

APPROVED
08-10-2016

BOARD OF RECREATION
& PARK COMMISSIONERS

BOARD REPORT

NO. 16-173

DATE August 10, 2016

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SYSTEM AND BUILDING MECHANICAL SYSTEM IMPROVEMENTS AT VARIOUS FACILITIES – APPROPRIATION FROM UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302; ALLOCATION OF QUIMBY AND ZONE CHANGE FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1,4) AND CLASS 2(6) OF THE CITY CEQA GUIDELINES

AP Diaz	_____	V. Israel	_____
*R. Barajas	<u>CSP</u>	K. Regan	_____
H. Fujita	_____	N. Williams	_____


General Manager

Approved ✓ Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve the twelve (12) Heating, Ventilation, and Air Conditioning systems (HVAC) and building mechanical systems improvement projects, located at various Department of Recreation and Parks' (RAP) facilities, as described in the Summary of this Report and shown on Attachment 1;
2. Subject to approval by the Mayor, authorize the appropriation of Six Hundred Thousand (\$600,000.00) in Fund 302, Department 88, to Contractual Services account;

FROM:	Unreserved and Undesignated Fund Balance	\$600,000.00
TO:	Fund 302/88 Account 3040 - Contractual Services	\$600,000.00
3. Take the following actions regarding Evergreen Recreation Center – Youth Activity Center HVAC Improvements (PRJ21053) Project;
 - A. Authorize the RAP's Chief Accounting Employee to reallocate Sixty Thousand Dollars (\$60,000.00) in Zone Change Fees, currently allocated to the City Hall Park – Restoration (PRJ20465) project, to the Evergreen Recreation Center – Youth Activity Center HVAC Improvements (PRJ21053) Project;

BOARD REPORT

PG. 2 NO. 16-173

- B. Authorize the RAP's Chief Accounting Employee to transfer Zone Change Funds in the amount of Sixty Thousand Dollars (\$60,000.00) from City Hall Park Account No. 89440K-CY to Evergreen Recreation Center Account No. 89440K-EF;
 - C. Approve the allocation of Sixty Thousand Dollars (\$60,000.00) in Zone Change Fees for the Evergreen Recreation Center – Youth Activity Center HVAC Improvements (PRJ21053) Project;
4. Take the following actions regarding Queen Anne Recreation Center – HVAC Improvements (PRJ21054) Project;
- A. Authorize the RAP's Chief Accounting Employee to reallocate Seventy Thousand Dollars (\$70,000.00) in Quimby Fees, currently allocated to the Queen Anne Recreation Center – Splash Pad Rehabilitation (PRJ20189) Project, to the Queen Anne Recreation Center – HVAC Improvements (PRJ21054) Project;
 - B. Approve the allocation of Seventy Thousand Dollars (\$70,000.00) in Quimby Fees from Queen Anne Recreation Center Account No. 89460K-QA for the Queen Anne Recreation Center – HVAC Improvements (PRJ21054) Project;
5. Take the following actions regarding Sherman Oaks/East Valley Adult Center – HVAC Improvements (PRJ21055) Project;
- A. Authorize the RAP's Chief Accounting Employee to transfer Quimby Funds in the amount of Thirty-Five Thousand Dollars (\$35,000.00) from Quimby Fees Account No. 89460K-00 to Van Nuys Sherman Oaks Park Account No. 89460K-VS;
 - B. Approve the allocation of Thirty-Five Thousand Dollars (\$35,000.00) in Quimby Fees from Van Nuys Sherman Oaks Park Account No. 89460K-VS for the Sherman Oaks / East Valley Adult Center – HVAC Improvements (PRJ21055) Project;
6. Take the following actions regarding Van Nuys Sherman Oaks Park – Pool Mechanical System Improvements (PRJ21056) Project;
- A. Authorize the RAP's Chief Accounting Employee to reallocate One Hundred Seventy Thousand Dollars (\$170,000.00) in Quimby Fees, currently allocated to the Van Nuys Sherman Oaks Park – Synthetic Turf Field (PRJ20717) Project, to the Van Nuys Sherman Oaks Park – Pool Mechanical System Improvements (PRJ21056) Project;
 - B. Approve the allocation of One Hundred Seventy Thousand Dollars (\$170,000.00) in Quimby Fees from Van Nuys Sherman Oaks Park Account No. 89460K-VS for the Van Nuys Sherman Oaks Park – Pool Mechanical System Improvements (PRJ21056) Project;

BOARD REPORT

PG. 3 NO. 16-173

7. Take the following actions regarding Vanalden Park – Wilkinson Multipurpose Senior Center HVAC Improvements (PRJ21052) Project;
 - A. Authorize the RAP's Chief Accounting Employee to transfer Quimby Funds in the amount of One Hundred Ninety-Five Thousand Dollars (\$195,000.00) from Quimby Fees Account No. 89460K-00 to Vanalden Park Account No. 89460K-VG;
 - B. Approve the allocation of One Hundred Ninety-Five Thousand Dollars (\$195,000.00) in Quimby Fees from Vanalden Park Account No. 89460K-VG for Vanalden Park – Wilkinson Multipurpose Senior Center HVAC Improvements (PRJ21052) Project;
8. Find that the proposed projects are categorically exempt from the California Environmental Quality Act (CEQA), and direct staff to file a Notice of Exemption for each project;
9. Authorize the RAP's Chief Accounting Employee to prepare twelve (12) checks to the Los Angeles County Clerk, each in the amount of Seventy-Five Dollars (\$75.00), for the purpose of filing twelve (12) Notices of Exemption; and,
10. Authorize and direct the General Manager, or Designee, to make technical corrections as necessary to the transactions in this Report to carry out the intent of the transfers as stated in the Summary of this Report.

SUMMARY

RAP staff has identified an urgent need to make improvements to existing HVAC and building mechanical systems at various Department facilities. These improvements are necessary for the continued safe operation of these facilities and will be of benefit to park users.

It has been determined that the estimated cost will be approximately One Million, One Hundred Thirty Thousand Dollars (\$1,130,000.00). Staff recommends that funding be transferred and allocated from RAP's Unreserved and Undesignated Fund Balance (UUFB) and from Quimby and Zone Change Fees, to meet these urgent and unfunded needs.

Unreserved and Undesignated Fund Balance

Budgeted funds appropriated to RAP which are uncommitted or unencumbered at the end of the Fiscal Year (FY) revert to UUFB and are generally used to meet urgent, unforeseen RAP funding needs, or are re-appropriated in the current fiscal year for uses that were authorized in a prior year(s). The Board of Recreation and Parks Commissioners (Board) authorizes appropriations from the UUFB for a variety of purposes, subject to approval of the Mayor, and in accordance with Charter Section 343(b).

BOARD REPORT

PG. 4 NO. 16-173

RAP Staff is recommending that Six Hundred Thousand Dollars (\$600,000.00) from the UUFB be applied to HVAC and building mechanical system improvement projects at seven facilities:

- Sepulveda Basin Recreation Area - Balboa Sports Center
- Canoga Park Senior Center
- Downey Recreation Center
- EXPO Center - Swim Stadium
- Montecito Heights Recreation Center
- Palms Recreation Center
- Shatto Recreation Center

A breakdown of the UUFB funding proposed to be allocated to each facility is summarized on Attachment A.

Quimby and Zone Change Funding

RAP Staff has identified available Quimby and Zone Change funds that can be allocated to HVAC and building mechanical system improvement projects at five facilities:

- Evergreen Recreation Center
- Queen Anne Recreation Center
- Sherman Oaks / East Valley Adult Center
- Van Nuys Sherman Oaks Park – Swimming Pool
- Vanalden Park – Wilkinson Multipurpose Senior Center

A breakdown of the Quimby and Zone Change funding proposed to be allocated to each facility is detailed below and summarized on Attachment 1.

Evergreen Recreation Center – Youth Activity Center HVAC Improvements (PRJ20153) Project

Evergreen Recreation Center is located at 2839 East 4th Street in the Boyle Heights area of the City. This 6.66 acre facility provides a recreation center, senior center, basketball courts, play area, and multipurpose fields. Additionally, the Evergreen Youth Activity Center is located at this site. Approximately 11,612 City residents live within a one-half mile walking distance of Evergreen Recreation Center. Due to its facilities and features, and the programs and services provided on site, Evergreen Recreation Center meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

The Board has approved the allocation of a total of Five Hundred Fifty Thousand Dollars (\$550,000.00) in Zone Change Fees for the City Hall Park – Restoration (PRJ20465) Project (Report Nos. 10-303 and 12-184). That project is complete and unexpended Zone Change Fees are available for reallocation to other projects.

Upon approval of this Report, Sixty Thousand Dollars (\$60,000.00) in Zone Change Fees can be reallocated from the City Hall Park – Restoration (PRJ20465) Project, transferred from City Hall Park Account No. 89440K-CJ to Evergreen Recreation Center Account No. 89440K-EF and

BOARD REPORT

PG. 5 NO. 16-173

allocated to the Evergreen Recreation Center – Youth Activity Center HVAC Improvements (PRJ20153) Project. These Zone Change Fees were collected within twomiles of Evergreen Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Queen Anne Recreation Center – HVAC Improvements (PRJ21054) Project

Queen Anne Recreation Center is located at 1240 West Boulevard in the Mid-City community of the City. This 5.23 acre property includes ball diamonds, a play area, a splash pad, and recreation center. Approximately 6,642 City residents live within a one-half mile walking distance of Queen Anne Recreation Center. Due to its facilities and features, and the programs and services provided on site, Queen Anne Recreation Center meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

The Board has approved the allocation of a total of Three Hundred Thirteen Thousand, Five Hundred Three Dollars and Seventy-Six Cents (\$313,503.76) in Quimby Fees for the Queen Anne Recreation Center – Splash Pad Rehabilitation (PRJ20189) Project (Report Nos. 10-038 and 10-214). That project is complete and unexpended Quimby Fees are available for reallocation to other projects.

Upon approval of this Report, Seventy Thousand Dollars (\$70,000.00) in Quimby Fees, can be reallocated from the Queen Anne Recreation Center – Splash Pad Rehabilitation (PRJ20189) Project and allocated to the Queen Anne Recreation Center – HVAC Improvements (PRJ21054) Project. These Quimby Fees were collected within two (2) miles of Queen Anne Recreation Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Sherman Oaks / East Valley Adult Center – HVAC Improvements (PRJ21055) Project

Van Nuys Sherman Oaks Park is located at 14201 Houston Street in the Sherman Oaks community of the City. This 65.18 acre facility provides a swimming pool, recreation center, a play area, tennis courts, and multipurpose fields. Additionally, the Sherman Oaks East Valley Adult Center is located at this site. Approximately 9,865 City residents live within a one-half mile walking distance of Van Nuys Sherman Oaks Park. Due to its facilities and features, and the programs and services provided on site, Van Nuys Sherman Oaks Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Upon approval of this Report, Thirty-Five Thousand Dollars (\$35,000.00) in Quimby Fees can be transferred from Quimby Fees Account No. 89460K-00 to Van Nuys Sherman Oaks Park Account No. 89460K-VS and allocated to the Sherman Oaks / East Valley Adult Center – HVAC Improvements (PRJ21055) Project. These Quimby Fees were collected within two miles of Sherman Oaks / East Valley Adult Center, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

BOARD REPORT

PG. 6 NO. 16-173

Van Nuys Sherman Oaks Park – Pool Mechanical System Improvements (PRJ21056) Project

Van Nuys Sherman Oaks Park is located at 14201 Houston Street in the Sherman Oaks community of the City. This 65.18 acre facility provides a swimming pool, recreation center, a play area, tennis courts, and multipurpose fields. Additionally, the Sherman Oaks East Valley Adult Center is located at this site. Approximately 9,865 City residents live within a one-half mile walking distance of Van Nuys Sherman Oaks Park. Due to its facilities and features, and the programs and services provided on site, Van Nuys Sherman Oaks Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

The Board has approved the allocation of a total of Two Million One Hundred Twenty-Six Thousand, One Hundred Forty-Eight Dollars and Fifty Cents (\$2,126,148.50) in Quimby Fees for the Van Nuys Sherman Oaks Park – Synthetic Turf Field (PRJ20717) Project (Report Nos. 13-115 and 13-209). That project is complete and unexpended Quimby Fees are available for reallocation to other projects.

Upon approval of this Report, One Hundred Seventy Thousand Dollars (\$170,000.00) in Quimby Fees, can be reallocated from the Van Nuys Sherman Oaks Park – Synthetic Turf Field (PRJ20717) Project and allocated to the Van Nuys Sherman Oaks Park – Pool Mechanical System Improvements (PRJ21056) Project. These Quimby Fees were collected within twomiles of Van Nuys Sherman Oaks Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

Vanalden Park – Wilkinson Multipurpose Senior Center HVAC Improvements (PRJ21052) Project

Vanalden Park is located at 8956 Vanalden Avenue in the Northridge community of the City. This 10.89 acre property includes picnic areas, a jogging path, and open space area. Additionally, Wilkinson Multipurpose Senior Center is located at this site. Approximately 2,223 City residents live within a one-half mile walking distance of Vanalden Park. Due to its facilities and features, and the programs and services provided on site, Vanalden Park meets the standard for a Community Park, as defined in the City's Public Recreation Plan.

Upon approval of this Report, One Hundred Ninety-Five Thousand Dollars (\$195,000.00) in Quimby Fees can be transferred from Quimby Fees Account No. 89460K-00 to Vanalden Park Account No. 89460K-VG and allocated to the Vanalden Park – Wilkinson Multipurpose Senior Center HVAC Improvements (PRJ21052) Project. These Quimby Fees were collected within two miles of Vanalden Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

BOARD REPORT

PG. 7 NO. 16-173

TREES AND SHADE

The approval of these projects will have no impact on existing trees or shade at any of the park facilities identified in this Report, and no new trees or new shade are proposed to be added to any of the park facilities identified in this Report.

ENVIRONMENTAL IMPACT STATEMENT:

RAP Staff has determined that the subject projects will consist of interior and exterior modifications to existing park buildings involving negligible or no expansion of use, modifications to existing mechanical equipment required for public health and safety purposes, and replacement of the existing heating and air-conditioning systems. Therefore, these projects are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1,4) and Class 2(6) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT

The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by 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.

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

LIST OF ATTACHMENTS

1. HVAC System and Building Mechanical System Improvements – Funding Allocations

Department of Recreation and Parks
Mechanical System Improvements - Funding Allocations

FACILITY	CD	WORK ORDER NO.	FROM ACCOUNT	TO ACCOUNT	AMOUNT
Sepulveda Basin Recreation Area - Balboa Sports Center	6	RAPX1800	UUFB	302/88/3040	\$ 135,000.00
Canoga Park Senior Center	3	RAPX1800	UUFB	302/88/3040	\$ 62,000.00
Downey Recreation Center	1	RAPX1800	UUFB	302/88/3040	\$ 142,000.00
Evergreen Recreation Center - Youth Activity Center	14	PRJ21053	302/89/89440K-CJ	302/89/89440K-EF	\$ 60,000.00
EXPO Center - Swim Stadium	9	RAPX1800	UUFB	302/88/3040	\$ 170,000.00
Montecito Heights Recreation Center	1	RAPX1800	UUFB	302/88/3040	\$ 45,000.00
Palms Recreation Center	5	RAPX1800	UUFB	302/88/3040	\$ 10,000.00
Queen Anne Recreation Center	10	PRJ21054	302/89/89460K-QA		\$ 70,000.00
Shatto Recreation Center	4	RAPX1800	UUFB	302/88/3040	\$ 36,000.00
Sherman Oaks / East Valley Adult Center	4	PRJ21055	302/89/89460K-00	302/89/89460K-VS	\$ 35,000.00
Van Nuys Sherman Oaks Park - Swimming Pool	4	PRJ21056	302/89/89460K-VS		\$ 170,000.00
Vanalden Park - Wilkinson Multipurpose Senior Center	12	PRJ21052	302/89/89460K-00	302/89/89460K-VG	\$ 195,000.00

Total

\$ 1,130,000.00