

REGULAR MEETING MINUTES

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

Wednesday, February 1, 2017

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at Rancho Cienega Sports Complex at 9:30 a.m. Present were Commissioner Melba Culpepper, Commissioner Pilar Diaz, and Commissioner Misty Sanford. Commissioner Sanford presided as Chairperson. Also present were Michael A. Shull, General Manager, and Deputy City Attorney IV Mike Dundas.

The following Department staff members were present:

Vicki Israel, Assistant General Manager, Recreation Services Branch
Cathie Santo Domingo, Superintendent of Planning, Maintenance and Construction Branch
Matthew Rudnick, Chief Management Analyst, Finance and Administrative Services Division

CALL TO ORDER AND SPECIAL PRESENTATIONS

Kimani Black, Southwest Deputy of Councilmember Herb J. Wesson's Office, presented opening remarks and welcomed the Board and audience to the Tenth Council District.

Carl Cooper, Superintendent of the Pacific Region, introduced Department staff and provided background and programming information regarding Rancho Cienega Sports Complex. Superintendent Cooper also introduced Ralph Jordan, Senior Recreation Director II of Rancho Cienega Sports Complex, and discussed Mr. Jordan's background and accomplishments during his 42 years of City service with the Department.

APPROVAL OF MINUTES

Commissioner Diaz moved that the Board approve the Minutes of the January 18, 2017 Meeting, which was seconded by Commissioner Culpepper. There being no objections, the Motion was unanimously approved.

NEIGHBORHOOD COUNCIL COMMENTS

There were no comments from the Neighborhood Council Representatives relative to the Agenda Items being considered.

BOARD REPORTS

17-014

AMENDMENT TO PERSONNEL RESOLUTION NO. 10461 –
SECTION 1E (SUBSTITUTE POSITIONS) AND SECTION 1G
(OTHER SPECIAL FUNDED POSITIONS)

Harold Fujita, Personnel Director of Human Resources Division, presented Board Report No. 17-014 for approval of the amended Personnel Resolution No. 10461 to add one Building Civil

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Engineer I and one Executive Administrative Assistant II as substitute positions, and one Senior Park Services Attendant as a special-funded position, to be effective immediately.

17-015

FINAL ACCEPTANCE OF VARIOUS QUIMBY FUNDED PROJECTS; POINSETTIA RECREATION CENTER – BUILDING AND OUTDOOR PARK IMPROVEMENTS (PRJ20106) PROJECT; POINSETTIA RECREATION CENTER – TENNIS COURT RENOVATIONS (PRJ20916) PROJECT; WESTWOOD GARDENS PARK – NEW PARK DEVELOPMENT (PRJ20077) PROJECT; WESTWOOD PARK – SYNTHETIC TURF FIELD (PRJ20663) PROJECT; WOODBINE PARK – OUTDOOR PARK IMPROVEMENTS (PRJ20520) PROJECT

Darryl Ford, Senior Management Analyst I of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-015 for acceptance of the work performed for the Poinsettia Recreation Center - Building and Outdoor Park Improvements Project constructed by Department staff and/or as-needed pre-qualified on-call vendors; acceptance of the work performed for the Poinsettia Recreation Center - Tennis Court Renovations Project constructed by Department staff and/or as-needed prequalified on-call vendors; acceptance of the work performed for the Westwood Gardens Park - New Park Development Project constructed by Department staff and/or as-needed pre-qualified on-call vendors; acceptance of the work performed for the Westwood Park - Synthetic Turf Field Project constructed by Department staff and/or as-needed pre-qualified on-call vendors; and acceptance of the work performed for the Woodbine Park - Outdoor Park Improvements Project constructed by Department staff and/or as-needed pre-qualified on-call vendors.

17-016

FINAL ACCEPTANCE OF VARIOUS QUIMBY FUNDED PROJECTS; RITCHIE VALENS PARK - SWIMMING POOL AND BATHHOUSE IMPROVEMENTS (PRJ1506P) PROJECT; STETSON RANCH PARK - OUTDOOR PARK IMPROVEMENTS (PRJ20202) PROJECT; SYLMAR PARK - OUTDOOR PARK IMPROVEMENTS (PRJ20870) PROJECT

Darryl Ford, Senior Management Analyst I of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-016 for acceptance of the work performed for the Ritchie Valens Park - Swimming Pool and Bathhouse Improvements Project constructed by Department staff and/or as-needed pre-qualified on-call vendors; acceptance of the work performed for the Stetson Ranch Park - Outdoor Park Improvements Project constructed by RAP staff and/or as-needed pre-qualified on-call vendors; and acceptance of the work performed for the Sylmar Park - Outdoor Park Improvements Project constructed by RAP staff and/or as-needed pre-qualified on-call vendors.

17-017

LOS ANGELES RIVERFRONT PARK – PHASE II (W.O. #E170406F) PROJECT – REQUEST FOR RELEASE OF CONTRACT PAYMENT ON CONSTRUCTION CONTRACT NO. 3385 WITH SIMGEL COMPANY, INC.

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Cathie Santo Domingo, Superintendent of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-017 for direction to the Department's Chief Accounting Employee to release \$107,455.55 of the amount withheld on Construction Contract No. 3385 with Simgel Company, Inc. in accordance with the Request for Release of Partial Contract Payment dated January 11, 2017 from the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance (OCC), for the Los Angeles Riverfront Park - Phase II Project.

17-018

PROPOSITION 1C 2016 HOUSING-RELATED PARKS PROGRAM GRANT – AUTHORIZATION TO SUBMIT GRANT APPLICATION FOR THE SOUTH PARK IMPROVEMENT PROJECT; CITY COUNCIL RESOLUTION; AND ACCEPTANCE OF GRANT FUNDS

Matthew Rudnick, Chief Management Analyst of Finance and Administrative Services Division, presented Board Report No. 17-018 for the Department's authorization to submit a 2016 Housing-Related Parks Program (HRPP) grant application to the California Department of Housing and Community Development (CDHCD) to fund the South Park Improvement Project, subject to the approval of the Mayor and City Council; recommend that the City Council adopt the proposed Resolution which authorizes the City of Los Angeles to apply for 2016 HRPP grant funds and designates the Department's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute, and submit all documents which may be necessary for the completion of the proposed project(s); direction to Department staff to transmit a copy of the grant Resolution and award to the Mayor, Office of the City Administrative Officer, Chief Legislative Analyst's Office, and to the City Clerk for Committee and City Council approval, pursuant to the Los Angeles Administrative Code Section 14.6 et seq. as may be amended prior to accepting and receiving the grant award; authorization of the Department's General Manager to accept and receive the 2016 HRPP grant, if awarded; and authorization of the Department's Chief Accounting Employee to establish the necessary account and/or to appropriate funding received within Recreation and Parks Grant Fund 205 to accept the 2016 HRPP grant, if awarded, from CDHCD.

The Board and Department staff discussed the State's criteria for the Proposition 1C HRPP grant, and the selection process which resulted in the recommendation of the South Park Improvement Project for the potential award of HRPP grant funds.

17-019

PLAZA DE LA RAZA – PERMISSION TO SERVE ALCOHOLIC BEVERAGES

Sophia Pina-Cortez, Superintendent of Metro Region, presented Board Report No. 17-019 for approval of the sale and serving of alcoholic beverages at seven special events to take place at Plaza de la Raza during calendar year 2017.

17-020

VARIOUS DONATIONS TO RECREATION SERVICES BRANCH

Vicki Israel, Assistant General Manager of the Recreation Services Branch, presented Board Report No. 17-020 for acceptance of the various donations to the Recreation Service Branch as noted in

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the Report, and that appropriate recognition be given to the donors. Jose Las and Alexa Las of LASDC, Inc. were presented with a recognition plaque in appreciation for their donation in the amount of \$3,700 to the baseball program at Jackie Tatum/Harvard Recreation Center.

17-021

CALIFORNIA DEPARTMENT OF EDUCATION – SUMMER FOOD SERVICE PROGRAM 2016-2017 - AUTHORIZATION TO SUBMIT GRANT APPLICATION FOR SUMMER LUNCH PROGRAM; ACCEPTANCE OF GRANT FUNDS

Sophia Pina-Cortez, Superintendent of Metro Region, presented Board Report No. 17-021 for approval of the submission of a Summer Food Service Program 2016-2017 (SFSP) grant application to the California Department of Education (CDE) for the Department's Summer Lunch Program in the approximate amount of \$811,000.00; direction to Department staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer, Chief Legislative Analyst's Office, and to the City Clerk for Committee and City Council approval prior to accepting and receiving the grant award, pursuant to Los Angeles Administrative Code Section 14.6 et seq. as may be amended; authorization of the Department's General Manager to accept and receive the SFSP grant award, if awarded, in the approximate amount of \$811,000.00 from the CDE for the Department's Summer Lunch Program, subject to the approval of the Mayor and City Council; designation of the Department's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents which may be necessary for the completion of the project(s); and authorization of the Department's Chief Accounting Employee to establish the necessary account within "Recreation and Parks Grant" Fund 205 to accept the SFSP grant, if awarded, in the approximate amount of \$811,000.00 for the Department's Summer Lunch Program.

Board Report No. 17-021 was corrected as follows in the second paragraph of the Summary:

RAP has participated in the SFSP since 1975. The program provides free lunches at over one hundred (100) parks for RAP ~~summer day camp activities~~ during the summer months when the Los Angeles Unified School District (LAUSD) schools are not in session.

17-022

COMMUNITY SCHOOL PARKS PILOT PROGRAM – MEMORANDUM OF AGREEMENT WITH THE LOS ANGELES UNIFIED SCHOOL DISTRICT; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1,14) OF THE CITY CEQA GUIDELINES REGARDING OPERATIONS OF EXISTING FACILITIES, AND ISSUANCE OF AN AGREEMENT FOR THE USE

Matthew Rudnick, Chief Management Analyst of the Finance Division, presented Board Report No. 17-022 for approval of a proposed Memorandum of Agreement (MOA) between the Department and the Los Angeles Unified School District (LAUSD), which sets forth the terms and conditions for the Community School Parks Pilot Program, subject to continued negotiations between the Department and LAUSD and the approval of the City Attorney as to form; and authorization of the Department's

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Chief Accounting Employee to make payment to LAUSD for reimbursement of Community School Parks Pilot Program upon the receipt of invoices, from Fund 302, Department 88, Appropriation Account 3040, Contractual Services.

The Board and Department staff discussed the compensation to be provided by the Department for custodial services and staffing by LAUSD's Beyond the Bell Program and at the Community School Parks Pilot Program sites, the term of the MOA, and the potential addition of other sites to be staffed by Department employees based on funding availability.

Commissioner Sanford requested that Department staff report back to the Board regarding the status of the Community School Parks Pilot Program in six months.

BOARD REPORT PUBLIC COMMENT

Public comments were invited for the Board Reports; however, no requests for public comment were submitted.

Commissioner Sanford requested a Motion to approve the Board Reports as presented, and Board Report No. 17-021 as corrected. Commissioner Culpepper moved that the Board Reports be approved, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Diaz seconded the Motion. There being no objections, the Motion was unanimously approved.

COMMISSION TASK FORCE UPDATES

- Commission Task Force on Concessions Report (Commissioners Patsouras and Diaz)

There was no report for the Commission Task Force on Concessions.

- Commission Task Force on Facility Repair and Maintenance (Commissioners Sanford and Alvarez)

Commissioner Sanford reported on the Facility Repair and Maintenance Task Force Meeting held on February 1, 2017 prior to the Board Meeting, in which the Task Force discussed upcoming capital improvement projects.

GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- The Various Communications Report was noted and filed.
- General Manager Michael Shull reported on Department activities, facilities, and upcoming events. The 2017 Griffith Park Half-Marathon and 5K Run organized by the Los Angeles Parks Foundation was held on January 29, 2017 in Griffith Park. The Department hosted the National Recreation and Parks Association (NRPA) Innovation Lab on January 25-27, 2017, in which representatives from park agencies throughout the nation participated in discussions regarding homelessness issues. The 11th Annual Tea and Tunes Luncheon is scheduled on February 11, 2017 at the Banning Museum.

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PUBLIC COMMENTS

Public comments on matters within the Board's jurisdiction were invited. Two requests were submitted for public comment, and such comments were made to the Board.

COMMISSION BUSINESS

Commissioner Culpepper requested a follow-up report on the South Park Improvement Project. Commissioner Diaz acknowledged the 2017 Griffith Park Half-Marathon and 5K Run and Department staff involved in coordinating the event, as well as the recreation programs and special events offered at Rancho Cienega Sports Complex. Commissioner Sanford requested future Agenda Items to discuss potential operational changes to coincide with the upcoming capital improvements at Rancho Cienega Sports Complex for a holistic approach, a status update on the homelessness issue, and a status update on potential amendments to the Department's tree policy.

NEXT MEETING

The next scheduled Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, February 15, 2017, 9:30 a.m., at EXPO Center Comrie Hall, 3980 South Bill Robertson Lane, Los Angeles, CA 90037.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Sanford adjourned the Meeting at 10:45 a.m.

ATTEST



PRESIDENT



BOARD SECRETARY