

# APPROVED

DEC16 2021

## BOARD OF RECREATION AND PARK COMMISSIONERS

**BOARD REPORT**

NO. 21-207

DATE December 16, 2021

C.D. 3

### BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WINNETKA RECREATION CENTER – OUTDOOR PARK IMPROVEMENTS (PRJ21539) (PRJ21540) PROJECT – ALLOCATION OF QUIMBY FEES AND ZONE CHANGE FEES – COMMITMENT OF PARK FEES – CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 4(1) [GRADING ON LAND WITH A SLOPE OF LESS THAN TEN PERCENT (10%)], CLASS 4(3) [NEW GARDENING, AND LANDSCAPING], CLASS 4(12) [MINOR TRENCHING AND BACKFILLING WHERE THE SURFACE IS RESTORED], AND CLASS 11(6) [CONSTRUCTION AND PLACEMENT OF MINOR STRUCTURES ACCESSORY TO (APPURTENANT TO) EXISTING INSTITUTIONAL FACILITIES] OF CITY CEQA GUIDELINES AND ARTICLE 19, SECTIONS 15304(a), 15304(b), 15304(f) AND 15311 OF CALIFORNIA CEQA GUIDELINES

AP Diaz	_____	M. Rudnick	_____
H. Fujita	_____	<i>Furc.</i> Santo Domingo	<i>DF</i> _____
J. Kim	_____	N. Williams	_____

*M. Slue*  
 \_\_\_\_\_  
 General Manager

Approved   X                        Disapproved \_\_\_\_\_                      Withdrawn \_\_\_\_\_

### RECOMMENDATIONS

1. Approve the scope of work for the Winnetka Recreation Center – Outdoor Park Improvements (PRJ21539) (PRJ21540) Project (Project), as described in the Summary of this Report;
2. Authorize the Department of Recreation and Parks' (RAP) Chief Accounting Employee to transfer Thirty-Seven Thousand, Three Hundred Thirty Nine Dollars and Ninety Nine Cents (\$37,339.99) in Zone Change Fees from the Zone Change Account No. 89440K-00 to the Winnetka Recreation Center Account No. 89440K-WF;
3. Approve the allocation of Thirty-Seven Thousand, Three Hundred Thirty Nine Dollars and Ninety Nine Cents (\$37,339.99) in Zone Change Fees from Winnetka Recreation Center Account No. 89440K-WF to the proposed Project;
4. Authorize Department of Recreation and Parks' (RAP) Chief Accounting Employee to

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transfer Fifty-Nine Thousand, Eight Hundred Eighty Seven Dollars and Forty Nine Cents (\$59,887.49) in Quimby Fees from the Quimby Fee Account No. 89460K-00 to the Winnetka Recreation Center Account No. 89460K-WF;

5. Approve the allocation of Sixty-Four Thousand, Nine Hundred Fifty Six Dollars and Ninety Six Cents (\$64,956.96) in Quimby Fees from the Winnetka Recreation Center Account No. 89460K-WF to the proposed Project;
6. Authorize RAP staff to commit from the following fund and work order numbers, a maximum of Forty-Seven Thousand, Seven Hundred and Three Dollars and Five Cents (\$47,703.05) in Park Fees, for the proposed Project:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT. NO.</u>	<u>WORK ORDER NO.</u>
Park Fees	302/89/89716H	QM151243
Park Fees	302/89/89716H	QT073315

7. Approve the proposed Project to be bid and constructed through the RAP's list of pre-qualified on-call contractors;
8. Approve the authorization of change orders as authorized under Report No. 06-136, for the construction contracts for this proposed Project in the budget contingency amounts for such contracts as stated in this Report;
9. Determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 4(1) [Grading on land with a slope of less than ten percent (10%)], Class 4(3) [New gardening, and landscaping], Class 4(12) [Minor trenching and backfilling where the surface is restored], and Class 11(6) [Construction and placement of minor structures accessory to (appurtenant to) existing institutional facilities] of City CEQA Guidelines and Article 19, Sections 15304(a), 15304(b), 15304(f) and 15311 of California CEQA Guidelines and direct RAP staff to file a Notice of Exemption (NOE);
10. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of \$75.00 for the purpose of filing a NOE; and,
11. Authorize RAP staff to make technical corrections as necessary to carry out the intent of this Report.

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### SUMMARY

Winnetka Recreation Center is located at 8401 Winnetka Avenue in the Canoga Park community of the City. This 15.95-acre facility provides multipurpose fields, picnic areas, and a recreation center for the use of the local community. Approximately four thousand fifty-seven (4,057) City residents live within a one-half (1/2) mile walking distance of Winnetka Recreation Center. Due to the facilities, features, programs and services it provides, Winnetka Recreation Center meets the standard for a Community Park, as defined by the City's Public Recreation Plan.

### PROJECT SCOPE

The scope of the proposed Project includes the following:

- Demolition and excavation of existing grading.
- Installation of new landscape and irrigation systems.
- Installation of a new basketball court.
- Installation of new outdoor fitness equipment and water fountains.
- Installation of a new walking path.

### PROJECT FUNDING

Previously, the City Council awarded Four-Hundred Thousand Dollars (\$400,000.00) from the General City Purposes Fund Account No. 89270K-WK to the proposed Project CF (18-0986).

Upon approval of this Report, Thirty-Seven Thousand Three Hundred Thirty Nine Dollars and Ninety Nine Cents (\$37,339.99) in Zone Change Fees can be transferred from the Zone Change Account No. 89440K-00 to the Winnetka Recreation Center Account No. 89440K-WF and allocated to the proposed Project.

Currently, there is Five-Thousand Sixty-Nine Dollars and Forty-Seven Cents (\$5,069.47) in Quimby Fees available in the Winnetka Recreation Account No. 89460K-WF. Upon approval of this Report, Fifty-Nine Thousand, Eight Hundred Eighty-Seven Dollars and Forty Nine Cents (\$59,887.49) in Quimby Fees can be transferred from the Quimby Fee Account No. 89460K-00 to the Winnetka Recreation Center Account No. 89460K-WF, and a total of Sixty Four Thousand, Nine Hundred Fifty Six Dollars and Ninety Six Cents (\$64,956.96) in Quimby Fees can be allocated to the proposed Project.

Upon approval of this Report, Forty-Seven Thousand, Seven Hundred and Three Dollars and Five Cents (\$47,703.05) in Park Fees can be committed to the proposed Project.

The total amount of funding available for the proposed Project is Five-Hundred and Fifty Thousand Dollars (\$550,000.00).

The anticipated pre-qualified on-call contracts for this Project will be for Park Facility Construction.

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The budget contingency amount for the Park Facility Construction Contract will be Forty-Nine Thousand, Nine Hundred and Sixty Eight Dollars (\$49,968.00).

These Quimby, Zone Change and Park Fees were collected within five (5) miles of Winnetka Recreation Center, which is the standard distance for the commitment of the Quimby, Zone Change and Park Fees for community recreational facilities pursuant to Los Angeles Municipal Code Section 12.33 E.3.

FUNDING SOURCE MATRIX

Source	Fund/Dept/Acct	Amount	Percentage
Quimby Fees	302/89/89460K-WF	\$64,956.96	11%
Zone Change Fees	302/89/89440K-WF	\$37,339.99	7
General City Purposes Fund	302/89/89270K-WK	\$400,000.00	73%
Park Fees	302/89/89716H	\$47,703.05	9%
<b>Total</b>		\$550,000.00	100%

PROJECT CONSTRUCTION

RAP staff has determined that sufficient funding has been identified and construction for the proposed Project is anticipated to begin in Winter 2021.

TREES AND SHADE

This proposed Project will have no impact on the existing trees and shade at Winnetka Recreation Center.

ENVIRONMENTAL IMPACT

The proposed Project consists of grading on land with a slope of less than ten percent (10%); new gardening, and landscaping; minor trenching and backfilling where the surface is restored, and construction and placement of minor structures accessory to (appurtenant to) existing institutional facilities.

This site is not within a coastal or methane zone, so there is no reasonable possibility that the project may impact on an environmental resource of hazardous or critical concern or have a significant effect due to unusual circumstances. No other known projects would involve cumulatively significant impacts, and no future projects would result from the proposed project. As of November 24, 2021, the State Department of Toxic Substances Control (DTSC) (Envirostor at [www.envirostor.dtsc.ca.gov](http://www.envirostor.dtsc.ca.gov)) has not listed the Project site. It has listed case 913060352 near the Project area (within 500 feet). The case is an underground leaky tank, closed in 2000, which does not affect the proposed Project. According to the Caltrans Scenic Highway Map there is no scenic highway located within the vicinity of the project or within the project site. Furthermore, the

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project is not located in proximity of a known historical resources and will not cause a substantial adverse change in the significance of an archaeological or paleontological resource.

As such, staff recommends that the Board of Recreation and Park Commissioners (Board) determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 4(1); Class 4(3), Class 4(12) and Class 11(6) of City CEQA Guidelines and Article 19, Sections 15401(a), 15304(b), 15304(f) and 15311 of California CEQA Guidelines. RAP staff will file a NOE with the Los Angeles County Clerk upon the Board's approval.

### FISCAL IMPACT

The approval of this allocation and commitment of Quimby Fees, Zone Change Fees and Park 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, Zone Change and Park 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 service at this facility.

### STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Board Report advances RAP's Strategic Plan by supporting:

**Goal No. 1:** Provide Safe and Accessible Parks

**Outcome No. 2:** All parks are safe and welcoming

**Result:** The outdoor park improvements at Winnetka Recreation Center will enhance the park users' experience.

This report was prepared by Ajmal Noorzayee, Management Assistant, Planning, Maintenance and Construction Branch.