

REGULAR MEETING MINUTES

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

Wednesday, January 18, 2017

The Board of Recreation and Park Commissioners of the City of Los Angeles convened the Regular Meeting at EXPO Center Comrie Hall 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 Mike Dundas.

The following Department staff members were present:

Anthony-Paul Diaz, Executive Officer and Chief of Staff
Vicki Israel, Assistant General Manager, Recreational Services Branch
Cathie Santo Domingo, Superintendent of Planning, Maintenance and Construction Branch
Matthew Rudnick, Chief Management Analyst, Finance and Administrative Services Division

CALL TO ORDER AND APPROVAL OF MINUTES

Commissioner Culpepper moved that the Board approve the Minutes of the January 4, 2017 Meeting, 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

17-006

ENTERTAINMENT PRODUCTION – REQUEST FOR
QUALIFICATIONS

Matthew Rudnick, Chief Sustainability Officer of the Finance Division, presented Board Report No. 17-006 for approval of a proposed Request for Qualifications (RFQ) for Entertainment Production services for a three-year contract in amount not to exceed \$1,000,000.00 per year per contract awarded, and authorization to advertise and conduct the RFQ process.

17-007

ARTS DISTRICT PARK – INSTALLATION OF A MURAL
PROJECT; CATEGORICAL EXEMPTION FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA),
PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1) OF THE
CITY CEQA GUIDELINES (MODIFICATIONS OF AN EXISTING
PARK FACILITY)

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Melinda Gejer, City Planning Associate of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-007 for approval of the installation of an ongoing rotating mural project at Arts District Park; authorization to issue the appropriate Right-of-Entry Permit; and approval of the finding that the project is categorically exempt from the California Environmental Quality Act (CEQA).

Board Report No. 17-007 was corrected to reflect the accurate CEQA Guideline Article number in the Board Report title, Recommendation No. 3, and Environmental Impact Statement as follows:

Board Report Title:

ARTS DISTRICT PARK – INSTALLATION OF A MURAL PROJECT; CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ~~ARTICLE VII~~ ARTICLE III, SECTION 1, CLASS 1(1) OF THE CITY CEQA GUIDELINES (MODIFICATIONS OF AN EXISTING PARK FACILITY

Recommendation No. 3:

3. Find that the Project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to ~~Article VII~~ Article III, Section 1, Class 1 (1) of the City CEQA Guidelines, and direct RAP staff to file a Notice of Exemption; and,

Environmental Impact Statement:

The proposed project involves the installation of framed panels on a wall of an existing park facility for the purpose of displaying public art by various artists that are periodically rotated. This will not result in any expansion of the use of the Arts Park facility. Therefore, Staff recommends that the Board determine that the subject project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to ~~Article VII~~ Article III, Section 1, Class 1(1) of the City CEQA Guidelines. A Notice of Exemption will be filed with the Los Angeles County Clerk within five (5) working days of the Board's approval.

Commissioner Alvarez requested that the Department develop a Memorandum of Understanding with Artshare L.A. for the storage of the mural panels.

17-008

ASCOT HILLS PARK – APPROVAL OF LEASE AGREEMENT WITH THE LOS ANGELES DEPARTMENT OF WATER AND POWER; AND EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, CLASS 4(7) (LEASE TO USE LAND INVOLVING MINOR ALTERATIONS TO THE CONDITION OF THE LAND) OF THE CITY CEQA GUIDELINES

Cid Macaraeg, Senior Management Analyst II of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-008 for adoption of a proposed Resolution authorizing the Department to enter a 30-year Lease Agreement (Lease) with the Los Angeles Department of Water and Power (LADWP) for Ascot Hills Park; authorize the payment of \$30.00 to LADWP for the annual

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Lease fee, per City Charter Section 594(a) and (b); approval of the proposed Lease and termination the previous 20-year lease upon execution of the new Lease with the 30-year term between the Department and LADWP for the operation, maintenance, and development of a portion of LADWP's Ascot Hills property; and approval of the finding that the execution of the Lease is categorically exempt from the California Environmental Quality Act.

Board Report No. 17-008 was amended to reflect a 30-year Lease term and the annual lease fee payment of \$30.00 throughout the Report and Attachments.

The Board and Department staff discussed the Lease approval process, and that the amended Lease term should satisfy the State grant requirements.

17-009

CITY HALL PARK – INSTALLATION OF TREE AND PLAQUE; CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), PURSUANT TO ARTICLE VII, SECTION 1, CLASS 4(3) (MINOR ALTERATION OF LAND AND VEGETATION) AND CLASS 11(1) (CONSTRUCTION OF MINOR ACCESSORY STRUCTURES) OF THE CITY CEQA GUIDELINES

Melinda Gejer, City Planning Associate of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-009 for approval for the planting of a tree and the wording, placement, and installation of a plaque on the south lawn of City Hall Park as a commemorative tribute for the Los Angeles Housing + Community Investment Department's founding General Manager, Gary Squier; and approval of the finding that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section 1, Class 4 (3) and Class 11 (1) of the City CEQA guidelines.

17-010

SAN PEDRO EXIT PARK – RENAMING SAN PEDRO EXIT PARK TO "LOS ANGELES SISTER CITIES PLAZA"; CATEGORICAL EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), PURSUANT TO ARTICLE III, SECTION 1, CLASS 11(1) OF THE CITY CEQA GUIDELINES (MODIFICATIONS OF AN EXISTING PARK FACILITY WITH NO EXPANSION OF USE)

Melinda Gejer, City Planning Associate of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-010 for approval to rename San Pedro Exit Park as "Los Angeles Sister Cities Plaza"; authorize the installation of appropriate park signage; and approval of the finding that the Project is categorically exempt from the provisions of the California Environmental Quality Act pursuant to Article III, Section 1, Class 11 (1) of the City CEQA guidelines.

17-011

EVERGREEN RECREATION CENTER – FACILITY IMPROVEMENTS (W.O. #E170382F) PROJECT – REVIEW OF BIDS AND AWARD OF CONTRACT

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Cathie Santo Domingo, Superintendent of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-011 for approval of the finding that Axiom Group was the lowest responsive and responsible bidder for the Evergreen Recreation Center – Facility Improvements (W.O. #E170382F) Project; award the construction contract to Axiom Group in the amount of \$192,488.00 in accordance with the plans and specifications; and authorization of the Department's Chief Accounting Employee to encumber from the following funds and account numbers:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT/ACCT NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K - Year 17	43K/10/10KM09	\$ 40,000.00
Proposition K - Year 18	43K/10/10LM09	<u>\$152,488.00</u>
Total:		\$192,488.00

17-012

STONEHURST RECREATION CENTER – AMERICANS WITH
DISABILITIES ACT FACILITY UPGRADES (W.O. #E170243F)
PROJECT – REVIEW OF BIDS AND AWARD OF CONTRACT

Cathie Santo Domingo, Superintendent of the Planning, Maintenance and Construction Branch, presented Board Report No. 17-012 for authorization to reject and Note and File the protest letter filed by MZN Construction, Inc. (MZN) for the Stonehurst Recreation Center – Americans with Disabilities Act (ADA) Facility Upgrade (W.O. E170243F) Project (Project); approval of the finding that Axiom Group was the lowest responsive and responsible bidder for the Project; award the construction contract to Axiom Group in the amount of \$234,488.00 in accordance with the plans and specifications; and authorization of the Department's Chief Accounting Employee to encumber from the following funds and account numbers:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT/ACCT NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K - Year 15	43K/10/10H889	\$ 50,000.00
Proposition K - Year 17	43K/10/10K889	<u>\$184,488.00</u>
Total:		\$234,488.00

17-013

TRAVEL TOWN MUSEUM GIFT SHOP CONCESSION –
AMENDMENT NO. 2 TO CONCESSION AGREEMENT NO. 262;
DONATION OF A NEW MODULAR BUILDING; EXEMPTION
FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
(CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1),
(14) AND CLASS 3(3) OF THE CITY CEQA GUIDELINES
REGARDING MINOR ALTERATIONS TO EXISTING FACILITIES,
AMENDMENT OF AGREEMENTS AND THE NEW
CONSTRUCTION OF SMALL COMMERCIAL STRUCTURES

Matthew Rudnick, Chief Management Analyst of the Finance Division, presented Board Report No. 17-013 for approval of a proposed second Amendment to Concession Agreement No. 262 (Amendment) between the City of Los Angeles and the American Southwestern Railway Association, Inc., dba Travel Town Museum Foundation (TTMF), for the operation and maintenance of the gift shop concession at the Travel Town Museum; approval of the finding, in accordance with

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City Charter Section 1022, that it is more feasible to secure such services by contract as the Department does not have personnel available in its employ with sufficient time and expertise to undertake these specialized professional tasks; approval of the finding, in accordance with Charter Section 371 (e)(10), that competitive bidding is undesirable and impractical due to the time and monetary cost of soliciting bids for the performance of the required professional, expert, and technical services as the resource expenditure would be in excess of any benefit that could be gained by soliciting bids; approval of the finding, in accordance with Los Angeles Administrative Code Sections 10.15(a)(10) and 10.17, that TTMF possesses specific expert and technical knowledge and skills related to Travel Town equipment and history, which are required to successfully operate the Gift Shop, volunteer program, and restoration program; approval of the finding that the Amendment is categorically exempt from the California Environmental Quality Act (CEQA) provisions in accordance with Article III, Section 1, Class 1(1), (14) and Class 3(3) of the City CEQA Guidelines; and acceptance of the donation of a new modular building from TTMF, subject to the condition that TTMF assume all costs and liabilities associated with the procurement, permitting, delivery, and installation of the new modular building.

The Board and Department staff discussed the justification for the competitive bidding exemption, installation of the new modular building for Gift Shop operations, TTMF's proposal to convert the existing modular building into a volunteer center and research library, and the Department's oversight of revenue generated by the gift shop concession to be used for restoration projects.

President Patsouras requested a Motion to approve the Board Reports as presented, and Board Report Nos. 17-007 and 17-008 as corrected. Commissioner Sanford moved that the Board Reports be approved, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Culpepper seconded the Motion. There being no objections, the Motion was unanimously approved.

BOARD REPORT PUBLIC COMMENT

Public comments were invited for the Board Reports. Three requests for public comment were submitted, and such comments were made to the Board. Ryan Ferguson, San Pedro Field Deputy of Councilmember Joe Buscaino's Office, Fifteenth Council District, spoke in support of renaming San Pedro Exit Park as "Los Angeles Sister Cities Plaza".

CONTINUED BOARD REPORTS

17-003

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

Cathie Santo Domingo presented Board Report No. 17-003 with the recommendation that the Board conduct a hearing for a subcontractor substitution request submitted by A.W.I Builders, Inc. (AWI), general contractor, to substitute Principles Contracting, Inc. (PCI) with Pub Construction, Inc. (Pub) as the landscaping subcontractor for the Gaffey Street Pool – Pool and New Bathhouse Restoration Project (Project).

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Board Report No. 17-003 was corrected to accurately reflect the Los Angeles Administrative Code Section in Recommendation A as follows:

Conduct a hearing on the requested subcontractor substitution pursuant to Los Angeles Administrative Code Section ~~40.14.3~~ 10.14(3), and:

Recommendation B.4 was also corrected as follows:

Authorize Bureau of Contract ~~Administrator~~ Administration to review the requested subcontractor, Pub, and if all requirements are met, approve the substitution request.

Robert Mekikyan, Representative of AWI, discussed the reasons for submitting a subcontractor substitution request to the Department of Public Works, Bureau of Contract Administration (BCA) so that AWI can substitute PCI with Pub as the landscaping contractor, and stated that Principles failed to sign a Letter of Intent as an acknowledgement of mutual agreement to enter into a subcontract to perform landscaping services for the Project. Mr. Mekikyan also discussed that landscaping work has already been performed on the Project in order to avoid delays in the Project timeline. Jeff Signor, Representative of PCI, discussed that PCI did not sign the Letter of Intent pursuant to the advice of their legal counsel, and AWI failed to provide a subcontract for the Project. Art Gomez, Representative of BCA, discussed the process in which BCA reviews subcontractor substitution requests, and the process which AWI would have to follow due to the self-performed landscaping work. Deputy City Attorney IV Mike Dundas and the Board discussed the legalities related to the Letter of Intent as a binding agreement, and the Board's deliberation process for considering the subcontractor substitution request given the fact that the self-performed work that was reported during the hearing is a distinct non-compliance matter to be addressed by BCA. Deputy City Attorney Dundas confirmed that the Board would not be exposed to any legal liability for approving the substitution request.

Commissioner Sanford moved that the Board approve Recommendation B of the Report as follows:

Withdraw Recommendations A.1 through A.3 of the Report; reject the subcontractor substitution objection response provided by PCI dated October 14, 2016; grant the subcontractor substitution request dated September 28, 2016 submitted by AWI requesting that PCI be substituted; and authorize BCA to review the requested subcontractor, Pub, and if all requirements are met, approve the substitution request.

Commissioner Alvarez seconded the Motion. There being no objections, the Motion was unanimously approved.

Public comments were invited for Board Report No. 17-003; however, no requests for public comment were submitted.

COMMISSION TASK FORCE UPDATES

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

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President Patsouras reported on the Concessions Task Force Meeting held on January 18, 2017 prior to the Board Meeting, in which the Task Force discussed the status of the new agreement with Los Angeles Pony Rides, Inc. for the Griffith Park Pony Ride concession. The concession improvements, including the construction of a birthday pavilion, are estimated to complete by May 1, 2017. The Echo Park Boathouse Café had a soft opening on December 26, 2017 with the grand opening scheduled for February 2017. The proposal responses for the Citywide Pedal Boat Operation Request for Proposals (RFP) are due by March 8, 2017. The proposal responses for the Golf Youth Instructor at Tregnan Golf Academy RFP are due by February 7, 2017. Other RFPs will be presented to the Board in upcoming months.

- 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 January 18, 2017 prior to the Board Meeting, in which the Task Force discussed the concept approval for the Caballero Creek Park project, final approval of the Westwood Dog Park and Fitness Improvements project, improvements to the area adjacent to the Griffith Park Pony Rides concession, naming of a baseball field in the Sepulveda Basin Sports Complex, and a discussion on the Department's capital project funding to be continued to the next Task Force Meeting.

GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- The Various Communications Report was noted and filed.
- General Manager Michael Shull reported on Department activities, facilities, and upcoming events. The Echo Park Skate Park Press Conference is scheduled on January 19, 2017. The Jacaranda Park Groundbreaking Ceremony is scheduled on January 20, 2017. Department staff will be participating in the annual Bride World Expo scheduled on January 21-22, 2017 at the Los Angeles Convention Center to promote the Department's facilities that can be rented as wedding venues. The Griffith Park Half-Marathon and 5K Run is scheduled on January 29, 2017 near the Griffith Park Ranger Station on Crystal Springs Drive. The annual Whale Fiesta is scheduled on January 29, 2017 at the Cabrillo Marine Aquarium.
- General Manager Shull presented Certificates of Excellence to Elizabeth Narvaez, Recreation Director; Geysell Tse, Recreation Coordinator, and Phillip Gonzalez, Recreation Assistant, for assisting an individual who was found to be under dire physical and mental distress at Hazard Recreation Center, and reuniting the individual with his family.
- Superintendent Cathie Santo Domingo reported that the Department's project signs are currently being fabricated by the Department's in-house sign shop with the Department's staff architect providing the information for the specific projects. A total of five project banners have been installed to date, and two additional banners are in the process of being fabricated. Department staff is working on identifying additional funding to support the Department's signage efforts, and preparing additional information for the bid documents prepared by the Bureau of Engineering so that the project signage can be implemented by the contractors. Department staff is also discussing the appropriate timing to install signage based on funding availability.

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PUBLIC COMMENTS

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

COMMISSION BUSINESS

Commissioner Diaz acknowledged Assistant General Manager Vicki Israel and Partnership Division staff for the 8th Annual Dream Games, and commended the Griffith Observatory Gift Shop concession. Commissioner Diaz requested that the Department report back on the permit process and procedures if a non-profit organization does not have sufficient funds to pay the permit fee.

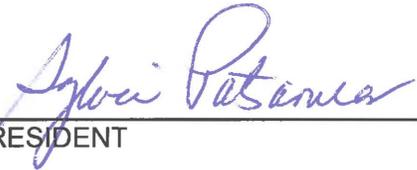
NEXT MEETING

The next scheduled Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, February 1, 2017, 9:30 a.m., at Rancho Cienega Sports Complex, 5001 Rodeo Road, Los Angeles, CA 90016.

ADJOURNMENT

There being no further business to come before the Board, President Patsouras adjourned the Meeting at 11:30 a.m.

ATTEST



PRESIDENT



BOARD SECRETARY