

APPROVED

JUN 11 2014

BOARD OF RECREATION
AND PARK COMMISSIONERS

REPORT OF GENERAL MANAGER

NO. 14-150

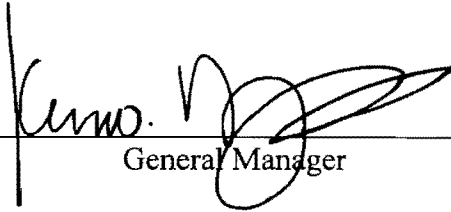
DATE: June 11, 2014

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VAN NUYS/SHERMAN OAKS RECREATION CENTER – CONDITIONAL APPROVAL FOR SHERMAN OAKS COOPERATIVE NURSERY SCHOOL TO INSTALL A MODULAR CLASSROOM BUILDING ON PARK PROPERTY

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve, on a conditional basis, the installation of a modular classroom building at Van Nuys/Sherman Oaks Recreation Center (Center) by Sherman Oaks Cooperative Nursery School (SOCNS), a California non-profit organization, at no cost to the Department of Recreation and Parks (RAP) and contingent upon SOCNS obtaining all required permits, certifications, and/or approvals; for the continued operation of a licensed, child development program and compliance with Department of Social Services licensing requirements; and,
2. Authorize staff to work with SOCNS to coordinate and oversee the installation of the proposed modular classroom building by SOCNS, including the extension of, and/or connection to, existing water, sewer, and electric utility lines at the Center and installation of related utility meters or sub-meters, as applicable.

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SUMMARY:

SOCNS is a play-based preschool and has operated at Van Nuys/Sherman Oaks Recreation Center for over fifty (50) years. In 2006, SOCNS moved to a fenced but undeveloped site adjacent to the Center's maintenance yard, and created an outdoor play area and native garden for their students, with no provided utilities.

SOCNS is currently operating at the Center under a Right Of Entry permit and is working towards becoming a licensed child care facility according to the standards set forth by the California Department of Social Services. To meet such standards, SOCNS is required to have indoor space available for their students as well as two (2) additional restrooms. As part of discussions with staff for a long-term operating agreement, SOCNS has proposed to install a leased standard modular classroom with interior restrooms on a pier and pad foundation at their own expense. The modular building would provide 900 square feet of classroom space, two (2) toilets for children and a separate ADA accessible adult toilet. Proposed site work would include creating an accessible path of travel to the new classroom and restrooms from the new required parking spaces for the new building and City sidewalk, and extending existing water, sewer and electric utility lines at the Center to the modular classroom. The project also includes the installation of dedicated utility meters or sub-meters, whichever is most appropriate, to ensure that SOCNS will be responsible for its own utility charges. The existing play areas and the native garden would be preserved. Staff has discussed the proposed project with staff from RAP's Planning, Construction, and Maintenance Branch (PCM), who has reviewed and commented on the proposed plans, providing SOCNS with guidance and clarification of requirements. Further, staff has verified with PCM that RAP has no current or future plans or funding to develop this property and that it would be vacant if not used by SOCNS.

For SOCNS to move forward with their proposed installation of the modular classroom building, staff recommends that the Board approve SOCNS's proposal subject to the following conditions;

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1) SOCNS obtains all permits required for the installation of the modular classroom and extension of existing utility lines to the modular classroom, 2) SOCNS pays for all project expenses, 3) SOCNS coordinates all project work with Planning, Construction, and Maintenance staff to ensure smooth completion of the project, and 4) SOCNS agrees to compensate RAP through payment of cost recovery reimbursement fees to RAP for future consumption of utilities related to their operations, or alternatively where feasible, install utility meters or sub-meters to service the proposed modular building and establish respective utility accounts and pay the utility provider directly.

After installation of the modular classroom and a post development inspection of the installation by PCM staff, staff will come back to the Board with a report for acceptance of the final installation, as well as consideration of an operations and maintenance agreement with SOCNS stipulating the terms and conditions for SOCNS' continued operation of the child development program.

ENVIRONMENTAL IMPACT STATEMENT:

Staff has determined that the installation of the modular classroom building structure uses less than 15,000 square feet including two (2) toilets for children and one (1) ADA toilet for adults along with the extension of utilities will be necessary to the existing uses. Therefore, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3(5, 17) and Class 11(7) of the City CEQA Guidelines.

The Superintendent of RAP's Valley Region and the Office of Councilmember Tom LaBonge of the Fourth Council District are aware of the proposed project and support the project and concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

There will be no fiscal impact to RAP's General Fund as the proposed installation of the modular

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classroom building will be installed by SOCNS at no cost to the City and any new or increased utility charges resulting from the project will be reimbursed or paid by SOCNS.

This report was prepared by Joel Alvarez, Senior Management Analyst, and Chinyere Stoneham, Senior Recreation Director, Partnership Division.