

S P E C I A L M I N U T E S

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

January 11, 2012

The Board of Recreation and Park Commissioners of the City of Los Angeles convened in special session at the EXPO Center at 10:30 a.m. Present were President Barry Sanders, Vice President Lynn Alvarez and Commissioners Jerome Stanley, Jill Werner and Johnathan Williams. Also present was Deputy City Attorney Arletta Maria Brimsey and Jon Kirk Mukri, General Manager.

The following Department staff were present:

Kevin Regan, Assistant General Manager, Operations Branch
Mark Mariscal, Superintendent, Pacific Region
Vicki Israel, Assistant General Manager, Partnership & Revenue Branch
Michael Shull, Superintendent, Planning, Construction & Maintenance Division
Noel Williams, Sr. Management Analyst, Finance Division

GENERAL MANAGER'S REPORTS

12-022

RESEDA PARK - LAKE REHABILITATION (PRJ1200K) PROJECT -
FINAL ACCEPTANCE

12-023

EAST 49TH STREET POCKET PARK - 670 EAST 49TH STREET -
ADOPTION OF INITIAL STUDY/NEGATIVE DECLARATION AND
ACCEPTANCE OF DONATION PARCEL AND APPROVAL OF
DEVELOPMENT PROJECT

12-024

4916 SOUTH MCKINLEY AVENUE POCKET PARK - 4916 & 4916½
SOUTH MCKINLEY AVENUE - ADOPTION OF INITIAL
STUDY/NEGATIVE DECLARATION AND ACCEPTANCE OF DONATION
PARCEL AND APPROVAL OF DEVELOPMENT PROJECT

12-025

ARROYO SECO PARK - HERMON PARK - RESCISSION OF PREVIOUS
APPROVAL OF THE RIVER DOGS PROJECT AND GRANT CONCEPTUAL
APPROVAL FOR INSTALLATION OF A SCULPTURE WITH PLAQUE

The above items were described and presented to the Board by Department staff, and the Board further discussed the items in detail. Public comment was invited on all items of the Agenda. Comment was presented by two members of the public.

It was moved by Commissioner Williams, seconded by Vice President Alvarez, that the General Manager's Reports be approved as submitted, and that the Resolutions recommended in the reports be thereby approved. There being no objections, the Motion was unanimously approved.

January 11, 2012

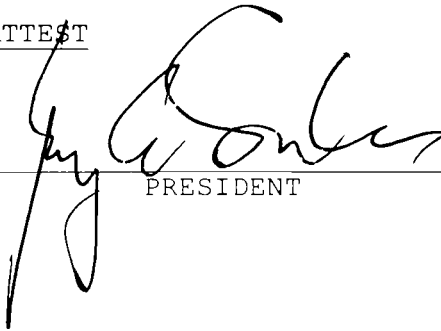
NEXT MEETING

The next meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, February 1, 2012 at 9:30 a.m., at EXPO Center, Community Hall Room, 3980 S. Bill Robertson Lane (Formerly Menlo Avenue), Los Angeles, CA 90037.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:49 a.m.

ATTEST



PRESIDENT



EXECUTIVE ASSISTANT

APPROVED
FEB 01 2012

REPORT OF GENERAL MANAGER

NO. 12-026

DATE February 1, 2012

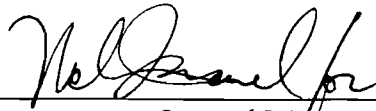
**BOARD OF RECREATION
and PARK COMMISSIONERS**

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 *As Amended* _____ 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 \$18,199.16, 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.

APPROVED

REPORT OF GENERAL MANAGER

NO. 12-027

DATE February 1, 2012

FEB 01 2012

C.D. 3

BOARD OF RECREATION
and PARK COMMISSIONERS

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 _____

Ray A. ...
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

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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.

APPROVED
FEB 01 2012
BOARD OF RECREATION AND PARK COMMISSIONERS

REPORT OF GENERAL MANAGER

NO. 12-028

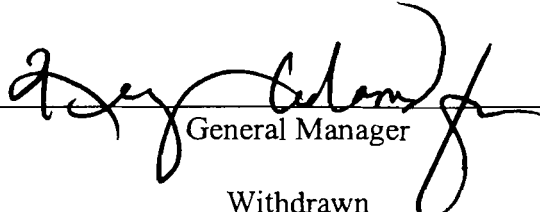
DATE February 1, 2012

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 _____	M. Shull _____
*V. Israel _____	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

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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

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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	Minimal Daily Use	Modest Daily Use	Major Daily Use
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.

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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 _____	* K. Regan <u><i>[Signature]</i></u>
H. Fujita _____	M. Shull _____
V. Israel _____	N. Williams _____

General Manager

Approved _____ Disapproved _____ Withdrawn _____

FEB 01 2012

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

<u>From:</u>	<u>Fund No./</u> <u>Department No./</u> <u>Account No.</u>	<u>Fund</u> <u>Amount</u>
Pay Tennis Revenue Surcharge	302/89/090K00	\$190,392.00
<u>To:</u>	<u>Fund No./</u> <u>Department No./</u> <u>Account No.</u>	<u>Fund</u> <u>Amount</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.

APPROVED
FEB 01 2012

REPORT OF GENERAL MANAGER

NO. 12-030

DATE February 1, 2012

C.D. Various

**DEPARTMENT OF RECREATION
AND PARK COMMISSIONERS**

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

APPROVED

NO. 12-031

DATE: February 1, 2012

FEB 01 2012
BOARD OF RECREATION
and PARK COMMISSIONERS

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

N^O. 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

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.

APPROVED
FEB 01 2012

REPORT OF GENERAL MANAGER

NO. 12-003

DATE January 11, 2012

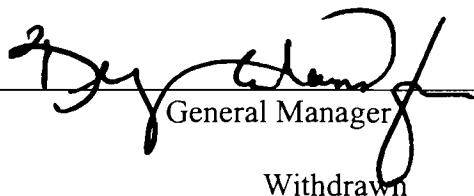
**BOARD OF RECREATION
AND PARK COMMISSIONERS**

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WILMINGTON TOWN SQUARE – LOS ANGELES DEPARTMENT OF
TRANSPORTATION EASEMENT – AUTOMATED TRAFFIC
SURVEILLANCE AND CONTROL SYSTEM PROJECT

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>anf</u>
V. Israel	_____	N. Williams	_____



 General Manager

Approved *as amended* _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the installation of an Automated Traffic Surveillance and Control (ATSAC) System on a portion of Wilmington Town Square;
2. Approve in concept the granting of an easement to the Los Angeles Department of Transportation (LADOT) over a portion of the Department's Wilmington Town Square located at 836 North Avalon Boulevard, Wilmington, California 90744 for installation of an ATSAC System hub within the facility, located at the extreme southeast corner, an area approximately twenty (20) feet by twenty-five (25) feet, as indicated in Exhibit A;
3. Adopt the Resolution, substantially in the form on file in the Board Office, that approves the granting to LADOT of an easement for the installation of an ATSAC System hub within the Wilmington Town Square facility;
4. Direct the Board Secretary to request that the City Council approve the granting of a permanent easement to LADOT;
5. Direct staff to request the Department of General Services (GSD) and the City Attorney's Office to assist in the drafting, processing, and execution of all documentation necessary to grant the permanent easement to LADOT;

REPORT OF GENERAL MANAGER

PG. 2 NO. 12-003

6. Upon receipt of necessary approvals, authorize the Board Secretary to execute the easement;
7. Direct Department staff to issue a revocable Right-of Entry Permit (ROE) to LADOT and/or its contractors to allow entry for construction, subject to approval by the Department of Recreation and Parks (RAP) staff; and,
8. Direct the Chief Accounting Employee to establish and set-up a new account under Fund 302, Department 89 to deposit funds received from LADOT for the granting of an easement that can be accessed for future improvements to Wilmington Town Square.

SUMMARY:

On September 17, 2010, RAP received a written request from LADOT for an easement within the Wilmington Town Square for the installation of a permanent ATSAC System hub. The LADOT ATSAC System is a computer-based traffic signal control system that monitors traffic conditions and system performance being implemented throughout the City. The ATSAC System consist of: improving signal timing and coordination, upgrading signalized intersection equipment, installing video cameras, installing data collection and traffic monitoring equipment and interconnecting the signals through an extensive network of copper interconnect and fiber optics to a central hub location. An ATSAC System hub consists of a cabinet and associated equipment housing fiber optic and electronic equipment that enable traffic signals to be interconnected with each other and with the ATSAC Control Center in City Hall. The hub foundation footprint is typically 22 feet long and 8 feet wide.

On March 5, 2010, RAP staff met with staff from LADOT and Council District 15 to conduct a preliminary site inspection and a consensus was reached determining that Wilmington Town Square Park is the best location for the hub within the community. At the Council Office's request, in exchange for the easement, LADOT agreed to provide funding to RAP for future improvements to the facility equal to or greater than the value of the easement in-lieu of payment for the easement. An appraisal conducted by Valentine Appraisal and Associates on March 17, 2011 determined the value of the proposed easement to be Five Thousand Six Hundred Dollars (\$5,600). If the easement is approved, the funds received from LADOT will be placed in a RAP account to be established specifically to hold these funds until they are used as intended for future improvements to Wilmington Town Square Park.

Staff has determined that the subject project will consist of the operation, repair, maintenance or minor alteration of existing highways and streets, and therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (3) of the City CEQA Guidelines. A Notice of Exemption was approved by the Bureau of

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-003

Engineering on November 25, 2008, but was not filed with the Los Angeles County Clerk. No additional CEQA documentation is required.

Council District 15 and Pacific Region management are in support of the Recommendation as set forth by the Department.

FISCAL IMPACT STATEMENT:

Any costs associated with the installation of the ATSAC will be the responsibility of LADOT. ~~Any costs associated with future maintenance and operation of the facility improvements will be included in RAB's annual budget package request.~~

This report was prepared by Gregory Clark, Management Analyst II, Real Estate and Asset Management Section.

APPROVED

REPORT OF GENERAL MANAGER

NO. 12-034

DATE February 1, 2012

FEB 01 2012

C.D. 9

**BOARD OF RECREATION
and PARK COMMISSIONERS**

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CITY HALL PARK - PARK RESTORATION (PRJ20465) PROJECT

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

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

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve the City Hall Park - Restoration (PRJ20465) project, as described in the Summary of this report.

SUMMARY:

City Hall Park is located at 200 North Spring Street, in the Downtown Los Angeles community of the City. This 1.71 acre park encompasses the lawn areas and open space immediately surrounding City Hall. City Hall and City Hall Park are a City of Los Angeles Historic-Cultural Monument (Monument No. 150).

City Hall Park is bounded by Spring Street on the west, Temple Street on the north, Main Street on the east, and 1st Street on the south. The park is divided, by the Spring Street entrance to City Hall, into two sections; the North Lawn, which faces Temple Street, and the South Lawn, which faces 1st Street.

The South Lawn section of City Hall Park is further divided, by a tile walkway that runs east to west across the park (and parallel to 1st Street), into the Upper South Lawn (the area of the South Lawn immediately adjacent to City Hall) and the Lower South Lawn (the three triangular shaped areas of the South Lawn abutting 1st Street and the tiled plaza containing the Frank Putnam Flint Fountain).

REPORT OF GENERAL MANAGER

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Impact of Occupy L.A. Event

City Hall Park suffered damage from Occupy L.A.'s two month long encampment in the park from October 1, 2011 to November 30, 2011. There was damage to the park's turf and trees, and the park's electrical and irrigation infrastructure. Additionally, the walls of City Hall, the Frank Putnam Flint Fountain, the Braude Memorial Bench, and the Bill of Rights Memorial, were vandalized with graffiti and paint.

Staff estimates the cost to repair the damage sustained by City Hall Park from the Occupy L.A. encampment, and restore to City Hall Park to its original, pre-Occupy L.A., condition, is approximately \$76,000. It should be noted that the previously reported estimates to repair the park were much higher as they were based on worst case scenarios due to RAP's inability to inspect and test infrastructure during the Occupy L.A. event.

Again, this cost estimate only covers the cost of repairing the damage to City Hall Park. No changes would be made to the design of the City Hall Park and the amount of turf and landscaped areas. There would be no change in the annual cost to maintain the park.

A summary of the scope, capital cost, and the annual maintenance costs to restore City Hall Park to its original condition, is provided in Attachment A of this Report.

City Hall Park Restoration Project

Department staff are working diligently and expeditiously on a plan to restore City Hall Park and to repair the elements of the park that were damaged during the Occupy LA event. As discussed below, there are a variety of issues and considerations that are driving the City Hall Park Restoration project. Staff has gathered a considerable amount of input and comments on these issues from a broad range of stakeholders and interested parties. Through this process, staff has developed a Preferred Restoration Option for the City Hall Park Restoration project, which is discussed below and detailed in Attachment G to this Report.

The proposed City Hall Park Restoration project provides an opportunity for the City to implement, in a high profile and extremely visible park, a project that further and clearly demonstrates the City's ongoing commitment to reduce its water usage and promote sustainable design techniques.

With over 400 parks and facilities and almost 16,000 acres of parkland, RAP is one of the City's largest users of water; with the bulk of that water use being for landscape irrigation. In the last five years, RAP has taken aggressive steps to improve its water management practices and implement water conservation and water efficiency measures in order to significantly reduce its overall water use and help preserve and protect the City's limited water resources. As a part of these efforts, RAP has implemented a program to: (1) replace old, outdated, inefficient, irrigation infrastructure with new water efficient systems; (2) increase the amount of recycled water used for irrigation; (3) remove landscaped turf areas and ornamental grass; (4) increase the utilization

REPORT OF GENERAL MANAGER

PG. 3 NO. 12-034

of low water use and drought tolerant plants; and, (5) implement features in the design of its new parks that help capture and treat stormwater.

RAP's role in helping the City meet its water conservation goals cannot be understated. Since July 2006, RAP has reduced its annual water usage by over 30%, which equates to over a billion gallons in water savings annually. City Hall Park's irrigation system was upgraded as a part of RAP's water reduction program in 2010.

Project Design Criteria and Considerations

Staff recognized that the unique function and use of City Hall and City Hall Park; its status as a City of Los Angeles Historic-Cultural Monument (Monument No. 150); the prominence and high visibility of its location; and, various City and State regulations related to water use, were key factors that would impact the design of the proposed City Hall Park Restoration project.

Accordingly, staff developed a list of design criteria to help guide the proposed City Hall Park Restoration project. The design criteria recognize that City Hall Park functions as a place for official ceremonies, celebrations, and events; that the park is both a community gathering area and a place for passive recreation; and, that the park provides open space and aesthetic benefits for residents and visitors of the City's downtown core. The design criteria also recognize that a restored City Hall Park should be highly sustainable and durable; utilize the most advanced water and energy conservation technology and techniques; and, provide an opportunity to promote the use of native and low water use plants. A full list of the design criteria developed by RAP staff for the City Hall Park Restoration project is provided in Attachment B of this report.

Additionally, RAP staff discussed the proposed scope of the City Hall Park Restoration project with staff from the Department of Public Works, Bureau of Sanitation, Watershed Protection Division (BOS/WPD) in order to determine if the project is subject to the requirements of the City's Low Impact Development (LID) Ordinance (Ordinance 181,899). The City's LID Ordinance requires certain development and redevelopment projects to incorporate LID standards and practices that help reduce off-site runoff, improve water quality, and provide groundwater recharge.

BOS/WPD staff reviewed the scope of the proposed City Hall Park Restoration project and determined that the City Hall Park Restoration project is not subject to the requirements of the LID Ordinance. Even so, RAP's design criteria for the City Hall Park Restoration project incorporates a number of the storm water and urban runoff best management practices and design elements identified in the LID Ordinance, including, an emphasis on the use of low water use plants, a reduction in the amount of turf areas, and minimizing impervious surfaces.

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Finally, RAP staff reviewed the City of Los Angeles Irrigation Guidelines and the goals and requirements of State Assembly Bill 1881 to ensure that the proposed City Hall Park Restoration project will be designed to be compliant with all appropriate landscape and irrigation regulations.

State Assembly Bill 1881, which is aimed at conserving outdoor water use, requires cities and counties to update local Landscape Ordinances so that they are at least as effective as the State's Department of Water Resource's updated Model Water Efficient Landscape Ordinance (MWELo). State Assembly Bill 1881 required the State's MWELo to be updated to, among other things: (1) include provisions for water conservation and the appropriate use and groupings of plants that are well-adapted to particular sites and to particular climatic, soil, or topographic conditions; (2), include a landscape water budget; (3) encourage the capture and retention of stormwater onsite; (4) include provisions for the use of automatic irrigation systems and irrigation schedules based on climatic conditions, specific terrains and soil types, and other environmental conditions; (5) include provisions for onsite soil assessment and soil management plans; (6) promote the use of recycled water; (7) seek to educate water users on the efficient use of water and the benefits of doing so; (8) encourage the use of economic incentives; (9) include provisions for landscape maintenance practices that foster long-term landscape water conservation; and, (10) include provisions to minimize landscape irrigation overspray and runoff.

To be in compliance with State Assembly Bill 1881, the City implemented new landscape design and installation requirements for certain landscape projects (City of Los Angeles Irrigation Guidelines) that are essentially the same requirements as the State's MWELo. The proposed City Hall Park Restoration project - like all RAP projects - will be designed to be in compliance with both the City's Irrigation Guidelines and, the State Assembly Bill 1881 regulations.

Park Restoration Concepts and Options

Based on the project objectives and design criteria discussed above, RAP staff developed three conceptual plans for the restoration of City Hall Park. The three conceptual plans each propose to renovate both the North and South Lawn areas of City Hall Park. It should be noted that the proposed scope for the North Lawn portion of the City Hall Park Restoration project is exactly the same for all three conceptual plans, and the new design of the North Lawn proposes a change from that area's original, pre-Occupy L.A., condition.

A summary of the scope, capital cost, annual maintenance costs, and percent reduction of turf for Restoration Options No. 1, No. 2, and No. 3, are provided, respectively, in Attachments C, D, and E of this Report.

Conceptual Plan Review Process

Since the end of the Occupy L.A. event, staff have worked closely with a large cross section of City professionals and officials, renowned landscape professionals, and the general public, to solicit input, concerns, and suggestions about the proposed scope of the City Hall Park Restoration project.

REPORT OF GENERAL MANAGER

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On January 9, 2012, the Mayor's Office and RAP staff hosted a meeting of landscape professionals. Meeting participants toured the grounds of City Hall and then met for a presentation of the three proposed conceptual plans for the restoration of City Hall Park. The presentation was followed by a Question and Answer session and an open discussion of the advantages and disadvantages of each proposed plan. Restoration Option No. 2 was the conceptual plan favored by most meeting participants.

On January 10, 2012, staff presented the three conceptual plans at a meeting of the Downtown Los Angeles Neighborhood Council. This meeting was heavily attended, RAP staff fielded many questions from the audience and the Neighborhood Council members. A straw poll was taken at the meeting and Restoration Option No. 2, the same option that was favored by the landscape professionals group, was favored by a sizable majority of the Neighborhood Council members.

On January 13, 2012, RAP launched a website (www.laparks.org/restoration/index.htm) where the public can review information on the conceptual plans for City Hall Park and provide comments, feedback, and suggestions. To date, RAP has received over 240 comments on the three concepts through the website.

On January 17, 2012, a follow-up meeting was held with the landscape professionals group where three new concepts, all of which were variations on Restoration Option No. 2, were presented. These three new concepts all took into account many of the design comments of the previous meeting. RAP staff also presented its design criteria, as described above, for the project. A discussion followed on the function and use of City Hall Park, sustainability issues, and educational opportunities the City Hall Park Restoration project may afford. A list of the firms, organizations, and individuals who participated in one or both of the landscape professionals' group meetings is provided in Attachment F of this Report.

On January 25, 2012, RAP staff, in response to a request by City Council (Council File No. 11-2002), presented a report on the damage sustained by City Hall Park during the Occupy L.A. event and the various options to repair and restore the park to the Arts, Parks and Neighborhoods Council Committee. At the meeting, RAP staff discussed the report, and the various park restoration concepts and options, and responded to questions from the Committee. After hearing from RAP staff, and taking public comment, the Arts, Parks and Neighborhoods Council Committee moved to receive and file the Report.

Preferred Park Restoration Option

Based on the input and feedback RAP received on the conceptual plans, RAP staff has developed a preferred option for the City Hall Park Restoration project. The Preferred Restoration Option, which is shown in Attachment G of this report, is based on Restoration Option No. 2; which was identified as the clear consensus option. The Preferred Restoration Option incorporates a number of refinements and changes to Restoration Option No. 2, which were received during the

REPORT OF GENERAL MANAGER

PG. 6 NO. 12-034

public input process. The Preferred Restoration Option is consistent with the design criteria identified by RAP.

The Preferred Restoration Option is a concept plan and, as such, will continue to be refined as the proposed City Hall Park Restoration project moves through the final design process. For example, the identification and selection of appropriate low water use plants and planting locations still needs to be detailed and finalized. RAP will continue to work closely with stakeholders and interested parties to further refine the Preferred Restoration Option. RAP anticipates holding follow up design review meetings and/or presentations on the City Hall Park Restoration project with City staff, the landscape professionals group, and other stakeholders, in the near future.

Additionally, as City Hall and its surrounding landscaping (i.e. City Hall Park) is a City of Los Angeles Historic-Cultural Monument, the City Hall Park Restoration project is subject to review and approval by the City's Cultural Heritage Commission. Staff is scheduled to present the Preferred Restoration Option for the City Hall Park Restoration project to the Cultural Heritage Commission on February 2, 2012.

Staff has identified a number of potential funding sources and resources to help fund the design, development, and construction of the proposed park improvements. These potential funding sources include: rebates and incentives from the Department of Water and Power and the Metropolitan Water District; funding from the Los Angeles Conservation Corps; and, a donation from The Scotts Company, which one of the world's largest lawn and garden companies. In addition, staff anticipates utilizing our youth at risk training programs and establishing days for volunteer groups to participate. Funding for the removal of the graffiti from the Frank Putnam Flint Fountain and the memorial benches will be provided via the Cultural Affairs Department's insurance policy for the City's fine arts program.

ENVIRONMENTAL REVIEW:

Staff has determined that the subject project will consist of the rehabilitation and restoration of historic resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and minor alterations to land and new landscaping. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15331 (Class 31) of the State CEQA Guidelines as adopted by City CEQA Guidelines (Article I) and Article III, Section 1, Class 4(3) of the City CEQA Guidelines.

REPORT OF GENERAL MANAGER

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FISCAL IMPACT STATEMENT:

The approval of this project will have a negative fiscal impact on the Department as the implementation of the proposed park capital improvements will increase the level of daily maintenance required at this facility. The estimated cost to implement the Preferred Restoration Option, as described above, is \$390,000. The costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by donations, rebates and incentives, and, potentially, Quimby Fees and other funding sources that have yet to be determined.

The current annual maintenance costs for City Hall Park are \$75,000. The estimated annual maintenance costs to implement the Preferred Restoration Option, including the costs for part-time staff, materials and supplies, will be approximately \$135,000. If the additional \$60,000 in requested maintenance funding is not granted then this facility will be included in an existing maintenance route, which will result in a reduction of core functions on that existing route.

This report was prepared by Darryl Ford, Management Analyst II, Planning, Construction, and Maintenance Division.

APPROVED

REPORT OF GENERAL MANAGER

NO. 12-035

DATE February 1, 2012

FEB 01 2012

C.D. 2, 4, 5

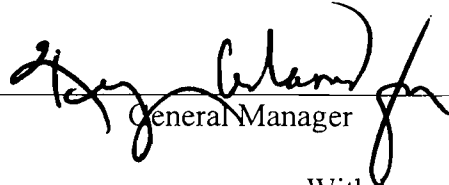
**BOARD OF RECREATION
AND PARK COMMISSIONERS**

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 KWR
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./ Account No.	Fund Amount
<u>Funding Source</u> Pay Tennis Revenue Surcharge	302/89/090K00	\$190,392.00
To:	Fund No./ Department No./ Account No.	Fund Amount
<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 Westwood Tennis Rehab Program	302/89/090KWD	\$151,117.00
Total Transfers		\$190,392.00

REPORT OF GENERAL MANAGER

PG. 2

NO. 12-035

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 090K 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 090K00 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.