

APPROVED

JUN 07 2017

BOARD REPORT

BOARD OF RECREATION
AND PARK COMMISSIONERS

NO. 17-143

DATE June 07, 2017

C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WOODLAND HILLS RECREATION CENTER – BALL FIELD IMPROVEMENTS (PRJ20933) PROJECT – MODIFICATION OF SCOPE; ACCEPTANCE OF VARIOUS COMPLETED PROJECTS (PRJ20084, PRJ20215, PRJ20359, PRJ20748, PRJ20661, PRJ20616, PRJ20086, PRJ1367A, PRJ20630, PRJ20322, PRJ20620); REALLOCATION OF UNEXPENDED QUIMBY FUNDS; CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(3) [MAINTENANCE OF EXISTING PARKING LOTS AND PEDESTRIAN TRAILS] (12) [OUTDOOR LIGHTING] AND CLASS 4(3) [NEW LANDSCAPING] OF CITY CEQA GUIDELINES

AP Diaz _____

V. Israel _____

for *R. Barajas
H. Fujita

CBP

N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

1. Approve the scope of the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project, as described in the Summary of this Report;
2. Take the following action regarding John Quimby Park - Play Area Renovation (PRJ20084) Project;
 - A. Accept the work performed for the John Quimby Park - Play Area Renovation (PRJ20084) Project, constructed by the Department of Recreation and Parks (RAP) staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Eleven Thousand Nine Hundred Fifty-Two Dollars and Thirty-Five Cents (\$11,952.35) from the John Quimby Park - Play Area Renovation (PRJ20084) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Eleven Thousand Nine Hundred Fifty-Two Dollars and Thirty-Five Cents (\$11,952.35) in Quimby Fees

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from the John Quimby Park Account No. 89460K-HB to the Woodland Hills Recreation Center Account No. 89460K-WH;

3. Take the following action regarding John Quimby Park – Outdoor Park Improvements (PRJ20215) Project;
 - A. Accept the work performed for the John Quimby Park – Outdoor Park Improvements (PRJ20215) Project, constructed by the RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Twenty Thousand Six Hundred Sixty-Four Dollars (\$20,664.00) from the John Quimby Park – Outdoor Park Improvements (PRJ20215) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Twenty Thousand Six Hundred Sixty-Four Dollars (\$20,664.00) in Quimby Fees from the John Quimby Park Account No. 89460K-HB to the Woodland Hills Recreation Center Account No. 89460K-WH;

4. Take the following action regarding Lanark Park - Park Renovation (PRJ20359) Project;
 - A. Accept the work performed for the Lanark Park - Park Renovation (PRJ20359) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Four Thousand Seven Hundred Five Dollars and Twenty-Seven Cents (\$4,705.27) from the Lanark Park - Park Renovation (PRJ20359) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Four Thousand Seven Hundred Five Dollars and Twenty-Seven Cents (\$4,705.27) in Quimby Fees from the Lanark Park Account No. 89460K-LA to the Woodland Hills Recreation Center Account No. 89460K-WH;

5. Take the following action regarding Lanark Park – Skate Park (PRJ20748) Project;
 - A. Accept the work performed for the Lanark Park – Skate Park (PRJ20748) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Twenty Thousand Four Hundred Eight Dollars and Seventy-Five Cents (\$20,408.75) from the Lanark Park – Skate Park (PRJ20748) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;

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- C. Authorize the RAP Chief Accounting Employee to transfer Twenty Thousand Four Hundred Eight Dollars and Seventy-Five Cents (\$20,408.75) in Quimby Fees from the Lanark Park Account No. 89460K-LA to the Woodland Hills Recreation Center Account No. 89460K-WH;
6. Take the following action regarding Reseda Park – Play Area Renovation (PRJ20661) Project;
 - A. Accept the work performed for the Reseda Park – Play Area Renovation (PRJ20661) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Thirty Four Thousand Nine Hundred Forty-Four Dollars and Twenty-Two Cents (\$34,944.22) from the Reseda Park – Play Area Renovation (PRJ20661) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Thirty Four Thousand Nine Hundred Forty-Four Dollars and Twenty-Two Cents (\$34,944.22) in Quimby Fees from the Reseda Park Account No. 89460K-RE to the Woodland Hills Recreation Center Account No. 89460K-WH;
 7. Take the following action regarding Reseda Park – Pool Improvements (PRJ20616) Project;
 - A. Accept the work performed for the Reseda Park – Pool Improvements (PRJ20616) Project, constructed by the RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Seven Thousand Three Hundred Twenty-Nine Dollars and Fifty-Four Cents (\$7,329.54) from the Reseda Park – Pool Improvements (PRJ20616) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Seven Thousand Three Hundred Twenty-Nine Dollars and Fifty-Four Cents (\$7,329.54) in Quimby Fees from the Reseda Park Account No. 89460K-RE to the Woodland Hills Recreation Center Account No. 89460K-WH;
 8. Take the following action regarding Serrania Avenue Park – Outdoor Park Improvements (PRJ20086) Project;
 - A. Accept the work performed for the Serrania Avenue Park – Outdoor Park Improvements (PRJ20086) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;

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- B. Authorize the RAP Chief Accounting Employee to reallocate One Hundred Eighty-Five Thousand Nine Hundred Twenty-Six Dollars and Twenty-Seven Cents (\$185,926.27) from the Serrania Avenue Park – Outdoor Park Improvements (PRJ20086) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer One Hundred Eighty-Five Thousand Nine Hundred Twenty-Six Dollars and Twenty-Seven Cents (\$185,926.27) in Quimby Fees from the Serrania Avenue Park Account No. 89460K-CD to the Woodland Hills Recreation Center Account No. 89460K-WH;
9. Take the following action regarding Serrania Avenue Park – Outdoor Park Improvements (PRJ1367A) Project;
- A. Accept the work performed for the Serrania Avenue Park – Outdoor Park Improvements (PRJ1367A) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors’
 - B. Authorize the RAP Chief Accounting Employee to reallocate Three Thousand Nine Hundred Forty-Six Dollars and Seventy Four Cents (\$3,946.74) from the Serrania Avenue Park – Outdoor Park Improvements (PRJ1367A) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Three Thousand Nine Hundred Forty Six Dollars and Seventy Four Cents (\$3,946.74) in Quimby Fees from the Serrania Avenue Park Account No. 89460K-CD to the Woodland Hills Recreation Center Account No. 89460K-WH;
10. Take the following action regarding Tarzana Recreation Center – Building Improvement (PRJ20630) Project;
- A. Accept the work performed for the Tarzana Recreation Center – Building Improvement (PRJ20630) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Thirteen Thousand Seven Hundred Eighty-Five Dollars and Thirty-Seven Cents (\$13,785.37) from the Tarzana Recreation Center – Building Improvement (PRJ20630) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Thirteen Thousand Seven Hundred Eighty-Five Dollars and Thirty-Seven Cents (\$13,785.37) in Quimby Fees from the Tarzana Recreation Center Account No. 89460K-TB to the Woodland Hills Recreation Center Account No. 89460K-WH;

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11. Take the following action regarding Winnetka Recreation Center – Outdoor Park Improvements (PRJ20322) Project;
 - A. Accept the work performed for the Winnetka Recreation Center – Outdoor Park Improvements (PRJ20322) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Sixty-Four Thousand Eight Hundred Seventy Two Dollars (\$64,490.34) from the Winnetka Recreation Center – Outdoor Park Improvements (PRJ20322) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
 - C. Authorize the RAP Chief Accounting Employee to transfer Sixty-Four Thousand Eight Hundred Seventy Two Dollars (\$64,490.34) in Quimby Fees from the Winnetka Recreation Center Account No. 89460K-WF to the Woodland Hills Recreation Center Account No. 89460K-WH;
12. Take the following action regarding Woodland Hills Recreation Center – Pool Improvements (PRJ20620) Project;
 - A. Accept the work performed for the Woodland Hills Recreation Center – Pool Improvements (PRJ20620) Project, constructed by RAP staff and/or as-needed pre-qualified on-call vendors;
 - B. Authorize the RAP Chief Accounting Employee to reallocate Seven Thousand Three Hundred Twenty-Nine Dollars and Fifty Four Cents (\$7,329.54) from the Woodland Hills Recreation Center – Pool Improvements (PRJ20620) Project to the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
13. Authorize the RAP Chief Accounting Employee to transfer Five Hundred Fifty Thousand Five Hundred Fourteen Dollars (\$550,514.00) in Quimby Fees from the Quimby Fees Account No. 89460K-00 to the Woodland Hills Recreation Center Account No. 89460K-WH;
14. Approve the allocation of Nine Hundred Nine Hundred Twenty-Five Thousand Nine Hundred Ninty-Six Dollars and Thirty-Nine Cents (\$925,996.39) in Quimby Fees from Woodland Hills Recreation Center Account No. 89460K-WH for the Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project;
15. Find that the proposed Woodland Hills Recreation Center - Ball Field Improvements (PRJ20933) Project is categorically exempt from the California Environmental Quality Act (CEQA), and direct staff to file a Notice of Exemption;

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16. Authorize the RAP 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,
17. Authorize the RAP's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

Woodland Hills Recreation Center is located at 5858 Shoup Avenue in the Woodland Hills community of the City. This 18.76 acre facility includes a recreation center, tennis and basketball courts, multipurpose fields, and a swimming pool. Approximately 2,583 City residents live within a one-half (1/2) mile walking distance of Woodland Hills Recreation Center. Due to the facilities, features, programs, and services it provides, Woodland Hills Recreation Center meets the standard for a Community Park, as defined in the City's Public Recreation Plan

PROJECT SCOPE

On February 3, 2016, the Board of Recreation and Park Commissioners (Board) approved the Woodland Hills Recreation Center – Ball Field Improvements (PRJ20933) Project (Report No. 16-037). The scope of the approved project included ball field improvements and fencing improvements.

RAP staff had determined that additional improvements, including the installation of additional sports field lighting, renovation of an existing parking lot, and landscaping, irrigation, and walkway improvements, will be necessary for the completion of the project. RAP staff recommends that the scope of project be modified to include these additional improvements and that supplemental funding be allocated to the project.

PROJECT FUNDING

The Board has previously approved the allocation of a total of One Hundred Three Thousand Nine Hundred Thirty-Two Dollars and Forty-Six Cents (\$103,932.46) in Quimby Fees for the Woodland Hills Recreation Center – Ball Field Improvements (PRJ20933) Project (Report No. 16-037).

The following park capital improvement projects are complete and can be accepted by the Board and, as necessary, closed out by Staff. These projects have unexpended Quimby funding that is available for reallocation to the Woodland Hills Recreation Center – Ball Field Improvements (PRJ20933) Project:

- John Quimby Park - Play Area Renovation (PRJ20084) Project
- John Quimby Park – Outdoor Park Improvements (PRJ20215) Project
- Lanark Park - Park Renovation (PRJ20359) Project
- Lanark Park – Skate Park (PRJ20748) Project
- Reseda Park – Play Area Renovation (PRJ20661) Project

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- Reseda Park – Pool Improvements (PRJ20616) Project
- Serrania Avenue Park – Outdoor Park Improvements (PRJ20086) Project
- Serrania Avenue Park – Outdoor Park Improvements (PRJ1367A) Project
- Tarzana Recreation Center – Building Improvement (PRJ20630) Project
- Winnetka Recreation Center – Outdoor Park Improvements (PRJ20322) Project
- Woodland Hills Recreation Center – Pool Improvements (PRJ20620) Project

The following amounts of Quimby Fees can be transferred from various Quimby Fee accounts to the Woodland Hills Recreation Center Account No. 89460K-WH and allocated to the Woodland Hills Recreation Center – Ball Field Improvements (PRJ20933) Project:

- Eleven Thousand Nine Hundred Fifty-Two Dollars and Thirty-Five Cents (\$11,952.35) in Quimby Fees from the John Quimby Park Account No. 89460K-HB
- Twenty Thousand Six Hundred Sixty-Four Dollars (\$20,664.00) in Quimby Fees from the John Quimby Park Account No. 89460K-HB
- Four Thousand Seven Hundred Five Dollars and Twenty-Seven Cents (\$4,705.27) in Quimby Fees from the Lanark Park Account No. 89460K-LA
- Twenty Thousand Four Hundred Eight Dollars and Seventy-Five Cents (\$20,408.75) in Quimby Fees from the Lanark Park Account No. 89460K-LA
- Thirty-Four Thousand Nine Hundred Forty-Four Dollars and Twenty-Two Cents (\$34,944.22) in Quimby Fees from the Reseda Park Account No. 89460K-RE
- Seven Thousand Three Hundred Twenty-Nine Dollars and Fifty-Four Cents (\$7,329.54) in Quimby Fees from the Reseda Park Account No. 89460K-RE
- One Hundred Eighty-Five Thousand Nine Hundred Twenty-Six Dollars and Twenty-Seven Cents (\$185,926.27) in Quimby Fees from the Serrania Avenue Park Account No. 89460K-CD
- Three Thousand Nine Hundred Forty-Six Dollars and Seventy-Four Cents (\$3,946.74) in Quimby Fees from the Serrania Avenue Park Account No. 89460K-CD
- Thirteen Thousand Seven Hundred Eighty-Five Dollars and Thirty-Seven Cents (\$13,785.37) in Quimby Fees from the Tarzana Recreation Center Account No. 89460K-TB
- Sixty-Four Thousand Four Hundred Ninety Dollars and Thirty-Four Cents (\$64,490.34) in Quimby Fees from the Winnetka Recreation Center Account No. 89460K-WF
- Five Hundred Fifty Thousand Five Hundred Fourteen Dollars (\$550,514.00) in Quimby Fees from the Quimby Fees Account No. 89460K-00

The total funding available for the Woodland Hills Recreation Center – Ball Field Improvements (PRJ20933) Project, including previously allocated Quimby Fees, would be One Million Twenty-Nine Thousand Nine Hundred Twenty-Eight Dollars and Eighty-Five Cents (\$1,029,928.85).

The Quimby Fees were collected within five (5) miles of Woodland Hills Recreation Center, which is the standard distance for the allocation of the Quimby Fees to community recreational facilities pursuant to Los Angeles Municipal Code Section 12.33 E.3.

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FUNDING SOURCE MATRIX

Source	Fund/Dept/Acct	Amount	Percentage
Quimby Fees	302/89/89460K-WH	\$1,029,928.85	100%
Total		\$1,029,928.85	100%

PROJECT CONSTRUCTION

Staff has determined that sufficient funding has been identified for the construction of the Woodland Hills Recreation Center – Ball Field Improvements (PRJ20933) Project.

Construction of this project is currently anticipated to begin in June 2017.

TREES AND SHADE

The approval of this project will have no impact on existing trees or shade at Woodland Hills Recreation Center, and no new trees or new shade are proposed to be added to Woodland Hills Recreation Center as a part of this project.

ENVIRONMENTAL IMPACT STATEMENT

The proposed project is a continuation of an existing project exempted from CEQA [Class 1 (1, 4)] February 3, 2016 (Report No. 16-037). However, substantial modifications to the original scope of work requires a new CEQA determination. The proposed modifications consist of the repair and maintenance of existing parking lots and pedestrian trails and the installation of new exterior lighting. They also include new landscape and irrigation. As such, RAP staff recommends that the Board determines that the proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(3) (12) and Class 3(4) of City CEQA Guidelines. A Notice of Exemption will be filed with the Los Angeles County Clerk upon approval of by the Board.

FISCAL IMPACT STATEMENT

The approval of this allocation of Quimby Fees will have no fiscal impact on RAP's General Fund.

The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Quimby Fees or funding sources other than the RAP's General fund.

The maintenance of the proposed park improvements can be performed by current staff with no overall impact to existing maintenance services.

This Report was prepared by Darryl Ford, Senior Management Analyst I, Planning, Maintenance and Construction Branch, Department of Recreation and Parks.