

REGULAR MEETING MINUTES

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

Wednesday, May 4, 2016

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, Commissioner Misty M. Sanford, and Commissioner Iris Zuñiga. Also present were Michael A. Shull, General Manager, and Deputy City Attorney III Strefan Fauble.

The following Department staff members were present:

Anthony-Paul Diaz, Executive Officer
Vicki Israel, Assistant General Manager, Partnership and Revenue Branch
Kevin Regan, Assistant General Manager, Operations Branch
Ramon Barajas, Assistant General Manager, Planning, Construction and Maintenance Branch
Noel Williams, Chief Financial Officer, Finance Division

CALL TO ORDER AND APPROVAL OF THE MINUTES

Commissioner Sanford moved that the Board approve the Minutes of the April 20, 2016 Regular Meeting, which was seconded by Commissioner Zuñiga. There being no objections, the Motion was unanimously approved.

BOARD REPORTS

16-106

VARIOUS COMMUNICATIONS

Board Report No. 16-106 was amended to omit Various Communications Item No. 6:

City Clerk, relative to a proposed Master Amendment between the Department and seven contractors for as-needed environmental impact analysis services.

16-107

CALIFORNIA DEPARTMENT OF EDUCATION – SUMMER FOOD SERVICE PROGRAM 2015-2016 – AUTHORIZATION TO SUBMIT GRANT APPLICATION FOR SUMMER LUNCH PROGRAM; ACCEPTANCE OF GRANT FUNDS

Sophia Pina-Cortez, Superintendent of Metro Region, presented Board Report No. 16-107 for approval of the submission of a Summer Food Service Program 2015-2016 grant application to the California Department of Education (CDE) for the Department's Summer Lunch Program in the approximate amount of \$811,000.00.

16-108

GRIFFITH PARK PONY RIDE CONCESSION – AWARD OF CONTRACT TO LOS ANGELES PONY RIDES, INC.; AUTHORIZATION TO DEVELOP CONCESSION AGREEMENT

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Chief Sustainability Officer Matthew Rudnick presented Board Report No. 16-108 for authorization to award the Griffith Park Pony Ride Concession to Los Angeles Pony Rides, Inc; and authorize Department staff to develop terms, conditions, and transition plan for the Concession Agreement with Los Angeles Pony Rides, Inc. for a period of five years with three one-year renewal options exercisable at the General Manager's sole discretion. The Board Report title was corrected to reflect the recommended contract award to Los Angeles Pony Rides, Inc. as follows:

GRIFFITH PARK PONY RIDE CONCESSION – AWARD OF CONTRACT TO LOS ANGELES PONY RIDES, INC.; AUTHORIZATION TO DEVELOP CONCESSION AGREEMENT

16-109

AS-NEEDED ENVIRONMENTAL HEALTH AND SAFETY SERVICES – AWARD OF CONTRACTS

Kai Wong, Management Analyst II of Finance Division, presented Board Report No. 16-109 for the approval of proposed three-year Services Contracts with Ambient Environmental, Inc., A-Tech Consulting, Inc., Integrity Environmental Consultants, Inc., and Ninyo & Moore for as-needed environmental health and safety services with a Charter Section 1022 determination for hazardous materials analysis, surveying, monitoring, and industrial hygiene services.

16-110

REIMBURSEMENT OF SALARIES AND RELATED EXPENSES FROM THE MUNICIPAL RECREATION PROGRAM FUND AND GRANT FUND ACCOUNTS – RESOLUTION FOR FISCAL YEAR 2016-2017

Noel Williams, Chief Financial Officer, presented Board Report No. 16-110 for adoption of a Resolution authorizing the City Controller to reimburse the Department's budgetary accounts for salaries and related expenses by transfer of expenditures from the budgetary accounts to the appropriate Grant Fund accounts, Departmental Capital Improvement accounts, other Special Accounts, City General Fund Capital accounts for Departmental projects, and Municipal Recreation Program (MRP) Fund for Fiscal Year 2016-2017.

16-111

REIMBURSEMENT FOR PETTY CASH, EXPENSES, AND REFUND RESOLUTIONS FOR FISCAL YEAR 2016-2017

Noel Williams, Chief Financial Officer, presented Board Report No. 16-111 for the adoption of Petty Cash, Expenses, and Refund Resolutions for Fiscal Year (FY) 2016-2017 in order to transition financial operations into FY 2016-2017.

16-112

TRANSFER OF EXPENDITURES TO BOGDANOVICH TRUST FUND FOR FISCAL YEAR 2016-2017

Noel Williams, Chief Financial Officer, presented Board Report No. 16-112 for the adoption of a Resolution authorizing the City Controller to transfer expenditures for sports and other activities

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associated with the Martin J. Bogdanovich Recreation Center from Municipal Sports Account, Fund 301, Department 88, to Recreation and Parks, Fund 302, Department 89, Bogdanovich Trust Account 89050K, for Fiscal Year 2016-2017.

16-113

TRANSFER OF APPROPRIATIONS WITHIN FUND 302 IN THE DEPARTMENT OF RECREATION AND PARKS

Noel Williams, Chief Financial Officer, presented Board Report No. 16-113 for authorization of various transfers of appropriations within Recreation and Parks Fund 302, and authorization for the General Manager or Designee to make technical corrections to the transactions as necessary.

16-114

EXPO CENTER – AUTHORIZATION TO PAY OUTSTANDING INVOICES FOR THE USE OF LOT 1 AT THE EXPO CENTER

Noel Williams, Chief Financial Officer, presented Board Report No. 16-114 for authorization to pay outstanding invoices for the use of Lot 1 parking spaces at EXPO Center; authorization for the Department's Chief Accounting Employee to encumber and pay an amount not to exceed \$62,500.00 from Fund No. 302, Department No. 88, Appropriation Account No. 003040; and authorization for the Department's Chief Accounting Employee to make technical corrections as necessary.

16-115

EAGLE ROCK RECREATION CENTER – LICENSE AGREEMENT WITH SOUTHERN CALIFORNIA EDISON COMPANY FOR PARKING SPACE; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1(A), CLASS 1, CATEGORY 14 OF THE CITY OF LOS ANGELES CEQA GUIDELINES

Cid Macaraeg, Senior Management Analyst II of the Planning Construction, and Maintenance Branch, presented Board Report No. 16-115 for approval of a proposed Lease Agreement, Contract No. 9.2167, between the Department and Southern California Edison Company for the use of a 0.4 acre parcel to serve as additional parking space for the Eagle Rock Recreation Center; authorization for the Department's Chief Accounting Employee to pay the annual rent due beginning August 1, 2016 to SCE from Fund 302, Department 88, Account No. 6030, and every year thereafter until August 1, 2020 pursuant to the payment schedule presented in Report No. 16-115; and approval of the finding that the proposed renewal of a License Agreement is categorically exempt from the California Environmental Quality Act (CEQA).

16-116

1ST AND BROADWAY CIVIC CENTER PARK – NEW PARK DEVELOPMENT (PRJ20781) PROJECT – ALLOCATION OF QUIMBY FEES

Cathie Santo Domingo, Superintendent of Planning, Construction, and Maintenance Branch, presented Board Report No. 16-116 to authorize the Department's Chief Accounting Employee to

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transfer \$7,822,693.50 in Quimby Fees from the Quimby Fees Account No. 89460K-00 to the 1st and Broadway Account No. 89460K-RX; approval of the allocation of \$7,822,693.50 in Quimby Fees from 1st and Broadway Account No. 89460K-RX to the 1st and Broadway Civic Center Park - New Park Development Project; and authorization for the Department's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of the Report.

16-117

SAN PEDRO PLAZA PARK – EXPANSION BY HARBOR DEPARTMENT; ISSUANCE OF RIGHT-OF-ENTRY PERMIT TO HARBOR DEPARTMENT

Cid Macaraeg, Senior Management Analyst II of the Planning Construction, and Maintenance Branch, presented Board Report No. 16-117 for preliminary approval of the San Pedro Plaza Park Expansion Project (Project); consideration of the finding that the Project will have no significant environmental impacts or such impacts have been mitigated to a less than significant level, based on substantial evidence in the record as a whole; approval of the Project's conceptual plan on Department property; authorization to issue the necessary Right-of-Entry permit to the City of Los Angeles Harbor Department (LAHD) for the Project's park development work on Department property; and preliminary approval for the acquisition of LAHD property for the Project.

Public comments were invited for the Board Reports. One request for public comment was submitted for Board Report No. 16-108, and such comments were made to the Board.

President Patsaouras requested a Motion to approve the Board Reports as presented, and Board Report Nos. 16-106 and 16-108 as amended. Commissioner Sanford moved that the Board Reports be approved, and that the Resolutions recommended in the Reports be thereby approved. Commissioner Zuñiga seconded the Motion. There being no objections, the Motion was unanimously approved.

CONTINUED BOARD REPORTS

16-105

AS-NEEDED ALL WEATHER TURF CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS – AWARD OF CONTRACTS

Noel Williams, Chief Financial Officer, presented Board Report No. 16-105 for authorization to waive any informality found in the proposals submitted by Ohno Construction Company and UBU Sports, Inc. for the As-Needed All Weather Turf Construction, Retrofit, Maintenance, and/or Repairs Request for Proposals; and approval of the proposed three-year Services Contracts (Contracts) with Ohno Construction Company and UBU Sports, Inc. for as-needed all weather turf construction, retrofit, maintenance, and repair services with a Charter Section 1022 determination.

Public comments were invited for Board Report No. 16-105; however, no requests for public comment were received.

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GENERAL MANAGER'S DEPARTMENT REPORT AND UPDATES

- Executive Officer Anthony-Paul Diaz acknowledged Risk Manager Marc Hendon for his service to the Department, and announced that Mr. Hendon has accepted a promotional opportunity. General Manager Michael Shull reported on Department activities, facilities, and upcoming events. The Department hosted the inaugural Venice Springtime Ladies Jam, which was held on April 30, 2016 at Venice Beach. The Los Angeles Parks Foundation is hosting the 2016 Rose Award ceremony on May 5, 2016 at the Exposition Park Rose Garden to recognize Olympic Gold Medalist Mia Hamm for her efforts and contributions to the quality of life in the City of Los Angeles. The Department is hosting a Mother's Day Dinner at Echo Park Recreation Center on May 7, 2016 for all mothers in the local community who volunteer and support the recreation programs. The Sylmar Recreation Center Groundbreaking Ceremony is scheduled on May 9, 2016. The Whittsett Fields Park Groundbreaking Ceremony is scheduled on May 12, 2016 for three synthetic soccer fields.
- General Manager Michael Shull reported on the Greek Theatre's 2016 Season. Five concerts have been held since the opening night on April 16, 2016.
- Chief Sustainability Officer Matthew Rudnick reported on the Department's strategic planning process. Interviews were conducted with various individuals, including with several Councilmembers and Council District Office staff. NPO Solutions and Department staff will be working with the Finance Division to evaluate financial projections for revenue-based projects, upcoming technological projects with Systems Division, and succession planning with Human Resources Division. A graphic designer will also assist the Department with the aesthetics of the Strategic Plan. A Special Meeting for a follow-up strategic planning discussion will be scheduled prior to the release of the draft Strategic Plan.
- Superintendent Joe Salaiques reported on the temporary closure of Runyon Canyon Park. The Los Angeles Department of Water and Power started the Runyon Canyon Water System Improvement Project (Project) on April 1, 2016, which is currently on schedule and expected to be open by July 31, 2016. Approximately 3,000 feet of water pipeline has been replaced over the last month. Department of Recreation and Parks crews have been cleaning up Runyon Canyon Park, including brush clearance. The roadway will be covered by a topping material after it is paved, which is designed to reduce heat and be able to withstand fire suppression vehicles. Department staff will report back to the Facility Repair and Maintenance Task Force regarding the aesthetics of the topping material.
- Landscape Architect Robert Oyakawa reported on the maintenance of outdoor fitness zones. A total of 78 installations of outdoor fitness zones throughout the City of Los Angeles, of which are inspected on a monthly basis for any maintenance issues, vandalism, and any worn out, loose or broken parts. The outdoor fitness equipment typically need maintenance every three to four months, or as reported by park patrons. The estimated annual maintenance costs amount to approximately \$20,000; however, maintenance costs may increase as the equipment ages and additional outdoor fitness zones are installed. The time involved in maintaining the outdoor fitness zones amounts to 15% to 20% of the Department's maintenance staff time. The maintenance staff assigned to maintain the outdoor fitness zones also inspect playground equipment on a monthly basis. The Board and Department staff discussed the warranties and useful life of the fitness equipment.

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COMMISSION TASK FORCES

- Commission Task Force on Concessions Report (Commissioners Zuñiga and Culpepper)

There was no report for the Commission Task Force on Concessions.

- 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 May 4, 2016 prior to the Board Meeting, in which the Task Force discussed the Department's gardening program and associated annual garden use fees.

PUBLIC COMMENTS

Public comments on matters within the Board's jurisdiction were invited. Nineteen requests for public comment were submitted, and such comments opposing the proposed outdoor basketball court project at Runyon Canyon Park were made to the Board. One written communication was also submitted to the Board as public comment.

Additional public comments on matters within the Board's jurisdiction were invited thereafter. Senior Deputy Catherine Landers of Councilmember David E. Ryu's Office, Fourth Council District, spoke on behalf of Councilmember Ryu regarding a letter addressed to the Board and Department staff requesting to halt the construction of the proposed outdoor basketball court project (Project) at Runyon Canyon Park, and that the Board reconsider its prior conditional approval of the Project.

FUTURE AGENDA ITEMS

There were no requests for future Agenda Items.

NEXT MEETING

The next Regular Meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, May 18, 2016, 9:30 a.m., at Normandale Recreation Center, 22400 Halldale Avenue, Torrance, CA 90501.

ADJOURNMENT

There being no further business to come before the Board, President Patsouras adjourned the Meeting at 10:55 a.m.

ATTEST



PRESIDENT



BOARD SECRETARY