

A G E N D A

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

Wednesday, February 1, 2012 at 9:30 a.m.

EXPO Center
Community Hall Room
3980 S. Bill Robertson Lane (Formerly Menlo Avenue)
Los Angeles, CA 90037

(Parking located in "Lot 1", at the corner of Martin Luther King
Boulevard and Bill Robertson Lane)

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S
REQUEST FORM AT THE MEETING AND SUBMIT IT TO THE COMMISSION EXECUTIVE
ASSISTANT PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS
WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A
CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL
REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED
PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. 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, WITH FIFTEEN (15) MINUTES TOTAL
ALLOWED FOR PUBLIC PRESENTATION.

1. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of January 11, 2012

2. GENERAL MANAGER'S REPORTS:

- | | |
|--------|---|
| 12-026 | LaFayette Park - Recreation Center (W.O.#E170317F) -
Release of Stop Notice Claims on Construction Contract |
| 12-027 | Shadow Ranch Park - Synthetic Soccer Field (PRJ20487)
(W.O.#E1907432) Project - Memorandum of Understanding
between the Department of Recreation and Parks, the
Department of Public Works, Bureau of Engineering and
the Department of General Services, Construction Forces
Division |
| 12-028 | Schedule of Rates and Fees - Partnership Division Shared
Use Agreement Solid Resources Reimbursement Fees |
| 12-029 | Special Accounts - Tennis Surcharge - Fiscal Year
2011/2012 Transfer of Appropriations |
| 12-030 | Pacific Region - Donation of Dodger Tickets |
| 12-031 | Various Donations to Operations Branch - Pacific Region |
| 12-032 | Various Communications |

February 1, 2012

3. UNFINISHED BUSINESS:

11-232 Camp High Sierra - Agreement between the Department of
Item to be Recreation and Parks and Mammoth Mountain Ski Area, LLC,
Continued for the Development, Operation, and Maintenance of the
Campground

11-238 Sherman Village River Greenway Park - Preliminary
Item to be Authorization to Proceed with the Lease of Property
Continued Owned by the County of Los Angeles for the Development of
a New Public Park and a Memorandum of Agreement between
the Department of Recreation and Parks, the County of Los
Angeles, and IMT Capital, LLC, for the Development and
Maintenance of the New Public Park

12-003 Wilmington Town Square - Los Angeles Department of
Transportation Easement - Automated Traffic Surveillance
and Control System Project

4. NEW BUSINESS:

Memorandum: Cabrillo Marine Aquarium Master Plan (2012 to 2027)

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions (Commissioners Stanley and Williams)
- Commission Task Force on Facility Repair and Maintenance (Commissioners Alvarez and Werner)

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, February 15, 2012 at 9:30 a.m., at South Park Recreation Center, 345 East 51st Street, Los Angeles, CA 90011.

February 1, 2012

10. 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)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website:
<http://ita.lacity.org/Residents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REPORT OF GENERAL MANAGER

NO. 12-026

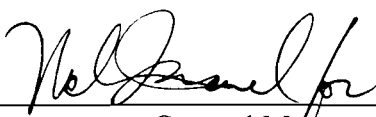
DATE February 1, 2012

C.D. 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LAFAYETTE PARK - RECREATION CENTER (W.O. #E170317F) —
RELEASE OF STOP NOTICE CLAIMS ON CONSTRUCTION CONTRACT
NO. 3237

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	_____
V. Israel	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept a request for Release of any and all claims in connection with Stop Notice(s) served by Gypsum Enterprises in excess of the principal sum of \$18,199.16 for work and/or supplies related to the Lafayette Park – Recreation Center (W.O. #E170317F) project, Contract 3237.

SUMMARY:

On April 22, 2011, the City of Los Angeles received a Stop Notice dated April 20, 2011 filed by Gypsum Enterprises, Inc. in the amount of \$66,472.78 for work and/or supplies related to the Lafayette Recreation Center (W.O. #E170317F) project. The Department of Recreation of Parks (Department) has since received a release of claims from Snipper, Wainer, & Markoff on behalf of Gypsum Enterprises, Inc. The claim releases the excess funds in the amount of \$48,273.62 from the original stop notice claim. The remaining funds, in the amount of \$18,199.13, will continue to be withheld, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action.

FISCAL IMPACT STATEMENT:

The release of funds does not impact the contract amount, and therefore, approval of the release will have no impact on the Department’s General Fund.

This report was prepared by LaTonya D. Dean, Commission Executive Assistant.

9REPORT OF GENERAL MANAGER

NO. 12-027

DATE February 1, 2012

C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SHADOW RANCH PARK – SYNTHETIC SOCCER FIELD (PRJ20487) (W.O. #E1907432) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull *MS*
N. Williams _____

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE) and the Department of General Services, Construction Forces Division (GSD), to provide construction services for the Shadow Ranch Park - Synthetic Soccer Field (PRJ20487) (W.O. #E1907432) project, subject to the approval of the City Attorney as to form;
2. Direct the Department’s Chief Accounting Employee to request that the City Administrative Office (CAO) include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$800,000 be approved for the construction of the Shadow Ranch Park - Synthetic Soccer Field (PRJ20487) (W.O. #E1907432) project;

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-027

From:

<u>FUNDING</u> <u>SOURCE</u>	<u>FUND/DEPT./</u> <u>ACCT. NO.</u>	<u>ENCUMBRANCE</u> <u>AMOUNT</u>
Quimby	302/89/89460K-SG	<u>\$800,000</u>
TOTAL		\$800,000

To:

Through GSD Account and from there to the appropriate GSD Account Fund 100, Department 40, as follows:

1104 – Construction Salaries	\$160,000
1101 – Hiring Hall Salaries	\$240,000
1121 – Hiring Hall Fringe Benefits	\$80,000
3180 – Construction Materials and Supplies	<u>\$320,000</u>
TOTAL	\$800,000

and transfer cash to GSD on an as-needed basis, upon review and approval of expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit forthwith the proposed MOU to the City Attorney for review and approval as to form; and,
4. Authorize the General Manager to execute the MOU, subject to approval as to form by the City Attorney.

SUMMARY:

The proposed Shadow Ranch Park - Synthetic Soccer Field (PRJ20487) (W.O. #E1907432) project is located at 22633 Vanowen Street, West Hills, California 91307. The improvements include the construction of a new 270 foot by 170 foot synthetic soccer field with sub-drain system, striping, shade structures with misters, fencing, and walking paths.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process due to the following reasons:

- The scope of work is considered “Specialty Work”. GSD has a list of qualified City-approved vendors who are specialized in installation of synthetic turf.

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-027

- The project is on a fast track schedule in order to meet the needs of the surrounding community in the most expeditious manner. Approximately three to four months can be saved from the regular bid and award time by having GSD and their selected City-approved vendors perform construction. GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

In addition to timeliness, GSD has experience in successfully completing various synthetic soccer field projects for RAP, most recently at the Rancho Cienega Sports Complex. BOE will provide project management, design, construction administration and construction management services.

Approved project funds are available for the construction work in the following fund and account, and per Board Report No. 11-264:

FUNDING SOURCE
Quimby

FUND/DEPT./ACCT. NO.
302/89/89460K-SG

Staff has determined that the subject project will consist of the construction of an accessory facility to the existing recreational uses at the park. Therefore, the projects are exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11(3,6) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The maintenance of the proposed park improvements will require approximately \$17,050 annually (e.g. part-time staff, materials and supplies), which will provide four hours of maintenance per day, seven days a week, year round. An additional \$30,000 is needed for contractual services for annual field maintenance. If supplemental funding is not granted, the proposed park improvements will be included in the existing maintenance routes, which would result in reduction of daily core maintenance functions performed at the parks on the existing maintenance route.

This report was prepared by Guillermo Barragan and Paul Tseng, Project Manager, BOE, Architectural Division. Reviewed by Neil Drucker, Program Manager, BOE, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, BOE; and Michael Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER


NO. 12-028

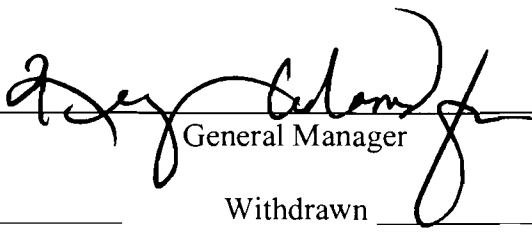
DATE February 1, 2012

C. D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SCHEDULE OF RATES AND FEES – PARTNERSHIP DIVISION SHARED USE AGREEMENT SOLID RESOURCES REIMBURSEMENT FEES

R. Adams		K. Regan	_____
H. Fujita	<input checked="" type="checkbox"/>	M. Shull	_____
*V. Israel	<input checked="" type="checkbox"/>	N. Williams	_____


_____ General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the proposed schedule of Shared Use Solid Resources Reimbursement Fees as described in the Summary of this Report, and on Attachment 1, for inclusion as applicable in agreements with organizations and individuals providing services or programs in conjunction with Department operations, to be effective March 1, 2012;
2. Authorize staff to amend the Schedule of Rates and Fees to include the proposed fees; and,
3. Direct the Chief Accounting Employee to establish accounts for deposit of funds received from organizations and individuals to reimburse the Department for solid resources expenses.

SUMMARY:

At the meeting of July 13, 2011, the Board approved amending the Department’s Schedule of Rates and Fees with a table of prorated utility fees to be included in certain Department agreements with individuals and organizations using park property to operate public programs and services (Report No. 11-202). This action was the first of several administrative steps necessary to establish fair and consistent cost recovery reimbursement schedules for inclusion as applicable in agreements with organizations and individuals providing services or programs in conjunction with Department activities.

In accordance with the Board’s Policy on Partnerships, the Department’s Partnership Division identifies collaborative opportunities and prepares agreements for the benefit of the community. In some cases, collaborations may involve Shared Use of Department facilities: such as an

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-028

activity that takes place on a portion of park property and/or while other Department programs are also in operation (example: a sports program using a gymnasium a few hours a day). In other cases, the use of park property may be primary to the organization occupying certain park space or facility ("Primary Use"): the partner organization has full control of a facility or park for all or most of the time (example: community garden).

Also in accordance with the Board's existing policies, collaborating organizations or individuals must accept a share of costs for utilities and other operational services and/or expenses. In the case of Primary Use, the Department will first seek to have the organization pay for all services directly to the service provider (examples – Department of Water and Power (DWP) and/or Department of Public Works, Bureau of Sanitation (BOS)). If not feasible, the Department will seek alternative methods to charge for the full cost recovery of such service fees, such as through the use of sub-meters to accurately measure utility usage for billing partner organizations. In the case of Shared Use collaborations, cost recovery will reflect the organization's proportional use of the facility or park space.

As of the current fiscal year per Mayor and Council instructions, BOS will now charge the Department for Solid Resources services. This is a substantial change from the City's past practice of using the General Fund to offset all of Sanitation's Solid Resources Fees for services to all City Departments. Now, while other City departments continue to have the Solid Resources Fees paid by the General Fund, the fees generated for solid resources services at park facilities will be billed to the Department and paid out of the Department's General Fund. Based on an initial assessment of Sanitation's budget analysis, which used the fourth quarter of 2009-2010 as a sample, the Department will be liable for approximately \$2.8 million in annual fees for Solid Resources, of which about 68% are fees paid when solid waste is deposited at landfills.

The approved schedule for prorated utility costs was developed by estimating costs at a sample of facilities which were categorized by size and then usage levels. The result was a standard rate schedule that provides consistent and equitable cost recovery to include in the Shared Use agreements. A similar exercise has been performed using the budget materials supplied by BOS, for purposes of determining appropriate Solid Resources Cost Recovery Fees. The large amount of BOS data from the fourth quarter of Fiscal Year 2009-10 facilitated a comprehensive survey which was reviewed by Grounds Maintenance supervisors.

Based on total acreage and number of amenities at each facility, the data was sub-categorized into five (5) overall facility sizes; Very Small, Small, Medium, Large, and Very Large. A daily and monthly average for Solid Resources costs was calculated for each facility size category, consistent with that of the utilities rates and fees. Shared activity levels were also categorized based on projected usage level by day or month, resulting in a percentage of cost being applied to each of the use categories representing the shared use. When negotiating and preparing agreements with potential partners, staff will determine the appropriate facility and use

REPORT OF GENERAL MANAGER

PG. 3

NO. 12-028

categories, and will then use the monthly Shared Use Solid Resources fee, or daily fee if appropriate, for inclusion in the agreement, subject to Board approval. This schedule of fees would be subject to change over time through the Rates and Fees revision process.

The following are the parameters for the proposed Shared Usage levels.

- a) Minimal Level of Use (calculated at 2.5% of average monthly cost or 10% daily rate based on short-term and concentrated impact).
 - Generally under 50 participants, but less than 100 participants.
 - No kitchen use, food, or materials distribution.
 - Limited to one room or a few rooms or areas.
 - Average use under 3 hours a day.
 - Typically used 1-2 days per week.

- b) Modest Level of Use (calculated at 7.5% of average monthly cost or 30% daily rate based on short-term and concentrated impact).
 - Generally around 100-250 participants but less than 500 participants.
 - May have some kitchen use that may generate some waste.
 - Uses one or more rooms or areas or large space such as gym or sports fields.
 - Average use over 3 hours a day but not usually more than 6 hours.
 - Typically used 3-4 days per week.

- c) Major Level of Use (calculated at 12.5% of average monthly cost or 50% daily rate based on short-term and concentrated impact).
 - High impact activity of any number but generally over 500 participants.
 - Uses kitchen facilities that will generate a significant amount of waste.
 - Significant use of the facility and/or impact on multiple areas.
 - Average use over 6 hours a day.
 - Typically used 5-6 days per week.

REPORT OF GENERAL MANAGER

PG. 4

NO. 12-028

Shared Use Solid Resources Charges – Trash Removal by BOS Only

Facility Category	Facility Category Parameters (Solid Resources Removal Only)	Minimal Monthly Use	Modest Monthly Use	Major Monthly Use	<i>Minimal Daily Use</i>	<i>Modest Daily Use</i>	<i>Major Daily Use</i>
Very Large	25.0 acres and over, multiple buildings and amenities	\$53	\$160	\$267	\$7	\$21	\$35
Large	10.0 - 24.9 acres, multiple buildings and amenities	\$29	\$88	\$147	\$4	\$12	\$19
Medium	5.0 - 9.9 acres, several buildings and/or amenities	\$17	\$51	\$85	\$2	\$7	\$11
Small	2.0 - 4.9 acres, a few buildings and/or amenities	\$14	\$43	\$72	\$2	\$6	\$9
Very Small	1.9 acres or less, one building and/or few amenities	\$12	\$36	\$61	\$2	\$5	\$8

The BOS-services-only figures above are based on the organization accumulating trash and taking the bagged trash to centrally located collection points for pick-up by BOS. In some cases, however, Department maintenance staff picks up trash, changes trash can liners, and/or brings trash to the collection point. This may be because of the physical logistics of the activity within park property or the scope or timing of the activity.

The Grounds Maintenance Division provided research on average costs for providing trash pick-up and removal services for a range of activities, from small classes convening a day or two a week up to major daily sports field use by hundreds of participants. In the schedule below, the average costs (using a gardener-caretaker fully-burdened hourly rate) have been added as a surcharge on the BOS-services-only cost recovery charges. This schedule will provide an option for trash-related cost recovery in agreements where cost recovery fees for general maintenance staff support do not include provision for trash service. The table of Shared Use Solid Resources Fees (below) does not address high-level, intensive facility use (Primary-Use), such as with cases of long-term or seasonal use of sports fields, which shall be evaluated on an individual basis and appropriate fees determined as such cases arise in the future.

REPORT OF GENERAL MANAGER

PG. 5

NO. 12-028

Shared Use Solid Resources Fees – Removal with Staff Collection

Facility Category	Facility Category Parameters (Staff Collection Plus Solid Resources Removal)	Minimal Monthly Use	Modest Monthly Use	Major Monthly Use	<i>Minimal Daily Use</i>	<i>Modest Daily Use</i>	<i>Major Daily Use</i>
Very Large	25.0 acres and over, multiple buildings and amenities	\$109	\$355	\$776	\$16	\$35	\$58
Large	10.0 - 24.9 acres, multiple buildings and amenities	\$85	\$282	\$656	\$13	\$25	\$42
Medium	5.0 - 9.9 acres, several buildings and/or amenities	\$73	\$245	\$594	\$11	\$21	\$34
Small	2.0 - 4.9 acres, a few buildings and/or amenities	\$70	\$237	\$580	\$11	\$20	\$33
Very Small	1.9 acres or less, one building and/or few amenities	\$68	\$230	\$569	\$11	\$19	\$31

FISCAL IMPACT STATEMENT:

Approval of this Partnership Division Shared Use Agreement Solid Resources Reimbursement fee schedule has no adverse impact on the General Fund. The fees established will assist the Department in offsetting costs to the General Fund through implementing reasonable cost recovery reimbursements in agreements.

This report was prepared by Joel Alvarez, Sr. Management Analyst I, Partnership Division.

PARTNERSHIP DIVISION SHARED USE AGREEMENT SOLID RESOURCES CHARGES
(Adopted /)

Programs and projects which meet requirements under the Partnership Division shall be formalized in agreements and approved by the Board of Commissioners.

REIMBURSEMENT- SOLID RESOURCES FEES ONLY

100% of cost recovery charges to be deposited in account(s) designated by Chief Accounting Employee

Partnering organizations and individuals shall directly pay for all outside services (solid waste removal, utilities, etc.) which are used in connection with the program. In the case of Exclusive use of a facility the organization or individual will be obligated to pay directly to providers for removal of trash, waste, green waste, and recyclables, or to fully reimburse the Department for solid resources fees, which consist of the billed cost by Sanitation of picking up solid resources and fees for dumping waste at landfills. In the case of Shared use, a prorated fee shall be assessed to reimburse the Department for solid resource fees.

If the partnering organization is fully responsible for collecting all waste and placing it into dumpsters, the fee below will be used to reimburse only for Sanitation Solid Resources Fees for the waste generated.

Shared Use Solid Resources Fees – Removal Only

Facility Category	Facility Category Parameters (Solid Resources Removal Only)	Minimal Monthly Use	Modest Monthly Use	Major Monthly Use	<i>Minimal Daily Use</i>	<i>Modest Daily Use</i>	<i>Major Daily Use</i>
Very Large	25.0 acres and over, multiple buildings and amenities	\$53	\$160	\$267	\$7	\$21	\$35
Large	10.0 - 24.9 acres, multiple buildings and amenities	\$29	\$88	\$147	\$4	\$12	\$19
Medium	5.0 - 9.9 acres, several buildings and/or amenities	\$17	\$51	\$85	\$2	\$7	\$11
Small	2.0 - 4.9 acres, a few buildings and/or amenities	\$14	\$43	\$72	\$2	\$6	\$9
Very Small	1.9 acres or less, one building and/or few amenities	\$12	\$36	\$61	\$2	\$5	\$8

Monthly fee based on proportion of contribution to solid waste removed spread over one month.

Daily fee based on proportion of contribution to solid waste for more intense activity (such as an event) in a limited period.

If the partnering organization generates waste that is collected from cans and/or around the premises by Department staff for placement in dumpsters, the fees below will be used to reimburse for both Department maintenance staff time as well as Sanitation Solid Resources Fees for the waste generated.

Shared Use Solid Resources Fees – Removal with Staff Collection

Facility Category	Facility Category Parameters (Staff Collection Plus Solid Resources Removal)	Minimal Monthly Use	Modest Monthly Use	Major Monthly Use	<i>Minimal Daily Use</i>	<i>Modest Daily Use</i>	<i>Major Daily Use</i>
Very Large	25.0 acres and over, multiple buildings and amenities	\$109	\$355	\$776	\$16	\$35	\$58
Large	10.0 - 24.9 acres, multiple buildings and amenities	\$85	\$282	\$656	\$13	\$25	\$42
Medium	5.0 - 9.9 acres, several buildings and/or amenities	\$73	\$245	\$594	\$11	\$21	\$34
Small	2.0 - 4.9 acres, a few buildings and/or amenities	\$70	\$237	\$580	\$11	\$20	\$33
Very Small	1.9 acres or less, one building and/or few amenities	\$68	\$230	\$569	\$11	\$19	\$31

Note: Sports fields use at multi-field facilities (Large and Very Large) can be up to twice the staffing impact that occurs at Medium or Small facilities which only have one or a few fields. Therefore, the average time to pick-up trash was used with a multiplier to account for smaller or larger impacts than the average. Note that by definition Very Small facilities would not feature sports fields for major use.

Usage Level Category	Usage Level Parameters
Minimal	Generally under 50 participants, not more than 100. No kitchen or extra utility use such as outdoor fields or public address systems. Limited to one room or a few rooms or areas. Average under 3 hours a day. AVERAGE 1-2 DAYS A WEEK.
Modest	Generally around 100-250 participants but not more than 500. May have kitchen use or a few hours of use such as outdoor lighted fields or public address systems. Uses one or more rooms or areas or large space such as gym or sports fields. Average use over 3 hours a day but not usually more than 6. AVERAGE 3-4 DAYS A WEEK.
Major	High impact activity of any number but generally over 500 participants. Uses kitchen facilities, outdoor lights, electric hook-ups for multiple activities include public address. Significant use of the facility (over 25%) and/or impact on multiple areas. Average use over 6 hours a day. AVERAGE 5-6 DAYS A WEEK.

REPORT OF GENERAL MANAGER

NO. 12-029


DATE February 1, 2012

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SPECIAL ACCOUNTS – TENNIS SURCHARGE – FISCAL YEAR 2011/2012
TRANSFER OF APPROPRIATIONS

R. Adams _____
H. Fujita _____
V. Israel _____

* K. Regan  _____
M. Shull _____
N. Williams _____

General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to transfer appropriations within accounts in Recreation and Parks Fund 302/Department 89 to "Pay Tennis Revenue Surcharge" Sub-Accounts as follows; and

From:	Fund No./ Department No./ <u>Account No.</u>	Fund <u>Amount</u>
<u>Funding Source</u> Pay Tennis Revenue Surcharge	302/89/090K00	\$190,392.00
To:	Fund No./ Department No./ <u>Account No.</u>	Fund <u>Amount</u>
<u>Funding Source</u> Pay Tennis Revenue Surcharge Sub-Account Griffith Riverside	302/89/090KGR	\$28,697.00
Pay Tennis Revenue Surcharge Sub-Account Van Nuys Sherman Oaks	302/89/090KVA	\$10,578.00
Pay Tennis Revenue Surcharge Sub-Account	302/89/090KWD	\$151,117.00
Total Transfers		\$190,392.00

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-029

2. Authorize the General Manager, or his designee, to make corrections as necessary, to those transactions included in this report.

SUMMARY:

The Tennis Revenue Surcharge 090 Account within Fund 302 was established in Board Report No. 596-90 in 1990. The Tennis Revenue Account is comprised of eight pay for play tennis facilities, each with their own sub-account numbers. A transfer of funds from the 090K00 Account to these sub-accounts is needed to support expenditures.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund as this redistribution simply shifts funds from the general 090K-00 Account to its own 090K sub-accounts. The Pay Tennis Revenue Surcharge will continue to generate a positive fiscal impact for the Department by sustaining facility maintenance and infrastructure improvements as well as providing revenue for the Department's General Operation Fund.

This report was prepared by Deirdre Symons, Senior Clerk Typist, Park Services Division.

REPORT OF GENERAL MANAGER

NO. 12-030

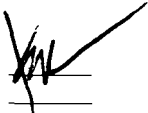
DATE February 1, 2012

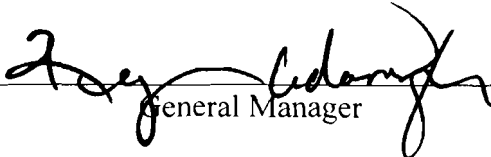
C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PACIFIC REGION – DONATION OF DODGER TICKETS

R. Adams _____
H. Fujita _____
V. Israel _____

*K. Regan  _____
M. Shull _____
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept the following donation and that appropriate recognition be given to the donor.

SUMMARY:

During the 2011 calendar year, the Los Angeles Dodgers donated to the Department a total of 10,900 Dodgers Tickets, with an estimated total value of \$218,000, to provide youth with the opportunity to attend a professional baseball game. They also provided four youth baseball clinics with appearances by current and former Dodger players. During the clinics, participants were provided with caps, shirts, baseballs, and water valued at more than \$3,000. The Dodgers also provided over 1,000 items that were distributed at the Angel City Christmas Program at Algin Sutton Recreation Center, which was valued at more than \$2,000.

FISCAL IMPACT STATEMENT:

Acceptance of this donation results in no fiscal impact to the Department's General Fund except unknown savings as donations may offset some expenditures.

Report prepared by Olujimi A. Hawes, Management Analyst II, Operations Branch.

REPORT OF GENERAL MANAGER

NO. 12-031

DATE: February 1, 2012

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – PACIFIC REGION

R. Adams _____
H. Fujita _____
V. Israel _____

* K. Regan Ym
M. Shull _____
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accepts the following donations, as noted in the Summary of this Report, and that appropriate recognition be given to the donors.

SUMMARY:

Operations Branch, Pacific Region, has received the following donations:

Cabrillo Marine Aquarium

Skeptics Society donated \$200.00 to assist with educational programs.

American Institute of Fishery Research Biologist donated \$200.00 to assist with aquarium programs.

Richard McAndersen donated \$150.00 to assist with aquarium programs.

Gethsemane Baptist Church donated \$150.00 to assist with aquarium programs.

Los Angeles Council of Engineers Excell donated \$201.00 to assist with aquarium programs.

Lee Hedges donated \$180.00 to assist with aquarium programs.

Alavarado Elementary School donated \$121.00 to assist with aquarium programs.

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-031

Westchester Senior Citizen Center

Betty Lang, donated a Hewlett Packard Photosmart Premium, 4 in 1 (ePrint Wireless) Printer. The total estimated value of this donation is \$150.00.

Normandale Recreation Center

God's Army donated food items for the Thanksgiving Dinner with the Teens and Extreme Teens. The total estimated value of this donation is \$150.00

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditure.

Report prepared by Louise Maes, Clerk Typist, Pacific Region.

REPORT OF GENERAL MANAGER

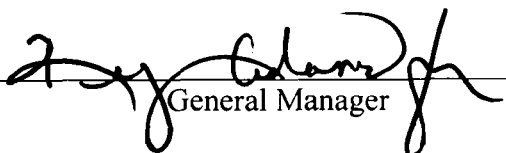
NO. 12-032

DATE February 1, 2012

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS


General Manager

Approved _____

Disapproved _____

Withdrawn _____

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) Mayor, transmitting Executive Directive No. 22 concerning Downtown Event Center Planning.

Note and file.

2) Mayor, relative to a proposed temporary easement to Caltrans in Westwood Park.

Refer to staff for further processing.

3) Mayor, relative to a proposed Agreement with USA Shade and Fabric Structures, Inc.

Refer to staff for further processing.

4) City Clerk, relative to an ordinance regulating vending and excessive noise at the Venice Beach Boardwalk.

Note and file.

5) City Clerk, relative to including Heritage Square Museum in the list of Historic-Cultural Monuments.

Note and file.

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-032

- 6) City Clerk, relative to transfer of money to the Gang Reduction and Youth Development Program for the provision of intervention services in the area surrounding Sun Valley Park. Refer to General Manager.
- 7) City Clerk, relative to acquisition and development of land at 1175 North Madison Avenue to be used for a public garden and as a garden training site. Refer to General Manager.
- 8) City Clerk, relative to a Baldwin Hills Conservancy Proposition 40 Grant for the Norman O. Houston Park Improvement Project. Refer to General Manager.
- 9) City Clerk, relative to an ordinance implementing Measure H, restricting contributions and fundraising from contract bidders and proposers. Refer to General Manager.
- 10) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending December 9, and December 16, 2011. Note and file.
- 11) Downtown Los Angeles Neighborhood Council, relative to refurbishing City Hall Park. Refer to General Manager.
- 12) Karen Schaffer, relative to refurbishing City Hall Park. Refer to General Manager.
- 13) Levi Kingston, Hoover Intergenerational Care, Inc., relative to Supervisor Ridley-Thomas receiving the MLK Trailblazer Recognition Award. Note and file.
- 14) Nineteen communications, relative to concerns about Oakwood Recreation Center. Refer to General Manager.

REPORT OF GENERAL MANAGER

PG. 3

NO. 12-032

- 15) Mario Martinez, to Cheviot Hills Recreation Center, relative to the Little League rosters. Refer to General Manager.
- 16) General Jeff, to Michael Shull, Superintendent, relative to the restoration of the basketball court at Gladys Park. Note and file.
- 17) John Cheslick, relative to the proposed lease of Camp High Sierra to Mammoth Mountain Ski Area, LLC. Refer to General Manager.
- 18) Levi Welton, relative to an incident at Griffith Observatory. Refer to General Manager.
- 19) Felicity Chan, relative to interviewing staff about public parks and spaces in Mid-Wilshire. Refer to General Manager.
- 20) Victoria Goring, relative to the alleged treatment of her daughter in a Department program. Refer to General Manager.
- 21) Eve Borodin, relative to www.OccupyTheRoseParade.org. Note and file.
- 22) Steven Gable, DarkGable Entertainment, relative to a proposed event in Lake Balboa Park. Refer to General Manager.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

FOR INFORMATION ONLY

CITY OF LOS ANGELES
Department of Recreation and Parks

February 1, 2012

TO: BOARD OF RECREATION AND PARK COMMISSIONERS

FROM: 
JON KIRK MUKRI, General Manager

SUBJECT: CABRILLO MARINE AQUARIUM MASTER PLAN (2012 TO 2027)

Cabrillo Marine Aquarium (CMA) is about to undergo a process that will result in a new Master Plan document that will guide exhibit development for the 15 year period from 2012 to 2027. The last CMA Master Plan approved by the Board of Recreation and Park Commissioners (the Board) and adopted by CMA and Friends of Cabrillo Marine Aquarium (FCMA) in 1995 resulted in the CMA expansion which opened to the public in 2004.

An outside firm with expertise in master planning will be selected by CMA staff in consultation with FCMA who will be funding the master planning process. Stakeholders from CMA, FCMA, CMA volunteers, Department of Recreation and Parks (Department) staff, Port of Los Angeles staff, marine scientists, teachers, professors, and the community will work together in the planning process.

Once completed, the Master Plan will be presented to the Board for final approval. The approved Master Plan will be used by CMA, FCMA, and Department staff to develop a strategic plan and will guide the planning for an FCMA capital campaign and future government grants and propositions to raise the funds needed to implement the Master Plan.

This report was prepared by Michael S. Schaadt, Director, Cabrillo Marine Aquarium.

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

GENERAL MANAGER'S REPORTS:

ORIGINALLY	PLACED	
PLACED ON	ON MATTERS	DEEMED
<u>BOARD AGENDA</u>	<u>PENDING</u>	<u>WITHDRAWN</u>

None

BIDS TO BE RECEIVED:

02/28/12 Spring Street Park - Phase II (PRJ20387) (W.O.#1907464)

PROPOSALS TO BE RECEIVED:

TBD	Film Production Instruction (CLASS Parks)
ON HOLD	Hansen Dam Golf Course Professional Concession
ON HOLD	Hansen Dam Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Restaurant Concession
ON HOLD	Woodley Lakes Golf Course Professional Concession