

APPROVED

FEB 16/2023

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 23-040

DATE February 16, 2023

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS



SUBJECT: SEPULVEDA BASIN RECREATION AREA – BALBOA SPORTS COMPLEX RESTROOM RENOVATION (PRJ21692) (PRJ21693) PROJECT – ALLOCATION OF QUIMBY AND ZONE CHANGE FEES - COMMITMENT OF PARK FEES – CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(1) [INTERIOR AND EXTERIOR ALTERATIONS OF EXISTING FACILITIES INVOLVING REMODELING AND MINOR CONSTRUCTION WHERE THERE BE NEGLIGIBLE OR NO EXPANSION OF USE] AND CLASS 1(3) [MINOR ALTERATION OF EXISTING PEDESTRIAN TRAILS AND PARKING LOTS] OF CITY CEQA GUIDELINES AND ARTICLE 19, SECTIONS 15301(a) AND 15301(c) OF CALIFORNIA CEQA GUIDELINES

B. Aguirre _____ M. Rudnick _____
H. Fujita _____ *for* *C. Santo Domingo DF
B. Jackson _____ N. Williams _____



General Manager

Approved X Disapproved _____ Withdrawn _____

If Approved: Board President  Board Secretary 

RECOMMENDATIONS

1. Approve the scope of work and total budget for the Sepulveda Basin Recreation Area – Balboa Sports Complex Restroom Renovation (PRJ21692) (PRJ21693) Project (Project), as described in the Summary of this Report;
2. Authorize the Department of Recreation and Parks’ (RAP) Chief Accounting Employee to transfer One Hundred Forty-Two Thousand, Five Hundred Forty-Eight Dollars and Twenty-Six Cents (\$142,548.26) in Quimby Fees from the Quimby Fee Account No. 89460K-00 to the Sepulveda Basin Recreation Area Balboa Sports Complex Account No. 89460K-SB;
3. Authorize the Department of Recreation and Parks’ (RAP) Chief Accounting Employee to transfer Fourteen Thousand, Three Hundred Forty-Seven Dollars and Seventy-Four Cents (\$14,347.74) in Zone Change Fees from the Zone Change Fee Account No. 89440K-00 to the Sepulveda Basin Recreation Area Balboa Sports Complex Account No. 89440K-SB;

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4. Approve the allocation of One Hundred Forty-Two Thousand, Five Hundred Forty-Eight Dollars and Twenty-Six Cents (\$142,548.26) in Quimby Fees from the Sepulveda Basin Recreation Area Balboa Sports Complex Account No. 89460K-SB to the proposed Project;
5. Approve the allocation of Fourteen Thousand, Three Hundred Forty-Seven Dollars and Seventy-Four Cents (\$14,347.74) in Zone Change Fees from the Sepulveda Basin Recreation Area Balboa Sports Complex Account No. 89440K-SB to the proposed Project;
6. Authorize Department of Recreation and Parks (RAP) staff to commit from the following fund and work order numbers a maximum of Four Hundred Forty-Three Thousand, One Hundred Forty Dollars and Fifty Cents (\$443,140.50) in Park Fees, for the proposed Project:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT. NO.</u>	<u>WORK ORDER NO.</u>
Park Fees	302/89/89718H	QP003088
Park Fees	302/89/89718H	QP003044
Park Fees	302/89/89716H	QT072797
Park Fees	302/89/89716H	QM174289
Park Fees	302/89/89718H	QP001461
Park Fees	302/89/89718H	QP001540
Park Fees	302/89/89718H	QP001618
Park Fees	302/89/89716H	QM081413
Park Fees	302/89/89716H	QT077179

7. Approve the proposed Project to be bid and constructed through the RAP's list of pre-qualified on-call contractors;
8. Approve the authorization of change orders as authorized under Report No. 06-136, for the construction contracts for this proposed Project in the budget contingency amounts for such contracts as stated in this Report;
9. Determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) [Interior and exterior alterations of existing facilities involving remodeling and minor construction where there be negligible or no expansion of use] and Class 1(3) [Minor alteration of existing pedestrian trails and parking lots] of City CEQA Guidelines and Article 19, Sections 15301(a) and 15301(c) of California CEQA Guidelines and direct RAP Staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk;

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10. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of \$75.00 for the purpose of filing a NOE; and,
11. Authorize RAP Staff to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

Balboa Sports Complex is located at 17015 Burbank Boulevard in the Encino area of the City. This 82.34-acre park, which is a part of the Sepulveda Basin Recreation Area, provides multipurpose fields, tennis courts, a children's play area, and tennis courts, for the surrounding community. The Sepulveda Flood Control Basin (Sepulveda Basin), located in the San Fernando Valley is federally-owned property under the jurisdiction of the U.S. Army Corps of Engineer (Corps). It encompasses 2,097 acres, of which 1,538.60 acres are leased to the Department of Recreation and Parks (RAP) for a 75-year term, ending on January 4, 2042 (in accordance with Supplemental Agreement No. 4 executed in 2002) for the development, operation and maintenance of public recreational lands and facilities. Approximately 15,030 City residents live within a half mile (1/2) walking distance of the Sepulveda Basin Recreation Area. Due to the facilities, features, programs, and services it provides, Sepulveda Basin Recreation Area meets the standard for a Regional Park, as defined in the City's Public Recreation Plan.

PROJECT SCOPE

The proposed Project includes the following:

- Renovation and conversion of two (2) existing restrooms near the parking lot between the soccer and baseball fields into two (2) single-occupancy, gender neutral restrooms.
- Installation of new restroom fixtures, accessories and finishes.
- Installation of new exterior ramps, guardrails, hardscape, and accessible parking restriping.

PROJECT FUNDING

Upon approval of this Report, One Hundred Forty-Two Thousand, Five Hundred Forty-Eight Dollars and Twenty-Six Cents (\$142,548.26) in Quimby Fees can be transferred from Quimby Fee Account No. 89460K-00 to the Sepulveda Basin Recreation Area Balboa Sports Complex Account No. 89460K-SB, and One Hundred Forty-Two Thousand, Five Hundred Forty-Eight Dollars and Twenty-Six Cents (\$142,548.26) in Quimby Fees can then be allocated to the proposed Project.

Upon approval of this Report, Fourteen Thousand, Three Hundred Forty-Seven Dollars and Seventy-Four Cents (\$14,347.74) in Zone Change Fees can be transferred from Zone Change Fees Account No. 89440K-00 to the Sepulveda Basin Recreation Area Balboa Sports Complex Account No. 89440K-SB, and Fourteen Thousand, Three Hundred Forty-Seven Dollars and Seventy-Four Cents (\$14,347.74) in Zone Change Fees can then be allocated to the proposed Project.

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Upon approval of this Report, Four Hundred Forty-Three Thousand, One Hundred Forty Dollars and Fifty Cents (\$443,140.50) in Park Fees can be committed to the proposed Project.

The total amount of funding available for the proposed Project is Six Hundred Thousand, Thirty-Six Dollars and Fifty Cents (\$600,036.50), which will be the total budget for this Project inclusive of the budget contingency amounts set forth below.

It is anticipated that the following pre-qualified on-call contracts will be used for the Project with the following budget contingency amounts:

On-Call Contract	Budget Contingency Amount
Park Facilities	\$112,000.00

These Park Fees were collected within ten (10) miles of Sepulveda Basin Recreation Area, which is the standard distance for the commitment of Park Fees for regional recreational facilities pursuant to Los Angeles Municipal Code Section 12.33 E.3

FUNDING SOURCE MATRIX

Source	Fund/Dept/Acct	Amount	Percentage
Park Fees	302/89/89716H	\$360,649.32	60%
Park Fees	302/89/89718H	\$82,491.18	14%
Quimby Fees	302/89/89460K-SB	\$142,548.26	24%
Zone Change Fees	302/89/89440K-SB	\$14,347.74	2%
Total		\$600,036.50	100%

PROJECT CONSTRUCTION

RAP Staff has determined that sufficient funding has been identified and construction for the proposed Project is anticipated to begin in Fall 2023.

TREES AND SHADE

This proposed Project will have no impact on the existing trees and shade at Sepulveda Basin Recreation Area.

ENVIRONMENTAL IMPACT

The proposed Project consists of interior and exterior alterations of existing facilities involving remodeling and minor construction where there be negligible or no expansion of use and minor alteration of existing pedestrian trails and parking lots.

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According to the parcel profile report retrieved on January 17, 2023, this area does not reside in a methane or coastal zone. It is located in a liquefaction zone, but the construction of this Project will not create conditions that could lead to liquefaction. Therefore, there is no reasonable possibility that the proposed Project may impact on an environmental resource of hazardous or critical concern or have a significant effect due to unusual circumstances. No other known projects would involve cumulatively significant impacts, and no future projects would result from the proposed Project. As of January 17, 2023, the State Department of Toxic Substances Control (DTSC) (Envirostor at www.envirostor.dtsc.ca.gov) and the State Water Resources Control Board (SWCB) (Geotracker at <https://geotracker.waterboards.ca.gov/>) have not listed the Project site or any contaminated sites near the Project area (within 500 feet). According to the Caltrans Scenic Highway Map there is no scenic highway located within the vicinity of the proposed Project or within its site. Furthermore, the proposed Project is not located in proximity of a known historical resources and will not cause a substantial adverse change in the significance of any historical resource.

Based in this information, staff recommends that the Board of Recreation and Parks Commissioners (Board) determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) and Class 1(3) of City CEQA Guidelines and Article 19, Sections 15301(a) and 15301(c) of California CEQA Guidelines. RAP Staff will file a NOE with the Los Angeles County Clerk upon the Board's approval.

FISCAL IMPACT

The approval of this allocation and commitment of Quimby, Zone Change and Park Fees for this Project will have no fiscal impact on RAP's General Fund. The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Quimby, Zone Change and Park Fees or funding sources other than RAP's General fund. The maintenance of the proposed park improvements can be performed by current staff with no overall impact to existing maintenance service at this facility.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Board Report advances RAP's Strategic Plan by supporting:

Goal No. 1: Provide Safe and Accessible Parks

Outcome No. 2: All parks are safe and welcoming

Result: The renovation of the restrooms at the Balboa Sports Complex area of the Sepulveda Basin Recreation Area will increase safety and enhance the park user's experience.

This report was prepared by Ajmal Noorzayee, Management Analyst, Planning, Maintenance and Construction Branch.