain tennis skills and personal growth through quality tennis instruction. SCTA and RAP continue to implement the tennis programs to support the promotion of sports in an effort to increase youth participation and to provide positive social change in the area of fitness. In 2011, SCTA’s tennis program was implemented at twenty-four (24) RAP sites during the summer, up to eight (8) of which were used during a year-round program. As a result of past program success, RAP and SCTA have agreed to continue providing the program through the proposed AGREEMENT.

The SCTA is one of seventeen (17) sections of the United States Tennis Association and has administered these programs for over thirty (30) years. More than 155,000 local youth in underserved communities have participated in SCTA programs. The program emphasizes learning basic tennis skills, having fun, and good sportsmanship. SCTA has received support from LA84 for their programs.

The proposed (3) three-year AGREEMENT, commencing for summer programming on July 1, 2013, will set forth the terms and conditions for the continued implementation of the PROGRAM. Under the guidance of RAP, SCTA will provide tennis instruction for PROGRAM sessions including instructional materials and supplies, and tennis instruction by SCTA trained instructors. In addition, SCTA will provide the following equipment: a T-shirt, a tennis racket and tennis balls for each of the participants, up to twenty-five (25) participants between the ages of eight (8) and seventeen (17) at each respective park site identified by the list of park sites attached hereto as Exhibit A. SCTA is permitted to collect up to \$10.00 from each participant to offset costs.

The PROGRAM shall include sixty (60) minute sessions of tennis instruction, a minimum of two (2) days per week. RAP Director(s)-In-Charge at the respective facilities shall have the option of implementing the PROGRAM in the centers’ camp program, CLASS Parks program, or as a separate course offering. In addition, SCTA will provide publicity and promotion for the Program, through written materials and electronic media.

The proposed AGREEMENT and PROGRAM provided by SCTA has an estimated value up to \$40,000.00 annually, which permits the City to offer youth tennis programs to the community at a reduced cost, with no impact on RAP’s General Fund. RAP staff involvement in the Program does not create additional costs to RAP, as the program is incorporated into RAP’s existing recreational programming.

## REPORT OF GENERAL MANAGER

PG. 3

NO. 13-140

RAP will coordinate with SCTA to implement the PROGRAM by providing temporary, limited use of particular tennis courts at various park sites during specified days and hours as determined by mutual agreement. RAP and SCTA will work together to conduct the PROGRAM, promote the PROGRAM through the distribution of flyers and/or displaying of banners at various park sites, providing part-time Recreation Assistant staff to assist SCTA with the PROGRAM, subject to staff availability, and provide full-time and/or part-time staff to assist SCTA with participant registration process through normal RAP program registration protocol.

Staff has determined that the proposed AGREEMENT with SCTA will enrich the lives of the youth at each of the twenty-four (24) RAP sites. Therefore, staff recommends that the Board approve the proposed AGREEMENT, so RAP and SCTA may continue to provide valuable tennis instruction programs to Los Angeles communities. The City alone does not have the necessary funding or resources to fund these youth programs without the assistance of SCTA.

Staff has discussed operation of the PROGRAM with each of the Superintendents of Valley, Metro and Pacific Region and each concur with staff's recommendation.

Staff has determined that the issuance of the proposed AGREEMENT is for the operation of recreational programming at existing park facilities 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:

Approval of this AGREEMENT will have no adverse impact to the RAP General Fund as SCTA's contributions will create a savings to the Department. RAP's portion of the PROGRAM is already budgeted for through RAP's normal annual budget process.

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



## EXHIBIT A

### List of Properties

The twenty-four (24) RAP owned facilities comprising the PROPERTIES listed below, may be used for the provision of the PROGRAM during the summer session. The sites used will be mutually agreed upon by RAP and SCTA annually prior to the commencement of the PROGRAM.

Facility	Address	Phone	Email
109 <sup>th</sup> Street Recreation Center	1464 E 109 <sup>th</sup> Street Los Angeles, CA90059	323-566-4561	109thStreet.RecreationCenter@lacity.org
Algin Sutton Recreation Center*	8800 South Hoover St Los Angeles, CA90044	323-753-5808	AlginSutton.RecreationCenter@lacity.org
Arroyo Seco Park	5568 Via Marisol Los Angeles, CA90042	213-847-4875	HighlandPark.RecreationCenter@lacity.org
Eagle Rock Recreation Center	1100 Eagle Vista Dr. Los Angeles, CA90041	323-257-6948	EagleRock.RecreationCenter@lacity.org
Echo Park	1632 Bellevue Ave Los Angeles, CA90041	323-257-3578	EchoPark.RecreationCenter@lacity.org
El Sereno Recreation Center	4721 Klamath Street Los Angeles, CA90026	323-225-3517	ElSereno.RecreationCenter@lacity.org
Glassell Park	3650 Verdugo Rd. Los Angeles, CA90065	323-341-5681	Glassell.RecreationCenter@lacity.org
Green Meadows Recreation Center	431 E 89 <sup>th</sup> Street Los Angeles, CA90003	323-565-4242	GreenMeadows.RecreationCenter@lacity.org
Jackie Tatum/ Harvard Recreation Center*	1533 W 62 <sup>nd</sup> Street Los Angeles, CA90047	323-819-0433	Harvard.RecreationCenter@lacity.org
Jim Gilliam Park	4000 S La Brea Ave Los Angeles, CA90008	323-291-5928	JimGilliam.RecreationCenter@lacity.org
La Fayette Park*	625 S. LaFayette Park Pl Los Angeles, CA90057	213-389-1117	LaFayette.CommunityCenter@lacity.org
Lanark Recreation Center*	21816 Lanark Street Canoga Park, CA91304	818-883-1503	Lanark.RecreationCenter@lacity.org
Poinsettia Park	7341 Willoughby Ave. Los Angeles, CA90046	323-512-8234	Poinsettia.RecreationCenter@lacity.org
Queen Anne Recreation Center	1240 West Blvd. Los Angeles, CA90019	323-857-1180	QueenAnne.RecreationCenter@lacity.org
Rancho Cienega Sports Center	5001 Rodeo Rd. Los Angeles, CA90016	323-290-0908	RanchoCienega.SportsCenter@lacity.org
Rio Del Los Angeles Park	1900 N San Fernando Rd. Los Angeles, CA 900065	323-359-3022	
Ritchie Valens Park*	10736 Laurel Canyon Blvd. Pacoima, CA91331	818-427-1582	
Ross Snyder Recreation Center*	1501 E 41 <sup>st</sup> Street Los Angeles, CA90011	323-231-3964	RossSnyder.RecreationCenter@lacity.org

<b>Facility</b>	<b>Address</b>	<b>Phone</b>	<b>Email</b>
Shatto Recreation Center*	3191 W 41 <sup>st</sup> Street Los Angeles, CA90020	213-386-8877	Shatto.RecreationCenter@lacity.org
Sun Valley Recreation Center	8133 Vineland Ave. Sun Valley, CA91352	818-767-6151	SunValley.RecreationCenter@lacity.org
Valley Plaza Recreation Center*	12240 Archwood Street Los Angeles, CA91606	818-427-1582	ValleyPlaza.RecreationCenter@lacity.org
Van Ness Recreation Center*	5720 2 <sup>nd</sup> Ave. Los Angeles, CA90013	323-296-1559	VanNess.RecreationCenter@lacity.org
Van Nuys Recreation Center	14301 Vanowen Street Van Nuys, CA91403	818-756-8131	VanNuys.RecreationCenter@lacity.org
Yosemite Park	1840 Yosemite Dr. Los Angeles, CA90041	323-257-1644	YosemitePark.RecreationCenter@lacity.org

Up to 8 of these facilities may be used for year-round PROGRAM which are denoted above with an asterisk(\*) by their name.

REPORT OF GENERAL MANAGER

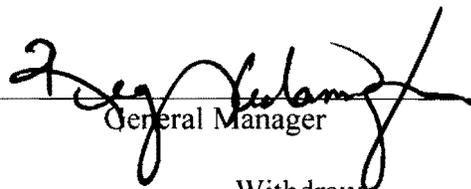
NO. 13-141

DATE May 13, 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) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending April 5 and April 12, 2013.

Note and File.

2) George Parker, Chief Administrative Officer, New Orleans City Park, inquiring as to how the Department handles security in Griffith Park.

Referred to General Manager.

3) Kristin C Sabo, relative to Amir's Garden in Griffith Park.

Note and File.

4) Michael Bernback, President, Michael Leslie Productions, Inc., relative to the proposed Concession Agreement for the Sepulveda Golf Restaurant. (Report of the General Manager No. 13-100)

Referred to General Manager.

REPORT OF GENERAL MANAGER

PG. 2

NO. 13-141

- |   |                              |
|---|------------------------------|
| 5) Yao Yao, requesting that the City receive the Guizhou Department of Forestry Delegation.             | Referred to General Manager. |
| 6) Pete Camarillo, relative to the Commission and youth sports in the valley.                           | Referred to General Manager. |
| 7) Janette Gonzalez, President, La Popular Financial Group, relative to being a soccer uniform sponsor. | Referred to General Manager. |
| 8) Tawny Paola Favela, relative to the proposed Devonshire-Arleta Park.                                 | Referred to General Manager. |
| 9) Mark Taylor, relative to MacArthur Park.   | Referred 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:

None

QUALIFICATIONS TO BE RECEIVED:

5/14/13	Park Facility Construction
5/14/13	General Park Building Construction
5/28/13	As-Needed Consultant(s) for Golf Business Analysis Section and Ancillary Services Development