

CITY OF LOS ANGELES
BOARD OF RECREATION AND PARK COMMISSIONERS
SCHEDULE OF MEETINGS
- 2017 -

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
January 4, 2017	EXPO Center	9:30 am
January 18, 2017	EXPO Center	9:30 am
February 1, 2017	Rancho Cienega Recreation Center	9:30 am
February 15, 2017	EXPO Center	9:30 am
March 1, 2017	EXPO Center	9:30 am
March 15, 2017	Balboa Recreation Center	9:30 am
April 5, 2017	EXPO Center	9:30 am
April 19, 2017	EXPO Center	9:30 am
May 3, 2017	Friendship Hall Town Hall Meeting	5:30 pm
May 17, 2017	EXPO Center	9:30 am
June 7, 2017	EXPO Center	9:30 am
June 21, 2017	Fred Roberts Recreation Center	9:30 am
July 12, 2017	EXPO Center	9:30 am
August 9, 2017	EXPO Center	9:30 am
September 6, 2017	Woodland Hills Recreation Center	9:30 am
September 20, 2017	EXPO Center	9:30 am
October 4, 2017	EXPO Center	9:30 am
October 18, 2017	Pan Pacific Recreation Center	9:30 am
November 1, 2017	EXPO Center	9:30 am
November 15, 2017	Westwood Recreation Center	9:30 am
December 13, 2017	EXPO Center	9:30 am

EXPO Center is located at:
3980 S. Bill Robertson Lane, Los Angeles, CA 90037
The Meetings are held on the second floor, in Comrie Hall.
(Parking located in "Lot 1", at the corner of Martin
Luther King Boulevard and Bill Robertson Lane.)

Please contact the Commission Office to obtain
the location of a meeting in a Region

Info line: (213) 482-6941 Phone: (213) 202-2640 Fax: (213) 202-2610

**Schedule subject to change*

MEETING AGENDA

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

Wednesday, January 4, 2017 at 9:30 a.m.

**EXPO Center Comrie Hall
3980 South Bill Robertson Lane
Los Angeles, CA 90037**

SYLVIA PATSAOURAS, PRESIDENT
LYNN ALVAREZ, VICE PRESIDENT
MELBA CULPEPPER, COMMISSIONER
PILAR DIAZ, COMMISSIONER
MISTY M. SANFORD, COMMISSIONER

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. CALL TO ORDER AND APPROVAL OF THE MINUTES

- Approval of Minutes for the Regular Meeting of December 14, 2016

2. NEIGHBORHOOD COUNCIL COMMENTS

- Discussion with Neighborhood Council Representatives on Neighborhood Council Resolutions or Community Impact Statements Filed with the City Clerk Relative to Any Item Listed or Being Considered on this Board of Recreation and Park Commissioners Meeting Agenda (Los Angeles Administrative Code 22.819; Ordinance 184243)

3. BOARD REPORTS

- 17-001 EXPO Center Youth Orchestra – Agreement between the Department of Recreation and Parks, the Los Angeles Philharmonic Association, The Harmony Project, and The Friends of EXPO Center
- 17-002 Westwood Recreation Complex – Donation from Friends of West Los Angeles in Support of the 2017 Annual Dream Games
- 17-003 Subcontractor Substitution Request Hearing – Gaffey Street Pool – Pool and New Bathhouse Restoration Project (PRJ20726) (W.O. #E1907453)

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- 17-004 West Wilshire (Pan Pacific) Park – Improvements to Athletic Fields (Soccer and Baseball Fields) (PRJ20579) (W.O. #E170496F) Project – Allocation of Quimby Fees; Pan Pacific Park – Park Renovation (PRJ21085) – Allocation of Quimby Fees; Exemption from the California Environmental Quality Act (CEQA) Pursuant To Article III, Section 1, Class 1(1,3) and Class 11(3) of the City CEQA Guidelines
- 17-005 Community Build, Inc. – Termination of Lease Agreement No. 277 and Transfer of Jurisdiction and Control of Certain Properties Located at 8742 and 8750 South Vermont Avenue (APN 6038-010-903 and 904) to the Los Angeles Housing And Community Investment Department

4. COMMISSION TASK FORCE UPDATES

- Commission Task Force on Concessions Report – President Patsouras and Commissioner Diaz
- Commission Task Force on Facility Repair and Maintenance Report – Commissioners Sanford and Alvarez

5. GENERAL MANAGER’S DEPARTMENT REPORT AND UPDATES

- Various Communications Report
- Informational Report on Department Activities and Facilities

6. PUBLIC COMMENTS

Comments by the Public on All Other Matters within the Board’s Subject Matter Jurisdiction

7. COMMISSION BUSINESS

Comments from Commissioners on Matters within the Board's Jurisdiction and Requests by Commissioners to Schedule Specific Future Agenda Items

8. NEXT MEETING

The Regular Meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, January 18, 2017, 9:30 a.m., at EXPO Center Comrie Hall, 3980 South Bill Robertson Lane, Los Angeles, CA 90037.

9. 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.

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Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website: <http://ita.lacity.org/ForResidents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REGULAR MEETING MINUTES

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

Wednesday, December 14, 2016

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at Yosemite Recreation Center at 9:30 a.m. Present were President Sylvia Patsaouras, Vice President Lynn Alvarez, Commissioner Melba Culpepper, Commissioner Pilar Diaz, and Commissioner Misty Sanford. Also present were Michael A. Shull, General Manager, and Deputy City Attorney IV Marcia Gonzales-Kimbrough.

The following Department staff members were present:

Anthony-Paul Diaz, Executive Officer and Chief of Staff
Vicki Israel, Assistant General Manager, Partnership and Revenue Branch
Ramon Barajas, Assistant General Manager, Planning, Construction and Maintenance Branch
Sophia Pina Cortez, Superintendent, Operations Branch
Alex Yee, Director of Systems, Finance Division

CALL TO ORDER AND SPECIAL PRESENTATIONS

Sean Starkey, Field Deputy of Councilmember Jose Huizar's Office, presented opening remarks and welcomed the Board and audience to the Fourteenth Council District.

Former Commissioner Iris Zuniga was acknowledged for her service on the Board of Recreation and Park Commissioners, and as a member of the Commission Task Force on Concessions.

Roz Brown, Senior Recreation Director II, was acknowledged for her collection of Mardi Gras dolls made of recycled material, which are displayed at various Department events.

Sophia Pina Cortez, Superintendent of the Metro Region, introduced Department staff and provided background and programming information regarding Yosemite Recreation Center. Superintendent Pina Cortez also introduced Coach Edward Estrada, and discussed his involvement in sports activities at York Recreation Center and Eagle Rock High School.

The Special Presentation of the Public Service Announcements was taken out of order after consideration of Board Report No. 16-239.

Leslie Richter, Senior Recreation Director I of the Partnership Division, presented the Public Service Announcements (PSAs) entitled "The Getaway", "Everybody Plays", "Tranquility Zone", and "Behind the Green". Senior Recreation Director Richter discussed the Department's collaboration with the California State University, Dominguez Hills (CSUDH) Digital Media Arts Department to produce the PSAs, and acknowledged the CSUDH students involved in the production of the PSAs. Senior Recreation Director I Richter was also presented with her 15-year City service pin.

APPROVAL OF THE MINUTES

The Minutes of the November 16, 2016 Special Meeting were corrected to accurately reflect the Griffith Park 120th Anniversary Celebration in the General Manager's Department Report.

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Commissioner Sanford moved that the Board approve the Minutes as corrected, which was seconded by Commissioner Diaz. 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

16-238

GRIFFITH OBSERVATORY – AMENDMENT NO. 2 TO MEMORANDUM OF UNDERSTANDING WITH FRIENDS OF THE GRIFFITH OBSERVATORY

Dr. Edwin Krupp, Director of the Griffith Observatory, presented Board Report No. 16-238 for approval of a proposed Amendment No. 2 to the current Memorandum of Understanding (MOU) with Friends Of The Observatory to extend the MOU term by one year to December 31, 2017.

16-239

PARTNERSHIP DIVISION – DONATION FROM THE NATASHA WATLEY FOUNDATION IN SUPPORT OF A DEPARTMENT- OPERATED GIRLS SOFTBALL LEAGUE AT FOUR PARK SITES

Joel Alvarez, Senior Management Analyst II of the Partnership Division, presented Board Report No. 16-239 for acceptance of a donation from the Natasha Watley Foundation (NWF) consisting of cash and in-kind services with a total estimated value of \$5,970.00, in support of the Fall 2016 Natasha Watley Softball League (League); direction to the Department's Chief Accounting Employee to deposit all funds received from the NWF for the League in the established Sports Organization Account under Fund 302, Department 89, Account 89703H, Sub-Account NW; and authorization of the payment of League-related expenses from the aforementioned Sub-Account.

16-240

GRIFFITH PARK – GREEK THEATRE – YEAR-END VERBAL REPORT

General Manager Michael Shull discussed the Department's undertaking to establish the Greek Theatre's open venue model, and acknowledged Department staff and the various entities involved in the management and operation of the Greek Theatre. Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented a year-end verbal report on the Greek Theatre's 2016 Season held during the months of April through October 2016. Executive Officer Diaz discussed the types of events and attendance rate, start-up costs and capital improvements made prior to and during the 2016 Season, facility fee revenue collected during the 2016 Season for future venue improvements in 2017, SMG's marketing efforts through social media, email marketing, and the Greek Theatre website; gross revenue collected from the food and beverage concession operated by Premier Food Services, premium seating and sponsorship revenue, shuttle transportation and off-site parking, community events and outreach efforts such as a partnership developed with International Alliance

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of Theatrical Stage Employees (IATSE) Local 33 to provide stagehand training to youth from the South Los Angeles Pacific Region, Greek Theatre employee demographics, volunteer activities, and the annual return for the 2016 Season. The total gross receipts during the 2016 Season amounted to \$34,709,000 with a ten-year average of \$21,518,000, and the annual net return totaled to \$5,200,000 with a ten-year average of \$1,562,000. Executive Officer Diaz also reported that the Department intends to begin the Request for Proposals process for a long-term venue management contract and a food and beverage concession contract that will utilize the Greek Theatre's open venue model.

16-241

GRIFFITH PARK – GREEK THEATRE – AMENDMENTS TO THE USER AGREEMENT, BOOKING AND TICKET POLICIES, AND 2017 EVENT INCENTIVE PROGRAM

Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-241 for approval of amendments to the User Agreement, Booking and Ticket Policies, and the 2017 Event Incentive Program for Amended Contract No. 3534 with SMG for Oversight Management and Implementation of Open Venue Operations, Booking, and Event Coordination.

Item No. 2 of the recommended changes in the 2017 Event Incentive Program Amendments section of Board Report No. 16-241 was corrected to accurately reflect the fifteenth event as follows:

2. Rebates will accrue with the first event in the qualifying period, but will not be earned and payable until the ~~twentieth~~ fifteenth event occurs during the period. The accrued amount for the first fifteen events will be calculated at the conclusion of the fifteenth event, and all rebates which will be paid thirty (30) days after the conclusion of the season.

16-242

GRIFFITH PARK – GREEK THEATRE – AMENDED CONTRACT WITH SMG D.B.A. PREMIER FOOD SERVICES MANAGEMENT GROUP, INC. FOR A FOOD AND BEVERAGE CONCESSION TO EXERCISE FIRST OPTION TO EXTEND AND AMEND CONTRACT TERMS

Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-242 for approval of a proposed Amended Concession Agreement No. 278 (Agreement) for the operation and maintenance of the Greek Theatre's Food and Beverage Concession for the 2017 Season to exercise the first option to extend the Agreement with minor amendments for a period of one year. The Board and Department staff discussed the new Food and Beverage Sales Report to be submitted to Department staff within 48 hours after each event by the Concessionaire as an indicator of revenue performance; and the inclusion of a clause in the Amended Agreement to specify that 20% from food and beverage catering and special events contract shall be credited towards the annual minimum revenue sharing guarantee. The Board and Department staff also discussed the concerns raised by Greek Theatre patrons regarding the long waits in the concession lines, and measures taken by Premier Food Services to alleviate congestion around the concession areas. Commissioner Alvarez requested that Department staff report back on improvements to the wait periods in the concession lines during the 2017 Season.

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Public comments were invited for Board Report Nos. 16-240, 16-241, and 16-242. Two requests for public comment were submitted, and such comments were made to the Board.

16-243

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

Sondra Fu, Senior Management Analyst II of the Finance Division, presented Board Report No. 16-243 for authorization of various transfers of appropriations within Recreation and Parks Fund 302 for budgetary adjustments to cover shortages in three Salaries Accounts, Fringe Benefits – Hiring Hall Account, and Refuse Collection Services Account.

16-244

LOS ANGELES RIVERFRONT PARK – PHASE II (W.O.
#E170406F) PROJECT; 109TH STREET POOL AND BATHHOUSE
REPLACEMENT PROJECT (PRJ1501P) (W.O. #E1906494)
PROJECT – REQUESTS FOR PARTIAL RELEASE OF CONTRACT
PAYMENT ON CONSTRUCTION CONTRACTS NO. 3385 AND
3462

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-244 for authorization of the Department's Chief Accounting Employee to release \$125,000.00 of the amount withheld on Construction Contract No. 3385 with Simgel Company, Inc. for the Los Angeles Riverfront Park – Phase II (W.O. #E170406F) Project; and authorization of the Department's Chief Accounting Employee to release \$298,966.52 of the amount withheld on Construction Contract No. 3462 with Simgel Company, Inc. for the 109th Street Pool and Bathhouse Replacement (PRJ1501P) (W.O. #E1906494) Project.

16-245

WOODLAND HILLS RECREATION CENTER – PARK
RENOVATIONS (PRJ20090) (W.O. #E1907454F) PROJECT –
ACCEPTANCE OF STOP PAYMENT NOTICE AND ACCEPTANCE
OF STOP NOTICE BOND TO RELEASE MONEY WITHHELD ON
STOP PAYMENT NOTICE ON CONSTRUCTION CONTRACT NO.
3515

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-245 for acceptance of the Stop Payment Notice filed by Armstrong & Aceves Company, Inc. to withhold \$251,419.40 on Construction Contract No. 3515 with Royal Construction Corporation for the Woodland Hills Recreation Center- Park Renovations (PRJ20090) (W.O. #E1907454F) Project (Project), plus an additional sum equal to 25% thereof to defray any costs of litigation in the event of court action if such funds are available; and acceptance of the Release of Stop Notice Bond filed by Royal Construction Corporation to release the amount of \$314,274.25 withheld by the Stop Payment Notice filed by Armstrong & Aceves Company, Inc.

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16-246

PROPOSITION 40 YOUTH SOCCER AND RECREATION DEVELOPMENT PROGRAM - CONCEPTUAL APPROVAL OF PROPOSED PROJECTS AND CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO ARTICLE III SECTION 1 CLASS 3(6) AND CLASS 11(3)

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-246 for approval of the conceptual plans for the proposed Proposition 40 Youth Soccer and Recreation Development Program application projects (Projects); and approval of the finding that the actions taken by the Board are categorically exempt from the California Environmental Quality Act. The Board and Department staff discussed the timelines for the Proposition 40 grant award and design process, and the survey work that can be initiated on certain Projects that are designated as high priority by the Department. Commissioner Sanford requested that the design for the Montecito Heights Recreation Center Multi-Purpose Field Project include a pedestrian access point placed in close proximity to the soccer fields.

16-247

WESTWOOD PARK - BAD NEWS BEARS BASEBALL FIELD IMPROVEMENT (PRJ21090) PROJECT - APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 - EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1 (1 ,3) AND CLASS 11 (3) OF THE CITY CEQA GUIDELINES

Aren Galustians, Architectural Associate II of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-247 for approval of the scope for the Westwood Park – Bad News Baseball Field Improvement (PRJ21090) Project (Project); authorization of an appropriation in the amount of \$204,500.00 in Fund 302, Department 89 to Fund 302/89/Account TBD; and approval of the finding that the proposed Project is categorically exempt from the California Environmental Quality Act.

16-248

PARK FEE ORDINANCE – ESTABLISHMENT OF VARIOUS SPECIAL FUND ACCOUNTS – CHANGES TO SCHEDULE OF RATES AND FEES TO ADD NEW SECTION FOR PARK FEES

Darryl Ford, Senior Management Analyst II of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-248 for approval of the establishment of a new Park Fees section of the Schedule of Rates and Fees to become effective January 11, 2017; authorization of the Department's Chief Accounting Employee to amend the Schedule of Rates and Fees to incorporate such changes; authorization of the Department's Chief Accounting Employee to establish new Special Funds Account in Department 89, Fund 302, with Quimby In-Lieu Fee as the Account Name; authorization of the Department's Chief Accounting Employee to establish new Special Funds Account in Department 89, Fund 302, with Park Mitigation Fee as the Account Name; authorization of the Department's Chief Accounting Employee to establish as-needed sub-accounts within the Quimby In-Lieu Fee and Park Mitigation Fee Accounts for the deposit of any Park Fees

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collected pursuant to Ordinance 184,505; authorization of the Department's Chief Accounting Employee to establish new Special Funds Account in Department 89, Fund 302, with Park Fee Program Administration as the Account Name; and approval of the finding that the establishment of a new Park Fees section of the Schedule of Rates and Fees and the creation of various Special Funds Accounts is not subject to the requirements of California Environmental Quality Act.

The second paragraph on Page 7 of Board Report No. 16-248 was corrected to accurately reflect the initial annual park fee adjustment factor of 8.3% as follows:

Based on the analysis detailed above, the initial annual park fee adjustment factor would be ~~5.7%~~ 8.3%. In order to calculate the initial Park Fee, the initial annual park fee adjustment factor of ~~5.7%~~ 8.3% will need to be applied to the base fees identified in Section 19.17 of the Park Fee Ordinance:

Chart No. 4 – Initial Park Fee on Page 7 of Board Report No. 16-248 was also corrected to accurately reflect the Base Fee of \$2,500.00 for Non-Subdivision Projects as follows:

(4) Initial Park Fee

	<u>Base Fee</u>	<u>Adjustment %</u>	<u>New Fee</u>
Subdivision Projects	\$7,500.00	8.3%	\$8,122.50
Non- Subdivision Projects	\$2,000.00 \$2,500.00	8.3%	\$8,122.50

The Board and Department staff discussed the recommended administrative fee percentage of 3% from the collected Park Fees to be used by the Department for staffing and resources to effectively manage the Park Fee Program (Program), the comparable administrative fee for the Proposition K Program, two new special-funded positions included in the Department's proposed Fiscal Year 2017-18 budget to support the Program, and the budgeting process to potentially add additional positions and transfer funds within the Department's accounts as necessary to address any staffing needs and shortage or surplus of funds.

16-249

KEN MALLOY HARBOR REGIONAL PARK – PARK RENOVATION (PRJ21089) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1,3) AND CLASS 11(3) OF THE CITY CEQA GUIDELINES

Darryl Ford, Senior Management Analyst II of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-249 for approval of the scope of Ken Malloy Harbor Regional Park – Park Renovation (PRJ21089) Project (Project); authorization of the Department's Chief Accounting Employee to transfer \$1,300,000.00 in Quimby Fees from Quimby Fees Account No. 89460K-00 to the Ken Malloy Regional Park Account No. 89460K-HP; approval of the allocation of \$1,300,000.00 in Quimby Fees from Ken Malloy Harbor Regional Park Account No. 89460K-HP to the Project; and approval of the finding that the proposed Project is categorically exempt from the California Environmental Quality Act.

The first paragraph on Page 2 of Board Report No. 16-249 was corrected to accurately reflect Ken Malloy Harbor Regional Park in the third sentence as follows:

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Ken Malloy Harbor Regional Park is located at 25820 Vermont Avenue in the San Pedro area of the City. This 290.87-acre park provides picnic areas, a walking/jogging trail, a lake, a campground, and two children's play area for the use and enjoyment of the surrounding community. Approximately Nine Thousand, Five Hundred Seventy Two (9,572) residents live within a one-half (1/2) mile walking distance of ~~Central Recreation Center~~ Ken Malloy Harbor Regional Park. Due to the facilities, features, programs, and services it provides, Ken Malloy Harbor Regional Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Board Report No. 16-250 was taken out of order due to the recusal of President Patsouras.

16-251

CENTRAL RECREATION CENTER POOL AND BATHHOUSE
RENOVATION PROJECT (W.O. #E1907620) PROJECT -
DIRECTIVE TO RELEASE LABOR WITHHOLD ON
CONSTRUCTION CONTRACT NO. 3513 WITH ACON
DEVELOPMENT, INC.

Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, presented Board Report No. 16-251 for authorization of the Department's Chief Accounting Employee to release the remaining balance of \$21,000.00 withheld on Construction Contract No 3513 with Acon Development, Inc., per the Directive from the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance.

16-252

PARTNERSHIP DIVISION - DONATION FROM NESTLE PURINA
PET CARE COMPANY AND SECOND COUNCIL DISTRICT
OFFICE IN SUPPORT OF WHITNALL OFF-LEASH DOG PARK

Joel Alvarez, Senior Management Analyst II of the Partnership Division, presented Board Report No. 16-252 for acceptance of a donation in the amount of \$20,000.00 from Nestle Purina Pet Care Company and \$20,000.00 from Councilmember Paul Krekorian's Office, Second Council District (CD 2), in support of the Whitnall Off-Leash Dog Park; authorization of the Department's Chief Accounting Employee to deposit \$20,000.00 from the Los Angeles Beneful Dream Dog Park Contest into Account Number 89270K, Sub-Account Number WN, to be used for future dog park improvements in accordance with the terms and conditions of the Beneful Dream Dog Park Contest Donation Agreement, and to deposit the CD 2 matching funds in the amount of \$20,000.00 into Account Number 89270K, Sub-Account Number WD; authorization for future staff expenditures for improvements and related matters benefiting Whitnall Off-Leash Dog Park and dog park patrons; and approval of the installation of recognition signage in accordance with RAP Sponsorship Recognition Policy.

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16-253

WEST WILSHIRE (PAN PACIFIC) PARK - IMPROVEMENTS TO ATHLETIC FIELDS (BASEBALL AND SOCCER FIELDS) (PRJ20579) (W.O. #E170496F) PROJECT - REJECTION OF ALL BIDS

Cathie Santo Domingo, Superintendent of Planning, Construction and Maintenance Branch, presented Board Report No. 16-253 for rejection of all bids received on September 27, 2016 for the West Wilshire (Pan Pacific) Park - Improvements to Athletic Fields (PRJ20579) (W.O. E170496F) Project (Project). The Board and Department staff discussed using prequalified As-Needed Service Contractors (As-Needed Contractors) to complete various work components of the Project with Bureau of Engineering and Department staff serving as the general contractor, the estimates submitted by the As-Needed Contractors for comparable projects, and the benefits of utilizing As-Needed Contractors to complete such projects.

16-254

GRIFFITH PARK PONY RIDE CONCESSION – PROPOSAL BY ANGELES PONY RIDES, INC. FOR THE CONSTRUCTION OF A BIRTHDAY PARTY PAVILION – EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 3(3) AND CLASS 11(6) OF THE CITY CEQA GUIDELINES

Rachel Ramos, Senior Management Analyst I of the Concessions Division, presented Board Report No. 16-254 for approval of the proposed construction of a birthday party pavilion (Project) at the Griffith Park Pony Ride Concession (Concession) by Los Angeles Pony Rides, Inc.; and approval of the finding that the proposed Project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(3) and Class 11(6) of the City CEQA Guidelines. The Board and Department staff discussed the anticipated timeline for completion of the Project. Commissioners Alvarez requested an update on landscaping improvements and tree planting around the Concession area. Commissioner Sanford also requested that Department staff report back to Facility Repair and Maintenance Task Force regarding the type of trees that will be planted in the large planters around the Concession area.

16-255

RUNYON CANYON PARK – APPROVAL AND REPLACEMENT OF THE EXISTING MEMORANDUM OF UNDERSTANDING WITH FRIENDS OF RUNYON CANYON FOUNDATION, INC. WITH A NEW MEMORANDUM OF UNDERSTANDING FOR SUPPORT OF THE PARK

Anthony-Paul Diaz, Executive Officer and Chief of Staff, presented Board Report No. 16-255 for replacement of the existing Memorandum of Understanding (MOU) between the Department and the Friends of Runyon Canyon Foundation, Inc.; approval of a new MOU (New MOU) which redefines the respective responsibilities and roles for fundraising and other support of Runyon Canyon Park; and direction to the Department's Chief Accounting Employee to maintain the same sub-account in Fund 302, Department 89, Account 89708H (Donations and Gifts) for deposit of any funding

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provided to the Department through the New MOU. The Board and Department staff discussed the community outreach process which entails notifying the Hollywood Hills West Neighborhood Council (HHWNC) and other stakeholders that may be impacted by projects and events at Runyon Canyon that are proposed by FOR before any final recommendations are presented to the Board. Commissioners Alvarez and Sanford requested that the Department specify the notification process in the new MOU by defining what is considered to be a notice, who receives the notices, how much is considered as sufficient time to allow HHWNC and other stakeholders the opportunity to provide feedback and/or recommendations, and which Neighborhood Councils should be notified. The Board and Department staff further discussed the Neighborhood Council boundaries around Runyon Canyon Park and the service radius for regional parks, the public notification process to inform other Neighborhood Councils regarding matters involving FOR proposals and Runyon Canyon Park, and involving the Department of Neighborhood Empowerment (DONE) to notify all other Neighborhood Councils throughout the City of Los Angeles.

Commissioner Sanford moved that the New MOU be amended to clarify the notification process for projects proposed by FOR so that the HHWNC Board President is notified in written form by the Department, all other Neighborhood Councils shall be notified utilizing DONE's notification system, and a 30-day period will be specified to allow HHWNC and other stakeholders the opportunity to provide meaningful feedback and/or recommendations to the Department before any final recommendations are presented to the Board.

Board Report No. 16-256 was taken out of order due to the recusal of Commissioner Diaz.

16-257

PEDAL BOAT RENTAL CONCESSION FOR ECHO PARK BOATHOUSE, LAKE BALBOA AND OTHER FUTURE LOCATIONS - RELEASE OF A REQUEST FOR PROPOSAL FOR THE OPERATION OF PEDAL BOAT CONCESSIONS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE II, SECTION 1 OF THE CITY CEQA GUIDELINES

Rachel Ramos, Senior Management Analyst I of the Concessions Division, presented Board Report No. 16-257 for approval of a Request for Proposals (RFP) for the operation of pedal boat rental concessions at Echo Park Lake, Lake Balboa, and other future locations for a five-year Concession Agreement with one five-year extension option; approval of the finding, in accordance with Charter Section 1022, that it is necessary, feasible, and economical to secure such services by contract as the Department lacks sufficient and necessary personnel to undertake the specialized professional services; and authorization to advertise the RFP and conduct the RFP process. The Board and Department staff discussed the anticipated RFP timeline and the potential issuance of temporary permits to the existing Concessionaires in order to maintain continuity of service, the proposal and contractual provision in which the Department reserves the right to request facility improvements for the Lake Balboa pedal boat concession upon the exercising the five-year renewal option, and the points allotted for each RFP evaluation criteria.

The RFP evaluation criteria in Board Report No. 16-257 and the proposed RFP were amended as follows:

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- 1) Background and Experience (20 25 points possible)
- 2) Business Plan ((20 25 points possible)
- 3) Operational Plan (30 points possible)
- 4) Revenue-Sharing Payment (30 20 points possible)

16-258

AGREEMENT WITH AMERICAN PARK NETWORK MEDIA, LLC FOR THE INSTALLATION, OPERATION AND ONGOING SERVICE OF PUBLIC WI-FI AND OTHER COMMUNICATION SERVICE PROVIDER SERVICES AT VARIOUS PARKS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 3(4) OF THE CITY CEQA GUIDELINES

Alex Yee, Director of Systems, presented Board Report No. 16-258 for acceptance of a donation from American Park Network Media, LLC (APN Media) consisting of the provision of Wi-Fi and other communication service provider services in select, high-traffic parks, recreation areas and other sites; approval of a proposed Agreement with APN Media for an initial term of one year with two automatic one-year extensions to establish their respective roles, responsibilities, and relationship with respect to the furnishing, installing, maintaining, and ongoing service of public Wi-Fi at various park sites; and approval of the finding that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(4) of the City CEQA Guidelines.

Recommendation No. 2 of Board Report No. 16-258 was corrected to specify that the proposed Agreement is subject to review and approval of the Mayor, and of City Attorney as to form:

- 2) Approve a proposed Agreement between City and APN Media (Agreement) with an initial term of one year, with two automatic one-year extensions, herein included as Attachment 1, establishing their respective roles, responsibilities, and relationship with respect to the furnishing, installing, maintaining, and ongoing service of public Wi-Fi at various park sites, subject to review and approval of the Mayor, and of City Attorney as to form;

Page 2 of Board Report No. 16-258 was also corrected to accurately reflect that the Wi-Fi service is not completely cost-free to the Department. The Department may incur telecommunication service costs to maintain internet service accounts for any new sites.

The Board and Department staff discussed the Department's discretion to approve sponsor messaging prior to being posted to avoid any postings on the landing page that may be deemed as objectionable or non-compliant according to City and Department regulations.

Section 2.1 of the proposed Agreement was amended to specify that all SPONSOR messaging shall be pre-approved by RAP before being posted.

Commissioner Diaz recused herself from participating in the Board's consideration of Board Report No. 16-256, and left the Meeting to avoid the perception of any potential conflicts of interest.

December 14, 2016

16-256

TREGNAN GOLF ACADEMY - RELEASE OF A REQUEST FOR PROPOSAL FOR A DIRECTOR OF INSTRUCTION; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE II, SECTION 1

Rachel Ramos, Senior Management Analyst I of the Concessions Division, presented Board Report No. 16-256 for approval of a Request for Proposals (RFP) for Director of Instruction for Youth, Family and Seniors at Tregnan Golf Academy, for a one-year contract with two one-year extension options at the sole discretion of the General Manager; authorization to advertise the RFP and conduct the RFP process for the Director of Instruction for Youth, Family and Seniors Professional Services Contract; and approval of the finding, in accordance with Charter Section 1022, that it is necessary, feasible and economical to secure such services by contract as the Department lacks sufficient and necessary personnel to undertake the specialized professional services. The Board and Department staff discussed the removal of the private lesson option from the RFP, the existing private lesson program in which professional golfers can rent out stalls and provide lessons through a separate permit process, and the anticipated timeline for the RFP process and contract execution.

Public comments were invited for Board Report No. 16-256; however, no requests for public comment were submitted.

President Patsouras requested a Motion to approve Board Report No. 16-256 as presented. Commissioner Sanford moved that Board Report No. 16-256 be approved, and that the Resolutions recommended in the Report be thereby approved. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved with the following vote: Ayes, Commissioners Alvarez, Culpepper, Sanford, and President Patsouras – 4; Nays, None.

Commissioner Diaz returned to the Meeting after the Board's action on Board Report No. 16-256.

CONTINUED BOARD REPORTS

16-235

LINCOLN PARK – PATHWAY LIGHTING IMPROVEMENTS (W.O. #E170149F) PROJECT – APPROVAL OF FINAL PLANS

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-235 for approval of final plans and specifications for the Lincoln Park – Pathway Lighting Improvements (W.O. #E170149F) Project (Project). The Board and Department staff discussing the lighting posts to be installed for the Project, and future improvement projects planned for Lincoln Park. Department staff will report to the Facility Repair and Maintenance Task Force regarding the ongoing capital improvement and maintenance projects at Lincoln Park.

16-236

LOREN MILLER RECREATION CENTER - SYNTHETIC SOCCER FIELD (W.O. #E170171F) PROJECT - APPROVAL OF FINAL PLANS

December 14, 2016

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-236 for approval of the final plans and specifications for the Loren Miller Recreation Center – Synthetic Soccer Field (W.O. #E170171F) Project (Project). The Board and Department staff discussed the spectator seating to be installed around the perimeter of the synthetic soccer field, and the shading component for the Project.

16-237

RUSTIC CANYON PARK - FACILITY ENHANCEMENT PROJECT - PHASE I (W.O. E170327F); RUSTIC CANYON PARK - FACILITY ENHANCEMENT PROJECT - PHASE II (PRJ1030D) (W.O. #E170327F); AND RUSTIC CANYON PARK - FACILITY ENHANCEMENT PROJECT - PHASE III (PRJ20020) (W.O. #E170135F) - FINAL ACCEPTANCE

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-237 for final acceptance of the work completed for the Rustic Canyon Park - Facility Enhancement Project - Phase I (W.O. E170327F); Rustic Canyon Park - Facility Enhancement Project Phase II (PRJ1030D) (W.O. #E170327F); and Rustic Canyon Park - Facility Enhancement Project - Phase III (PRJ20020) (W.O. #E170135F), under the Memorandum of Understanding between the Department of Recreation and Parks, Department of Public Works, Bureau of Engineering, and the Department of General Services (GSD) Construction Forces Division; and request that the City Controller's Office revert any remaining Rustic Canyon Park Project funds from GSD project accounts back to the appropriate Proposition K and Sites and Facilities project accounts.

Public comments were invited for the Board Reports. Three requests for public comment were submitted, and such comments were made to the Board.

President Patsouras requested a Motion to approve the Board Reports as presented and Board Report Nos. 16-241, 16-248, 16-249, 16-257, and 16-258 as amended; with the exception of Board Report No. 16-240 which did not require any Board action, Board Report No. 16-256 which was previously approved under a separate vote, and Board Report No. 16-250 which will be acted on under a separate subsequent Motion. Commissioner Sanford moved that the aforementioned Board Reports be approved with amendments, 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.

President Patsouras recused herself from participating in the Board's consideration of Board Report No. 16-250, and left the Meeting to avoid the perception of any potential conflicts of interest. Vice President Alvarez presided as Chairperson during consideration of Board Report No. 16-250.

16-250

RANCHO CIENEGA SPORTS COMPLEX (PHASE 1 - PRJ20308) (PHASE 2 - PRJ21049) (W.O. #E1907694) - ADOPT THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION

Cathie Santo Domingo, Superintendent of the Planning, Construction and Maintenance Branch, presented Board Report No. 16-250 for adoption of the Initial Study (IS) and Mitigated Negative

December 14, 2016

Declaration (MND) for the Rancho Cienega Sports Complex (Phase 1 - PRJ20308) (Phase 2 - PRJ21049) (W.O. #E1907694) Project (Project); approval of the finding, on the basis of the whole record of proceedings of the Project including the IS/MND and any public and/or agency comments received therefrom, that there is no substantial evidence that the Project will have a significant effect on the environment, that all potentially significant environmental effects of the Project have been properly disclosed, evaluated, and mitigated in the IS/MND in compliance with the California Environmental Quality Act (CEQA) and the State and City CEQA Guidelines, and that the IS/MND reflects the Board's independent judgment and analysis; and adoption of the Mitigation Monitoring and Reporting Plan (MMRP) that specifies the mitigation measures to be implemented in accordance with CEQA Guidelines Section 15074(d); and approval of the Rancho Cienega Sports Complex (Phase 1 - PRJ20308) (Phase 2 - PRJ21049) (W.O. #E1907694) Project. The Board and Department staff discussed the tree canopy plan proposed for the Project over a ten-year period, the removal of certain trees from the Project site, the work components to be completed during each respective Phase of the Project and the amenities that would remain open during construction, signage to be installed at the Project site to keep the community informed on the status of each Project Phase, and updating the IS/MND to incorporate the tree canopy analysis presented as Attachment No. 4 of Board Report No. 16-250.

Public comments were invited for Board Report No. 16-250; however, no requests for public comment were submitted.

Commissioner Sanford moved to approve Board Report No. 16-250 with an amendment to the IS/MND referenced in Recommendation No. 1 so that it incorporates the tree canopy analysis. Commissioner Diaz seconded the Motion. There being no objections, the Motion was unanimously approved with the following vote: Ayes, Commissioners Culpepper, Diaz, Sanford, and Vice President Alvarez – 4; Nays, None.

President Patsouras returned to the Meeting after the Board's action on Board Report No. 16-250, and continued to preside as Chairperson for the remainder of the Meeting.

COMMISSION TASK FORCES

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

President Patsouras reported on the Concessions Task Force Meeting held on December 14, 2016 prior to the Board Meeting, in which the Task Force discussed the status of pending Concession Requests for Proposals.

- 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 December 14, 2016 prior to the Board Meeting, in which the Task Force discussed the Aliso Creek – Limekiln Project, conceptual approval of the South Victoria Avenue Park, tree planting and installation of a plaque related to affordable housing at the South Lawn of City Hall Park, mural installation at Arts District Park, and a tree infestation report by the Department's Forestry Division. Commissioner Sanford discussed that the Board needs to evaluate the Department's tree planting policy and response to the tree infestation issue, consider a

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moratorium on the removal of healthy trees, and identify funding sources to conduct a tree inventory in order to understand the impact of the tree infestation. Commissioner Sanford also clarified that the Department has not implemented a ban on planting native trees, and the tree infestation will be addressed on a case-by-case basis until additional data regarding the impact of the tree infestation issue is gathered.

GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- The Various Communications Report was noted and filed.
- The Board of Recreation and Park Commissioners Revised 2017 Meeting Schedule was noted and filed.
- General Manager Michael Shull reported on Department activities, facilities, and upcoming events. Laura Bauernfeind has been appointed to the position of Golf Manager to oversee the Golf Division. The Teens in Exploring Technology event was held on December 3, 2016 at South Park Recreation Center, in which approximately 300 youth from the South Los Angeles area participated in a coding and app development competition. The Citywide Youth Sports Club Leagues are holding four separate post-season invitational youth tournaments through December 17, 2016. The Griffith Park 120th Anniversary Celebration is scheduled on December 16, 2016. Information regarding various winter and holiday festivals scheduled at Department facilities throughout the City of Los Angeles are posted on the Department's website.

PUBLIC COMMENTS

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

FUTURE AGENDA ITEMS

Commissioner Alvarez requested a future Board Agenda item for a discussion on the Department's purview and control over irrigation issues and tree conditions within Elysian Park, and a report on the Department's strategy or plan to address such issues within Elysian Park. Commissioner Alvarez also requested a report regarding the next steps for the Department's project signage plan. Commissioner Sanford requested a future Board Agenda item regarding the Department's tree policy issues.

NEXT MEETING

The next scheduled Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, January 4, 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, President Patsouras adjourned the Meeting at 1:40 p.m. in memory of Juan Carlos Juarez, Senior Gardener of the Golf Division.

December 14, 2016

ATTEST

PRESIDENT

BOARD SECRETARY

BOARD REPORT

NO. 17-001

DATE January 04, 2017

C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EXPO CENTER YOUTH ORCHESTRA – AGREEMENT BETWEEN DEPARTMENT OF RECREATION AND PARKS, THE LOS ANGELES PHILHARMONIC ASSOCIATION, THE HARMONY PROJECT, AND THE FRIENDS OF EXPO CENTER

AP Diaz	_____	V. Israel	_____
R. Barajas	_____	*K. Regan	_____
H. Fujita	_____	N. Williams	_____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve a five-year Agreement (Agreement), herein included as Attachment 1, between the Department of Recreation and Parks (RAP) EXPO Center, the Los Angeles Philharmonic Association (LAPA), The Harmony Project (Harmony), and The Friends of EXPO Center (The Friends) to ratify the coordinated efforts of bringing classical music instruction and awareness to South Los Angeles;
2. Direct the Board Secretary to transmit forthwith the proposed Agreement to the Mayor in accordance with Executive Directive No. 3 (Villaraigosa Series) and concurrently to the City Attorney for review and approval as to form;
3. Authorize the General Manager or Designee to execute the Agreement upon receipt of the necessary approvals; and,
4. Authorize the General Manager or Designee to make any technical changes in Agreement, as may be necessary to carry out the intent of this Report.

SUMMARY

On December 12, 2007, through Board Report No. 07-297, the Board approved a three-year Memorandum of Agreement (MOA) between RAP, LAPA, and Harmony for the implementation of the EXPO Center Youth Orchestra Los Angeles (YOLA@EXPO Center). The Friends have been added as a partner to provide financial support for the YOLA@EXPO Center After-School Enrichment and Nutrition Program.

BOARD REPORT

PG. 2 NO. 17-001

YOLA@EXPO Center began with forty (40) students in 2007 as the first YOLA site, and currently serves three hundred twenty (320) young people ages 6 to 17 years. YOLA@EXPO Center was inspired by the tested model of "El Sistema," the dynamic Venezuelan youth orchestra movement that nurtured Los Angeles Philharmonic's Music Director, Gustavo Dudamel. Part of Director Dudamel's original interest in working with the Los Angeles Philharmonic Orchestra was being able to implement an "El Sistema" inspired program in Los Angeles. Seeking partners with the same passion and vision, the LAPA approached EXPO Center and the first Youth Orchestra Los Angeles program began.

YOLA@EXPO Center is a huge success. Participants gain the tremendous poise and confidence that comes from performing at premiere local venues including the Hollywood Bowl and Walt Disney Concert Hall, and from the life-changing and broadening impact of travel to places including Boston, New York, London, and Tokyo. Earlier this year, the YOLA@EXPO Center advanced string section performed at the 2016 Super Bowl 50 Halftime Show in Santa Clara, California. Most recently, a quintet of advanced woodwind students was invited to perform at the President's Committee on the Arts and Humanities Gala and Dinner at the National Gallery of Art in Washington, D.C. YOLA@EXPO Center creates opportunities for achievement across social strata, instills confidence and self-worth in the participants, and introduces classical music to multiple generations of South Los Angeles families.

FISCAL IMPACT STATEMENT

There is no Fiscal Impact to the RAP's General Fund, except unknown savings, as the donations may offset some expenditures.

This Report was prepared by Belinda Jackson, Executive Director, EXPO Center.

LIST OF ATTACHMENTS/EXHIBITS

- 1) Proposed Agreement between RAP, LAPA, Harmony, and The Friends

**AGREEMENT
BETWEEN
THE DEPARTMENT OF RECREATION AND PARKS
AND
THE LOS ANGELES PHILHARMONIC ASSOCIATION
AND
THE HARMONY PROJECT
AND
THE FRIENDS OF EXPO CENTER**

THIS AGREEMENT (hereinafter referred to as "AGREEMENT") is made and entered into on this _____ day of _____, 20____, by and between the CITY OF LOS ANGELES, a municipal corporation (hereinafter referred to as "CITY"), acting by and through its Board of Recreation and Park Commissioners (hereinafter referred to as "BOARD"), the Los Angeles Philharmonic Association (hereinafter referred to as "LAPA"), the Harmony Project (hereinafter referred to as "Harmony"), and The Friends of EXPO Center (hereinafter referred to as "The Friends").

WHEREAS, the Department of Recreation and Parks (hereinafter referred to as "RAP"), LAPA, Harmony, and The Friends collectively known as "Parties" and each individually known as "Party," desire to enter into this AGREEMENT; and

WHEREAS, this AGREEMENT'S purpose is to memorialize a coordinated effort to bring recreational classical music instruction and awareness to the residents of the CITY, focused on students and families residing within a five (5) mile radius around the Exposition Park neighborhood and the EXPO Center (hereinafter referred to as "EXPO"), with a high value placed on diversity and inclusion; and

WHEREAS, all parties recognize that a recreational music program will be a benefit for youths and the overall community as studies have found that exposure to music builds character, increases cognitive skills, and raises academic performance in school;

NOW THEREFORE, in consideration of the premises and of the terms, covenants and conditions hereinafter contained to be kept and performed by the respective parties, it is agreed as follows:

SECTION 1 - OBJECTIVES

This AGREEMENT'S objective is to memorialize the relationship between the Parties to bring recreational formal classical music training to the underserved community surrounding EXPO; to provide a constructive after-school program as an alternative to gang membership; to provide such recreational musical training free of charge to EXPO members; to jointly seek grants to fund the arts program; and to supplement and support RAP staff at EXPO in meeting objectives for recreational, educational and cultural programming.

In accordance with the aforementioned objectives all Parties will:

- A. Jointly develop, implement, and operate a recreational classical music program for EXPO members, from elementary school through high school, to learn classical music

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fundamentals with El Sistema-inspired principles, allowing an atmosphere for creative freedom through the use of these fundamentals;

- B. Involve at-risk inner-City youths in an engaging, classical music program that will enable creative and constructive expression.

SECTION 2 - TERM

The AGREEMENT's TERM shall become effective on the date of execution by all parties and shall remain in effect for five (5) years from the date of execution unless amended or extended by mutually written agreement of all parties.

Any party may terminate its own participation in this AGREEMENT in the event of a material breach as set forth in Termination of Agreement (Section 6) below with each party retaining sole and complete ownership of the materials, supplies, instruments, and other proprietary property provided by and/or created for this AGREEMENT. Any remaining parties to this AGREEMENT may propose to assume the responsibilities of the terminated party by formal, written amendment executed by the remaining party or parties.

SECTION 3 - OBLIGATION OF PARTIES

A. RAP shall:

- i. Provide use of facility space at EXPO for program use as follows: Monday through Friday, 4:00 P.M. – 8:15 P.M., and Saturday 9:00 A.M. – 4:00 P.M. in rooms/areas as determined by RAP staff based on availability for program(s) that serves three hundred twenty (320) students to engage in at least 7 hours of programming each week (See Exhibit A – Sample Class Schedule).
- ii. Provide RAP staff to assist in monitoring program activities (See Section 5);
- iii. Promote youth participation in the EXPO Center-Youth Orchestra Los Angeles program, also known as YOLA@EXPO Center, (hereinafter referred to as "ECYO-YOLA" for the purposes of this document);
- iv. Provide fingerprinting/livescan clearance services for ECYO-YOLA instructors, employees and volunteers of Harmony and the LAPA at no cost.

B. LAPA shall:

- i. Advise the LAPA Board, staff, instructors, consultants, and sponsors of this AGREEMENT;
- ii. Design, promote, implement, and market ECYO-YOLA in conjunction with Harmony;
- iii. Schedule and bring visiting musicians (defined as professionals in their field) to ECYO-YOLA to enhance the quality of music instruction;
- iv. Evaluate and assess the program to achieve desired programmatic outcomes.

- v. Provide musical instruments for the music classes and workshops at EXPO.
- vi. Ensure all instructors, staff and volunteers have been cleared through the RAP fingerprinting/livescan system.

C. Harmony shall:

- i. Provide instruction on the fundamentals, techniques, and history of classical music;
- ii. Provide an engaging classical music program for at-risk and underserved youths in conjunction with LAPA;
- iii. Provide recreational music instructors to teach music classes and workshops at EXPO;
- iv. Provide necessary supplies for the music classes and workshops at EXPO;
- v. Provide support and guidance for the performances and recitals to be held at EXPO by participants in ECYO-YOLA;
- vi. Ensure all instructors, staff and volunteers have been cleared through the RAP fingerprinting/livescan system.

D. The Friends shall:

- i. Pursue grant opportunities to raise funds specifically for ECYO-YOLA;
- ii. Assist EXPO staff as requested by RAP for support of ECYO-YOLA.
- iii. Ensure all staff and volunteers have been cleared through the RAP fingerprinting/livescan system.

E. All Parties Agree:

- i. LAPA, Harmony and The Friends will provide all necessary resources, including, but not limited to staff and/or volunteers to organize and implement ECYO-YOLA;
 - ii. Any stipends and/or honoraria greater than received in conjunction with ECYO-YOLA for special performances requested by outside entities must be shared to support each partner's costs associated with ECYO-YOLA;
 - iii. All LAPA, Harmony and The Friends staff members, volunteers, and/or employees will be fingerprinted by RAP through livescan and subject to RAP policies. RAP reserves the right to refuse participation by any prospective employee from LAPA, Harmony, The Friends, or any other volunteer or staff person, and may dismiss any employee from LAPA, Harmony, The Friends, or other volunteer or staff person from EXPO if such employee engages in any action(s) that RAP believes would be harmful to the program or program participants.
 - iv. The names of the program shall be "EXPO Center-Youth Orchestra Los Angeles" or "YOLA@EXPO Center," and must be used by all parties and on all printed and audio
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materials, to include fundraising, marketing, media outlets and special performances, and shall not be modified by the partners. If any Party ceases to be a party to this AGREEMENT, that Party may no longer use the names "EXPO Center Youth Orchestra Los Angeles" or "YOLA@EXPO Center." Upon termination of this AGREEMENT, the names "EXPO Center -Youth Orchestra Los Angeles" or "YOLA@EXPO Center" become the exclusive intellectual property of CITY, which shall hold all rights to these names.

- v. As the CITY and EXPO have responsibility to provide supportive program services (After School Enrichment, Sports, Camp programs) for ECYO-YOLA participants, LAPA, Harmony and The Friends of EXPO Center must have clear communication with the CITY in order to assure coordinated efforts.

SECTION 4 – FUNDRAISING

All parties share the intent to assure that sufficient funds are raised for each party's financial responsibilities for the implementation of ECYO-YOLA, and agree to communicate, share information and support fundraising efforts in support of ECYO-YOLA. Where YOLA@EXPO musicians are part of a partner organization's fundraising activity, it is an expected courtesy to share that information with partners.

SECTION 5– COST RECOVERY:

- A. Harmony agrees to pay for staffing costs (direct and indirect), at the prevailing rate, associated with RAP providing staff to monitor program activities in accordance with Section 3(A)(ii).
- B. Harmony shall provide reimbursement to RAP within thirty (30) days of the date RAP provides them with an invoice for amounts due.
- C. Such payments shall be in the form of a check, money order, or cashier's check; and made payable to "The City of Los Angeles".
- D. All payments shall be mailed to:

City of Los Angeles Department of Recreation and Parks
EXPO Center (MS 776)
3980 Bill Robertson Lane
Los Angeles, CA 90037

SECTION 6 - TERMINATION OF AGREEMENT:

- A. Termination for Breach of Agreement
 - i. If any party fails to perform any of the material provisions of this AGREEMENT, any of the non-breaching parties may give said breaching party written notice of such material default. If the breaching party fails to cure such default within thirty (30) days of the receipt of notice, then the non-breaching party or parties shall have the right to either continue or discontinue the program (subject to a separate written

- agreement between such parties). In addition, all other rights and remedies are reserved by the non-breaching party or parties.
- ii. If a federal or state proceeding for relief of debtors is undertaken by or against any party, or if any party makes an assignment for the benefit of creditors, then the non-breaching parties shall have the right to either continue or discontinue the program (subject to a separate written agreement between such Parties).
 - iii. If any party engages in any dishonest conduct related to the performance or administration of this AGREEMENT or violates any federal, state, or municipal law, statute, or ordinance, then the non-breaching Parties shall have the right to either continue or discontinue the program (subject to a separate written agreement between such parties).
 - iv. The rights and remedies of the party or parties provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law and/or under this AGREEMENT.

SECTION 7 - INSURANCE

LAPA and Harmony agree to maintain insurance and additionally insure the City of Los Angeles as a named insured for coverage specified on the City Form, attached and incorporated herein by reference as Exhibit B. LAPA and Harmony shall submit said insurance prior to the performance of any activity in conjunction with this AGREEMENT.

SECTION 8 - INDEMNIFICATION

LAPA agrees to defend, indemnify and hold harmless CITY, Harmony and The Friends and any and all of their respective Officers, Directors, Agents, Employees, Representatives and Contractors, from and against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to, reasonable attorney's fees and court costs, damage or liability of any nature whatsoever, for death or injury to any person, of third parties, to the extent such is directly caused by the negligence and/or willful misconduct of LAPA in the performance of this AGREEMENT.

Harmony agrees to defend, indemnify and hold harmless CITY, LAPA and The Friends and any and all of their respective Officers, Directors, Agents, Employees, Representatives and Contractors, from and against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to, reasonable attorney's fees and court costs, damage or liability of any nature whatsoever, for death or injury to any person, of third parties, to the extent such is directly caused by the negligence and/or willful misconduct of Harmony in the performance of this AGREEMENT.

The Friends agrees to defend, indemnify and hold harmless CITY, Harmony and LAPA and any and all of their respective Officers, Directors, Agents, Employees, Representatives and Contractors, from and against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to, reasonable attorney's fees and court costs, damage or liability of any nature whatsoever, for death or injury to any person, of third parties, to the extent such is directly caused by the negligence and/or willful misconduct of The Friends in the performance of this AGREEMENT.

In no event shall LAPA, Harmony or The Friends be held liable for the acts, omissions or the breach of this AGREEMENT by CITY.

SECTION 9 - AMENDMENTS TO AGREEMENT

DEPARTMENT OF RECREATION AND PARKS / THE LOS ANGELES PHILHARMONIC
ASSOCIATION / THE HARMONY PROJECT / THE FRIENDS OF EXPO CENTER

This AGREEMENT may only be modified by formal written amendment fully executed by all Parties.

SECTION 10 - AUTHORIZED REPRESENTATIVES AND NOTICES

All Parties agree that written notices to each Party shall be addressed to the authorized representatives as stated below. All such notices may either be delivered personally or may be deposited in the United States mail, properly addressed as aforesaid with postage fully prepaid for delivery by registered or certified mail. Service in such manner by registered or certified mail shall be effective upon receipt. All Parties agree to provide the other Parties with written notice of any address change or change of authorized representative within thirty (30) days of the occurrence of said change.

The Authorized Representative for CITY/ RAP shall be:

Michael A. Shull, General Manager
Department of Recreation and Parks
P.O. Box 86328
Los Angeles, CA 90086-0328

The Authorized Representative for LAPA shall be:

Gail Samuel, Executive Director
Los Angeles Philharmonic Association
151 South Grand Avenue
Los Angeles, CA 90012-3034

The Authorized Representative for Harmony shall be:

Myka Miller, Executive Director
The Harmony Project
817 Vine Street, Suite 204
Los Angeles, CA 90038

The Authorized Representative for The Friends shall be:

Stephanie Wells, Executive Director
The Friends of EXPO Center
3980 Bill Robertson Lane, Suite 203
Los Angeles, CA 90037

SECTION 11 – RELATIONSHIP OF THE PARTIES

Notwithstanding anything contained herein to the contrary, the Parties are and will be at all times acting and performing as independent contractors. Subject to the terms and conditions of this AGREEMENT, neither Party shall have nor exercise any control or discretion over the means by which the other Party shall perform such services, work, duties, and obligations. It is not the Parties' intent and nothing herein shall be construed to create between CITY, Harmony, LAPA and The Friends the relationship of employer/employee, partners, agency, or joint ventures. The Parties understand and agree that neither Party is entitled to receive any employment compensation, commissions, or benefits under this AGREEMENT from any of the other Parties. In no event will either Party be held jointly and severally liable for the obligations and/or liabilities of the other Parties.

SECTION 11 – NON-ASSIGNMENT

CITY may terminate this AGREEMENT if any of the Parties assigns or attempts to assign this AGREEMENT or any rights herein without the CITY's explicit written prior consent.

SECTION 12 - AGREEMENT CONTAINS ENTIRE AGREEMENT

The provisions of the AGREEMENT contain the entire agreement between the parties hereto and said AGREEMENT may not be changed or modified in any manner except by written amendment fully executed by the Parties. This AGREEMENT and incorporated documents represent the entire integrated agreement of the parties and supersedes all prior written or oral representations, discussions, and agreements. The following Exhibits are attached to and made part of this AGREEMENT by reference:

- Exhibit A - Sample Class Schedule
- Exhibit B - Insurance Form and Instructions
- Exhibit C - Standard Provisions for City Contracts (3/09)

The order of precedence in resolving conflicting language, if any, in the documents shall be: (1) This AGREEMENT; (2) Exhibit A; (3) Exhibit B; (4) Exhibit C.

(Signature Page to Follow)

IN WITNESS WHEREOF, THE CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS, acting by and through its Board of Recreation and Parks Commission has caused this AGREEMENT to be executed on its behalf, and the LOS ANGELES PHILHARMONIC ASSOCIATION, the HARMONY PROJECT and THE FRIENDS OF EXPO CENTER have executed the same as of the day and year herein below written.

THE CITY OF LOS ANGELES, a municipal corporation, acting by and through its Board of Recreation and Park Commissioners:

BY: _____
MICHAEL A. SHULL, General Manager

DATE: _____

BY: _____
ARMANDO X. BENCOMO, Secretary

DATE: _____

THE LOS ANGELES PHILHARMONIC ASSOCIATION:

BY: _____
GAIL SAMUEL, Executive Director

DATE: _____

THE HARMONY PROJECT:

BY: _____
SUSAN PLUTSKY, Board Chair

DATE: _____

THE FRIENDS OF EXPO CENTER:

BY: _____
STEPHANIE WELLS, Executive Director

DATE: _____

APPROVED AS TO FORM:
MICHAEL N. FEUER, City Attorney

BY: _____
STREFAN FAUBLE
Deputy City Attorney III

DATE: _____

Fall 2016 YOLA EXPO Class Schedule

EXHIBIT A

MONDAYS

	SC Lounge	SC 202	SC 203	SC 204	SC 204	SC Café	Preschool
4-5 PM		Musicianship (Cosima)		EYE Viola B (Milee)	Musicianship (Alex)		
5-6 PM	EYE Viola (Milee)	EYE Cello (Aimeena)	EYE Violin (Cosima)	EYE Violin (Blanca)	Beg. Violin (Melinda)		
6-7 PM	ECYO Viola (Milee)	ECYO Cello (Aimeena)	ECYO Violin (Melinda)	ECYO Violin (Blanca)	ECYO Violin (Cosima)	EYE/ECYO Bass (Stephan)	
7-8 PM	ESO Viola (Milee)	ESO Cello (Aimeena)	ESO Violin (Melinda)	ESO Violin (Blanca)	ESO Violin (Cosima)	ESO Bass (Stephan)	

TUESDAYS

	SC 203	SC 202	SC 204	Lounge	Preschool	SC Café
4-5 PM	Beg. Trumpet (David)	Beg. Clarinet (Jonathan)	EYE Oboe (April)	Beg. Trombone (Erin)		EYE Flute B (Amy)
5-6 PM	EYE Brass (David, Erin)	EYE Clarinet C (Jonathan)	ECYO/ESO Oboe (April)	EYE Bassoon (Alex)		EYE Flute A (Amy)
6-7 PM	EYE Perc (Jessica)	ECYO Clarinet (Jonathan)	ECYO Bassoon (Alex)	ECYO High Brass (David)	ECYO Low Brass (Erin)	ECYO Flute (Amy)
7-8 PM	ECYO/ESO Perc (Jessica)	ESO Clarinet (Jonathan)	ESO Bassoon (Alex)	ESO High Brass (David)	ESO Low Brass (Erin)	ESO Flute (Amy)

WEDNESDAYS

	SC Lounge	SC 203	MPR	Comrie Hall	SC 204	SC 202	Preschool	SC Café
4-5p								
5:15-6:15p				EYE Full		String Quartet 5-6p (Karoline)		Wind Quintet 5-6p (Alix)
6:15-7:15p	ESO Brass	ESO Winds	ESO Low Strings	ECYO Full				
7:15-8:15p	ECYO Brass	ECYO Winds	ECYO Low Strings	ESO Full				

THURSDAYS

	SC Lounge	SC 202	SC 203	SC 204	SC Café	Preschool
4-5 PM		Musicianship (Cosima)		EYE Viola B (Milee)	Musicianship (Alex)	
5-6 PM	EYE Viola (Milee)	EYE Violin (Cosima)	Beg. Violin (Melinda)	EYE Violin (Blanca)	EYE Cello (Aimeena)	
6-7 PM	ECYO Viola (Milee)	ECYO Violin (Cosima)	ECYO Violin (Melinda)	ECYO Violin (Blanca)	ECYO Cello (Aimeena)	EYE/ECYO Bass (Stephan)
7-8 PM	ESO Viola (Milee)	ESO Violin (Cosima)	ESO Violin (Blanca)	ESO Violin (Melinda)	ESO Cello (Aimeena)	ESO Bass (Stephan)

FRIDAYS

	SC Lounge	SC 202	SC 204	SC 203	SC Café	Parsons MPR
4-5 PM	Beg. Trombone (Erin)	Beg. Clarinet (Jonathan)	Beg. Horn (Jackie)	Beg. Trumpet (David)		EYE Flute B (Amy)
5-6 PM	EYE Trombone (Erin)	EYE Clarinet C (Jonathan)	EYE Horn (Jackie)	EYE Trumpet A (David)		EYE Flute A (Amy)
6-7 PM	ECYO Trumpet (David)	ECYO Clarinet (Jonathan)	ECYO Horn (Jackie)	EYE Perc (Jessica)	ECYO Low Brass (Erin)	ECYO Flute (Amy)
7-8 PM	ESO Trumpet (David)	ESO Clarinet (Jonathan)	ESO Horn (Jackie)	ECYO/ESO Perc (Jessica)	ESO Low Brass (Erin)	ESO Flute (Amy)

SATURDAY example (changes weekly)

	Comrie Hall	MPR	Preschool	SC Café	SC 202	SC 203	SC 204	SC Lounge	
9-10:20a	EYE FULL	XXXX	ECYO Sectional	ECYO Sectional	ECYO Sectional	Bassoon		ECYO Sectional	
10:20-10:40a		XXXX	Snack Break 10:20-10:40a						
10:40a-12p	ECYO FULL	XXXX	EYE Sectional	EYE Sectional	EYE Sectional	Bassoon	Oboe	EYE Sectional	
12-12:30p	Lunch Break 12-12:30p								
12:30-4p	ESO FULL (and/or ESO sectionals as needed)	ESO Sectionals as needed	ESO Sectionals as needed						



CERTIFICATE OF LIABILITY INSURANCE

EXHIBIT B

DATE (MM/DD/YYYY)

5/24/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA, Inc. LIC # 0726293 505 N Brand Blvd, Suite 600 Glendale CA 91203	CONTACT NAME: Mei Chan PHONE (A/C, No, Ext): 818-539-8628 E-MAIL ADDRESS: mei_chan@ajg.com	FAX (A/C, No): 818-539-8728
	INSURER(S) AFFORDING COVERAGE	
INSURED HARMPRO-01 Harmony Project 817 N. Vine Street, Ste 204 Los Angeles, CA 90038	INSURER A: Nonprofits' Insurance Alliance of C	
	INSURER B: New York Marine And General Insuran	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 615114240 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL ISUR/ INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Soc.Ser.Prof.Lia <input checked="" type="checkbox"/> Sexual Abuse GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		201514779NPO	12/17/2015	12/17/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$20,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 Prof Liab/Abuse \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		201514779NPO	12/17/2015	12/17/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WC20160008525	3/1/2016	3/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Coverage

CERTIFICATE HOLDER

EXPO Center
 3980 Bill Robertson Lane
 Los Angeles CA 90037

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF LOS ANGELES

INSTRUCTIONS AND INFORMATION
ON COMPLYING WITH CITY INSURANCE REQUIREMENTS

(Share this information with your insurance agent or broker)

1. **Agreement/Reference** All evidence of insurance must identify the nature of your business with the CITY. Clearly show any assigned number of a bid, contract, lease, permit, etc. or give the project name and the job site or street address to ensure that your submission will be properly credited. Provide the **types of coverage and minimum dollar amounts** specified on the Required Insurance and Minimum Limits sheet (Form Gen. 146) included in your CITY documents.

2. **When to submit** Normally, no work may begin until a CITY insurance certificate approval number ("CA number") has been obtained, so insurance documents should be submitted as early as practicable. For **As-needed Contracts**, insurance need not be submitted until a specific job has been awarded. **Design Professionals** coverage for new construction work may be submitted simultaneously with final plans and drawings, but before construction commences.

3. **Acceptable Evidence and Approval** Electronic submission is the best method of submitting your documents. **Track4LA**[®] is the CITY's online insurance compliance system and is designed to make the experience of submitting and retrieving insurance information quick and easy. The system is designed to be used by insurance brokers and agents as they submit client insurance certificates directly to the City. It uses the standard insurance industry form known as the **ACORD 25 Certificate of Liability Insurance** in electronic format – the CITY is a licensed redistributor of ACORD forms. **Track4LA**[®] advantages include standardized, universally accepted forms, paperless approval transactions (24 hours, 7 days per week), and security checks and balances. The easiest and quickest way to obtain approval of your insurance is to have your insurance broker or agent access **Track4LA**[®] at <http://track4la.lacity.org> and follow the instructions to register and submit the appropriate proof of insurance on your behalf.

Insurance industry certificates other than the ACORD 25 that have been approved by the State of California may be accepted, however **submissions other than through Track4LA[®] will significantly delay the insurance approval process as documents will have to be manually processed.** All Certificates must provide a thirty (30) days' cancellation notice provision (ten (10) days for non-payment of premium) AND an Additional Insured Endorsement naming the CITY an additional insured completed by your insurance company or its designee. If the policy includes an automatic or blanket additional insured endorsement, the Certificate must state the CITY is an automatic or blanket additional insured. An endorsement naming the CITY an Additional Named Insured and Loss Payee as Its Interests May Appear is required on property policies. All evidence of insurance must be authorized by a person with authority to bind coverage, whether that is the authorized agent/broker or insurance underwriter. Completed **Insurance Industry Certificates other than ACORD 25 Certificates** are sent electronically to CAO.insurance.bonds@lacity.org.

Additional Insured Endorsements DO NOT apply to the following:

- Indication of compliance with statute, such as Workers' Compensation Law.
- Professional Liability insurance.

Verification of approved insurance and bonds may be obtained by checking **Track4LA**[®], the CITY's online insurance compliance system, at <http://track4la.lacity.org>.

4. **Renewal** When an existing policy is renewed, have your insurance broker or agent submit a new Acord 25 Certificate or edit the existing Acord 25 Certificate through **Track4LA**[®] at <http://track4la.lacity.org>.

5. **Alternative Programs/Self-Insurance** Risk financing mechanisms such as Risk Retention Groups, Risk Purchasing Groups, off-shore carriers, captive insurance programs and self-insurance programs are subject to separate approval after the CITY has reviewed the relevant audited financial statements. To initiate a review of your program, you should complete the Applicant's Declaration of Self Insurance form (<http://cao.lacity.org/risk/InsuranceForms.htm>) to the Office of the City Administrative Officer, Risk Management for consideration.

6. **General Liability** insurance covering your operations (and products, where applicable) is required whenever the CITY is at risk of third-party claims which may arise out of your work or your presence or special event on City premises. **Sexual Misconduct** coverage is a required coverage when the work performed involves minors. **Fire Legal Liability** is required for persons occupying a portion of CITY premises. Information on two CITY insurance programs, the SPARTA program, an optional source of low-cost insurance which meets the most minimum requirements, and the Special Events Liability Insurance Program, which provides liability coverage for short-term special events on CITY premises or streets, is available at (www.2sparta.com), or by calling (800) 420-0555.

7. **Automobile Liability** insurance is required only when vehicles are used in performing the work of your Contract or when they are driven off-road on CITY premises; it is not required for simple commuting unless CITY is paying mileage. However, compliance with California law requiring auto liability insurance is a contractual requirement.

8. **Errors and Omissions** coverage will be specified on a project-by-project basis if you are working as a licensed or other professional. The length of the claims discovery period required will vary with the circumstances of the individual job.

9. **Workers' Compensation and Employer's Liability** insurance are not required for single-person contractors. However, under state law these coverages (or a copy of the state's Consent To Self Insure) must be provided if you have any employees at any time during the period of this contract. Contractors with no employees must complete a Request for Waiver of Workers' Compensation Insurance Requirement (<http://cao.lacity.org/risk/InsuranceForms.htm>). A **Waiver of Subrogation** on the coverage is required only for jobs where your employees are working on CITY premises under hazardous conditions, e.g., uneven terrain, scaffolding, caustic chemicals, toxic materials, power tools, etc. The Waiver of Subrogation waives the insurer's right to recover (from the CITY) any workers' compensation paid to an injured employee of the contractor.

10. **Property Insurance** is required for persons having exclusive use of premises or equipment owned or controlled by the CITY. **Builder's Risk/Course of Construction** is required during construction projects and should include building materials in transit and stored at the project site.

11. **Surety** coverage may be required to guarantee performance of work and payment to vendors and suppliers. A **Crime Policy** may be required to handle CITY funds or securities, and under certain other conditions. **Specialty coverages** may be needed for certain operations. For assistance in obtaining the CITY required bid, performance and payment surety bonds, please see the City of Los Angeles Bond Assistance Program website address at <http://cao.lacity.org/risk/BondAssistanceProgram.pdf> or call (213) 258-3000 for more information.

BOARD REPORT

NO. 17-002

DATE: January 04, 2017

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WESTWOOD RECREATION COMPLEX – DONATION FROM FRIENDS OF WEST LOS ANGELES IN SUPPORT OF THE 2017 ANNUAL DREAM GAMES

AP Diaz	_____	* V. Israel	_____
R. Barajas	_____	N. Williams	_____
H. Fujita	_____		

Ramon Barajas ^{ton}

 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS

Accept a donation from the Friends of West Los Angeles, a California 501(c)(3) non-profit organization, consisting of funding in the amount of Three Thousand, Four Hundred Twelve Dollars (\$3,412.00), and in-kind contributions and supplies with an estimated value of Two Thousand, Four Hundred Fourteen Dollars (\$2,414.00), for an estimated grand total donation of Five Thousand, Eight Hundred Twenty-Six Dollars (\$5,826.00), in support of the 8th Annual Dream Games to be held on January 14, 2017, as noted in the Summary of this Report; and that appropriate recognition be given to the Friends of West Los Angeles.

SUMMARY

The Friends of West Los Angeles (FOWLA), a California 501 (c)(3) non-profit organization, has once again offered the Department of Recreation and Parks (RAP) a donation valued in total at approximated \$5,826.00, for their continued support of the Annual Dream Games event for the benefit and enjoyment of youth from eight Recreation Centers. The 8th Annual Dream Games will take place on January 14, 2017, and will be hosted once again by the Westwood Recreation Complex. The subject donation consists of funding in the amount of \$3,412.00, and in-kind contributions, such as t-shirts, boxed lunches, and other program related supplies, estimated in value up to \$2,414.00, which are all essential in making the Dream Games a continued success.

The Dream Games is a collaborative event between FOWLA and RAP, consisting of a series of basketball games conducted for youth and their families from various recreation centers. The purpose of these games is to recognize the legacy of Dr. Martin Luther King, Jr., by bringing people from diverse ethnic and socioeconomic backgrounds together for fun and social interaction through basketball. Participating Recreation Centers from distinct parts of the City are invited in an effort to reflect and demonstrate the cultural diversity of Los Angeles, and how residents from neighborhoods who may normally never interact can come together and enjoy a positive event as one community.

BOARD REPORT

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The Recreation Centers that will be participating in the 2017 event are: Cypress Recreation Center, Denker Recreation Center, EXPO Center, Martin Luther King, Jr. Recreation Center, Mount Carmel Recreation Center, Queen Anne Recreation Center, Van Ness Recreation Center and Westwood Recreation Complex.

The Assistant General Manager of the Operations Branch and the Superintendent of the Valley Region support the acceptance of the donation and concur with staff's recommendation.

FISCAL IMPACT STATEMENT

Acceptance of this donation results in no direct fiscal impact to the RAP General Fund, as the FOWLA donation will fund 2017 Dream Games expenses.

This Report was prepared by Joel Alvarez, Senior Management Analyst II, Partnership Division.

REPORT OF GENERAL MANAGER

NO. 17-003

DATE January 4, 2017

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUBCONTRACTOR SUBSTITUTION REQUEST HEARING – GAFFEY STREET
POOL – POOL AND NEW BATHHOUSE RESTORATION PROJECT (PRJ20726)
(W.O. #E1907453)

AP Diaz	_____	V. Israel	_____
* R. Barajas	_____	K. Regan	_____
H. Fujita	_____	N. Williams	_____

General Manager

Approved _____

Disapproved _____

Withdrawn _____

The final Report has not been received by the Office of the Board of Recreation and Park Commissioners.

BOARD REPORT

NO. 17-004

DATE January 04 2017

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WEST WILSHIRE (PAN PACIFIC) PARK – IMPROVEMENTS TO ATHLETIC FIELDS (SOCCER AND BASEBALL FIELDS) (PRJ20579) (W.O. #E170496F) PROJECT – ALLOCATION OF QUIMBY FEES; PAN PACIFIC PARK – PARK RENOVATION (PRJ21085) – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1,3) AND CLASS 11(3) OF THE CITY CEQA GUIDELINES

AP Diaz	<u> </u>	V. Israel	<u> </u>
*R. Barajas	<u><i>R. Barajas</i></u>	N. Williams	<u> </u>
H. Fujita	<u> </u>		

[Signature]
General Manager

Approved Disapproved Withdrawn

RECOMMENDATIONS

1. Take the following actions regarding West Wilshire (Pan Pacific) Park – Improvements to Athletic Fields (Soccer and Baseball Fields) (PRJ20579) (W.O. #E170496F) Project;
 - A. Authorize the Department of Recreation and Parks' (RAP) Chief Accounting Employee to transfer One Million Dollars (\$1,000,000.00) in Quimby Fees from Quimby Account No. 89460K-00 to Pan Pacific Park Account No. 89460K-WV;
 - B. Approve the allocation of One Million Dollars (\$1,000,000.00) in Quimby Fees from Pan Pacific Park Account No. 89460K-WV for the West Wilshire (Pan Pacific) Park – Improvements to Athletic Fields (Soccer and Baseball Fields) (PRJ20579) (W.O. #E170496F) Project;

2. Take the following action regarding Pan Pacific Park – Park Renovation (PRJ21085) Project (Project);
 - A. Approve the scope of work for Pan Pacific Park – Park Renovation (PRJ21085) Project, as described in the Summary of the Report;
 - B. Authorize the RAP's Chief Accounting Employee to transfer One Million Dollars (\$1,000,000.00) in Quimby Fees from Quimby Account No. 89460K-00 to Pan Pacific Park Account No 89460K-WV;

BOARD REPORT

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- C. Approve the allocation of One Million Dollars (\$1,000,000.00) in Quimby Fees from Pan Pacific Park Account No. 89460K-WV for the Pan Pacific Park – Park Renovation (PRJ21085) Project;
 - D. Find that the proposed Project is categorically exempt from the California Environmental Quality Act (CEQA), and direct RAP staff to file a Notice of Exemption;
 - E. Authorize the RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of Seventy-Five Dollars (\$75.00) for the purpose of filing a Notice of Exemption; and,
3. Authorize RAP's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

Pan Pacific Park is located at 7600 Beverly Boulevard in the Fairfax District area of the City. This 32.18 acre facility provides multipurpose fields, play areas, a swimming pool, a recreation center, and a senior center for the surrounding communities. Approximately fifteen thousand, two hundred forty-three (15,243) City residents live within a one-half mile walking distance of Pan Pacific Park. Due to the facilities, features, programs, and services it provides, Pan Pacific Park meets the standard for a Community park, as defined in the City's Public Recreation Plan.

RAP is currently proposing to allocate Quimby fees to two separate capital improvement projects at Pan Pacific Park:

- West Wilshire (Pan Pacific) Park – Improvements to Athletic Fields (Soccer and Baseball Fields) (PRJ20579) (W.O. #E170496F) Project; and,
- Pan Pacific Park – Park Renovation (PRJ21085) Project.

West Wilshire (Pan Pacific) Park – Improvements to Athletic Fields (Soccer and Baseball Fields) (PRJ20579) (W.O. #E170496F) Project

The West Wilshire (Pan Pacific) Park – Improvements to Athletic Fields (Soccer and Baseball Fields) (PRJ20579) (W.O. #E170496F) Project is a Proposition K funded project that proposes to improve the athletic fields at West Wilshire (Pan Pacific Park). On November 20, 2011, the Board of Recreation and Park Commissioners (Board) approved the allocation of One Million, Eight Hundred Eighty-Two Thousand, Two Hundred Twenty-Six Dollars and Twenty-Seven Cents (\$1,882,226.27) in Quimby fees to the West Wilshire (Pan Pacific Park). – Field Improvements (PRJ20579) Project (Board Report No. 11-302).

On July 13, 2016, the Board approved the final plans and approved the scope of work and call for bids for the West Wilshire (Pan Pacific) Park Project (Report No. 16-163). The plans and specifications provide for the following scope include:

BOARD REPORT

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1. Soccer field: The existing open space, currently being utilized informally as a soccer field, will be officially replaced with a synthetic turf multi-use sports field. It is configured to accommodate four different sizes of soccer fields: U10 size (1); U8 (2); U6 (1); and flag football field (1). The field will integrate forty-two thousand, five hundred (42,500) square feet of water shedding features, which will allow the field to drain quickly after rain events, and improve overall drainage in the Park. It will also include sports field lighting, with security level lighting, trash receptacles (6), sports apparatus and turf maintenance equipment storage bins (2), and storm drains. Furthermore, the following amenities will be considered at the proposed soccer field as additive alternates, should adequate funding be available:
 - a. Two Picnic tables
 - b. Six Bleachers
 - c. Six Shade structures over bleachers
 - d. Americans with Disabilities Act (ADA) compliant drinking water fountain with bottle filler
 - e. Fence guard and wind breaker fabric
 - f. Litter receptacle with solar compactor

2. Baseball/Softball Field: The existing field will be re-graded to minimize erosion and improve drainage. A "Smart" irrigation system will be provided to sustain the new lawn and the field. The inner field will have three alternative bases settings to accommodate various age levels of baseball and softball games. The outer field perimeter fence will be raised to thirty (30) feet of height to protect the patrons and soccer players on the adjacent soccer field. The sports field lighting will be fitted with energy efficient fixtures and have remote or internet operating capabilities. The following additive alternates will be considered for the baseball/softball field, provided that adequate funding is available.
 - a. Two Shade structures over dugouts
 - b. Two Shade structures over spectators' areas
 - c. New wind breaker fabric
 - d. Extend left field
 - e. Concrete block retaining/sluff wall
 - f. Score board - electric wireless operation

The West Wilshire (Pan Pacific) Park (PRJ20579) Project went out to public bid. However, the bids received were higher than available funds at the time. On December 14, 2016, based on BOE and RAP staff recommendations, the Board rejected all bids and authorized staff to use RAP's pre-qualified "As-Needed Service Contractors" for the various elements of the work (Report No. 16-253). RAP and BOE will manage and coordinate the field activities of these contractors. RAP staff has determined that additional supplemental funding is necessary to complete the scope of work, which will be of benefit for the surrounding community. The work on this West Wilshire (Pan Pacific) Park (PRJ20579) Project will be carried out in conjunction with the work described below for the Pan Pacific Park – Park Renovation (PRJ21085) Project.

BOARD REPORT

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Upon approval of this Report, One Million Dollars (\$1,000,000.00) in Quimby Fees will be transferred from the Quimby Account No. 89460K-00 to Pan Pacific Park Account No. 89460K-WV and allocated to the West Wilshire (Pacific Park) – Field Improvements (PRJ20579) Project. These Quimby Fees were collected within two miles of Pan Pacific Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

The total amount of Quimby funding for this project, including previously allocated Quimby funds, is Two Million Eight Hundred Eighty-Two Thousand, Two Hundred Twenty-Six Dollars and Twenty Seven Cents (\$2,882,226.27).

TREES AND SHADE

As previously detailed in Board Report No. 16-163 for the open site shade near the soccer field, there will be five California Sycamore trees planted around the soccer field. The trees are expected to be about twenty-five (25) feet high (when matured), with drip line of twenty (20) feet. In addition, two shade structures are planned over the baseball/softball field dugouts and eight over the bleachers area (Report No. 16-163).

ENVIRONMENTAL IMPACT STATEMENT

RAP staff has determined that the Pacific Park – Field Improvements (PRJ20579) subject Project is a continuation of an existing Project approved on July 3, 2016 (Report No. 16-163) that is exempted from California Environmental Quality Act (CEQA) [Class 1(1,4) and Class 3 (3)]. 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.

The maintenance of the proposed park improvements can be performed by current RAP staff with minimal impact to existing maintenance service at this facility.

Pan Pacific Park – Park Renovation (PRJ21085) Project

RAP staff has determined that park renovations, including rehabilitation of pathways throughout the park, upgrades to the recreation center, replacement of the existing shade pergola adjacent to The Grove Drive, landscaping and irrigation improvements, and other related site amenities in the park are necessary and would be of benefit to the surrounding community.

Upon approval of this Report, One Million Dollars (\$1,000,000.00) in Quimby Fees will be transferred from the Quimby Account No 89460K-00 to Pan Pacific Park Account No 89460K-WV and allocated to the Pacific Park – Park Renovation (PRJ21085) Project. These Quimby Fees were collected within two miles of Pan Pacific Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

BOARD REPORT

PG. 5 NO. 17-004

TREES AND SHADE

The approval of these Projects will have no impact on existing trees, and no new trees are proposed to be added to Pan Pacific Park as a part of these Projects. The Project proposes to replace an existing pergola.

ENVIRONMENTAL IMPACT STATEMENT

The Projects are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (1,3) (modifications to existing park facilities involving no expansion of use and operation, maintenance and repair of pedestrian trails and sidewalks) and Class 11 (3) (construction or placement of minor structures accessory to existing institutional facilities) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT

The approval of this allocation of Quimby Fees to the aforementioned Projects will have no fiscal impact on RAP.

The maintenance of the proposed park improvements can be performed by current RAP staff with minimal impact to existing maintenance service at this facility.

This Report was prepared by Meghan Luera, Management Assistant, Planning, Construction and Maintenance Branch, Department of Recreation and Parks.

BOARD REPORT

NO. 17-005

DATE January 04, 2017

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: COMMUNITY BUILD, INC. – TERMINATION OF LEASE AGREEMENT NO. 277 AND TRANSFER OF JURISDICTION AND CONTROL OF CERTAIN PROPERTIES LOCATED AT 8742 AND 8750 SOUTH VERMONT AVENUE (APN 6038-010-903 AND 904) TO THE LOS ANGELES HOUSING AND COMMUNITY INVESTMENT DEPARTMENT

AP Diaz	_____	V. Israel	_____
*R. Barajas	<u><i>mf</i></u>	N. Williams	_____
H. Fujita	_____		

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Find that it is the best interest of the Department of Recreation and Parks (RAP) to terminate Lease Agreement No. 277 with Community Build, Inc. by mutual consent, in accordance with section 5.7 of said subject lease agreement;
2. Concur with the recommendation of the Los Angeles City Council to approve a non-financial transfer of jurisdiction and control of certain RAP properties located at 8742 and 8750 South Vermont Avenue (APN 6038-010-903 and 904) to the Los Angeles Housing and Community Investment Department (HCID), subject to the approval of the Mayor in accordance with Executive Directive No. 3 (Villaraigosa Series) and the City Attorney;
3. Authorize RAP staff to work with the RAP of General Services and the City Attorney's Office to process the non-financial transfer of jurisdiction and control of the subject property;
4. Direct the Board Secretary to transmit forthwith the proposed action to terminate the subject lease agreement and transfer of jurisdiction of the subject RAP property concurrently to the City Attorney and, in accordance with Executive Directive No. 3 (Villaraigosa Series), to the Mayor's Office for expedited review and approval; and
5. Upon the receipt of necessary approvals, authorize the Board President and Secretary to execute any and all documents, including but not limited to grant deeds, to complete the transfer of jurisdiction of the subject properties to HCID.

BOARD REPORT

PG. 2 NO. 17-005

SUMMARY

Community Build

Community Build Inc., (Community Build) is a non-profit community development corporation established in 1992 in response to the conditions that led to the Los Angeles Civil Unrest of 1992. Its youth outreach prioritizes comprehensive and wrap-around services for at-risk youth, out-of-school youth, foster youth, youth offenders, gang-involved youth, and first-generation college bound youth. Community Build believes that youth, young adults and their families are a tremendous resource deserving investment and enabling their active participation as contributors to the local and global economies. Community Build, Inc. is dedicated to the revitalization of South Los Angeles communities through investment in youth and commercial economic development.

Its corporate office is located on 4305 Degnan Boulevard, #102, Los Angeles, California 90008. Additionally, it has a Youth Development Center in the Baldwin Hills Crenshaw Plaza at 3650 West Martin Luther King Jr. Boulevard, Los Angeles, California 90008, and a Youth and Community Center located at 8730 South Vermont Avenue, Los Angeles, California 90044.

Acquisition and Lease of 8742 and 8750 South Vermont Avenue

In 2000, a Proposition 12 Murray-Hayden Program specified grant in the amount of One Million, Eight Hundred Ninety-Two Thousand Dollars (\$1,892,000.00) was awarded to the City of Los Angeles (City) on behalf of Community Build for the expansion of its existing Youth and Community Center located at 8730 South Vermont Avenue. The grant provided funds for the acquisition of two parcels located at 8742 and 8750 South Vermont Avenue and the construction of an expanded youth center. The two (2) parcels for acquisition are immediately adjacent to their Youth and Community Center. Community Build had sought this grant directly from the State of California (State) legislature without City involvement.

On September 6, 2006, the Board of Recreation and Park Commissioners (Board), through Report No. 06-258 (Exhibit A), approved the transfer of property at 8742 and 8750 South Vermont Avenue (with current APN's 6038-010-903 and 904) from Community Build, Inc. and a proposed lease agreement for the same subject properties between the City and Community Build, Inc. The lease agreement was executed and became effective on May 11, 2007. The actions of this Report became necessary because in April 2003 and May 2006, Community Build, on its own accord, secured loans to acquire the two parcels to secure them from other potential buyers. In order to comply with the site control/land-tenure requirements and enable Community Build to be reimbursed from the Proposition 12 grant funds, the City and Community Build, with the concurrence from the State, mutually agreed to the transfer of ownership of the two parcels to the City and the execution of a lease agreement between the City and Community Build for the construction, maintenance and operation of an expanded youth center. The City reimbursed Community Build a total of Three Hundred Forty-Five Thousand, Nine Hundred Sixty-One Dollars

BOARD REPORT

PG. 3 NO. ~~17-005~~

and Twenty-Four Cents (\$345,961.24) for their acquisition costs from the Proposition 12 grant funds.

It should be noted that the transfer of property to the City and the execution of the lease agreement between the City and Community Build were conducted in order to satisfy requirements of the Proposition 12 grant. Also, in accordance with the terms and conditions of the Purchase and Sale Agreement for the transfer, Community Build maintains a reversionary interest on the two parcels. The ownership of the parcels would "revert" to Community Build upon the satisfaction of the site control requirements of the Proposition 12 grant. The subject parcels were not "dedicated" as park property in perpetuity at the time of acceptance.

Shortly after execution of the lease agreement, Community Build began working with the Department of Public Works, Bureau of Engineering (BOE) to complete the design portion of the project. However, delays associated with the many project issues made it apparent that the grant deadline of June 30, 2008 would not be met. The project issues included extended discussions on design elements, insufficient funding, and non-responsive bids. A grant extension request was submitted and approved by the State extending the grant deadline to June 30, 2009. This extension proved to be inadequate and a subsequent request for a second extension submitted in December 2008 was denied by the State because the State budget legislative process for Fiscal Year 2009-10, would not allow for the grant extension be approved by the State legislature and the Governor before the grant funds liquidated in June 30, 2009.

At this point, it was clear that there was not sufficient time to complete the project under the existing grant deadline of June 30, 2009. The State informed the City that its obligations under the grant contract with the State was to complete the project or return to the State the grant funds received to date. It was decided that the City would return the grant funds received. In July 2010, the City Council approved an allocation from the Park and Recreational Sites and Facilities Fund to repay the State.

Proposed 62 Unit Affordable Housing Development

In 2012, with the support of then Councilmember Bernard Parks of Council District 8, Community Build in collaboration with Women Organizing Resources, Knowledge and Services (WORKS), submitted a proposal to HCID for the development of a sixty-two (62) unit affordable housing development on Vermont Avenue, just south of Manchester in the community of South Los Angeles (Exhibit B). The proposed affordable housing development known as the 88th & Vermont Permanent Supportive Housing (PSH) development and Community Center is proposed to be built on five (5) parcels. These include two (2) parcels which are owned by Community Build and is where their Youth and Community Center is currently located at 8730 South Vermont Avenue; one (1) parcel, called the 88th and Menlo Parking Lot, which is owned by the City under the jurisdiction of the Department of Transportation (DOT) and located at 8707 Menlo Avenue; and the last two (2) parcels located at 8742 and 8750 South Vermont Avenue, which are owned by RAP and currently leased to Community Build (Exhibit C).

BOARD REPORT

PG. 4 NO. 17-005

In order for the project to secure permanent financing, all five (5) parcels must be tied together under a single address. The parcels must be owned by the proposer/applicant or transferred to HCID to serve as collateral to secure the financing of the project. The value of the properties will be contributed to the financing of project and will leverage a subsidy from the Affordable Housing Trust Fund, Low Income Housing Tax Credits from the State, as well as additional funding for Homeless Housing from the County of Los Angeles. The parcels transferred to HCID will eventually be transferred to Community Build so that all the parcels can be tied together under a single address.

In 2015, the City Council, through a competitive selection process, approved the financing of a loan to Community Build and WORKS for the proposed 62 unit affordable housing development under HCID's 2016-2017 Affordable Housing Managed Pipeline. It is scheduled to apply for Low Income Housing Credits in July 2017.

On September 27, 2016, City Council authorized the DOT to transfer the 88th and Menlo Parking Lot to HCID. On October 25, 2016, a Motion was made in City Council that if approved, would authorized RAP to transfer the two parcels located at 8742 and 8750 South Vermont Avenue to HCID (Exhibit D). Effectuating the transfer of the City owned parcels to HCID is a necessary step in the process for Community Build and WORKS to receive the financing needed to complete their proposed housing project.

Transfer of 8742 and 8750 South Vermont Avenue

8742 and 8750 South Vermont Avenue are two parcels that contain three (3) lots. The total area of the three (3) lots measures approximately 9,000 square feet or 0.21 acres. The lots are currently vacant and used for related youth and community activities (Exhibit E). All costs for the maintenance of the two parcels have been provided by Community Build. As indicated above, the two parcels are currently owned by the Department but were not dedicated when the Board approved the acceptance of the transfer in 2006. Under the Purchase and Sale Agreement, these parcels would be transferred back or quitclaimed to Community Build upon the completion of the site control requirements of the Proposition 12 grant and the expiration of the term of lease agreement.

The parcels were no longer subject to the site control requirements of the Proposition 12 grant when the City returned to the State all grant funds expended in 2010. Should the Board approve staff's recommendation to terminate lease agreement no. 277 with Community Build, there would be no impediment to transfer or quitclaim the parcels back to Community Build.

As indicated above, a City Council motion submitted on October 25, 2016, would, if approved, authorized the Department to transfer the two parcels to HCID as part of the Community Build development project. Further, through a letter dated November 15, 2016 and addressed to the Department's General Manager, Community Build has indicated their concurrence with the recommendation to terminate Lease Agreement No. 277 and the transfer of the two Department owned parcels to HCID (Exhibit F).

Therefore, it is requested that the Board approve staff's recommendations indicated in this report.

BOARD REPORT

PG. 5 NO. 17-005

FISCAL IMPACT

There is no fiscal impact to the RAP's General Fund due to the termination of the lease agreement and the transfer of jurisdiction of the two (2) parcels to HCID. During the RAP's ownership of the two parcels, all costs for the operation and maintenance were the responsibility of Community Build. With the termination of the lease and transfer of jurisdiction, any liability the RAP had as the owner of the property will be temporarily transferred to HCID and eventually will become the wholly the responsibility of Community Build.

Councilmember Marqueece Harris-Dawson of Council District 8 supports the recommendations of this report.

This report has been prepared by Cid Macaraeg, Sr. Management Analyst II of the Planning, Development and Maintenance Branch.

LIST OF ATTACHMENT(S)

- 1) Exhibit A – Report No. 06-258
- 2) Exhibit B – Rendering 62 Unit Apartment Complex
- 3) Exhibit C – Map Indicating Property Ownership
- 4) Exhibit D – Council Motion (10-25-2016)
- 5) Exhibit E – Vacant Lots
- 6) Exhibit F – Community Build Concurrence Letter

APPROVED
SEP 06 2006

REPORT OF GENERAL MANAGER

NO. 06-258

DATE September 6, 2006

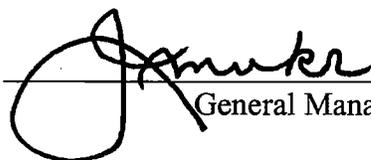
BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: COMMUNITY BUILD, INC. - TRANSFER OF OWNERSHIP AND LEASE OF
PROPERTY AT 8742 AND 8750 SOUTH VERMONT AVENUE

J. Combs _____	J. Kolb _____
H. Fujita _____	F. Mok _____
S. Huntley _____	K. Regan _____
B. Jensen _____	*M. Shull <u>MS</u>


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Authorize staff to assist the Office of the City Attorney and the Department of General Services with the transfer of ownership to the Department of Recreation and Parks of property at 8742 and 8750 South Vermont Avenue (APNs 6038-010-028 and -029), two parcels that Community Build, Inc., recently bought with a grant requiring the City to hold title for the first twenty years of public use;
2. Approve the proposed Lease Agreement for 8742 and 8750 South Vermont Avenue, substantially in the form on file in the Board Office, between the City and Community Build, Inc., subject to approval by the Mayor and Council and by the City Attorney as to form;
3. Direct the Board Secretary to transmit forthwith the draft Lease Agreement concurrently to the City Attorney for review as to form and, in accordance with Executive Directive No. 3, to the Mayor's Office for expedited review and approval;
4. Authorize staff to seek any approvals from the "L. A. for Kids" Steering Committee that may be required in order to complete the property transfer and execute the proposed Lease Agreement;
5. Authorize the Board Secretary, upon obtaining the needed approvals, to accept the Grant Deeds to 8742 and 8750 South Vermont Avenue;

REPORT OF GENERAL MANAGER

PG. 2

NO. 06-258

6. Authorize the Board President and Secretary, upon obtaining the needed approvals, to execute the Lease Agreement and authorize the Board Secretary to request that the Department of General Services record a Memorandum of Lease;
7. Acknowledge that in accepting the property at 8742 and 8750 South Vermont Avenue for the Department, it is not to be set apart and dedicated as park property in perpetuity since it may be transferred at some future date back to Community Build per provisions in the Lease Agreement; and,
8. Authorize staff to assist the Bureau of Engineering with site development in order to expand Community Build's Youth Center, which is located next to the two newly-acquired parcels.

SUMMARY:

Community Build, Inc., a California nonprofit corporation, was founded in July 1992, two months after civil unrest had devastated parts of the City. The goal was to improve the physical, economic, educational and other life-enhancing opportunities and skills of youths and young adults in the City's African-American community. The organization has approximately thirty full-time staff plus volunteers who together, each year, assist a thousand youths, ranging in age from 10 to 30 years old. Their annual budget totals more than two million dollars and is funded by local firms, individuals, civic groups, State grants and grants from both the City and County of Los Angeles. For example, the Center participates in the "L. A. Bridges" and "Workforce Investment Act" programs administered by the City's Community Development Department.

Community Build is headquartered at 4305 Degnan Boulevard in the Leimert Park area. The Youth Center is located at 8730 South Vermont Avenue, a block south of Manchester Avenue. The Center was founded in 1994 and totals 5,000 square feet on three lots. It offers workshops, classes and paid internships focusing on the following needs: mentoring for high school and college students, career mentoring, youth-at-risk and gang-violence intervention, peer counseling, life-skills management and self-sufficiency counseling and "stopgap" mental health assessment. The Center also has programs for youths on probation and for those scheduled for release from juvenile detention who are expected to return to the Center's service area, which encompasses a three-mile radius of South Los Angeles. The Center's two computer labs provide on-line academic tutoring for the youths plus offer computer literacy courses and Internet access for the youths, their parents and for others in the community. The Center partners with local clinics to offer local residents free health services from specially equipped vans.

REPORT OF GENERAL MANAGER

PG. 3

NO. 06-258

In 2003 a specified grant of \$1,892,000 was awarded under the Proposition 12 Murray-Hayden program. The goal of the award was to expand the Youth Center by acquiring two parcels to the south, extending the Center to 88th Street. One parcel is adjacent to the Youth Center and is located at 8742 South Vermont Avenue (APN 6038-010-028); the second parcel is the adjoining corner lot at 8750 South Vermont Avenue (APN 6038-010-029).

At the time of executing the Grant Agreement with the City in January 2004, it was anticipated that Community Build, Inc., would own the two parcels acquired with grant funds. The City was to have a "pass-through", administrative role (Contract No. C-106150). When it was later determined that the City was the actual grantee, staff attempted to obtain approval from the State to have Community Build, Inc., become the award's recipient. These efforts recently proved unsuccessful, but in the meantime Community Build, Inc., acquired the two parcels. The City remains the grantee and must hold title to both parcels for the length of time mandated by the grant for site control, that is, for a minimum of twenty years after the parcels have been developed for public use.

Approving the recommendation to transfer title to the City will create a corresponding need to specify the conditions of the transfer and of the subsequent use of the property, hence the proposed Lease. The term is twenty-two years in order to have the required length of public use of the site, which has not yet been developed. If during the twenty-years of required operation, Community Build, Inc., becomes unable to provide programs at the expanded site, the Department will arrange for their continuation, either by an agreement with another provider or by assigning staff. Should this intervention become necessary, the City will retain ownership of the two parcels acquired with the Murray-Hayden funds. Otherwise, title to the transferred property will revert to Community Build, Inc., at the end of the period of use mandated by the State. Both the State grant administrator and the legal counsel for Community Build, Inc., have approved the proposed Lease.

Community Build, Inc., expects to install on the newly acquired property a modular structure that will add at least 2,000 square feet of space for programming and offices; the Center can then serve an additional 500 youths a year. Proposed programs include expanded tutoring (pre-algebra and the high school exit exam), a yoga/dance studio and a music room. The latter programs will enhance the recreational component of the Center's curriculum. As more funds become available, the site may be further developed to include an outdoor basketball court or other amenities. The Bureau of Engineering has already appointed a project manager for the site's development.

The proposed Lease has the customary sections requiring Community Build, Inc., to submit plans for site development to the Department for approval, to pay all related fees and to obtain the required permits at their sole expense. Community Build, Inc., will pay all utilities and maintenance/repair costs associated with the expanded operations.

REPORT OF GENERAL MANAGER

PG. 4

NO. 06-258

A Phase I site assessment was performed on both parcels. There were no recommendations for further study, so there is no environmental impediment to the City's assuming ownership of the property.

Staff determined that the project will involve the acquisition of property for recreation use involving the construction of a foundation for the installation of a small modular building; therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3 (17) and Class 16 of the City CEQA Guidelines.

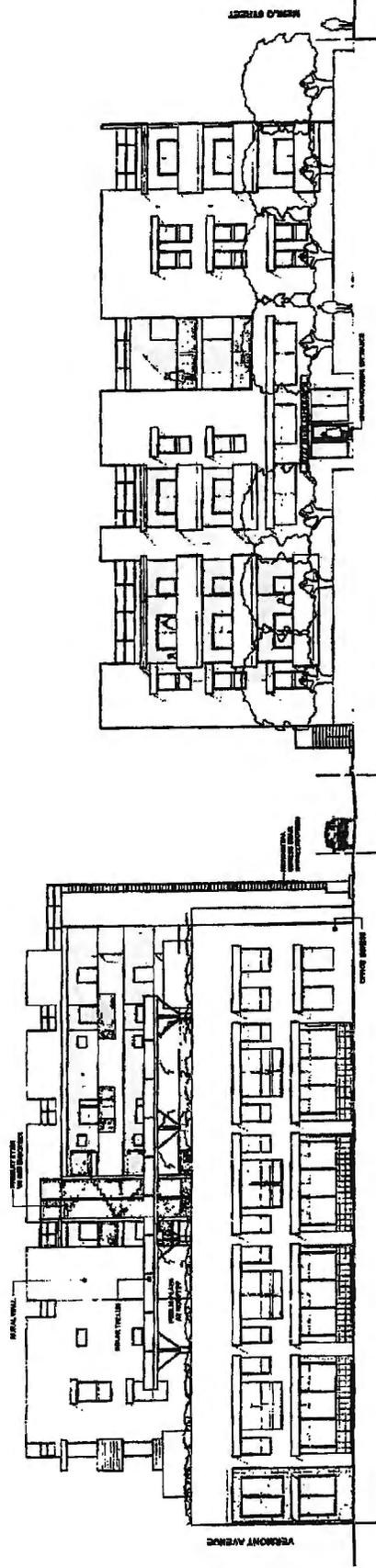
The Assistant General Manager of Operations East, the Superintendent of Pacific Region and the Office of Council District Eight concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

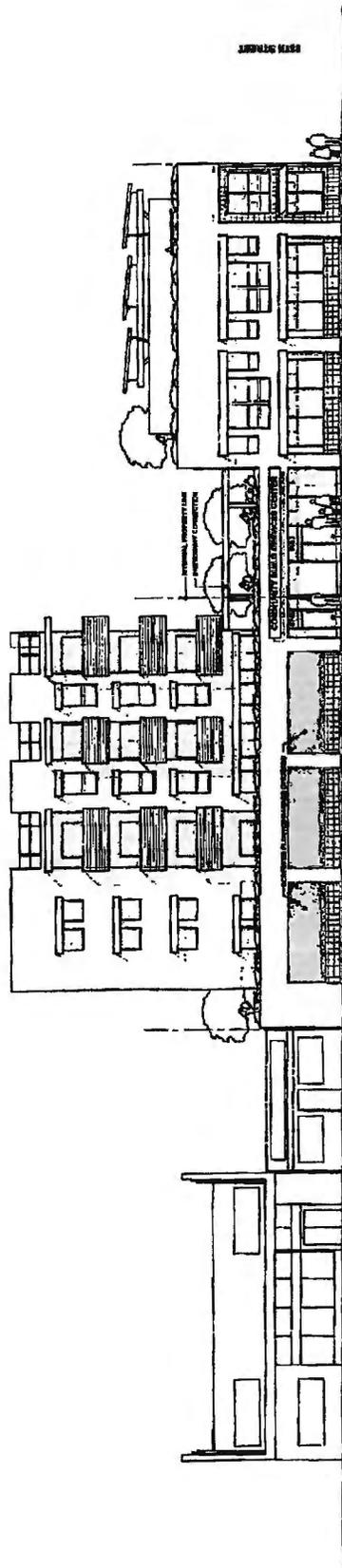
There is no anticipated impact on the Department's General Fund other than staff time associated with administering the Murray-Hayden specified grant. If Community Build, Inc., ceases to offer public programs on the two parcels acquired with Murray-Hayden funds during the initial twenty-year period of operation, the Department will need to find another provider or assume the responsibility and budget the resulting expense accordingly.

Report prepared by Joan Reitzel, Senior Management Analyst in Real Estate and Asset Management.





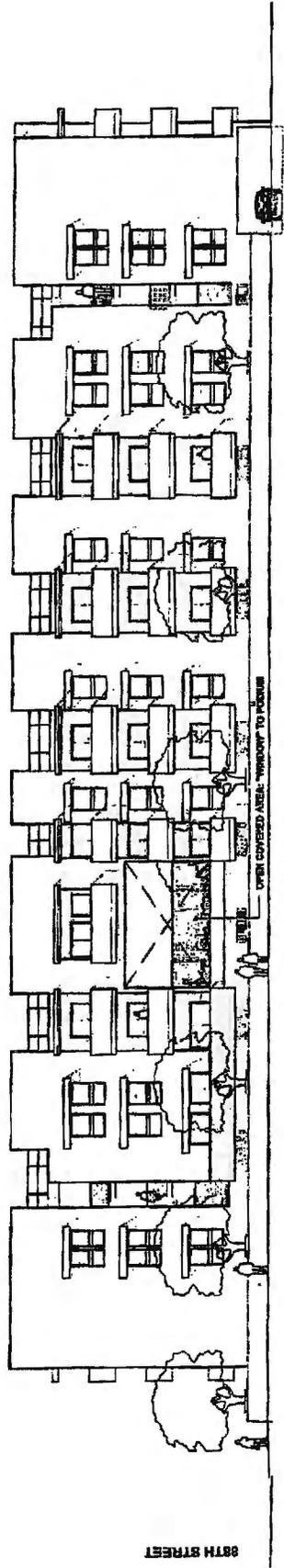
38th STREET ELEVATION



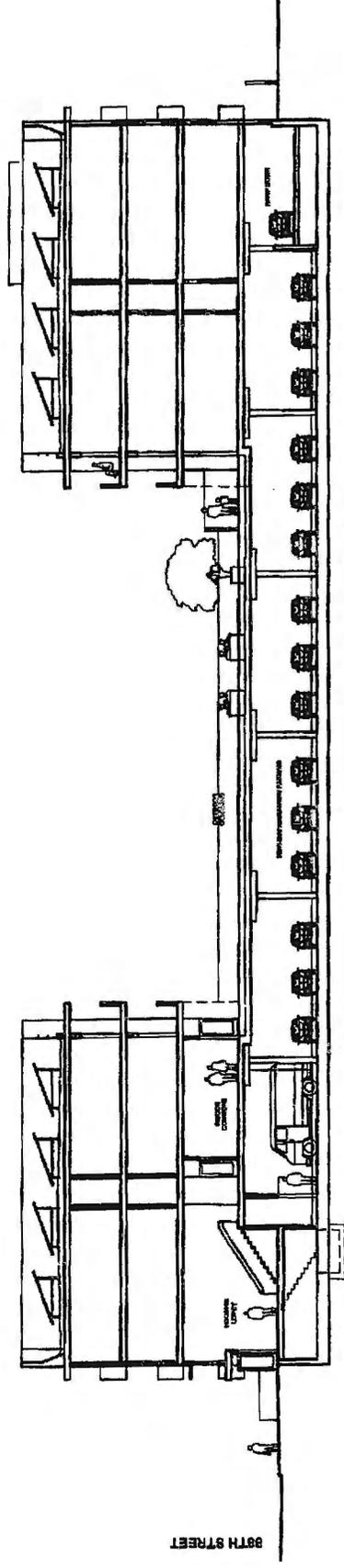
VERMONT AVENUE ELEVATION

A5

SCALE: 1/8" = 1' 0 10' 20' 40' 60'



MENLO STREET ELEVATION

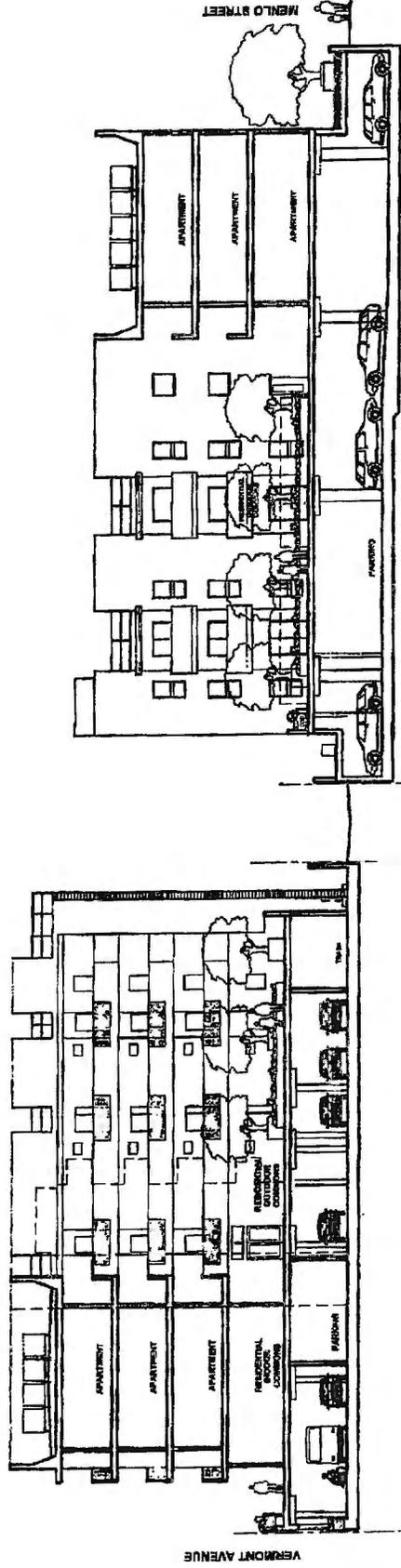


MENLO STREET: SECTION THROUGH COURTYARD LOOKING WEST

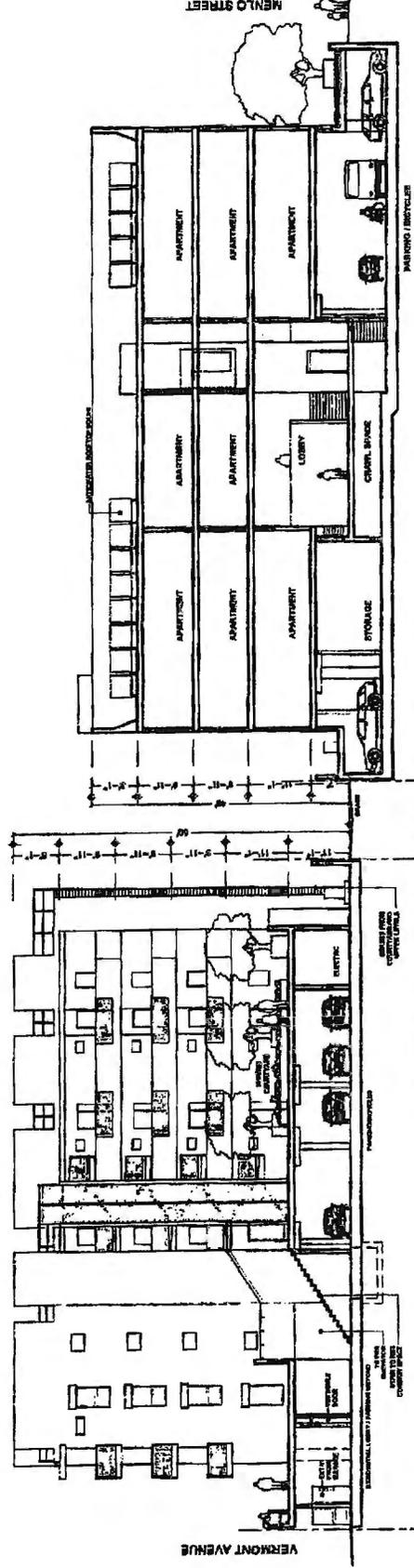
SMYTHEBROWN
WORKS developer
TWC Architects Inc
July 15 2016

A6

SCALE: 1/8" = 1'
0 10' 20' 40' 60'

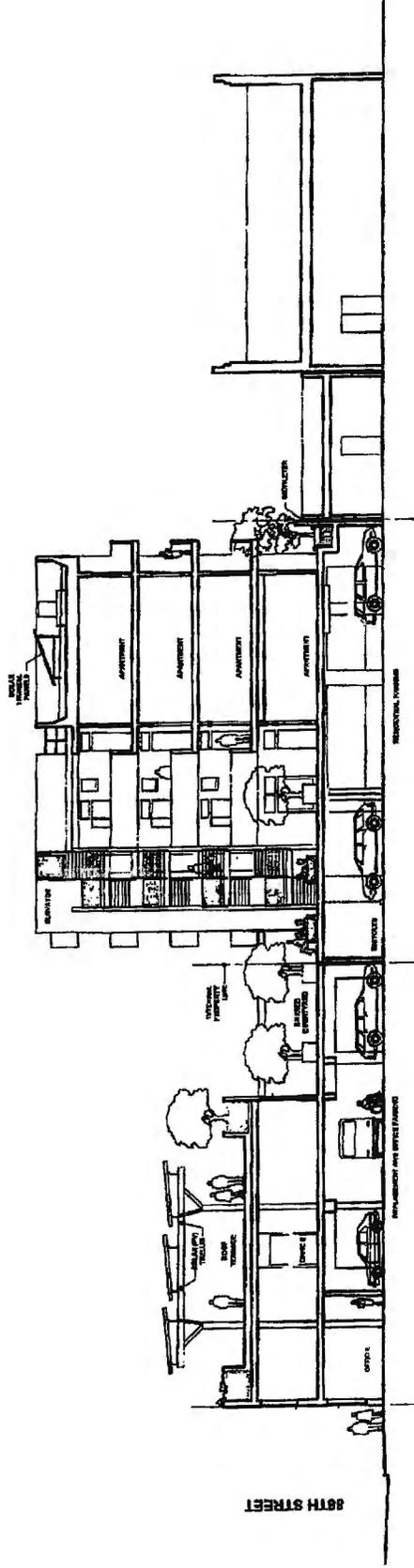


TRANSVERSE SECTIONS THROUGH PODIUM COURTYARDS



TRANSVERSE SECTIONS THROUGH HOUSING LOBBIES

SCALE: 1/8" = 1' 0 10' 20' 40' 60' A7



VERMONT: LONGITUDINAL SECTION LOOKING WEST

VERMONT
WORKS developer
TWG Architects Inc
July 15 2016

A8

EXHIBIT C



- Community Build
- Recreation and Parks
- Transportation

ENTERTAINMENT AND FACILITIES
MOTION

I MOVE that the Los Angeles Department of Recreation and Parks be authorized to effectuate a non-financial transfer of jurisdiction and control of certain properties located at 8752 and 8742 South Vermont Avenue (APNs 6038-010-903 and 904) to the Los Angeles Housing and Community Investment Department (HCID), subject to City Attorney approval as to form, to assist HCID in the assemble of land for the development of family affordable housing and a community center.

PRESENTED BY: 
MARQUEECE HARRIS-DAWSON
Councilmember, 8th Council District

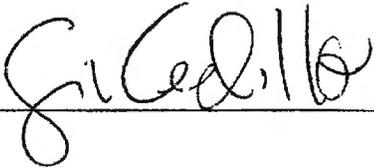
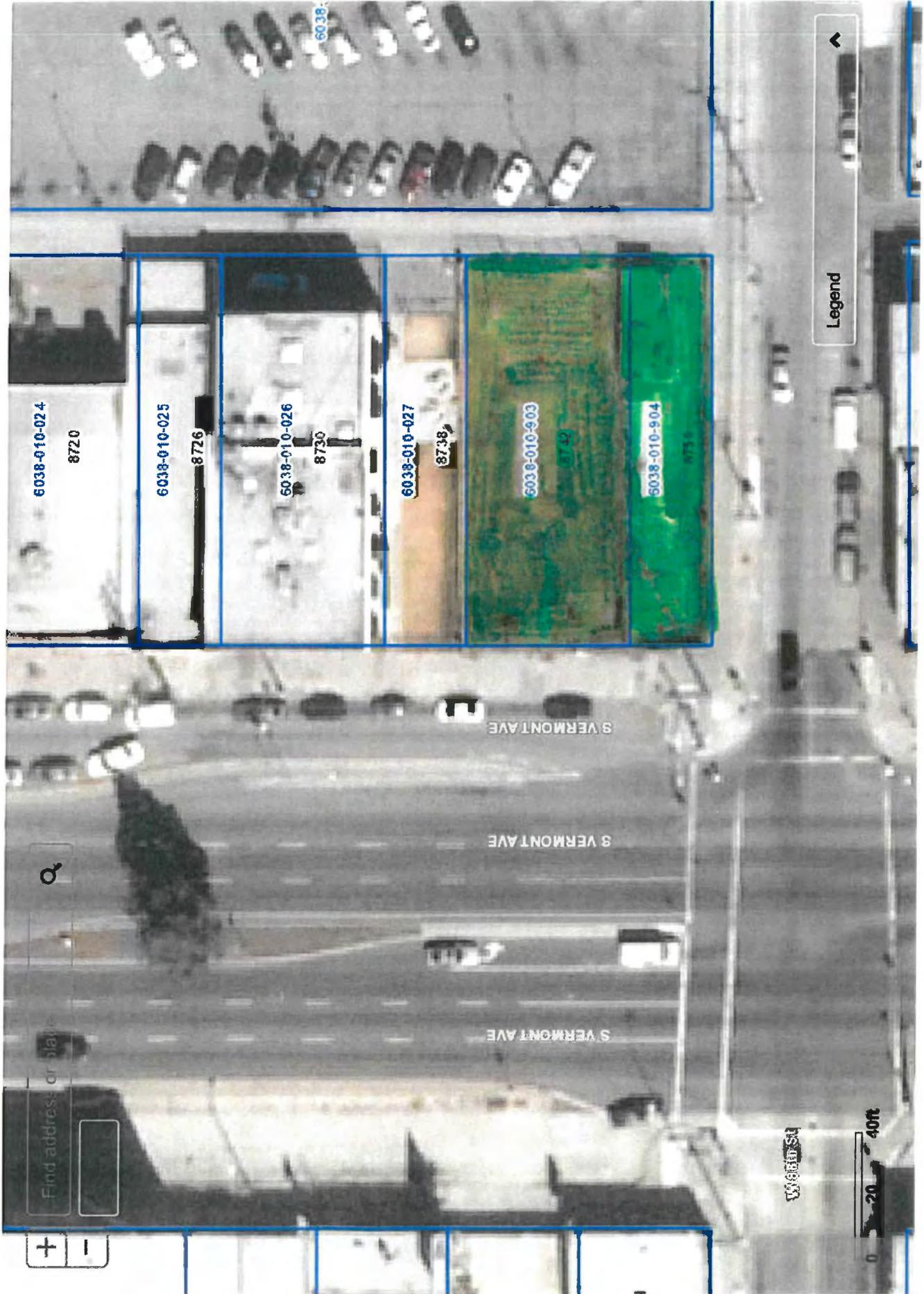
SECONDED BY: 

EXHIBIT E





- ☐ Corporate Office
4305 Degnan Boulevard, Suite 102
Los Angeles, California 90008
(323) 290-6560 Fax (323) 596-9036
- ☐ Youth and Community Center
8730 South Vermont Avenue
Los Angeles, California 90044
(323) 789-9950 Fax (323) 759-2412
- ☐ Youth Development Center
Baldwin Hills Crenshaw Plaza, Suite 195
3650 W. Martin Luther King, Jr. Boulevard
Los Angeles, California 90008
(323) 596-2277 Fax (323) 596-2270

November 15, 2016

Michael A. Shull
General Manager
Department of Recreation and Parks
221 N. Figueroa Street, Suite 350
Los Angeles, CA 90012

**RE: Community Build, Inc. Lease No. 277, in reference to 8742 and 8750 South Vermont Avenue,
Los Angeles, CA 90044, APN 6038-010-028 & 029**

Dear Mr. Shull:

Based on meetings with City Agencies and Council District 8 representatives, to establish site control for "88th & Vermont" a Permanent Supportive Housing (PSH) development and Community Center, the most expeditious pathway is termination of Lease No. 277, followed by transfer of the above property to HCID, and HCID transfer of the property to the Development Entity.

Community Build respectfully supports the following:

1. The Department of Recreation and Parks' intent to terminate the current lease agreement;
2. The Department of Recreation and Parks' intent to transfer ownership of the subject property to HCID.

Community Build, Inc. supports the termination of Lease No 277 for the purpose of expedited site control for "88th & Vermont" and application at the **earliest round** of Low Income Housing tax credits in March 2017 or July 2017 as a fall-back.

Michael A. Shull
November 15, 2016
Page 2

Should you have questions, kindly contact me at kramsey@communitybuild.org or 323-652-2018.
Thank you.

Sincerely,



Kimberly Ramsey
Interim President / CEO
Community Build, Inc.

Cc: Joanne Kim, Capital Projects, Council District 8
Ramon Barajas, Assistant General Manager, Department of Recreation and Parks
Cathie Santo Domingo, Superintendent, Department of Recreation and Parks

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:

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

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

2/7/17	CON-G16-005 - Director of Instruction for Youth, Family and Seniors at Tregnan Golf Academy
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QUALIFICATIONS TO BE RECEIVED:

2/1/17	Roofing Construction, Retrofit, Maintenance and/or Repairs - Request for Qualifications
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