

SPECIAL AGENDA

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

Wednesday, August 14, 2002 - 9:30 a.m.
Exposition Park Intergenerational Community Center (EPICC)
Child Care Center Multipurpose Room
3990 S. Menlo Avenue
Los Angeles, California 90037

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED. 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.

1. GENERAL MANAGER'S REPORTS:

- 02-306 Transfer of Jurisdiction and Acceptance of Lots to Complete the Formation of Carey Ranch Park
- 02-307 Non-Financial Transfer of Jurisdiction of Selma Park
- 02-308 Field of Dreams (#1346A) - Final Acceptance
- 02-309 Sepulveda Park West - Recreation Center (#1832A) - Change Orders to Contract no. 3011
- 02-310 Amendment No. 5 to Consultant Contract No. 2605 with Lewis S. Soloff DBA Soloff Surveying and Consulting for As-Needed Land Surveying Services
- 02-311 Approval of a Revised Memorandum of Understanding Between the Department of Public Works, Bureau of Engineering and Department of Recreation and Parks for the Design of Improvements to the Sepulveda Dam Recreation Area - Street and Parking Lot Improvements (#1022A)
- 02-312 Park Fees/Quimby Fees Expenditure: Silverlake Recreation Center: Funding for Acoustical Improvements of Gymnasium (#6102G)
- 02-313 Encino Photography Center: Approve Renewal of Permit No. 480 to Cultural Affairs Department for a Two Year Term
- 02-314 Authorization to Expend Community Redevelopment Agency (CRA) Funds at Barnsdall Park

August 14, 2002

2. NEW BUSINESS:

Memorandum: Status Update on the Department of Recreation and Parks/Los Angeles Unified School District Land Exchange and Joint Use for Avalon Park and Others

Memorandum: Park Safety

3. NEXT MEETING:

The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, September 4, 2002 at 9:30 a.m., 200 North Main Street, 13th Floor, Room 1325, Los Angeles, California 90012.

4. CLOSED SESSION:

Closed session pursuant to California Government Code § 54956.9(a) to discuss with, and receive advice from, legal counsel concerning D&M Construction v. City of Los Angeles, BC255210.

5. 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) 473-5888.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 shall become final at the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session.

Information on agenda items may be obtained by calling the Commission Office at (213) 473-5888. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

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REPORT OF GENERAL MANAGER

NO. 02-306

DATE August 14, 2002

CD 07

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF JURISDICTION AND ACCEPTANCE OF LOTS TO COMPLETE
THE FORMATION OF CAREY RANCH PARK

J. Combs
A. Corrales
J. Duggan
J. Kolb

H. Fujita
*R. Fawcett
M. Matthews


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Adopt the draft Resolution, on file in the Board Office, accepting three parcels within the Carey Ranch residential development in perpetuity as park land;
2. Approve the non-financial transfer of jurisdiction of two other parcels, also part of the Carey Ranch development, from the Department of General Services to the Department of Recreation and Parks, an action included in the same draft Resolution, with the intent that these parcels also be dedicated in perpetuity as park land;
3. Subject to City Council approval, authorize the Board President and Secretary to coordinate the processing of any necessary documents pertaining to the property acceptance and jurisdictional transfer; and
4. Authorize staff to notify the firm of KB Home that the performance bonds relating to this project, totaling almost \$1 million, can be exonerated in acknowledgment of the completion of Carey Ranch Park.

SUMMARY:

In 1991 the firm of Kaufman and Broad, through a division now called KB Home, proposed to fulfill Quimby obligations by developing a park within their Carey Ranch residential development in the Sylmar area of Los Angeles. The park was to be situated at Edgecliff Avenue and Osceola Street

REPORT OF GENERAL MANAGER

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in the vicinity of the 12000 block of Laurel Canyon Boulevard, near the Golden State Freeway. The Board of Recreation and Park Commissioners accepted the firm's proposal on March 25, 1991, by Board Report No. 148-91, reaffirmed at the meeting of July 16, 1994, by Report No. 337-94. The agreed-to proposal became City Planning Department Condition No. 24 for the development of Phase I, or Tract 47328.

The Department received a recorded deed for 18.31 acres within Tract 47328 in June 1994 (lots 64, 65 and 67). This action was acknowledged on April 17, 1996, by Board Report No. 186-96, which was concerned with the permitting process required for grading and developing the park site. It had previously been used by the firm, with the Department's permission, as a staging area for Phase I development.

Subsequently, the firm offered to develop additional park land in order to satisfy Quimby obligations for Tract 49228 or Phase II of the Carey Ranch development. The additional 5.49 acres of slope at the edges of the park site (lots 97-98, City Planning Department Condition No. 27) increased the park's size to 23.8 acres. The second tract map was recorded by July 1997.

Staff has determined that the subject project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section 1, Class 16(2) of the CEQA Guidelines.

Although the firm transferred title to lots 64, 65 and 67 to the Department several years ago, maintenance personnel of Valley Region delayed accepting lots 64 and 65, which form the lower, easternmost slope, until the firm was able to landscape and irrigate the site in keeping with the Department's specifications. This has occurred. Following a site visit on May 29, 2002, Valley Region recommended that the Department accept these two lots.

When lots 97 and 98 were transferred to the City as part of the Phase II development, jurisdiction was inadvertently given to the Department of General Services, hence the need for a non-financial transfer to the Department of Recreation and Parks. The final administrative need is for the Board to declare the intent to dedicate all of Carey Ranch Park as park land in perpetuity. Since the firm of KB Home has fulfilled its obligation with respect to the Park, the Board can approve the exoneration of the related performance bonds.

The Superintendent of Valley Region is familiar with the matters contained in this Report and concurs with staff's recommendations.

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

REPORT OF GENERAL MANAGER

NO. 02-307

DATE August 14, 2002

C.D. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NON-FINANCIAL TRANSFER OF JURISDICTION OF SELMA PARK

J. Combs _____

A. Corrales _____


J. Duggan _____

J. Kolb _____

H. Fujita _____

*R. Fawcett _____

M. Matthews _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Adopt the draft Resolution, on file in the Board Office, accepting a non-financial transfer of jurisdiction of Selma Park located at 6567 W. Selma Avenue, in the Hollywood area of Los Angeles, from the Community Redevelopment Agency (CRA) to the Department of Recreation and Parks, dedicating said site as park property in perpetuity; and
2. Subject to City Council approval, authorize the Board President and Secretary to coordinate the processing of any necessary documents pertaining to the property transfer.

SUMMARY:

While involved with the Casa Verde apartment development project, the CRA found that the nearby area was in need of public open space. On March 17, 1993, the CRA acquired a 0.2 acre parcel at the northwest corner of Selma Avenue and Schrader Boulevard for the development of a pocket park. The Councilmember for Council District 13 approved of the park project.

The CRA, through Work Order No. 91-11, conducted a limited Phase I Environmental Assessment of the site. A subsequent investigation was conducted through Work Order No. 02-2, which indicated that remedial activities were not warranted. The CRA also determined that the project was categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section a (18) of the CEQA Guidelines. In addition, environmental staff in the Department of Recreation and Parks independently assessed the site and concurred with the CRA assessment.

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The park was designed and landscaped by the CRA from Cinerama Dome bond proceeds. In anticipation of the property transfer, the CRA designed the park to the standards and specifications of the Department of Recreation and Parks, Planning and Construction Division. Amenities include a perimeter fence, a play area, tables and benches, decorative concrete paving, landscaping and a water fountain.

Upon completion of the park project, which is anticipated to occur during August 2002, the CRA will deliver all certificates, warranties and other documents necessary for the occupancy and use of the property by the Department of Recreation and Parks and the public. The CRA has expressed the need to immediately convey the park to the Department of Recreation and Parks, and the CRA Commissioners have approved the transfer. In anticipation that the transfer documents cannot be processed and executed rapidly, the CRA will issue a temporary Right-of-Entry Permit to the Department so that staff can operate and maintain the park.

There is no current budget allocation for the maintenance of this pocket park. The park will be placed on the Region's maintenance route. The estimated yearly cost to maintain the park is \$13,785 (\$3,000 materials/supplies and \$10,785 staff hours).

The Superintendent of Griffith/Metro Region has been consulted on the proposed transfer and concurs with staff's recommendation.

Report prepared by Blanca Gomez-Revelles, Management Analyst II, Real Estate and Asset Management Division.

REPORT OF GENERAL MANAGER

NO. 02-308

DATE August 14, 2002

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: FIELD OF DREAMS (#1346A) - FINAL ACCEPTANCE

J. Duggan [Signature]
A. Corrales [Signature]
J. Kolb [Signature]
M. Matthews [Signature]

H. Fujita [Signature]
*R. Fawcett [Signature]
J. Combs [Signature]

[Signature]
General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

It is recommended that the Board:

1. Accept the work performed under Contract No. 2997 outlined in the body of this report;
2. Authorize the Department's Director of Finance to release all retention monies 35 calendar days after acceptance by the Board of Recreation and Parks held under Contract No. 2997; and,
3. Authorize the Board Secretary to furnish Marina Landscape Inc. with a letter of completion.

SUMMARY:

The construction contract for the Field of Dreams (#1346A) project was awarded to Marina Landscape Inc., on June 6, 2001, for \$920,752.00. Construction began on July 10, 2001. The work involved the development of a new sports field complex, including installation of a new access entry driveway, parking lot, 15 acre grass sports field with automatic irrigation system, new fencing and gates, new drinking fountains, and new security lighting.

There has been sixteen change orders issued on this project for a total amount of \$90,363.82. The total funds expended on this project are \$1,011,115.82.

The project was funded with Proposition K4 and K5 funds. Department staff has consulted with the Office of Contract Compliance (OCC) concerning the status of labor compliance and Affirmative Action requirements on this project. There are no outstanding wage violations and is in compliance.

Prepared by Ken Burner, Project Manager.

REPORT OF GENERAL MANAGER

NO. 02-309

DATE August 14, 2002

C.D. 07

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEPULVEDA PARK WEST - RECREATION CENTER (#1832A) -
CHANGE ORDERS TO CONTRACT NO. 3011

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
*R. Fawcett _____
M. Matthews _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board approve two (2) change orders in the amounts of \$201,696.15 and \$59,880.00 for addition to Contract No. 3011 for the work described in the body of this report.

SUMMARY:

On June 13, 2001, the Board awarded a construction contract to Metro Builders in the amount of \$1,738,000.00 which included the following three (3) bid alternates to include field lighting, conduit and wiring (+ \$60,000); lighting fixtures and controls (+\$160,000); and, perimeter fencing (+\$130,000). There were not sufficient funds to award other alternates that included the tot lot and circular concrete plaza values at \$225,000.00 at the time of bid.

On May 22, 2002, the City Council adopted a motion to add \$130,335.00 in Proposition 12 Per Capita funds to this project. The project is currently 95% complete and \$130,000.00 remain in contingency funds. With the addition of the Prop 12 funds there are sufficient funds to complete the tot lot and the plaza area. With the addition of these items of work the change order total will remain below the 25% cap allowed for change orders to City construction contracts.

Because the contract work was nearly complete the change orders include the bid prices for the work but also include additional work to remove improvements, lawn and irrigation predominantly, that were installed in order to have a finished project. The installation of the tot lot will require additional grading at this point.

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The contractor submitted change order requests to the Bureau of Engineering (BoE) for the work. The Bureau provides construction management for the Prop K program. BoE has reviewed the change orders and finds them to be fair. BoE has recommended the additions to the Prop K Steering Committee and they have approved, requesting the Board of Recreation and Park Commissioners approval of the additions to the contract.

There are sufficient funds for BoE to pay for the additions to the construction contract and therefore staff recommends the Board approve the change orders.

Report prepared by Kathleen Chan, Prop K Coordinator.

REPORT OF GENERAL MANAGER

NO. 02-310

DATE August 14, 2002

C.D. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT NO. 5 TO CONSULTANT CONTRACT NO. 2605 WITH LEWIS S. SOLOFF DBA SOLOFF SURVEYING AND CONSULTING FOR AS-NEEDED LAND SURVEYING SERVICES

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
R. Fawcett FOR
M. Matthews _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve an increase in the term of the as-needed contract for an additional two (2) years for a total of ten (10) years;
2. Approve an increase in the contract amount for an additional \$300,000.00, for a new total of \$1,200,000.00;
3. Find that the Department does not have available in its employ personnel with sufficient time and the necessary expertise to undertake these specialized professional tasks in a timely manner and it is more feasible and economical as well as in the Department's best interest, to secure these services by contract; and,
4. Direct the Board Secretary to submit the Agreement to the City Attorney and Mayor for review and recommendation in accordance with Executive Directive No. 16, prior to execution by the Board President and Secretary.

SUMMARY:

On September 21, 1994, the Department entered into a personal services contract with Soloff Surveying and Consulting for as-needed land surveying services. The contract was for a duration of three (3) years, with maximum compensation to the consultant of \$150,000.00. The contract was subsequently amended on four occasions as follows:

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|----------------------------------|---|--|
| Amendment No. 1, June 12, 1996 | - | Increased the contract amount by \$150,000.00 for a new total of \$300,000.00. |
| Amendment No. 2, August 13, 1997 | - | Increased the contract amount by \$300,000.00 for a new total of \$600,000.00; and extended the term by 3 years for a new term of 6 years. |
| Amendment No. 3, July 21, 1999 | - | Increased the contract amount by \$300,000.00 for a new total of \$900,000.00. |
| Amendment No. 4, May 21, 2002 | - | Increased the term of the contract by 2 years for a new total of 8 years. |

Currently the consultant's as-needed contract has expended \$ 845,679.15 of the maximum contract compensation of \$900,000.00, leaving a remainder of \$54,320.85 still available in their contract. Soloff Surveying and Consulting has an as-needed contract, therefore the consultant is hired on an as-needed basis and compensation to the consultant comes from each individual project that the consultant is working on.

Soloff Surveying and Consulting is currently working on the following projects:

Venice Beach Ocean Front Walk - Bikeway Widening (#1019E), Fund 302, Account 9120 and Potrero Canyon Park - Park Development Phase II (#1012B), Fund 302, Acct #9120.

The consultant has recently completed contract work with the Department on the following projects:

- *Ernest Debs Park - Park Development (#1167A)
- *Algin Sutton Sportsfield Improvements (#1231D)
- *Rancho Cienega Sportsfield Improvements (#1255D)
- *Yosemite RC - Gym Addition and Sportsfield Improvements (# 1704E)
- *East Wilmington Greenbelt Community Center (#1736D)
- *Barnsdall Park - Master Plan (#1026C)
- *Griffith Park - Roosevelt Golf Course (#1023E)

The Department is requesting the increase in the contract term and amount for the work being performed at both of their current projects. Soloff Surveying is the Surveyor of record for work at Potrero Canyon for Slide Stabilization which impacts the riparian habitat restoration. The project is 90% complete. Because the project has experienced several delays the consultants services continue to be needed to finish the project. Also, the consultant's services will continue to be needed

REPORT OF GENERAL MANAGER

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at Venice Beach because of the expansion of the Ocean Front Walk Bikeway widening project. Soloff is the surveyor of record on the Venice Beach projects and they will be needed for the life of the project to provide aerial and ground surveys.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

Soloff Surveying and Consulting currently has 1 out of 3 employees living in the City of Los Angeles.

The firm has agreed in writing to comply with and/or has submitted the appropriate, executed forms (listed below) as outlined on the CAO's "Analysis of Proposed Contract" form and the "Standard Provisions For City Contracts (rev. 10/01):"

- Child Care and Child Support Declaration Statements
- Affirmative Action Program
- Equal Benefits Ordinance
- Contractor/Consultant Pledge of Compliance
- MBE/WBE Policy
- Living Wage Ordinance
- Insurance Requirements
- Contractor Responsibility Ordinance Questionnaire (Service Contract)

This Amendment has been approved by the City Attorney's Office.

All compensation to the consultant is provided in the funding of the project; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Veronica Buenrostro, Management Assistant.

REPORT OF GENERAL MANAGER

NO. 311

DATE August 14, 2002

C.D. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF A REVISED MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND DEPARTMENT OF RECREATION AND PARKS FOR THE DESIGN OF IMPROVEMENTS TO THE SEPULVEDA DAM RECREATION AREA - STREET AND PARKING LOT IMPROVEMENTS (#1022A)

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
*R. Fawcett _____
M. Matthews _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve a revised Memorandum of Understanding (MOU) between the Department of Recreation and Parks and the Department of Public Works, Bureau of Engineering, to provide design services for the Sepulveda Basin Golf Course Parking Lot (#1022A); and,
2. Authorize the Director of Finance to encumber the funds in an Inter-Departmental Order (IDO) in the amount of \$70,000.00, from the Golf Surcharge Fund and Account No. 302-932 to provide for payment for the services outlined below and in the MOU.

SUMMARY:

On March 20, 2002, the Board approved a revised MOU between the Department of Recreation and Parks and the Department of Public Works, Bureau of Engineering to perform roadway improvements at the Sepulveda Basin Golf Course Parking Lot (#1022A) (Board Report No. #02-106). After further review by both agencies, it was deemed necessary to modify the MOU prior to having final signatures.

REPORT OF GENERAL MANAGER

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Changes in the MOU include the following:

An addition of "Sepulveda Basin Safety - Related Project" to the end of the project title so that it now reads:

"Sepulveda Dam Recreation Area Street and Parking Lot Improvements (#1022A) Sepulveda Basin Safety - Related Project."

- The deletion of Article II, Section C which stated:
- "The DRP shall pay all Department of Building and Safety plan check permit fees. An Interdepartmental Order (IDO) with the Department of Building and Safety shall be provided to pay for all plan checking and building permit fees. The DRP shall be notified immediately of the plan checking and building permit fees in order to initiate the IDO. Unexpended funds shall be returned to the DRP."
- An additional note regarding permit fees to Article II, Section D so that it now reads, "The DRP shall pay for the reproduction of construction documents including drawings, specifications, addenda, and **"B" permit fees, and plan check fees.**"
- The deletion of Article V, Section B, showing the "Phases of Services" and their duration.
- The inclusion of a construction schedule.
- An increase in the compensation amount from \$53,700.00 to \$70,000.00 in Article VI, Section A, Sub-section 1.
- The deletion of Article VI, Section B, Sub-section 2 which stated:

"Upon execution of this MOU, the DRP shall provide an IDO with the Department of Building and Safety for all plan check and permit fees per Article II. C."
- The addition of a signature line for the commissioner of the Department of Public Works.
- Other minor changes in language that do not effect the responsibilities of either of the two parties - The Department of Recreation and Parks and the Department of Public Works Bureau of Engineering.

The summary of the changes is listed above. A copy of the previous Board Report and the revised MOU is available at the Board Office for review.

Prepared by Robert Gutierrez, Project Manager.

REPORT OF GENERAL MANAGER

NO. 02-312

DATE August 14, 2002

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PARK FEES/QUIMBY FEES EXPENDITURE: SILVERLAKE RECREATION
CENTER: FUNDING FOR ACOUSTICAL IMPROVEMENTS OF GYMNASIUM
(#6102G)

J. Duggan [Signature]
A. Corrales
J. Kolb
M. Matthews

H. Fujita
R. Fawcett [Signature]
J. Combs

[Signature]
General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

It is recommended that the Board:

1. Approve the expenditure of \$16,000.00 in Quimby funds from Sub-account (946 SK) to provide funding for acoustical improvements for the Silverlake Recreation Center gymnasium; and,
2. Authorize the Chief Accounting Employee to encumber \$16,000.00 in Quimby funds from the following fund and account numbers under the awarding authority of this Board Report:

FUND
302

ACCOUNT NO.
946 SK

SUMMARY:

The Council Office has received complaints from the community due to the condition of the gymnasium at this facility. The ceilings and walls of the gymnasium need acoustical improvements to improve aesthetics in the building during the community events. The project involves installation of approximately 1,400 square feet of tectum sound panels over 1" fiberglass insulation, on the upper gymnasium wall and ceiling.

There are sufficient Quimby funds in the Silverlake Recreation Center Sub-account (\$40,700.23-946SK) to complete this project. The request is to encumber \$16,000.00 of Silverlake Recreation Center funds (946SK) for the acoustical improvement project in the gymnasium.

REPORT OF GENERAL MANAGER

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Environmental Management staff has determined that the proposed gymnasium improvement is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section 1, Class 1 (1) of the City CEQA Guidelines.

Staff recommends approval of this expenditure for this project. The Council Office and Metro Region management concur with the recommendation.

Report prepared by Anita Cormier, Quimby Coordinator, Advance Planning/ Special Projects:

REPORT OF GENERAL MANAGER

NO. 313

DATE August 14, 2002

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ENCINO PHOTOGRAPHY CENTER: APPROVE RENEWAL OF PERMIT
NO. 480 TO CULTURAL AFFAIRS DEPARTMENT FOR A TWO YEAR TERM

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
*R. Fawcett _____
M. Matthews _____


for General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve the renewal of Permit No. 480 to the Cultural Affairs Department for the operation of the Department's Encino Photography Center at 16953 Ventura Boulevard, through a sublease with California Traditional Music, a non-profit corporation, for a total term of two years; and,
2. Authorize the General Manager to execute the subject permit to the Cultural Affairs Department; and,
3. Determine that the proposed permit is exempt from the provisions of the California Environmental Quality Act (CEQA).

SUMMARY:

On September 1, 1999, the Board of Recreation and Parks Commissioners, through Board Report No. 367-99, approved the issuance of a three-year revocable permit to the Cultural Affairs Department for the operation of the Department's Encino Photography Center. This permit contained a provision that allowed the permittee to request renewal of this permit for two (2) additional consecutive terms of one (1) year each subject to the approval of the Board. The Department has received a letter requesting our Department to grant the renewal of the subject permit for the stated additional term.

REPORT OF GENERAL MANAGER

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NO. 313

Since 1995, the Cultural Affairs Department has been providing, through various sub-leases, arts and cultural services at the facility. These services are currently being offered by an organization called California Traditional Music Society. They provide: public services, meetings and workshops on various folk arts; provide one Annual Summer Solstice Folk Music and a Dance and Storytelling Festival; and conduct marketing and community outreach by means of a calendar of Folk Arts Center events published quarterly. A copy of the current permit is attached. It should be noted that, with the exception of the additional two (2) year term, all other permit conditions and requirements shall not be changed.

The Environmental Management staff has determined that the issuance of the proposed permit is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article VII, Section 1, Class 1 (14) of the City CEQA Guidelines.

The Assistant General Manager for Operations, the Superintendent of the Valley Region have been consulted and concur with the staff's recommendations.

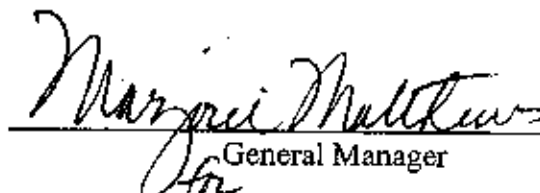
Report prepared by Cld Macaraeg, Sr. Management Analyst I, Real Estate and Asset Management Division.

REPORT OF GENERAL MANAGER

NO. 314DATE August 14, 2002C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AUTHORIZATION TO ACCEPT CRA FUNDS FOR BARNSDALL PARK

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____H. Fujita _____
R. Fawcett RF
M. Matthews _____
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Authorize the General Manager to execute an agreement with the Community Redevelopment Agency (CRA) to accept funds up to \$611,622.00 for expenditure at Barnsdall Park; and,
2. Authorize the Chief Accounting Employee to encumber funds up to the amount authorized and process payment for expenditures incurred at Barnsdall Park from the following fund and account number under the awarding authority of this Board Report in the event funds are transferred directly to the Department.

FUND
205ACCOUNT No.
9170SUMMARY:

The Department has been advised that a funding opportunity is available for Barnsdall Park. The Community Redevelopment Agency (CRA) has encountered a problem with expending bond funds by a deadline of August 16, 2002. The bonds were issued for the Cinerama Community Benefits Fund (CBF). The Cinerama Benefit project area is located in Hollywood. Because the Barnsdall Park renovation and restoration project is located in the project zone it qualifies for the CBF bond funds. Phase I of the Barnsdall Park Master Plan (project #1026C) is under construction. The CBF funds will be used to pay for costs incurred by the contractor, Mallcraft Inc.

To meet the bond fund expenditure deadline the transfer and acceptance of the bond funds must be approved by the Board and the City Council by August 16, 2002. The CBF fund transfer request will be forwarded to the City Council for approval by motion, subject to the approval of the Board. It should be noted that the Department may be asked to provide a partial offset from the Metropolitan Transit Authority Barnsdall Account (MTA) subject to further review by the City Attorney. There is no commitment by the Board, implied or otherwise, to provide the offset at this time.


Report prepared by Susan Huntley, Chief Management Analyst.

FOR INFORMATION ONLY

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS

August 14, 2002

TO: Board of Recreation and Park Commissioners

FROM:  Manuel A. Mollinedo
General Manager

SUBJECT: STATUS UPDATE ON THE DEPARTMENT OF RECREATION AND
PARKS/LOS ANGELES UNIFIED SCHOOL DISTRICT LAND EXCHANGE
AND JOINT USE FOR AVALON PARK AND OTHERS

The Department of Recreation and Parks is working with the Los Angeles Unified School District (LAUSD), and continues to make progress on the joint use agreement and land exchange agreement project that would result in the reconfiguration of the current Avalon-San Pedro Park. The reconfiguration would facilitate the development of a new park with a small office and storage room, ball courts, and a new elementary school. The school would be known as Jefferson Elementary School number 1. This new park and school would be located in the general vicinity of 40th Place and Avalon Blvd.

The LAUSD counsel, and the City Attorney's office have been working on drafting an AGREEMENT OF PURCHASE AND SALE AND JOINT ESCROW INSTRUCTIONS that would be used to manage the land exchange between LAUSD and the City of Los Angeles. Several drafts of this document have been prepared by the City Attorney's office, and we expect a final version to be drafted very soon. The above mentioned agreement would insure that this Department receives a developed park of equal size to the current Avalon-San Pedro Park with added amenities in exchange for the property on which the park that this Department currently maintains is located. The agreement will insure that this Department receive a park regardless of the outcome of this project.

On July 31st, staff met with Councilmember Jan Perry to discuss this project. Representatives from the Mayor's Office and LAUSD were in attendance. Councilwoman Perry is supportive of this project, and also concurs with staff's recommendations to request that a portion of Prop 12 funds originally designated for the Fred Roberts park acquisition and development be reprogrammed to this project. The reprogrammed funds will be used for the development of the small office and storage room which will be located on the park.

The LAUSD continues to work on acquiring surrounding property to be used for the construction of the new school and the development of the new park. The LAUSD currently owns four parcels. Nine parcels are in escrow, and nine are in the condemnation process. The LAUSD hopes to have all remaining parcels vacant by December. The LAUSD also intends to have its construction drawings approved by the State in August.

The LAUSD, as the lead agency, has been working on all environmental issues concerning the construction of the school and park for this project. The District will begin work on two cleanup sites by September and November. The City of Los Angeles Fire Department will be monitoring the work. In addition, a draft amendment to the California Environmental Quality Act (CEQA) Mitigated Negative Declaration has been completed.

Part of the overall plan for this project will include a Joint-Use Agreement between the Department of Recreation and Parks and the Los Angeles Unified School District. Joint - Use will insure that the community will have the opportunity to enjoy a more active use park, as well as, the use of some of LAUSD's community oriented facilities through the Department of Recreation and Parks' programs. It is hoped that this model of cooperation/Joint-Use can be used for future projects like the North Hollywood Elementary School #3 and the South Park proposal. Scarcity of suitable land for needed community services might require reconfiguration of existing park and school sites for more mixed use projects. Projects like North Hollywood Elementary School #3 and the South Park proposal are examples of the type of projects that could benefit from shared use of the existing park and school properties and thus provide a broader range of services and recreational opportunities to its surrounding communities.

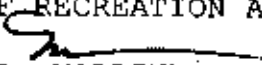
The Department of Recreation and Parks, Los Angeles Unified School District, City Attorney's office, and the City Planning Department will continue to work together to study the feasibility of these land exchange and joint use projects. Staff will continue to report any progress to the Board.

This report was prepared by John Barraza, Management Analyst II, Real Estate and Asset Management Division.

FOR INFORMATION ONLY

CITY OF LOS ANGELES
Department of Recreation and Parks

August 14, 2002

TO: BOARD OF RECREATION AND PARK COMMISSIONERS
FROM:  MANUEL A. MOLLINEDO
General Manager
SUBJECT: Park Safety

The purpose of this report is to inform the Board on the measures taken by the Department to:

1. Inform our employees of the actions that have been taken to ensure safety in our parks.
2. Train our employees on safety and violence issues.
3. Facilitate proper action in case of an emergency situation.

At the direction of the Mayor, over the past several months Department staff has been working with members of the Board of Recreation and Park Commission and members of the Police Commission and their staff to develop new programs and procedures to increase the safety of our patrons and staff in City parks.

Enclosure 1 is a memorandum from the General Manager to all employees informing them of actions that have been taken by our Department and the LAPD to increase park safety. Enclosure 2 is a schedule of training for all of our recreation employees on park safety issues. Enclosure 3 is a handbook that will be placed in every recreation center to guide the actions of employees on duty when they are confronted with emergency situations.

Report prepared by Tony Coroalles