

A G E N D A

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

Wednesday, July 9, 2003 - 9:30 a.m.
George Hjelte Assembly Room
200 North Main Street, City Hall East, Room 1325
Los Angeles, California 90012

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

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. ELECTION OF OFFICERS:

2. SPECIAL PRESENTATION:

Jim Starkey, Senior District Representative, on behalf of Senator Bob Margett, 29th District, will present the Department of Recreation and Parks with a Resolution for Parks and Recreation Month

3. GENERAL MANAGER'S REPORTS:

- 03-226 Griffith Observatory Renovation and Expansion (#1504C) - Award of Additive Alternate #D to Contract No. 3068
- 03-227 Griffith Observatory Food Service Request for Proposals - Use of Economic Consultant Funded from 907 Concession Improvement Account
- 03-228 Sepulveda Park West - North Hills Community Park - Development (#1832A) - Contract No. 3911 - W.O. E170287F - Final Acceptance
- 03-229 Barnsdall Park - Phase I Master Plan Implementation (#1026C) Request for Change Orders to Contract No. 2995
- 03-230 Ernest Debs Park - Park Improvements (#1167A) - Request for Change Order to Construction Contract No. 3058 - W.O. E170247F

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- 03-231 Amendment No. 1 to Consultant Contract No. 2925 with Koning Eizenberg Architecture, Inc. for As-Needed Architectural Design Services
- 03-232 Amendment No. 1 to Consultant Contract No. 3030 with Melendrez Design Partners for As-Needed Landscape Architectural Design Services
- 03-233 Amendment No. 1 to Supplemental Agreement No. 2 for Consultant Contract No. 2723 with J. Byer Group, Inc. for As-Needed Geotechnical Engineering Services
- 03-234 Supplemental Agreement No. 1 for Consultant Contract No. 2675 with Calvin R. Abe and Associates for As-Needed Landscape Architectural Services
- 03-235 Supplemental Agreement No. 1 to Consultant Contract No. 2663 with Barton Phelps & Associates for As-Needed Architectural Design Services
- 03-236 Supplemental Agreement No. 2 to Consultant Contract No. 2653 with Fromer/Savel Architects, Inc. for As-Needed Architectural Design Services
- 03-237 Supplemental Agreement No. 2 to Consultant Contract No. 2649 with Kanner Architects for As-Needed Architectural Design Services
- 03-238 Exchange of Property Ownership Between the Department and the Los Angeles/Pasadena Metro Blue Line Construction Authority
- 03-239 Revision of Department Policy Regarding Commemorative Plaques and Their Placement on Department Facilities
- 03-240 Approval to Amend Rates and Fees for Rancho and Wilson/Harding Golf Courses
- 03-241 Termination of the Hansen Dam Golf Course Pro Shop, Lesson Service, and Driving Range Concession Agreement (Concession Agreement No. 233) with John Wells Golf Shops, Inc.
- 03-242 North Hollywood Park - Easement to the Department of Water and Power for the Hollywood Inlet Trunkline

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- 03-243 Griffith Park: Approval of a Non-Financial Acquisition of Property from Forest Lawn and Dedication of Property as Park Land
- 03-244 Acceptance of California Department of Education (CDE) 2003-2004 Funding for General Child Care at Jim Gilliam Pre-School and Extended Day Care (Latchkey) Programs at Various Facilities
- 03-245 Los Angeles Equestrian Center Amortization Allowance for Boarding Services to Park Rangers
- 03-246 Release of Money Withheld Under Contract No. 2899; Algin Sutton Recreation Center - Childcare Center (#1614D)
- 03-247 Release of Money Withheld Under Contract No. 2875; Van Ness Recreation Center - Childcare Center (#1603E)
- 03-248 Acceptance of Stop Notices on Department Construction Contracts - Branford Recreation Center - Childcare Center (#1617D); Griffith Observatory - Renovation and Expansion (#1504C); Eagle Rock Recreation Center - Childcare Center (#1623D); and Release of Stop Notices on Winnetka Recreation Center - Childcare Center (#2600N); and Griffith Park Travel Town Train Exhibit Pavilion (#1507C)
- 03-249 Release of Money Withheld Under Contract No. 3001; Vermont Square - Restroom and Landscape Improvements (#1215D)
- 03-250 Substitution of Subcontractor; Westchester Recreation Center - Community Building Project (#1539A); Completion Contract No. 2950
- 03-251 Various Communications
4. UNFINISHED BUSINESS:
- 03-213 2003-04 Personnel Resolution
5. NEW BUSINESS:
- Memorandum: Transfer of Administration of Griffith Observatory Proposition A Grant to the Department of Public Works
- Memorandum: Nine-Month Status of Park Safety Program

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6. GOLF ADVISORY COMMITTEE REPORT:
03-252 Changes to Green Fee Schedule and Changes to Cart Rental Fees
7. COMMISSION TASK FORCES:
Commission Task Force on Park Safety (Commissioners Hammond and Sanchez-Camino)
Commission Task Force on Concession RFPs (Vice President Pak and Commissioner Sanchez-Camino)
Commission Task Force on Capital Projects (Vice President Pak and Commissioner Hammond)
8. PRESENTATION:
Bureau of Engineering - Project Update - Status Report on Current Projects
9. GENERAL MANAGER'S ORAL REPORT:
Report on Department Activities and Facilities
10. FUTURE AGENDA ITEMS:
Request by Commissioners to Schedule Specific Items on Future Agendas
11. 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
12. NEXT MEETING:
The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, August 13, 2003 at 9:30 a.m., Palisades Recreation Center, 851 Alma Real Drive, Pacific Palisades, California 90272.
13. CLOSED SESSIONS:

July 9, 2003

Closed Session pursuant to California Government Code §54956.9(a) to discuss with, and receive advice from legal counsel, concerning proposed settlement regarding Povac Investments, Inc. v. City of Los Angeles, Superior Court Case Number BC 277407.

Closed Session pursuant to California Government Code §54956.9(a) to discuss with, and receive advice from legal counsel, concerning proposed settlement regarding BEGL Construction Co. v. City of Los Angeles, Superior Court Case Number BC 280 197.

Closed Session pursuant to California Government Code §54956.9(b)1 to discuss with, and receive advice from legal counsel, concerning CDD/Youth Opportunities Unlimited - Alternative High School and Child Care Facilities (#17240) - Contract No. 2857.

14. 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) 473-5888.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 shall become final at the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session.

Information on agenda items may be obtained by calling the Commission Office at (213) 473-5888. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

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REPORT OF GENERAL MANAGER

NO. 03-226

DATE July 9, 2003

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH OBSERVATORY RENOVATION AND EXPANSION (#1504C)
AWARD OF ADDITIVE ALTERNATE #D TO CONTRACT NO. 3068

J. Combs _____ IL Fujita _____
A. Curoalles _____ *B. Lukchart BXL
J. Duggan _____ J. Kolb _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Authorize the award of Additive Alternate #D in the total amount of \$700,000.00 to Contract No. 3068 with S.J. Amoroso Construction Co., Inc. for the Griffith Observatory Renovation and Expansion project upon receipt of funds from the Friends of the Observatory (FOTO); and,
2. Direct Board Secretary to send a notice-to-proceed for Additive Alternate #D to contractor.

SUMMARY:

On September 20, 2002, the Board awarded a construction contract to S.J. Amoroso Construction Co., Inc., which included a base bid in the amount of \$41,590,000.00 and Additive Alternate #G in the amount of \$200,000.00 for a total amount of \$41,790,000.00 (Board Report #02-339). On May 7, 2003, the Board awarded three additional Additive Alternates #A, #B, and #F in the amount of \$3,300,000.00 to increase the total contract amount to \$45,090,000.00 (Board Report No. 03-138).

At the time of bid, the contractor included bid prices for various Additive Alternates. Per the bid documents, the Department has an option to award any additional Additive Alternates prior to expiration dates specified without additional cost or schedule impact. Currently, Additive Alternate #D will expire on July 17, 2003 and must be awarded prior to this date in order to hold the bid price for this Additive Alternate at \$700,000.00. On June 18, 2003, the Board, through Board Report #03-201, accepted the FOTO donation to pay for this Additive Alternate. The scope of work includes the construction of an exterior freestanding bronze and glass wall at the West Terrace, which will complete the two-sided Transit Corridor element of the project.

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FOTO has been engaged in a fundraising campaign to supplement the costs of the project. So far, FOTO's fund raising has yielded \$3,300,000.00 for the award of Additive Alternates #A, #B, and #F. FOTO has gifted to the City an additional \$700,000.00, which was donated by The W.M. Keck Foundation, for the sole purpose of awarding Additive Alternate #D (Board Report #03-201). The funds provided by FOTO will be deposited in the Griffith Observatory Trust Fund for expenditure by the City Engineer (Public Works-Bureau of Engineering), who is managing the project and paying invoices on behalf of the City. An ordinance establishing the Griffith Observatory Trust Fund was approved by the City Council on April 29, 2003 (C.F. #03-0817), and became effective June 17, 2003. Interest accrued on the gift will be first applied to contingency on Additive Alternate #D, if needed, or otherwise only to other expenses related to the construction of the Griffith Observatory Renovation and Expansion project.

The primary condition of the approved Agreement to Accept Gift was that the funds received will be solely used for the purposes of awarding Additive Alternate #D. Since the Board has already approved the Agreement, staff recommends the award of Additive Alternate #D.

Report prepared by Sammy Wong, Project Manager.

REPORT OF GENERAL MANAGER

NO. 03-227

DATE July 9, 2003

CD. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH OBSERVATORY FOOD SERVICE REQUEST FOR PROPOSALS
USE OF ECONOMIC CONSULTANT FUNDED FROM 907 CONCESSION
IMPROVEMENT ACCOUNT

J. Combs _____ H. Fujita _____
*T. Chualles _____ J. Kolb _____
J. Daggan _____ W. Lukehan _____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board approve the expenditure of funds from the 907 Concession Improvement Account, not to exceed \$33,250.00, for economic consultant Manask and Associates to conduct a Request for Proposal (RFP) for the Griffith Observatory Food Services Concession.

SUMMARY:

The Griffith Observatory is undergoing a major multi-year renovation and expansion project, which is expected to be completed at the end of 2005. This project includes a modern food service facility (approximately 2820 square feet for prep and serving, 1467 square feet on a deck outside for dining, and 500 square feet of additional kitchen space on the second level), located within the building, whereas the former Observatory food service was located in an old block building distant from the Observatory. Because of financial challenges still facing the City in regard to the Observatory project, stakeholders in the project have concurred with staff that the Department should develop and conduct an RFP in which the concessionaire funds all build-out and Furniture, Fixtures, and Equipment (FF&E's). Ancillary food services such as catering and carts may be considered. Timing of the project suggests that the Department should begin proactively to engage interested corporations suited to the needs of the project, so that an operator is in place when major decisions are made next year.

The Administrative Resources Division (ARD) will utilize Arthur Manask and Associates, already on an as-needed contract, for the RFP project. The consultant will:

- Meet with, and gather input from, the Observatory Steering Committee and ARD, and perform other appropriate research and analysis.

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- Develop the detailed RFP schedule and keep updated.
- Under City Charter and Department guidelines, recommend terms and conditions to optimize return from all types of operators; prepare RFP draft (pending ARD, City Attorney, and Board of Commissioners review) that will maximize public service and improve financial viability.
- Assist Department in advertising and outreach for RFP opportunity, and conduct Pre-Proposal Meeting, where ARD may incorporate a workshop for required City-ordinance forms, understanding, and ultimate compliancy.
- Recommend the best way to evaluate proposals and operator selection (i.e. by consultant with paid evaluators, Observatory Steering Committee with consultant as facilitator, or combination thereof); evaluate proposals; conduct and report reference checks; provide a matrix summary used to qualify proposers for an invitation to oral presentation; and arrange and facilitate individual proposer presentations/interviews with ARD representatives.

Consultant's services are estimated to require up to 190 hours at the applicable rate of \$175.00 per hour. Arthur Manask will serve as lead consultant, while associate Don Avalier will also assist on the project at the same hourly rate.

Report prepared by: Stanley Woo.

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NO. 03-228

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C.D. 07

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEPULVEDA PARK WEST - NORTH HILLS COMMUNITY PARK
DEVELOPMENT (#1832A) CONTRACT NO. 3011 W.O. E170287F FINAL
ACCEPTANCE

J. Combs _____
A. Corrales _____
J. Dugran _____

H. Fujita _____
*B. Lukelhart B.L.
J. Kell _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS

It is recommended that the Board:

1. Accept the work performed under Contract No. 3011, as outlined in the body of this report;
2. Authorize the Department's Director of Finance to release all retention monies held under Contract No. 3011 to Metro Builders and Engineers Group Ltd. (Metro), 35 calendar days after acceptance by the Board; and,
3. Authorize the Board Secretary to furnish Metro with a letter of completion.

SUMMARY:

The construction contract for Sepulveda Park West - Development (1832A) project was awarded to Metro in June 2001 in the amount of \$1,738,000.00. The project began in July 2001 and was completed on December 15, 2002. The project created a new park on a recently acquired site. The new park includes three (3) illuminated junior soccer fields, a building that houses a staff office and restrooms, and parking for 31 cars.

The Bureau of Engineering Construction Management Group completed the contract administration of the project under the Prop K Program. The Program Manager advised the Department in writing on June 12, 2003, that the project was complete and the contractor had furnished all required permits, drawings, Operation and Maintenance manuals and guarantees.

The Prop K Program Manger has informed the Department that the Construction Management Group completed this project with 76 change orders in an amount of \$415,189.00, or 23% of the original contract amount.

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Department staff consulted with the Office of Contract Compliance concerning the status of the labor compliance requirements and Affirmative Action requirements on the project. There are no outstanding wage violations and Metro is in compliance.

Prepared by Kathleen Chan, Prop K Coordinator and Bureau of Engineering

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NO. 03-229

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C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: **BARNSDALL PARK - PHASE I MASTER PLAN IMPLEMENTATION (#1026C)
REQUEST FOR CHANGE ORDERS TO CONTRACT NO. 2995**

J. Combs _____
A. Christensen _____
J. Duggan _____

H. Felixa _____
B. Lickbart BBL
C. Kille _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board approve two change orders, totaling \$68,082.00, to Contract No. 2995 with Mallercraft, Inc. for the work outlined in the body of this report.

SUMMARY:

On May 16, 2001, the Board awarded a construction contract in the amount of \$9,903,750.00, to Mallercraft, Inc., under Board Report No. 01-115, for the seismic repair and hazard mitigation of six historic structures and site improvements, which include hill stabilization, site grading, drainage, paving, lighting, landscape, and irrigation, at Barnsdall Park/Hollyhock House, located at 4800 Hollywood Boulevard, Los Angeles, California.

Swinerton Management & Consulting Inc. is the construction manager for the project. Construction of the project is substantially complete. As of this date, forty-seven change orders have been issued for a total value of \$614,848.53.

During construction of the project, it was discovered that the existing electrical service needed to be upgraded to provide adequate power supply for the newly installed equipment at the park. It was also discovered that the cost of removal and re-installation of the furnishings at the Hollyhock House would exceed the contract specified amount by more than 50%.

The contractor has submitted two change orders, totaling \$68,082.00 including the cost of \$31,675.00 for the electrical upgrade and \$36,407.00 for the additional work in removal and re-installation of furnishings. Staff and the Department's construction management consultant, Swinerton Management and Consulting, have reviewed the change order proposals and determined that the amount is acceptable. Staff recommends approval of the change order to the construction contract in the amount as outlined above.

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There are sufficient funds to cover the proposed change order to the contract in the dedicated Seismic Bond Funds, Fund 175, Account H423, Fund 608, and Account P537, which were allocated by the Seismic Governance Committee on March 17, 2003.

Report prepared by Willis Yip, Project Manager.

REPORT OF GENERAL MANAGER

NO. 03-230

DATE July 9, 2003

C.D. 01

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ERNEST DEBS PARK PARK IMPROVEMENTS REQUEST FOR CHANGE ORDER TO CONSTRUCTION CONTRACT NO. 3058 (#1167A) W.O. E170247F

J. Combs _____
A. Corrales _____
J. Duggan _____

H. Fujita _____
*H. Lakehart *BSC* _____
J. Kolb _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board approve a change order in the amount of \$115,000.00 to Contract No. 3058, with Ecology Construction Inc., for the work described in the body of this report.

SUMMARY:

On June 14, 2002, the Board awarded a construction contract in the amount of \$1,896,552.00 to Ecology Construction (Board Report No. 02-239) for the construction of the park improvements at Ernest Debs Park (#1167A) located at Avenue 43 and N. Griffin, Los Angeles, California. The project provides for a new water system, to be installed on one side of the park and on the other side, new ball diamond construction, and related entry, lighting, and landscape.

After the start of construction the survey of the new water main lines indicated that a significant stand of Black Walnut trees would be impacted by the installation of the water main in accordance with the plans as bid. An alternate plan was developed to complete the installation without impact to the trees. The main lines were relocated under the existing park access road, which necessitated relocation of the water lines (16" fire supply and 6" domestic supply), grinding of the existing paving as base material for the new roadway, and paving the road. The Bureau of Engineering Construction Management Division (CMG), the construction managers for this project which is partially funded through Prop K, has negotiated a full and final change order. The change order is for not-to-exceed \$115,000.00 to install AC paving on the main road and access road leading uphill into the park from Avenue 43 and the related relocation of the water lines.

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Construction work on this project is 82% complete. Final completion of the project is expected late in July 2003. Prior to this action twenty-two change orders have been issued on the project to date in the total amount of \$162,258.00.

There are sufficient funds for BOE to pay for the addition to the construction contract in the project contingency account. Staff concurs with BOE and recommends that the Board approve the change for the paving of the roads.

Prepared by Kathleen Chan, Prop K Coordinator and Construction Management Division.

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C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT NO. 1 TO CONSULTANT CONTRACT NO. 2925 WITH KONING EIZENBERG ARCHITECTURE, INC. FOR AS-NEEDED ARCHITECTURAL DESIGN SERVICES

J. Combs _____
A. Corrales _____
J. Duggan _____

H. Fujita _____
D. Lukehart BS _____
J. Kolb _____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Amendment No. 1 to Contract No. 2925 increasing the amount of the contract by \$300,000.00 for a new total of \$900,000.00;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On January 20, 2000, the Department entered into a personal services contract with Koning Eizenberg Architecture, Inc. for as-needed architectural design services. The term was for six (6) years and the amount was for \$600,000.00. The consultant is currently working on the following projects: Green Meadows Recreation Center (W.O. E170197D), Pecan Park - Gymnasium Building (W.O. E170359D), and Van Ness Recreation Center - Gymnasium Building (W.O. E170276D). The

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work on these projects will total \$597,600.00. This leaves only \$2,400.00 available in the contract. Increasing the contract amount by \$300,000.00 for a new total of \$900,000.00 will insure that the consultant's services will be available in the future.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaraeg, Sr. Management Analyst I, Contract Administration.

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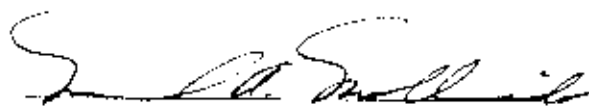
C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT NO. 1 TO CONSULTANT CONTRACT NO. 3030 WITH
MELENDREZ DESIGN PARTNERS FOR AS-NEEDED LANDSCAPE
ARCHITECTURAL DESIGN SERVICES

J. Combs _____
A. Cervantes _____
J. Duggan _____

H. Fujita _____
B. Lukchar BLL
J. Kelb _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Amendment No. 1 to Contract No. 3030 increasing the contract amount by \$600,000.00 for a new total of \$1,200,000.00;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure those services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On September 5, 2001, the Department entered into a personal services contract with Melendrez Design Partners for as-needed landscape architectural design services. The term was for six (6) years, expiring on September 4, 2007, and the amount was for \$600,000.00.

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The firm has worked on several Department projects including, but not limited to, the following: Lincoln Park - Universal Access Playground (#1211D), Hansen Dam Boundless Playground (#1246A), and Westwood Park Boundless Playground - Aiden's Place (#1236C). It is anticipated that this consultant will continue to work on various aspects of these projects, as well as others, in the future. At this time, the consultant has been assigned work with a projected value over their current contract amount. This amendment will allow this consultant to continue working on the various projects through their completion.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaraeg, Sr Management Analyst I, Contract Administration.

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NO. 03-233

DATE July 9, 2003

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT NO. 1 TO SUPPLEMENTAL AGREEMENT NO. 2 FOR CONSULTANT CONTRACT NO. 2723 WITH J. BYER GROUP, INC. FOR AS-NEEDED GEOTECHNICAL ENGINEERING SERVICES

J. Combs
A. Coroules
J. Duggan

B. Lukeman BSL
H. Fujita
J. Kulb


General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

It is recommended that the Board:

1. Increase the amount of the contract by \$400,000.00 for a new total of \$1,900,000.00 to Supplemental Agreement No. 2 for Contract No. 2723;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On July 11, 1996, the Department entered into a personal services contract with the J. Byer Group, Inc. for as-needed geotechnical engineering services. The contract was for a term of three (3) years and the amount was for \$300,000.00. On March 13, 1998, the contract was amended (Amendment No. 1) increasing the amount by \$500,000.00 for a new total of \$800,000.00. On September 2, 1998, the Board approved Amendment No. 2 which increased the amount of the contract by an additional \$500,000.00 for a new total of \$1,300,000.00. On October 20, 1999, a Supplemental Agreement was approved by the Board to extend the term of the contract, which was inadvertently left out of

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Amendment No. 2, for an additional term of five (5) years for a total of eight (8) years. On January 23, 2002, the Board approved Supplemental Agreement No. 2, increasing the contract amount by \$200,000.00 for a new total of \$1,500,000.00.

J. Byer Group has been assigned several geotechnical consulting projects during the term of their contract and is the Engineer of record for the following projects: Eagle Rock Recreation Center, Cabrillo Marine Aquarium, EPICC Pool- Swim Stadium, Banning Pool, Echo Park Deep Pool, Harvard Park Pool, Potrero Canyon Park Development, Barnsdall Park, and Point Fermin Lighthouse Improvement.

Several of these projects require extensive and continuous monitoring by the consultant. These projects include: Potrero Canyon Park Development, Barnsdall Park and Point Fermin Lighthouse. Further, a recent audit of available records has determined that the current contract amount is inadequate to cover the consultant's fees for the rather high number of projects being undertaken. Increasing the contract amount by an additional \$400,000.00 should allow for the continued work of the consultant on the said projects for the duration of the current contract. The Board should note that no new assignments will be given to this firm.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaraeg, Sr. Management Analyst I, Contract Administration.

REPORT OF GENERAL MANAGER

NO. 03-234

DATE July 9, 2003

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT NO. 1 FOR CONSULTANT CONTRACT NO. 2675 WITH CALVIN R. ABE AND ASSOCIATES FOR AS-NEEDED LANDSCAPE ARCHITECTURAL SERVICES

J. Corbbs _____
A. Corodles _____
J. Duggan _____

H. Fujita _____
H. Lukehart BGL
J. Kolb _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Supplemental Agreement No. 1 for Contract No. 2675 extending the term of the contract an additional two (2) years for a new total of nine (9) years.
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On August 2, 1995, the Department entered into a personal services contract with Calvin R. Abe & Associates for as-needed landscape architectural design services. The contract was for a term of three (3) years and the amount was for \$300,000.00. There have been four amendments made to this contract for a total term of seven (7) years and contract amount of \$800,000.00.

REPORT OF GENERAL MANAGER

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NO. 03-234

Calvin R. Abe and Associates is currently working on the Del Rey Lagoon - Outdoor Improvements (#1272B) project. It is anticipated that the consultant's work on this project will extend through 2004. It is therefore recommended that the contract, with this firm, which expired in August 2002, be extended by an additional two (2) years. Increasing the contract term will allow the consultant to continue working on the project through its completion. The Board should note that no new assignments will be given to this firm.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaraeg, Sr. Management Analyst I, Contract Administration.

REPORT OF GENERAL MANAGER

NO. 03-235

DATE July 9, 2003

C.D.ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT NO. 1 TO CONSULTANT CONTRACT NO. 2663 WITH BARTON PHELPS & ASSOCIATES FOR AS-NEEDED ARCHITECTURAL DESIGN SERVICES

J. Condy _____
A. Cronakis _____
J. Duggan _____

H. Fujita _____
B. Luekchar: BSL
J. Kolb _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Supplemental Agreement No. 1 to Contract No. 2663 extending the term of the contract an additional three (3) years for a new total of eleven (11) years;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On July 6, 1995, the Department entered into a personal services contract with Barton Phelps and Associates for as-needed architectural design services. The term was for three (3) years and the amount was for \$300,000.00. The contract was amended on July 13, 1999, increasing the contract amount by \$300,000.00 and extending the term for an additional three (3) years. On April 11, 2001,

REPORT OF GENERAL MANAGER

PG. 2

NO. 03-235

the contract was amended a second time increasing the contract amount by \$150,000.00 and extending the term an additional two (2) years.

The firm continues to work on the Cabrillo Marine Aquarium building improvement project. This supplemental agreement will allow this consultant to continue working on the project through its completion.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaraeg, Sr. Management Analyst I, Contract Administration.

REPORT OF GENERAL MANAGER

NO. 03-236

DATE July 9, 2003

C.D.ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT NO. 2 TO CONSULTANT CONTRACT NO. 2653 WITH FREMER/SAVEL ARCHITECTS, INC. FOR AS-NEEDED ARCHITECTURAL DESIGN SERVICES

J. Combs _____
A. Carnalles _____
J. Duggan _____

H. Gupta _____
D. Lukschart BSL
I. Kelly _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Supplemental Agreement No. 2 to Contract No. 2653 extending the term of the contract an additional two (2) years for a new total of ten (10) years and increasing the amount of the contract an additional \$200,000.00 for a new total of \$800,000.00;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On July 6, 1995, the Department entered into a personal services contract with Fremmer/Savel Architects, Inc. for as-needed architectural design services. The term was for three (3) years and the amount was for \$300,000.00. On January 6, 1999, the contract was amended (Amendment No. 1) extending the term for an additional three (3) years for new term of six (6) years and increasing the

REPORT OF GENERAL MANAGER

PG. 2 NO. 03-236

contract amount by \$300,000.00 for a new total amount of \$600,000.00. On March 6, 2002, Supplemental Agreement No. 1 was executed extending the term an additional two (2) years for a new term of eight (8) years.

The consultant is currently working on the Yucca Park Youth Center (#1832A) and the Denker Recreation Center Community Building (#1838A). These projects are proceeding through the construction phase and will require the design consultant's input through completion.

Our records indicate that the total cost of all projects awarded to Premer/Savel exceeds their current contract amount by approximately \$127,188.00. It is therefore recommended that the contract amount be increased by an additional \$200,000.00 to cover the current projects awarded and other unanticipated costs.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaraeg, Sr. Management Analyst I, Contract Administration.

REPORT OF GENERAL MANAGER

NO. 03-237

DATE July 9, 2003

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUPPLEMENTAL AGREEMENT NO. 2 TO CONSULTANT CONTRACT NO. 2649 WITH KANNER ARCHITECTS FOR AS-NEEDED ARCHITECTURAL DESIGN SERVICES

J. Combs _____
A. Corvalles _____
J. Duggan _____

H. Fajta _____
B. Lukehart BSC _____
J. Koeb _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve Supplemental Agreement No. 2 to Contract No. 2649 extending the term of the contract an additional three (3) years for a new total of eleven (11) years;
2. Find that the Department does not have, available in its employ, personnel with sufficient time or the necessary expertise to undertake these specialized professional tasks in a timely manner, and, it is more feasible, economical and in the Department's best interest, to secure these services by contract;
3. Direct the Board Secretary to transmit the proposed Agreement to the Mayor in accordance with Executive Directive No. 16, concurrently to the City Attorney for review as to form, and to the City Council for approval; and,
4. Upon receipt of necessary approvals, authorize the President and Secretary of the Board to execute the agreement.

SUMMARY:

On July 6, 1995, the Department entered into a personal services contract with Kanner Architects for as-needed architectural design services. The term was for three (3) years and the amount was for \$300,000.00. On January 6, 1999, the contract was amended (Amendment No. 1) extending the term for an additional two (2) years for new term of five (5) years and increasing the amount by \$300,000.00 for a new total amount of \$600,000.00. On November 19, 2001, Supplemental

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Agreement No. 1 was executed extending the term for an additional three (3) years for a new term of eight (8) years and increasing the contract amount by \$200,000.00 for a new total of \$600,000.00.

The consultant most recently worked on the North Hollywood Community Center (#1543B). This project is currently in the construction phase. However, construction has been put on hold because the contractor was debarred and the project turned over to the surety company. The surety is in the process of soliciting a new contractor, which will need City Attorney approval. Once this is completed, work on the project will resume. The additional time will insure that the consultant's services will be available during the construction period.

This contract is recommended for amendment in compliance with all Department and City procedures, policies and laws applicable to the award of the contracts. Principals of the firm are not employees or officials of the City; are free to make recommendations or perform the services specified in the contract; and have no authority, with respect to the City's decisions relating to the project, beyond fulfilling the provisions of the contract.

All compensation to the consultant is provided in the funding of each individual project that the firm works on; therefore, there will be no decrease in revenue or increase in costs to the City.

Prepared by Cid Macaracg, Sr. Management Analyst I, Contract Administration.

REPORT OF THE GENERAL MANAGER

NO. 03-238

DATE: July 9, 2003 _____


CD 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EXCHANGE OF PROPERTY OWNERSHIP BETWEEN THE DEPARTMENT AND THE LOS ANGELES/PASADENA METRO BLUE LINE CONSTRUCTION AUTHORITY

J. Combs
A. Coralles _____
J. Duggan _____

H. Fujita _____
J. Kolb _____
B. Lukhart *BLL*


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Preliminarily approve the exchange of a portion of Woodside Triangle for an improved property parcel currently owned by the Los Angeles/Pasadena Metro Blue Line Construction Authority;
2. Authorize staff to proceed with negotiating the proposed property exchange, provided all relevant issues and applicable procedures are properly addressed; and,
3. Upon conclusion of negotiations, direct staff to present a report to the Board for final approval prior to the property exchange.

SUMMARY:

The Department of Recreation and Parks (DRP) owns a 7,700 square foot triangular shaped parcel (Woodside Triangle) at Woodside Drive south of Marmion Way in Highland Park. This property was purchased by the City in 1914 for an entrance to Sycamore Grove Park from the rail car line at Marmion Way. However, the intended entrance was never built and the property was transferred to DRP from the Department of Public Works in 1926. The property was not developed for any specific park purpose and was never formally dedicated as park property in perpetuity.

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In 1998, the Board approved a fifteen year lease agreement between DRP and the Community Development Department (CDD) which allowed CDD to construct a seven car parking lot on a portion of vacant Woodside Triangle to serve the child care center at the City's Ziegler House, located on Woodside Drive. The parking lot is used by CDD in conjunction with the operation of the center and is available for general public use during the hours when the center is not in operation.

In 2000, the City entered into a Master Cooperative Agreement with the Los Angeles/Pasadena Metro Blue Line Construction Authority (Metro Construction) for the purpose of facilitating the design and construction of the Metro Blue Line (Blue Line) through the City of Los Angeles. The Agreement specified certain properties within the City, including Woodside Triangle, that would be utilized for construction of the Blue Line. Section 3.6 of the Master Cooperative Agreement provides that the City would convey to Metro Construction "at no cost to Metro Construction the required property interests and/or rights, both temporary and permanent easements and title interests, without requiring Metro Construction to go through the appraisal, negotiations, offer, closing and transfer process." However, the deeds to accomplish the transfer of Woodside Triangle to Metro Construction were never formally executed or recorded. Metro Construction located the Southwest Museum Rail Station along Marnion Way and built associated construction improvements (stairways, ramps, railing, lighting, electrical vault, landscaping) on a portion of Woodside Triangle. When rail service begins in July 2003, the Southwest Museum Station will serve the communities of Highland Park and Mount Washington, and also provide access to the Ziegler House child care center and DRP's Sycamore Grove Park.

Metro Construction has completed the Blue Line and will turn over maintenance and operational responsibilities, and transfer certain assets, to the Metropolitan Transportation Authority (MTA). Metro Construction intends to designate some unused properties under its control as surplus. Since MTA will be responsible for maintaining the newly constructed Southwest Museum Rail Station, it is interested in acquiring title to that portion of Woodside Triangle containing the Blue Line construction improvements, while leaving the parking under DRP ownership.

DRP, with assistance from the First Council District, has identified a 4,116 square foot improved parcel at French and Pasadena Avenues that Metro Construction intends to designate as surplus. The parcel includes a 2,736 square foot building which was refurbished by Metro Construction and could serve as a DRP after-school teen and summer program center. Metro Construction will propose to its five member board that this property be designated surplus and that ownership be transferred to DRP in exchange for DRP transferring ownership to the portion of Woodside Triangle containing the rail station construction improvements.

This report is seeking conceptual approval only of the exchange. The proposed project will be studied as required by the California Environmental Quality Act (CEQA) and returned to the Board for further action. The Board will at that time have to approve, modify or disapprove the proposed exchange project after consideration of the appropriate CEQA documents.

REPORT OF GENERAL MANAGER

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Staff's environmental determinations will be presented to the Board for consideration prior to any final approval to exchange properties. The Griffith/Metro Region Superintendent and the First District Councilmember have been consulted and concur with staff recommendations.

Report prepared by Drew Tolliffe, Real Estate and Asset Management.

REPORT OF GENERAL MANAGER

NO. 03-239

DATE July 9, 2003

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REVISION OF DEPARTMENT POLICY REGARDING COMMEMORATIVE
PLAQUES AND THEIR PLACEMENT ON DEPARTMENT FACILITIES

J. Combs _____
A. Cornelius _____
J. Duggan _____

H. Fujita _____
*B. Lukelhart pd
T. Kuth _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board adopt, as its policy, the schedule and recommendations contained in this report concerning the placement of commemorative plaques on Department of Recreation and Parks facilities.

SUMMARY:

In 1979, staff completed a study to determine which construction projects needed plaques and what kind of information needed to be provided on the plaque. The study included a recommendation to divide projects into four categories based on value. Staff's recommendation was based on a Council action and policy adopted by the Department of Public works in 1956 and reconfirmed in 1967. The proposed policy was adopted by the Board (Report No. 22-79) and became policy (Department General Instruction Manual No. 530). The policy was amended in 1985 by Board action (Report No. 260-85) to include the name of the staff designer on the larger projects.

The current policy considers the total funds budgeted for each project to determine if a plaque is appropriate. Since the current construction cost index is almost two times higher than the Construction Cost index in 1979, Department staff recommends that the current policy be updated and simplified. The following is a reprint of the policy portion of that previous Board action with the old wording shown ~~struck-out~~ and the proposed changes in **bold-faced** type.

The four categories of projects are simplified into three categories listed below:

1. The following information should be included in commemorative plaques for **building** project budgets more than \$1,500,000.00 (**see Attachment #1**).

Year of Completion
Mayor
~~President of the City Council~~

REPORT OF GENERAL MANAGER

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Council District Councilmember
Board of Recreation and Parks Commissioners
General Manager of Recreation and Parks
Architect or In-house Designer
General Contractor
Persons specially connected with the project
Major donor's name connected with project, and special reference as approved by the General Manager (minimum donation of 10% of project budget).

2. **Delete the entire Category 2 Section**

~~The following information should be included in commemorative plaques for projects costing between \$500,000.00 and \$1,500,000.00~~

~~Year of Completion
Mayor
President of the City Council
District Councilmember
General Manager of Recreation and Parks
Architect or In-house Designer
General Contractor~~

3. The following information should be included on commemorative plaques for **landscape project budgets exceeding** ~~costing between \$250,000.00 and \$500,000.00~~ **\$1,000,000.00**

Year of Completion
Mayor
District Councilmember
General Manager of Recreation and Parks
Major donor's name connected with the project, and special reference as approved by the General Manager (minimum donation of 10% of project budget).

For certain situations or conditions that do not meet any of the conditions of the above categories, the General Manager shall have the authority to designate certain individuals or entities for inclusion on commemorative plaques. In general, landscape development projects and projects costing less than \$250,000.00 which usually included tennis or shuffleboard courts, sanitary facilities, baseball diamonds and irrigation system should not have plaques. However, a position of flexibility will be necessary with regard to this category of projects because of the special nature of some projects which cost less than \$250,000.00. (An example of such a project is the Point Fermin Cafe Remodeling, which was bid less than \$100,000.00, but warrants a plaque by virtue of its historical significance). In the event that special dedications or plaques are requested for projects in this category, they should contain only the following information:

REPORT OF GENERAL MANAGER

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Year of Completion

Mayor

District Councilmember

Special Reference or Dedication (**As approved by the General Manager**)

This Department's Policy should supercede all other previous approved commemorative plaques policies.

Report prepared by Ralph N. Lew, Senior Architect.

REPORT OF GENERAL MANAGER


NO. 03-240

DATE July 9, 2003

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL TO AMEND RATES AND FEES FOR RANCHO AND WILSON/HARDING GOLF COURSES

*J. Combs 	H. Fujita _____
T. Coroglies _____	J. Kolb _____
J. Duggan _____	B. Lukehart _____


 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

- 1) Approve changes to the Schedule of Rates and Fees for Golf as outlined on Exhibit A to be effective July 21, 2003; and,
- 2) Approve changes to the Golf Tournament policy as outlined on Exhibit B to be effective July 21, 2003.

SUMMARY:

As part of the Fiscal Year 03-04 budget, the Mayor instructed the Department to review potential revenue enhancements and cost reductions to create a net gain in operating income of \$4.5 million. A portion of the potential increase in operating revenue has been identified and is being proposed through a differential increase in golf fees at two high-demand facilities – Rancho Park and Griffith Park. Specifically, a \$6.00 increase to the weekend 18-hole green fee at the Rancho Park Golf Course (from \$27.00 to \$33.00) and a \$4.00 increase to the weekend 18-hole green fee at the Wilson and Harding Golf Courses (\$27.00 to \$31.00) along with commensurate increases for weekday and 9-hole rounds are being proposed, as shown below. Based on the trend of reductions nationwide and the drop in volume at Department facilities since the last the fee increase in May, 2002, it is anticipated that the proposed fee increase at these two high demand facilities will have the least negative affect on future rounds played and therefore, will provide the best opportunity for successfully increasing revenue to the Department.

REPORT OF GENERAL MANAGER

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The gross revenue increase from this proposal is projected to be \$744,149, taking into account an additional 5% drop in the number of rounds played. Twenty-four percent (or \$178,596) will be deposited in the golf surcharge account for a net increase to the Department's general revenue projected to be \$565,553.

Course	Fee	Increase	Rounds	Revenue Increase	-Surcharge	Net Increase
Rancho	18 Wknd rounds	\$6.00	27,015	\$162,091	-\$38,902	\$123,189
Rancho	18 Wkdy rounds	\$3.00	36,393	\$109,178	-\$26,203	\$82,975
Rancho	18 hole Sr. rounds	\$2.00	11,337	\$22,675	-\$5,442	\$17,233
Rancho	9 Wknd rounds	\$2.00	3,678	\$7,357	-\$1,766	\$5,591
Rancho	9 Wkdy rounds	\$2.00	4,681	\$9,361	-\$2,247	\$7,115
Rancho	9 hole Sr. rounds	\$1.00	1,644	\$1,644	-\$395	\$1,250
			84,749	\$312,306	-\$74,953	\$237,352
Wilson	18 Wknd rounds	\$4.00	27,907	\$111,629	-\$26,791	\$84,838
Wilson	18 Wkdy rounds	\$2.00	45,487	\$90,974	-\$21,834	\$69,140
Wilson	18 hole Sr. rounds	\$1.00	7,522	\$7,522	-\$1,805	\$5,717
Wilson	9 Wknd rounds	\$1.00	3,954	\$3,954	-\$949	\$3,005
Wilson	9 Wkdy rounds	\$1.00	7,521	\$7,521	-\$1,805	\$5,716
Wilson	9 hole Sr. rounds	\$0.50	168	\$84	-\$20	\$64
			92,559	\$221,684	-\$53,204	\$168,480
Harding	18 Wknd rounds	\$4.00	27,559	\$110,234	-\$26,456	\$83,778
Harding	18 Wkdy rounds	\$2.00	39,331	\$78,662	-\$18,879	\$59,783
Harding	18 hole Sr. rounds	\$1.00	10,581	\$10,581	-\$2,539	\$8,042
Harding	9 Wknd rounds	\$1.00	3,680	\$3,680	-\$883	\$2,797
Harding	9 Wkdy rounds	\$1.00	6,903	\$6,903	-\$1,657	\$5,246
Harding	9 hole Sr. rounds	\$0.50	199	\$99	-\$24	\$75
			88,252	\$210,159	-\$50,438	\$159,721
			265,560	\$744,149	-\$178,596	\$565,553

Because of the increase in weekend rates at these facilities, it also becomes necessary to establish a weekend tournament fee to accommodate those groups that are exempted from weekend tournament restrictions under the Golf Tournament Policy. Current policy only specifies groups be charged a tournament rate of \$27.00, based on regular weekend play. Proposed changes are on Exhibit B.

No fee increases are planned for the 9-hole courses at this time. However, staff will continue to look at potential revenue opportunities throughout the golf system and will be working with the Army Corps of Engineers to obtain authorization for green fee increases contemplated at \$1.00 or less at courses on Army Corps property at Hansen Dam and in the Sepulveda Basin, which, at that time, will be presented to the Board for approval.

This report prepared by John L. Mallon II, Golf Manager

EXHIBIT A

Proposed changes are in **bold text. Proposed deletions are in ~~strikeout~~ text.

GOLF

(New fees to be effective ~~May 4, 2002~~ **July 21, 2003**)

Whenever the General Manager deems that a discount rate is appropriate for marketing, or due to course condition or temporary circumstances, the established twilight, super-twilight and mid-day rates will be utilized.

\$1.00 from all 18-Hole Play fees to MRP for marshaling and golf course improvements.
75¢ from Harbor, Penmar, and Roosevelt Play fees to MRP for marshaling and golf course improvements.
50¢ from Rancho 3 Par Play fees to MRP for marshaling and golf course improvements.
25¢ from Los Feliz 3 Par Play fees to MRP for golf course improvements.

SECTION I STANDARD FEES

GREEN FEES

Regulation Courses

Rancho	<u>Weekday</u>	<u>Weekends & Holidays</u>
18-Hole Play	\$21.00 24.00	27.00 33.00
9-Hole Play	12.50 14.50	16.00 18.00
Wilson, Harding	<u>Weekday</u>	<u>Weekends & Holidays</u>
18-Hole Play	\$21.00 23.00	27.00 31.00
9-Hole Play	12.50 13.50	16.00 17.00

Woodley Lakes, Hansen Dam, Encino, Balboa

	<u>Weekday</u>	<u>Weekends & Holidays</u>
18-Hole Play	\$21.00	27.00
9-Hole Play	12.50	16.00

Other Courses

Harbor	\$ 11.50	\$15.00
Penmar	11.50	\$15.00
Roosevelt	11.50	\$15.00
Rancho 3 par	5.00	6.00
Holmby 3 par	2.00	3.00
Los Feliz 3 par	4.00	5.00
(Replay \$2.00 weekday only)		

(Continued)

GOLF - Continued

NO SHOW PENALTY \$5.00 (per individual)
 Penalty to be charged when starter cannot fill no-show vacancy from the course's call waiting sheet.

SECTION II DISCOUNTED FEES

SENIOR CITIZEN GREEN FEES (age 65 and over)
 Must be registered card holder (or provide identification, showing proof of age and residency within the City of Los Angeles at Rancho 3 par, Los Feliz and Holmby) to be eligible for discounted fees. Discounted Fees are only effective during non-holidays, Monday through Friday. Senior discount rates are computed at 40% off the Standard Fees, rounded to the nearest 25 cents.

No replay rates at any course.

	<u>Weekday</u>	<u>Weekends & Holidays</u>
18-Hole Courses		
Rancho	\$14.50	
Wilson, Harding	\$13.50	
Woodley Lakes, Hansen Dam, Encino, Balboa	\$12.50	
9-Holes on Regulation Courses		
Rancho	\$ 8.50	
Wilson, Harding	\$ 8.00	
Woodley Lakes, Hansen Dam, Encino, Balboa	\$ 7.50	
Harbor	7.00	
Penmar	7.00	
Roosevelt	7.00	
Rancho 3 par	4.00	3.00
Los Feliz 3 par	2.50	3.00
Holmby 3 par	No Discount Allowed	

STUDENT/JUNIOR GREEN FEES (Junior rates apply until September 1 of one's year of high school graduation or one's 19th birthday, whichever comes first)

Any golfer age 13 or younger must be certified in order to play and accompanied by an adult. Golfers 13 years of age and younger at Los Feliz and Holmby do not need to be certified but must be accompanied by an adult.

	<u>Tournament</u>	Reserved Time	Stand by
		& Permit Play* Discount Rate	<u>Walk-on</u>
Weekdays only			
18-Hole Courses	\$9.00	\$7.00	\$5.00
9-Holes on Regulation Course	n/a	5.00	4.00
Harbor	5.00	5.00	4.00
Penmar	5.00	5.00	4.00

(Continued)

GOLF - Continued

Roosevelt	5.00	5.00	4.00
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*High Schools, classes, etc.

All day	<u>Weekday</u>	<u>Weekends</u>	<u>League w/permit & Reserved Time</u>
Rancho 3 par	\$3.00	\$4.00	\$4.00
Los Feliz 3 par	3.00	4.00	4.00
Replay	1.50	2.00	
Holmby 3 par	1.50	1.50	1.50

SENIOR CITIZENS LIFELINE GOLF PROGRAM (65 years or older)

Green fees under the Senior Citizens Lifeline Golf program apply to all courses, except Holmby, for weekday play only. Seniors who qualify for the Department of Water and Power Lifeline Rate exemption, Pacific Bell Universal Lifeline Flat Rate, or qualify for Supplemental Security Income (SSI) from the Social Security Administration and present additional identification, showing proof of age and residency within the City of Los Angeles will be issued a card verifying eligibility. Purchase of a Golf Registration Card is not required.

	<u>Weekday</u>
18-Hole Courses	\$8.00
9-Holes on Regulation Courses	6.00
9-Hole	
Harbor	4.50
Penmar	4.50
Roosevelt	4.50
Rancho 3 par	3.00
Los Feliz 3 par	2.25

RATE REDUCTION WHEN TEMPORARY GREENS ARE IN USE

When more temporary greens are in use than the number stated below, regular weekday and weekend green fees only will be reduced as follows:

	<u>18-Hole Rates</u>		<u>9-Hole Rates</u>	
	<u>More than 3</u>	<u>More than 6</u>	<u>More than 2</u>	<u>More than 4</u>
Standard Green Fees only	\$2.50	\$5.00	\$1.50	\$3.00

Note: Temporary Green Discount does not apply to alternate greens. Discounts also do not apply to Senior & Junior green fees or other discounted rates.

MIDDAY, TWILIGHT, AND SUPER TWILIGHT FEES

Times and fees for Midday, Twilight, and Super Twilight rates are subject to approval of the

(Continued)

GOLF - Continued

General Manager.

		<u>Weekday</u>	<u>Weekends & Holidays</u>
Midday*	(\$3.00 less than 18-hole green fees)	\$17.00	\$22.00
Twilight**	18-Hole (9-hole rates)	12.00	15.00
	9-Hole	6.50	9.50
Super Twilight**	18-Hole	7.00	8.50

*Midday rates (\$3.00 less than 18-hole green fees) will begin, at the discretion of the General Manager.

SECTION III OTHER FEES

FEES FOR REGISTRATIONS CARDS

Resident	\$15
Non-Resident	\$35
Non-Resident Senior	\$15

TOURNAMENT FEES

	<u>Weekday</u>	<u>Weekends & Holidays</u>
18-Hole \$27.00 6.00 more than 18-hole green fee		(See Tournament Policy)
9-Hole	13.50	(See Tournament Policy)
Rancho 3 par	7.00	
Los Feliz	6.00	

SHOTGUN TOURNAMENT FEES

For morning events or afternoon events as part of a "double shotgun," the package rate, per person, includes the following:

Tournament Fee	\$30.00 9.00 more than 18-hole green fee
Electric Cart Fee	½ regular cart fee
Golf Shop Fee	\$5.00
Restaurant Fee	\$5.00

~~Total Per Person Fee~~ ~~40.00~~ **plus ½ regular cart fee**

For afternoon events, not as part of a "double shotgun," a tournament surcharge amount of \$2,800

(Continued)

GOLF - Continued

will be added to the above per person fees.

ELECTRIC CART RENTAL - HARBOR GOLF COURSE ONLY

\$10.00

\$ 8.00 Single Rate

HAND CART RENTAL

Holmby, Los Feliz, & Rancho 3 par
All other courses

\$1.00

\$3.00

GOLF CLUB RENTAL

3 par and Holmby courses only
Harbor Golf Course

\$.25/each

\$3.00/set with bag

GOLF COURSE LOCKER RENTAL

	<u>Rancho</u>	<u>Sepulveda</u>	<u>Griffith</u>
Daily	\$2.50	\$1.50	\$2.50
Monthly	7.50	5.00	7.00
Annual			
Small	25.00	10.00	---
Medium	30.00	25.00	---
Large	42.00	35.00	40.00
Giant	50.00	---	---

FUND RAISING EVENTS (Non-Department Sponsored)

By Board Approval Only. Limited to 2 Events Per Year Per Course.

SECTION III	Special Exemptions	Page: Sec III Pg. 1 <hr/> Date: 7/01
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Special exemptions by Board Report #481-97

U.S. Army Corps of Engineers - are permitted 8 tournaments per calendar year on weekdays or weekends, limited to 60 players per tournament. Participants will be charged the regular tournament rate **for weekday tournaments, and the regular weekend/holiday rate for weekend tournaments.** Full payment must be made by check to the reservation office at least 15 days prior to the day of play.

All City Employees Benefits Services Association (A.C.E.B.S.A.) is permitted 4 tournaments each calendar year on holidays, if desired, limited to 160 players each tournament. Participants will be charged the regular tournament rate **for weekday tournaments, and the regular weekend/holiday rate for weekend tournaments.** Full payment must be made by check to the reservation office at least 15 days prior to the day of play.

Sepulveda Men's Club - is permitted to hold a tournament on Balboa Golf Course on the Friday after Thanksgiving, limited to 120 players. Participants will be charged the M.G.A. rate and will pay with one check a minimum of 15 minutes prior to their first tee time on the day of play.

Police Celebrity Golf Tournament is permitted to hold one tournament at Rancho Park Golf Course in May each calendar year on a Saturday. A request must be made annually to the Board of Commissioners for approval.

Sun Valley Chamber of Commerce - is permitted to hold two tournaments each calendar year at the Hansen Dam Golf Course on non-holiday Mondays for the purpose of fund raising. This tournament will be allowed to begin at 11:00 a.m. (Public access to the course will be permitted prior to the start of the tournament.)

REPORT OF GENERAL MANAGER

NO. 03-241

DATE July 9, 2003

CD. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TERMINATION OF THE HANSEN DAM GOLF COURSE PRO SHOP, LESSON SERVICE, AND DRIVING RANGE CONCESSION AGREEMENT (CONCESSION AGREEMENT NO. 233) WITH JOHN WELLS GOLF SHOPS, INC.

J. Combs _____	H. Fujita _____
*J. Cossalles _____	J. Kulb _____
J. Duggan _____	B. Lukehart _____



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Terminate Concession Agreement No. 233 between John Wells Golf Shops, Inc., and the Department of Recreation and Parks for the operation of the Hansen Dam Golf Course Pro Shop, Lesson Service and Driving Range Concession due to noncompliance with contract requirements, specifically failure to maintain a performance bond;
2. Authorize Concession Staff to offer the interim operations to our current Golf Professional Concessionaires; and,
3. Authorize Concession Staff to conduct a new Request for Proposal (RFP) process for the Hansen Dam Golf Course Pro Shop, Lesson Service, and Driving Range Concession.

SUMMARY:

John Wells of John Wells Golf Shops, Inc. has operated the Hansen Dam Golf Course Pro Shop, Lesson Service, and Driving Range Concession since 1987, but is currently operating under Concession Agreement No. 233 executed on October 1, 1997. He is currently operating on a ten-year contract with a 30-day revocation clause. According to the terms of Concession Agreement No. 233, Mr. Wells is required to maintain a performance bond of \$43,400.00 on file for the entire term of the contract. The form of the performance bond required by his contract is to be a cash deposit, cashier's check, certified bank check, United States Government negotiable security, certificate of time deposit, or corporate surety bond. Section 6 of Concession Agreement 233 also requires an Annual Minimum Capital Improvement Contribution of

REPORT OF GENERAL MANAGER

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\$35,000.00. Section 10 of Concession Agreement 233 outlines the specifics of the Capital Improvements Program including some of the actual improvements to be made through this agreement.

On January 15, 1998, Concession Agreement No. 233 had been fully executed by the Revenue Development Division and assigned to Valley Region Administrative Services for monitoring. At the time of the assignment of Concession Agreement No. 233, the \$43,400.00 performance bond had not yet been received by the Department from Mr. Wells, but Department Staff was working on obtaining the performance bond from Mr. Wells.

On January 14, 2003, the Department's Auditing Section released their audit findings of the Hansen Dam Golf Professional Concession for the audit period of October 2, 2000, through September 30, 2002. Audit findings included outstanding back payments owing in the amount of \$82,594.00 consisting of \$118.18 for Pro Shop and Lessons, \$12,475.82 for the Driving Range, and \$70,000.00 of unpaid Capital Improvement Contributions, and an expired performance bond in an amount less than required by the Concession Agreement. After receiving the audit results, Concession Staff reviewed the Capital Improvement Contributions made since the execution of the Concession Agreement and found outstanding Capital Improvement Contributions which now totals \$166,163.03

On February 6, 2003, Department Staff met with Mr. Wells to discuss the audit findings. Mr. Wells agreed to submit his monthly Capital Improvement Contribution with his monthly remittance advice and rental payments beginning February 2003. Mr. Wells did commence submitting current monthly Capital Improvement Contributions in February 2003. However, two outstanding issues remained: past Capital Improvement Contribution payments and his performance bond.

On March 27, 2003, Mr. Wells was contacted by Department Staff via telephone to discuss the issues of outstanding back rental and Capital Improvement Contribution payments. During the conversation, Mr. Wells was reminded that a valid performance is required.

Department Staff met again with Mr. Wells on May 13, 2003, to discuss the outstanding issues of his performance bond, back rental and Capital Improvement Contribution payment issues. During this meeting Mr. Wells promised to provide his new performance bond documentation within a couple of weeks, and offered a payment plan to repay his outstanding Capital Improvement Contribution balance. Mr. Wells began repayment of the outstanding Capital Improvement Contributions balance in May 2003 with monthly payments of \$3,956.26 (including interest) for 42 months. He did not submit a new performance bond, however.

On May 29, 2003, a Notice of Default letter was sent to Mr. Wells via Certified mail stating if he did not provide proper documentation of his required performance bond within ten days of the date of the letter, the Department would have to move forward with termination proceedings of Concession Agreement No. 233. Mr. Wells has taken no action, and no valid performance bond is in place to protect the City. Staff will be meeting again with Mr. Wells prior to the Board meeting.

REPORT OF GENERAL MANAGER

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Upon the termination of Concession Agreement No. 233 and in an effort to provide continued service to the Hansen Dam Golf Course community, Concession Staff will select an interim operator of the Hansen Dam Golf Course Pro Shop, Lesson Service, and Driving Range Concession from interested current Golf Professional concessionaires. In the event that no interest from current Golf Professional concessionaires is obtained, Department Staff will seek another operator as an interim emergency measure, to include the possible operation of the driving range with City staff as short term protection from a break in service. Department Staff is prepared to issue a Request for Proposal (RFP) to find the most qualified concessionaire to operate on a longer term agreement and will then seek payment of the full amount owed by John Wells through appropriate legal avenues.

Report prepared by Phillip Wong

REPORT OF GENERAL MANAGER

NO. 03-242

DATE July 9, 2003


C.D. 04

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NORTH HOLLYWOOD PARK -- EASEMENT TO THE DEPARTMENT OF WATER AND POWER FOR THE HOLLYWOOD INLET TRUNKLINE

J. Carahs
A. Corrales
J. Duggan

H. Fujita
*B. Eukelhart
J. Kolb


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Adopt the Resolution (on file in the Board Office) granting an easement, also known as a Grant of Right, to the Los Angeles Department of Water and Power for the potential installation and maintenance of a portion of the Hollywood Inlet Trunkline, northwest of the intersection of Magnolia Boulevard and Tujunga Avenue within North Hollywood Park;
2. Direct the Board Secretary to transmit the related documents and draft Ordinance concurrently to the City Attorney for review as to form and to the Mayor for review and approval and subsequently to forward the documents to the City Council for approval; and,
3. Authorize the Board President and Secretary to execute the easement documents upon receipt of the aforementioned approvals and to transmit said executed documents to the Department of Water and Power for recordation.

SUMMARY:

The Department of Water and Power (DWP) has identified a need to plan for a future rerouting and realignment of the existing water service lines as a result of the development of a roller hockey rink at the park; the rink will interfere with their existing easement or Grant of Right. As a result, DWP has requested a new easement, to be 20 feet wide and approximately 931 feet long. It will be in the western part of the park, running northwest and located to the south of the existing easement. The easement is DWP Right-of-Way No. 13085, and the area is identified on the attached schematic map.

In accordance with Section 594 (c) (1) of the Charter of the City of Los Angeles, the Board of Recreation and Park Commissioners may approve the granting of an easement to the DWP for the public's benefit in connection with public utility service, subject to regulation by Ordinance.

REPORT OF GENERAL MANAGER

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Staff has determined that this project as currently conceived will consist of minor alterations in land use limitations, which do not result in any changes in land use or density, including but not limited to miscellaneous easements; therefore the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 5(4) of the City CEQA Guidelines. It is understood that if, in the future, construction takes place within the easement, DWP will obtain the necessary CEQA clearances.

The Superintendent of Operations West and personnel in the South Valley Neighborhood Service Area have been consulted on the proposed easement and concur with staff's recommendations.

Report prepared by Joan Reitzel, Senior Management Analyst, Real Estate and Asset Management.

REPORT OF GENERAL MANAGER

NO. 03-243

DATE: July 9, 2003


C.D.: 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK: APPROVAL OF A NON-FINANCIAL ACQUISITION OF PROPERTY FROM FOREST LAWN AND DEDICATION OF PROPERTY AS PARK LAND

J. Combs _____
A. Corrales _____
J. Duggan _____

H. Fujita _____
*R. Lukehart *BSL* _____
J. Kolb _____


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

It is recommended that the Board adopt the Resolution, on file in the Board Office, accepting the Grant Deed that transfers to the City 87.78 acres, vested with the Department of Recreation and Parks, and setting said property apart as dedicated park land in perpetuity.

SUMMARY:

On August 26, 1998, the Superior Court of the State of California ordered the Forest Lawn Mortuary, Inc., and the non-profit Forest Lawn Memorial Park Association, to convey 87.78 acres of their unimproved real property to the City of Los Angeles for minimal, passive recreational use by the public such as hiking and horseback riding (Case No. BC 187405). The property is an addition to the northwest part of Griffith Park in the Hollywood Hills area (Assessor's Parcel Nos. 5581-005-004 and -006 and 5581-006-002).

The judgment was rendered as partial restitution for the removal of indigenous trees of the oak genus without first obtaining a permit from the Board of Public Works; this Citywide requirement dates from 1980. Known as the "Oak Tree Ordinance" (No. 153,478), the Los Angeles Municipal Code citations are Chapter 1, Article 7, Section 17.02 et seq., and Chapter 4, Article 6, Section 46.00, et seq. In addition, Forest Lawn was to plant 115 coast live-oak saplings to replace the trees that had been removed and to pay \$77,050.00 in landscape improvement fees, representing \$670.00 for each tree removed. Forest Lawn's future obligations with respect to the Oak Tree Ordinance were also included in the judgment. In return for transferring the acreage to the City, Forest Lawn retained an easement in order to access, construct and maintain drainage and erosion-control devices needed to protect the portion of their property situated down slope.

REPORT OF GENERAL MANAGER

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The Los Angeles City Council had previously approved the settlement on August 21, 1998 (Council File No. 98-1508). The delay in bringing the matter to the Board was due to the need to complete and review the conveyance documents. The Office of the City Attorney has reviewed the Grant Deed. In addition, the Survey Division of the Bureau of Engineering and the Asset Management Division of the Department of General Services have reviewed the underlying legal description, plot map and the Record of Survey and have found them to be adequate. The Councilmember for the Fourth District and the Assistant General Manager and Superintendent of Operations East concur with staff's recommendations.

Staff has determined that the subject project will consist of the transfer of ownership of land to establish parkland that will remain in its existing natural condition and therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 16 of the City CEQA Guidelines.

Report prepared by Damian A. Pacheco, Management Assistant, and Joan Reitzel, Senior Management Analyst, Real Estate and Asset Management.

REPORT OF GENERAL MANAGER

NO. 02-244

DATE July 9, 2003

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF CALIFORNIA DEPARTMENT OF EDUCATION (CDE)
2003-2004 FUNDING FOR GENERAL CHILD CARE AT JIM GILLIAM PRE-
SCHOOL AND EXTENDED DAY CARE (LATCHKEY) PROGRAMS AT
VARIOUS FACILITIES

J. Combs _____ H. Fujita _____
*A. Carralles _____ J. Kulb _____
J. Duggar _____ B. Lakehart _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Accept Fiscal Year 2003-04 grant funding from the State of California, Department of Education in the amount of \$166,802 for the general child care program at the Jim Gilliam Recreation Center, and \$380,942 for extended day care (Latchkey) Program at seven Department child care centers, subject to approval of the Mayor and City Council; and
2. Authorize the General Manager to execute the grant agreement on behalf of the City, and any subsequent amendments thereto, pursuant to Administrative Code Section 14.6 et seq. as may be amended, on behalf of the City, subject to approval by the City Attorney as to form; and
3. Adopt the accompanying resolution relative to the acceptance of the California Department of Education funding for child care, subject to the approval of the City Attorney as to form.

SUMMARY:

The Department is a current recipient of California Department of Education (CDE) General Childcare Program Funds, which provide grant monies to the Jim Gilliam Child Care Center for its subsidized preschool program. This program is the Department's only licensed preschool program and serves children of families with incomes at or below the 75 percent State median income level. Since January of 1996, the Department has received CDE funds to operate the child care services

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at this facility. Prior to the CDE subsidy, many parents could only afford to enroll their children for a portion of the day. The subsidy makes it possible for children to remain at the center for the full day. The Jim Gilliam Child Care center is licensed by the State to serve 45 children from three to five years of age, and is currently operating at full capacity. The CDE has awarded \$166,802 to the Department to fund the General Child Care program for another year.

The Department is also awarded Latchkey Program grant funds which are utilized for subsidized after school child care services at the following seven licensed Department child care centers: Baldwin Hills, Echo Park, Eagle Rock, Evergreen, Loren Miller, South Park, and Hubert Humphrey. The grant funds are used to subsidize latchkey services to children of families with incomes at or below 75 percent of the State median level. The grant requires 50 percent of the program's participants to pay full or partial fees to match the 50 percent subsidized participants. This subsidy is also limited to no more than 50 percent of the program's total costs. The program serves school aged children of 4.9 to 13 years. The CDE has awarded \$380,942 to the Department to continue providing subsidized child care for another year.

In order to continue receiving funds, the Department must submit the accompanying board resolution and execute the resulting agreements with the State of California.

Prepared by Vicki Israel and Carolyn James.

REPORT OF GENERAL MANAGER

NO. 03-245

DATE July 9, 2003

CD.

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LOS ANGELES EQUESTRIAN CENTER AMORTIZATION ALLOWANCE
FOR BOARDING SERVICES TO PARK RANGERS

J. Corchs
*C. Corrales
J. Duggan

H. Fujita
J. Kolb
H. Lukehart



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve the amortization of up to \$9,600.00 annually to concession operator, LAEC, Inc., for horse boarding services by the Park Rangers Division at the Los Angeles Equestrian Center.

SUMMARY:

The Department's Park Rangers have traditionally boarded City-owned patrol horses at the Los Angeles Equestrian Center at rates below commercial levels. Funds for said services are budgeted annually in the Park Ranger Contractual Services account, but because of the need to execute monthly Authority for Expenditures (AFE's) these payments are habitually delayed. LAEC, Inc., is willing to accept payment via an amortization plan, by which boarding fees for the current month would be deducted from concession rent owed from the previous month, based on a per month flat fee of \$200 per horse. The Park Rangers seek allowance for up to four horses, equating to \$9,600.00 maximum per year under this amortization program - or less, if the current Ranger equine inventory remains at two. Annually in June, the Administrative Resources Division (ARD) will review actual costs and submit to the Board a request to transfer funds from the applicable Ranger account to ensure repayment of the General Fund.

Report prepared by Stanley Woo.

REPORT OF GENERAL MANAGER

NO. 03-246

DATE July 9, 2003

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RELEASE OF MONEY WITHHELD UNDER CONTRACT NO. 2899; ALGIN SUTTON RECREATION CENTER - CHILDCARE CENTER (#1614D)

J. Combs ___
A. Corrales ___
J. Duggan ___

H. Fujita ___
J. Kolb ___
* B. Lukehart *BSL*



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that:

1. The Board approve the release of \$33,406.95 for wage restitution and penalties under Contract No. 2899; and,
2. The Director of Finance be directed to prepare a draft in the amount of \$33,406.95, made payable to the State of California, and forward same to the Bureau of Contract Administration, Office of Contract Compliance (OCC), attention Manny Perez, for processing to the California Labor Commission.

SUMMARY:

On June 3, 1999, the Board awarded the Algin Sutton Recreation Center - Childcare Center Project (#1614D) to Sunpeak Construction Inc. (Sunpeak). Subsequently, on January 23, 2002 the Board accepted the work performed as having been completed.

The Office of Contract Compliance (OCC) found that Carter & Co. and Precision Builders, sub-contractors to Sunpeak, failed to comply with the labor compliance requirements of the contract. Based on the evaluation of the certified payroll records, inspector logs from the inspectors assigned to the project, and other pertinent payroll documents, it has been determined that the aforementioned subcontractors on this project, failed to pay their workers the proper prevailing wage as mandated under Sections 1771 and 1774 of the California Labor Code, and are therefore subject to penalties as stipulated in Section 1775 of the Code.

On January 20, 2000, an assessment was sent to Sunpeak giving notice of Carter & Co.'s prevailing wage violations. On February 16, 2000, OCC forwarded a request to the Department's Grants Accounting Section to withhold contract payments from Sunpeak in the amount of \$18,963.28 for wage restitution and penalties assessed against Carter & Co. Consequently, Sunpeak paid the wage

REPORT OF GENERAL MANAGER

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assessment in the amount of \$15,713.28, but failed to meet their obligation to pay the penalties in the amount of \$3,250.00.

On April 12, 2001, a wage violation assessment against Precision Builders was forwarded to Sunpeak. After a thorough investigation, OCC determined that Precision Builders underpaid sixteen (16) of its workers for a total of \$22,906.95 resulting in penalties totaling \$7,250.00.

On April 16, 2001, OCC forwarded a request for approval to withhold said funds from Sunpeak, which was approved by the California State Department of Industrial Relations, Division of Labor Standards Enforcement. The Department's Grants Accounting Section received a request from OCC dated May 10, 2001, to withhold from Sunpeak a total of \$30,156.95 for wage restitutions and penalties.

Sunpeak failed to request administrative remedies under California Labor Code Section 1742. Therefore, in light of a settlement agreement which did not challenge OCC's wage assessments and Sunpeak's inaction, it is timely to release said funds to the State of California.

Prepared by Petrona Johnson and Mario Interiano (OCC)

REPORT OF GENERAL MANAGER

NO. 03-247

DATE July 9, 2003

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: **RELEASE OF MONEY WITHHELD UNDER CONTRACT NO. 2875; VAN NESS RECREATION CENTER - CHILDCARE CENTER (#1603E)**

I. Combs _____
A. Corrales _____
J. Duggan _____

II. Fujita _____
J. Kolb _____
* B. Lukehart BHL



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that:

1. The Board approve the release of \$34,308.01 for wage restitution and penalties under Contract No. 2875; and,
2. The Director of Finance be directed to prepare a draft in the amount of \$34,308.01, made payable to the State of California and forward same to the Bureau of Contract Administration, Office of Contract Compliance (OCC), attention Manny Perez, for processing to the California Labor Commission.

SUMMARY:

On December 9, 1998, the Board awarded the Van Ness Recreation Center - Childcare Center Project (#1603E) to Sunpeak Construction, Inc. (Sunpeak). Subsequently, on January 23, 2002, the Board accepted the work performed as completed.

The Office of Contract Compliance (OCC) found that Precision Builders (a.k.a. K & D Builders), a subcontractor to Sunpeak, failed to comply with the labor compliance requirements of the contract. Based on the evaluation of the certified payroll records, inspector logs from the inspectors assigned to the project, and other pertinent payroll documents, it has been determined that the aforementioned subcontractor on this project failed to pay its workers the proper prevailing wage as mandated under Sections 1771 and 1774 of the California Labor Code, and is therefore subject to penalties as stipulated in Section 1775 of the Code.

On August 15, 2001, a wage violation assessment against Precision Builders was forwarded to Sunpeak. After a thorough investigation, OCC determined that Precision Builders underpaid sixteen (16) of their workers a total \$27,533.01 resulting in penalties totaling \$6,775.00. On April 3, 2001,

REPORT OF GENERAL MANAGER

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OCC forwarded a request for approval to withhold said funds from Sunpeak, which was approved by the California State Department of Industrial Relations, Division of Labor Standards Enforcement. Consequently, the Department's Grants Accounting Section received a request from OCC dated June 26, 2001, to withhold \$34,308.01 from Sunpeak for wage restitution and penalties.

Sunpeak failed to request administrative remedies under California Labor Code Section 1742. Therefore, in light of a settlement agreement which did not challenge OCC's wage assessments and Sunpeak's inaction, it is timely to release said funds to the State of California.

Prepared by Petrona Johnson and Mario Interiano (OCC)

REPORT OF GENERAL MANAGER

NO. 03-248

DATE July 9, 2003

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF STOP NOTICES ON DEPARTMENT CONSTRUCTION CONTRACTS - BRANFORD RECREATION CENTER - CHILDCARE CENTER (#1617D); GRIFFITH OBSERVATORY - RENOVATION AND EXPANSION (#1504C); EAGLE ROCK RECREATION CENTER-CHILDCARE CENTER (#1628D); AND RELEASES OF STOP NOTICES ON WINNETKA RECREATION CENTER - CHILDCARE CENTER (#2600N); AND GRIFFITH PARK TRAVEL TOWN TRAIN EXHIBIT PAVILION (#1507C)

J. Combs _____

H. Fujita _____

A. Corrales _____

J. Kolb _____

J. Duggan _____

*B. Lukehart BL


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Direct staff to withhold the amount claimed in the following Stop Notices, plus an additional sum equal to 25% thereof to defray any costs of litigation in the event of court action, if said funds are available, and to notify contractors, sureties and other interested parties that the amounts of said claims plus 25% will be withheld; and,
2. Accept the following requests for Releases of Stop Notices.

SUMMARY:

STOP NOTICES

The Department is in receipt of legal notices to withhold construction funds, pursuant to California Civil Code Section 3103 and 3181, on the contracts indicated below:

REPORT OF GENERAL MANAGER

PG. 2 NO. 03-248

Contract 3004 C.D. 6

Branford Recreation Center - Childcare Center (#1617D). Construction of a new childcare center. Contract was awarded to Datum Group, Inc. on June 13, 2001.

Claimant: Glen Hager Cabinets.
Amount: \$4,475.00

Claimant: Three Brothers
Carpets
Amount: \$5,600.00

Project Status: 99 % complete
Completion Date: June, 2003
Project Impact: None

Contract 3068 C.D. 4

Griffith Observatory - Renovation and Expansion (#1504C). Contract was awarded to S.J. Amoroso Construction Co. Inc.

Claimant: Bielski Window &
Masonry cleaning
Amount: \$103,801.00

Project Status: 15% complete
Completion Date: March 25, 2005
Project Impact: None

Contract 2953 C.D. 14

Eagle Rock Recreation Center - Childcare Center (#1628D). Construction of a new childcare center. Contract was awarded to Povac Investments, Inc. on May 17, 2000

Claimant: Fire Prevention
Technics, Inc.
Amount: \$12,156.00

Claimant: Glen Hager Cabinets
Amount: \$9,383.00

Project Status: 98% complete
Completion Date: July, 2003
Project Impact: None

RELEASES OF STOP NOTICES

The Department is in receipt of Releases of Stop Notices, previously filed by the claimants listed below, which releases the Board from any and all liability from withholding any monies from the general contractors or the sureties.

REPORT OF GENERAL MANAGER

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Contract 3054 C.D. 12

Winnetka Recreation Center - Childcare Center (#2600N). Construction of new Childcare center. Contract awarded to Trimax Construction Corp. on September 24, 2002.

Claimant: Fred Stasky
Inspections

Amount: \$3,769.00

Project Status: 75% complete
Completion Date: August 15, 2003
Project Impact: None

Contract 3049 C.D. 4

Griffith Park Travel Town Train Exhibit Pavilion (#1507C). Construction of a new train pavilion. Contract awarded to West Valley Investment Group, Inc. on February 20, 2002.

Claimant: Bragg Investment
Company

Amount: \$6,071.40

Project Status: 85% complete
Completion Date: August 15, 2003
Project Impact: None

Prepared by Petrona Johnson

REPORT OF GENERAL MANAGER

NO. 03-249

DATE July 9, 2003

C.D. 09

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RELEASE OF MONEY WITHHELD UNDER CONTRACT NO. 3001; VERMONT SQUARE - RESTROOM AND LANDSCAPE IMPROVEMENTS (#1215D)

J. Combs _____
A. Corrales _____
J. Duggan _____

H. Fujita _____
J. Kolb _____
* B. Lukehart BSC



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that:

1. The Board approve the release of \$27,599.34 for penalties under Contract No. 3001; and,
2. The Director of Finance be directed to transfer \$27,599.34 to Revenue Account 4331-Penalties and Forfeitures for Fund 100, Department 76, of the City's General Fund.

SUMMARY:

On June 6, 2001, the Board awarded the Vermont Square - Restroom and Landscape Improvements Project (#1215D), to H.M.I. Construction Service. Subsequently, a construction contract (No. 3001) was executed by both parties and the contractor proceeded to construct the project. On April 17, 2002, the Board accepted the work performed as having been completed. The Office of Contract Compliance sent a withhold request to the Department's Grants Accounting Division on February 25, 2002 for wage restitution and penalties in the amount of \$100,000. However, only \$27,599.34 was available in retention for withholding. The Office of Contract Compliance has now requested the release of the total amount of \$27,599.34 which is to be transferred to Revenue Account No. 4331- Penalties and Forfeitures for Fund 100, Department 76, of the City General Funds.

The California Labor Code allows a contractor 10 days in which to comply with the written notice from the Office of Contract Compliance regarding labor compliance issues. If the contractor fails to comply, the forfeit is \$25 per day, or portion thereof, for each worker until compliance is effectuated. Further, the Code requires that all wages and penalties that have been withheld are to be transferred to the Labor Commission whenever a contractor fails to bring suit for recovery of wages and penalties that are withheld within 90 days after the completion of the contract and formal acceptance of the job. Since H.M.I. Construction has filed no lawsuit, it is timely to release said funds.

REPORT OF GENERAL MANAGER

NO. 03-250

DATE July 9, 2003


C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUBSTITUTION OF SUBCONTRACTOR; WESTCHESTER RECREATION CENTER - COMMUNITY BUILDING PROJECT (#1539A); COMPLETION CONTRACT NO. 2950

J. Combs _____
A. Corrales _____
J. Duggan _____

H. Fujita _____
J. Kolb _____
*B. Lukehart BSC



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board, approve the substitution of subcontractor as requested, inasmuch as no objection has been received.

SUMMARY:

The Department is in receipt of a request from Hayward Construction Co., general contractor for the Westchester Recreation Center - Community Building Project (#1539A), Completion Contract No. 2950, to substitute Custom Metal Fabricators, Inc. for R and J Sheet Metal for the sheet metal subcontract work on this project. The request was made inasmuch as R and J Sheet metal declined to execute the subcontract agreement.

Pursuant to Section 10.14 of the Los Angeles Administrative Code, R and J Sheet Metal was notified of the substitution request and has filed no objection.

Prepared by Petrona Johnson

REPORT OF GENERAL MANAGER

NO. 03-251

DATE July 9, 2003

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) Councilmember Dennis P. Zinc, Third District, relative to restoring Lanark Park pool and Reseda Park pool.

Refer to General Manager.

2) City Clerk, relative to settlement of case entitled Robert Falls v. City of Los Angeles.

Note and file.

3) City Clerk, relative to exempting seven positions in the Department for the Exposition Park Intergenerational Community Center.

Note and file.

4) City Clerk, relative to approving the first and second amendments to the supplemental agreement with RRM Design Group.

Refer to Staff for further processing.

5) City Clerk, relative to the Year End financial status report.

Note and file.

REPORT OF GENERAL MANAGER

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- 6) Julia E. Leytes, CFO, R & D Drywall, relative to requesting the Department to act as mediator between them and the general contractor for Branford Childcare Center (#1617D). Refer to General Manager.
- 7) Two Communicants, Bessie Hernton and Julian Espinoza, relative to the closure of the Northeast Valley Senior Center due to water damage. Note and file.
- 8) Tina Farash, Hobart Neighborhood Watch Association, to Captain Mike Downing, Los Angeles Police Department, relative to cleaning up crime at Lemon Grove Park. Note and file
- 9) Michal Kamran, relative to requesting that the Department clean up after the ducks from Reseda Park which go into their yard. Refer to General Manager.
- 10) Robert Chernob, Fairfax Residents Association, relative to crime in Pan Pacific Park. Refer to General Manager.
- 11) Richard A Heard, Jr., to James Dodds, Sepulveda Golf Complex, relative to an incident with a golf marshal at Balboa Golf Course. Refer to General Manager.
- 12) Roberto Luna, relative to requesting action to prevent the recurrence of an incident at Wilmington Recreation Center. Refer to General Manager for response.
- 13) David C. Miller, relative to protesting the condition of the Sepulveda Driving Range. Refer to General Manager.
- 14) Various communicants (12) relative to suggestions for Runyon Canyon Dog Park. Refer to General Manager.

REPORT OF GENERAL MANAGER

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- | | |
|---|---------------------------|
| 15) Fairfax Residents' Association, relative to the City Attorney's handling of a problem in and around Pan Pacific Park. | Note and file. |
| 16) Tina Farash, relative to events at Lemon Grove Park. | Note and file. |
| 17) Gene Choi, relative to alleged corruption at Wilson/Harding Golf Course. | Refer to General Manager. |
| 18) Tina Farash, Hobart Neighborhood Watch, requesting help with problems at Lemon Grove Park. | Refer to General Manager. |
| 19) Gary Ward, relative to the availability of a house near Runyon Canyon for purchase by the Department. | Refer to General Manager. |
| 20) Miles Anthony, relative to the current state of the golf courses at Griffith Park and Rancho Park. | Refer to General Manager. |

Prepared by Paul Liles

REPORT OF GENERAL MANAGER

NO. 03-213

DATE June 18, 2003

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: FISCAL YEAR 2003-04 PERSONNEL RESOLUTION

J. Combs _____
A. Coroalles _____
H. Fujita _____

J. Kolb _____
J. Duggan _____
B. Lukehart _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Adopt the attached Fiscal Year 2003-04 Personnel Resolution effective July 1, 2003; and
2. Authorize the release of substitute positions for Fiscal Year 2003-04 as listed in the Fiscal Year 2003-04 Personnel Resolution.

SUMMARY:

The Board of Recreation and Park Commissioners establishes the Department's employment authority on an annual basis through the Department's Personnel Resolution. Positions contained in this document reflect full-time and as-needed positions authorized by the City Council through the budget process; positions authorized by the Board whose salaries are reimbursed by special funding sources outside the budget (e.g., grants); and substitute and in-lieu positions authorized by the Board to address the fluctuating staffing needs of the Department.

The Fiscal Year (FY) 2003-04 Personnel Resolution authorizes a total of 2053 regular positions, 148 substitute positions, and 109 in-lieu positions; authorizes 63 classifications that may be used to employ as-needed employees; and authorizes 81 positions funded through grants and other outside funding sources.

A comparison between positions authorized for Fiscal Year 2002-03 and positions that will be authorized for Fiscal Year (FY) 2003-04, upon adoption of the attached Personnel Resolution by the Board, is provided below.

REPORT OF GENERAL MANAGER

PG. 2

NO. 03-213

	<u>FY 2002-03</u>	<u>FY 2003-04</u>	<u>Difference</u>
Regular	2037	2053	+16
Substitute	219	148	-71
Special Funded	83	81	-2
In Lieu	70	109	+39

The most significant change from the prior Personnel Resolution to the FY 2003-04 Personnel Resolution is a gain of 32 regular positions and a loss of 16 regular positions, or a net gain of 16 regular positions, as follows:

REGULAR POSITIONS

ADD

<u>No.</u>	<u>Classification</u>	<u>Comments</u>
3	Child Care Associate II	New & Renovated Facilities
1	Child Care Center Director	New & Renovated Facilities
9	Gardener Caretaker	New & Renovated Facilities
1	Historic Site Curator	New & Renovated Facilities
6	Recreation Coordinator	New & Renovated Facilities
6	Recreation Facility Director	New & Renovated Facilities
1	Senior Gardener	New & Renovated Facilities
3	Senior Recreation Director I	New & Renovated Facilities
1	Supt Plan/Develop R&P	Planning & Development
1	Therapeutic Rec Spec	New & Renovated Facilities

DELETE

<u>No.</u>	<u>Classification</u>	<u>Comments</u>
1	Asst GM Rec & Parks	Management
1	Development & Marketing Director	Development & Marketing
1	Executive Secretary II	Management
1	Gardener Caretaker	Recreation Operations
3	Park Maintenance Supervisor	Golf Facilities
6	Recreation Coordinator	Rec Facility Dir upgrade
1	Senior Management Analyst I	Management
1	Senior Management Analyst II	Management
1	Sr Park Maintenance Supervisor	Golf Facilities

Prepared by: Virginia Hatchard

FOR INFORMATION ONLY

**CITY OF LOS ANGELES
Department of Recreation and Parks**

July 9, 2003

TO: BOARD OF RECREATION AND PARK COMMISSIONERS

FROM: MANUEL A. MOLLINEDO, General Manager
Department of Recreation and Parks

**SUBJECT: TRANSFER OF ADMINISTRATION OF GRIFFITH OBSERVATORY
PROPOSITION A GRANT TO THE DEPARTMENT OF PUBLIC
WORKS**

On June 2, 2003, the L.A. for Kids Steering Committee accepted the Bureau of Engineering recommendation that the Public Works Bureau of Financial Management and Personnel Services administer Proposition A for the Griffith Observatory project. In conformance with their direction, therefore, effective immediately, the Department is transferring the administration of the remaining grant funds to the Department of Public Works, Bureau of Engineering. The following table provides the current fiscal status of the Griffith Observatory Proposition A account:

CATEGORY	A. Available Funding	B. Expended Thru June 2003	C. Received by DRP from County	D. Left to Bill to the County by DRP	E. Balance
1) Administrative Costs (25% Cap):	\$4,625,000	\$3,299,381.91	\$3,299,381.91	\$0	\$1,325,618.09
2) Construction	\$13,875,000	\$0	\$0	\$0	\$13,875,000.00
TOTALS	\$18,500,000	\$3,299,381.91	\$3,299,381.91	\$0	\$15,200,618.09

The Department of Public Works will cash flow the Proposition A funding for the Observatory after July 1, 2003. The Department of Public Works currently administers approximately \$10,000,000 in Proposition K funding for the Observatory project and it was felt that coupling that with the administration of Proposition A funding would result in more effectively managing the overall funding for this project.

The Proposition A grant is comprised of \$18,000,000 in Prop AI (1992) funds specified for the Griffith Observatory and \$500,000 in Prop AII (1996) discretionary (Per Parcel) funds allocated by the City Council.

FOR INFORMATION ONLY

**CITY OF LOS ANGELES
Department of Recreation and Parks**

DATE: JULY 9, 2003
TO: BOARD OF RECREATION AND PARK COMMISSIONERS
FROM: MANUEL A. MOLLINEDO, General Manager
Department of Recreation and Parks
SUBJECT: NINE-MONTH STATUS OF PARK SAFETY PROGRAM

BACKGROUND

At the recommendation of the Park Safety Task Force, sixty-two parks have been identified as "Safe Parks" and have thus been assigned for additional attention and enforcement efforts by the LAPD and the Department of Recreation and Parks. The sixty-two parks were also designated as LAPD Stop-in Centers and prioritized to emphasize those parks/facilities in the greatest need of increased Police patrol presence. To measure the effectiveness of this program, the LAPD and the Department of Recreation and Parks track and report on the number of visitations at the Stop-in Centers and, correspondingly, the number of Part 1 crimes in each park. The report that follows contains tracking data for the last nine months. The intent in collecting this data is to identify trends and to determine if there is a correlation between a greater police presence and incidents of crime at parks.

STOP-IN CENTERS

With nine months of tracking data now available, we observe that the LAPD's level of participation in the Stop-in Center program increased to a peak of 92% - 57 out of a possible 62 designated facilities received at least one monthly stop-in visit (Attachment A). The tracking data shows that police visitations over the last nine months have ranged from a low of 42% in September 2002, to the high of 92% in March of this year. This represents a nine-percentage point increase over the previous high and the past three month's statistics demonstrate a sustained level of performance where 85% or more of the Safe Parks facilities are receiving a monthly visit.

A more encouraging development has been the steady rise in the number of facilities receiving four or more visitations per month. In a strong turnaround from only 27% recorded in February, the last three months have seen the goal of a minimum of four LAPD visitations for each facility per month achieved on average by over 50% of the sixty-two Stop-in Centers with a program high of 68% recorded in May. The last three months have seen a substantial increase in the total number of visitations citywide. The 77th Street, Southeast and Van Nuys Divisions have led the way, each averaging more than 10 visits per center per month during the last three months.

The performance improvements are significant and commendable and should become the new benchmarks for future improvements. The noticeable improvements in the level of participation by LAPD officers can be partially attributed to the more conscientious reporting of visitations by officers at park facilities which is a direct result of the outreach training recently completed at all eighteen LAPD community police stations. The lines of communication between LAPD and RAP have been firmly established and are now in the maintenance cycle with refresher training planned for the coming fiscal year. The tables below summarize the tracking data:

LAPD VISITATIONS

2002 - 2003

# of Visitations	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
1 or more	42%	58%	83%	80%	77%	77%	92%	85%	89%
4 or more	19%	23%	56%	45%	48%	27%	58%	47%	68%

STOP-IN CENTER VISITS BY LAPD DIVISION

2002 - 2003

Police Station	# of Stop-in Centers	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
Central	1	0	0	0	0	0	0	0	0	0	0
Devonshire	2	4	8	9	7	9	9	16	10	14	86
Foothill	6	9	22	52	18	17	21	50	44	54	287
Harbor	4	27	13	26	11	16	22	22	14	32	183
Hollenbeck	5	0	2	10	5	10	6	8	5	10	56
Hollywood	1	6	3	7	6	6	3	12	4	11	58
Newton	7	8	12	76	48	44	22	55	43	44	352
Northeast	8	8	11	29	26	20	5	6	9	23	137
North Hollywood	3	2	0	4	0	1	6	21	21	25	80
Pacific	2	1	1	15	9	6	6	25	8	24	95
Rampart	6	10	18	36	32	27	27	23	15	67	255
77th Street	3	26	48	84	98	83	36	75	71	69	590
Southeast	4	5	6	8	4	21	20	49	50	46	209
Southwest	5	2	5	17	14	24	10	34	19	23	148
Van Nuys	3	9	8	38	40	38	16	29	29	37	244
West LA	0	0	0	0	0	0	0	0	0	0	0
West Valley	1	2	6	2	9	8	4	7	5	7	50
Wilshire	1	0	0	1	2	0	2	3	0	9	17
Total:	62	119	163	414	329	330	215	435	347	495	2847

PART 1 CRIMES

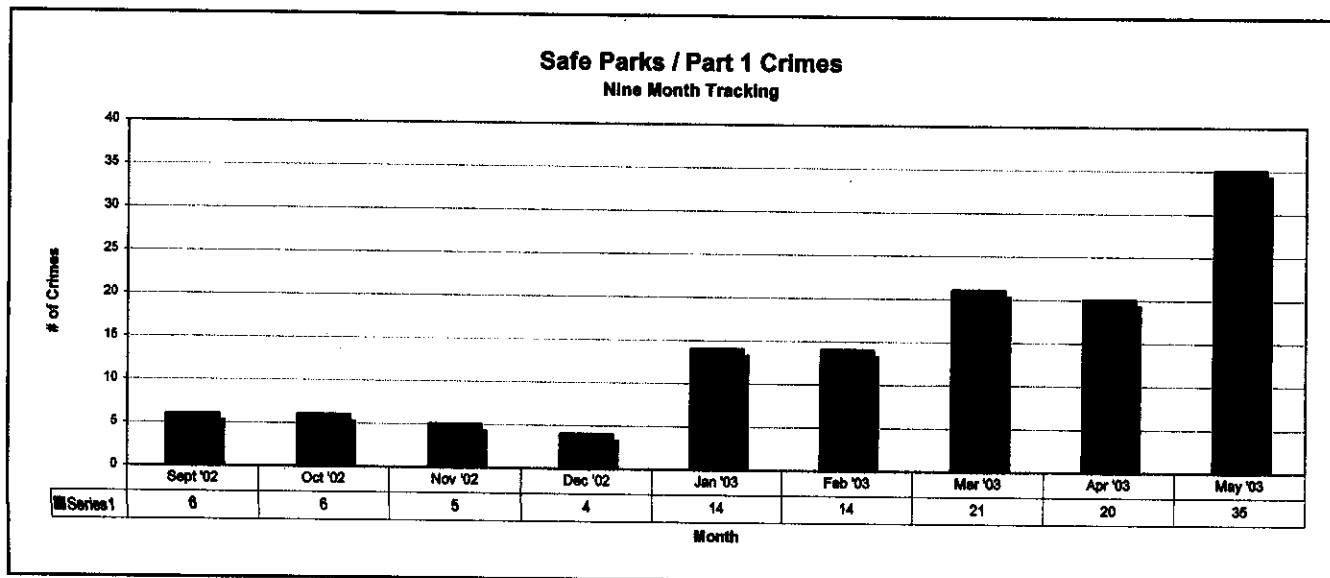
Part 1 crimes are tracked by LAPD for the 62 parks and reported to Recreation and Parks monthly (Attachment B). They are further detailed below by month and category. Part 1 crimes are the serious crimes that most directly affect quality of life. Ninety percent of the Part 1 crimes committed at the 62 parks during the nine-month tracking period were assaults, robberies and grand theft. To date, there have been no homicides in the Safe Parks facilities.

There appears to be a continuing upward trend of Part 1 crimes in parks. During the last three months, there have been 20 or more Part 1 crimes each month with 35 recorded in May. Seasonal factors may account for some increases in crime due to corresponding increases in park patronage; however, close scrutiny should be observed regarding this increase in crime. Ranger and LAPD deployments must maintain their vigilance to prevent further increases during the active summer months.

**PART 1 CRIMES BY MONTH AND CATEGORY
 2002 – 2003**

Month	Homicide	Rape	Robbery	Assault	Grand Theft	Shots Fired	Brandishing Weapon	Kidnapping	Total
Sept '02	0	0	0	3	3	0	0	0	6
Oct '02	0	0	2	2	2	0	0	0	6
Nov '02	0	1	1	2	1	0	0	0	5
Dec '02	0	0	2	1	1	0	0	0	4
Jan '03	0	1	7	2	3	1	0	0	14
Feb '03	0	0	1	10	2	0	1	0	14
Mar '03	0	1	7	3	9	1	0	0	21
Apr '03	0	0	3	8	9	0	0	0	20
May '03	0	3	6	11	15	0	0	0	35
Total:	0	6	29	42	45	2	1	0	125

The following chart best depicts the steady rise in Part 1 crimes since the start of 2003.



LAPD WEBSITE

From April through the first week of June 2003, there have been 13 hits on the LAPD Park Safety Survey website. LAPD Officer Joyce Davis, of the Community Policing Unit at Parker Center, emails the survey results to the appropriate LAPD Park Coordinator for follow-up. All eighteen LAPD Divisions have a Sergeant who is assigned as a Park Coordinator for all the parks in the Division. The LAPD Park Coordinator who receives the survey comments then assigns them to the Senior Lead Officer (SLO) in the Patrol Area for investigation and follow-up. Officer Davis also emails the survey results to Senior Ranger Anne Waisgerber for follow-up within Recreation and Parks (RAP). Ranger Waisgerber will then generate work assignments to Region and Safe Park Rangers. The Park Rangers conduct extra patrols at the concerned parks to specifically address the issues relayed via the website which include gang, narcotics, alcohol and transient related activity.

PARK FACILITY PROBLEM SOLVING FORM

Since the inception of the Stop-in Center program, staff from both LAPD and RAP worked together to design Problem Solving Forms (PSF). These forms were distributed to park employees at the eighteen RAP/LAPD divisional meetings in order to report crimes to LAPD. Since April through the first week of June 2003, RAP has received 13 PSF. Work assignments have been generated to Region and Safe Park Rangers to conduct extra patrols. Issues being addressed include gang and narcotic activity, transients, dogs off-leash, vandalism, burglary from motor vehicles, illegal parking, and requests for extra patrols at park carnivals.

RAP staff has also been directed to give copies of the PSF to their respective LAPD Division SLO who gives them to the Park Coordinators. To ensure that LAPD receives the form, Senior Ranger Anne Waisgerber has also been faxing copies of each PSF to Officer Joyce Davis at the LAPD Community Policing Unit at Parker Center, who then distributes to the appropriate Park Coordinator. LAPD has their own tracking mechanism for the PSF. The Park Coordinators who receive the PSF distribute it to the appropriate SLO for follow-up. When the SLO has completed the assignment, they notify their Park Coordinator who reviews and approves it.

RAP/LAPD DIVISIONAL MEETINGS

Meetings were held in each of the eighteen LAPD divisions between February and May 2003. Senior Ranger Anne Waisgerber and LAPD Sergeant Vic Dennis or his partner, Officer Joyce Davis, chaired the meetings between Recreation Directors and LAPD Senior Lead Officers. Topics of discussion included the Problem Solving Form, the LAPD Website, and planning for the Park Safety Training in September 2003. Ranger/Divisional LAPD Contact Information sheets were also distributed.

LAPD REPORTING DISTRICT CRIME TRACKING

In an effort to most accurately track and focus on crimes occurring in the 62 Safe Parks, the Park Ranger Division has implemented a pilot project to analyze criminal activity in the areas adjacent to park facilities. LAPD has assisted this effort by providing Part 1 and Part 2 crime statistics for the reporting districts (RD) encompassing and corresponding to the selected 62 designated Safe Parks. A reporting district is the smallest identifiable portion of City territory that LAPD uses to track and report the location of crimes and arrests. The intended objective is to understand the level of crime that occurs in the communities near the park but not necessarily being reported as park/playground premises crimes. The additional crime information will assist the Park Ranger Division in coordinating with LAPD Senior Lead Officers to address criminal activity and the perception of criminal activity at Safe Parks. A preliminary review of early data shows that in many cases the documentation of low or non-existence of crimes at a park does not accurately portray the crime conditions of the surrounding neighborhood, which influences how its patrons may perceive the park. As an example, South Park Recreation Center for April 2003 had only one Part 1 crime reported, a petty theft incident. The criminal activity in the park was in sharp contrast to the corresponding RD surrounding the park, which included the petty theft and the following:

RD=SOUTH PARK REC CENTER - 1362								
Obs	DR	AREA	DATE	TIME	CRIME	CRM	LOCATION	PREMISE
761	031311730	NEWTON	04/20/03	1255	HOMICIDE	HOMICIDE	00296 E 47TH PL	APART/DUPLEX
762	031310853	NEWTON	04/09/03	2045	ROBBERY	ROBBERY	04812 S MAIN ST	SIDEWALK
763	031310941	NEWTON	04/10/03	2100	ROBBERY	ROBBERY	53RD/AVALON	PAY PHONE
764	031311131	NEWTON	04/13/03	2020	ADW	AGG.ASLT	WALL/47TH	SIDEWALK
765	031311098	NEWTON	04/12/03	1500	BURGLARY	BURGLARY	00349 E 52ND ST	SING FAM RES
766	031312101	NEWTON	04/25/03	0800	BURGLARY	BURGLARY	00283 E 48TH ST	SING FAM RES
767	031312252	NEWTON	04/27/03	0355	BURGLARY	BURGLARY	00216 E 51ST ST	SING FAM RES
▶ 768	031310563	NEWTON	04/03/03	1930	PETTY THFT	OTHRTHFT	51ST/SAN PEDRO	PARK/PLAYGRND
769	031310846	NEWTON	04/09/03	1430	PETTY THFT	OTHRTHFT	00349 E 52ND ST	RES YARD
770	031311708	NEWTON	04/20/03	0820	PETTY THFT	OTHRTHFT	04800 S SAN PEDRO ST	MARKET
771	031311195	NEWTON	04/14/03	1200	STLN VEH	AUTOTHFT	05125 WOODLAWN AV	STREET
772	031311261	NEWTON	04/15/03	1800	STLN VEH	AUTOTHFT	05012 S MAIN ST	STREET
773	031311496	NEWTON	04/17/03	0800	STLN VEH	AUTOTHFT	00111 E 50TH ST	STREET
774	031311584	NEWTON	04/18/03	2000	STLN VEH	AUTOTHFT	00170 E 49TH ST	STREET
775	031312250	NEWTON	04/26/03	0130	STLN VEH	AUTOTHFT	00109 E 51ST ST	STREET

PART I CRIMES FROM 04/01/03 TO 04/30/03

06:18 Saturday, May 3, 2003 110

▶ Indicates crime occurring in Park/Recreation Facility

Although the incidents of crime in parks appear to be single digit rare events, the RD statistics portray a higher level of criminal activity in the area. Area residents being the most likely park patrons will undoubtedly be aware of the safety issues and crime problems in the immediate neighborhood which may negatively impact park safety perceptions. RD statistics have only recently been made available. Future reports will include further data and analysis on criminal activity in RD's as it relates to the 62 Safe Parks. Additionally, the Department of Recreation and Parks has requested that the LAPD provide incidence of crime data by RD for the entire year of 2002 to serve as a benchmark for current trends and patterns.

RANGER COMMUNICATION SYSTEM UPGRADE

By mid-July 2003, the newly acquired software modules for the Computer Aided Dispatch (CAD) system will be integrated into the existing system, thereby providing the Park Rangers with essential tools for properly storing incident data and real time extraction of useful information on incidents by a wide list of variables (e.g. facility, council district, neighborhood service area, reporting district, suspect, date/time, etc.). The capabilities of the fully integrated and enhanced CAD system will be further improved by the addition of an in-house trainer (systems group employee) who is attending three days of vendor training in St. Louis, Missouri at the end of June. The software and training components will be tested in mid-July as the Park Rangers begin to compare their monthly statistics with those currently provided by LAPD. The expectations are that the true nature of criminal activities in the Safe Parks will be fully detailed by utilizing LAPD crime statistics as well as the daily nuisance and quality of life calls to which Rangers routinely respond. Park Rangers also look forward to sharing their Safe Parks information with LAPD Senior Lead Officers as a cooperative means to develop comprehensive crime suppression strategies.

CONCLUSION

The growing cooperation and communication between LAPD and Recreation and Parks staff appears to be paying dividends. With nine months of data collected, it is evident that LAPD is consistently improving their performance in the Stop-in program. Visitations are progressively increasing and have reached new highs in the past three months. However, a disturbing increase in the number of Part 1 crimes in the 62 Safe Parks has been identified since the beginning of the year. This calls for increased vigilance and enforcement efforts from the LAPD and Park Rangers to prevent a further increase in criminal activity this summer. Going forward, the new data provided by LAPD Reporting District and data provided by the improved Ranger Communications System will provide additional tools for analyzing criminal activity in and around parks. Additionally, the Stop-in program will soon mark its one-year anniversary and the data we are currently collecting will serve as a valuable benchmark for year two.

This Informational Board Report was prepared by Daniel Gentry and Sarah Hill.

Attachment B

DEPARTMENT OF RECREATION AND PARKS

Number of Part 1 Crimes per Month by Facility

Safe Parks / Part 1 Crimes												
1	Jordan Downs Recreation Center	Southeast		1	1				1		3	
2	Green Meadows Recreation Center	Southeast					2				2	
3	Jim Gilliam Recreation Center	Southwest									0	
4	South Park Recreation Center	Newton			1			1	1	1	4	
5	Gilbert Lindsay Community Center	Newton						3		1	4	
6	Trinity Recreation Center	Newton									0	
7	Central Recreation	Newton									0	
8	Ross Snyder Recreation Center	Newton						1	1		2	
9	Denker Recreation Center	Southwest									0	
10	Ramona Gardens Recreation Center	Hollenbeck			1		3			1	5	
11	Algin Sutton Recreation Center	77th	1						2		3	
12	MacArthur Park Recreation	Rampart		1	1			2	3	2	9	
13	109th Street Recreation Center	Southeast					1				1	
14	William Nickerson Recreation	Southeast								2	2	
15	Cypress Recreation Center	Northeast					1				1	
16	Mar Vista Gardens Recreation Center	Pacific									0	
17	Oakwood Recreation Center	Pacific									0	
18	Wilmington Recreation Center	Harbor								1	1	
19	Sunland Recreation Center	Foothill		1						1	2	
20	Lanark Recreation Center	West Valley						1			3	
21	Branford Recreation Center	Foothill								2	0	
22	David Gonzales/Pacolma Recreation	Foothill									0	
23	Hubert Humphrey Recreation	Foothill			1			1		2	4	
24	Sylmar Recreation Center	Foothill		1					2		3	
25	Sapulveda Recreation Center	Devonshire					1	1			2	
26	Delano Recreation Center	Van Nuys									0	
27	Hansen Dam Sprots Center	Foothill								1	1	
28	Normandie Recreation Center	Rampart									0	
29	Harvard Recreation Center	77th									0	
30	Fred Roberts Recreation Center	Newton							1		1	
31	Slauson Recreation Center	Newton									0	
32	Echo Park Recreation Center	Rampart				1		1	1		3	
33	Lincoln Heights Recreation	Hollenbeck									0	
34	Lincoln Park Recreation	Northeast		1			1	3		3	8	
35	Wabash Recreation Center	Hollenbeck					5				5	
36	Aliso Pico Recreation Center	Hollenbeck								1	1	
37	Hollywood Recreation Center	Hollywood	1			1	1		2	1	6	
38	St. Andrews Recreation Center	77th						1			1	
39	Normandale Recreation Center	Harbor									0	
40	Harbor City Recreation Center	Harbor									0	
41	Sun Valley Recreation Center	North Hollywood		2	1			2		3	8	
42	Van Nuys Sherman Oaks Recreation	Van Nuys								1	1	
43	Valley Plaza Recreation Center	North Hollywood	1								1	
44	North Hollywood Recreation Center	North Hollywood								4	4	
45	Van Nuys Recreation Center	Van Nuys							1		1	
46	Highland Park Recreation Center	Northeast									0	
47	Ardmore/Seoul Recreation Center	Wilshire					1			2	1	4
48	Elysian Adaptive Recreation Center	Central									0	
49	Toberman Recreation Center	Rampart		2	1						3	
50	Rancho Cienega Sports Complex	Southwest	1							1	2	
51	Loren Miller Recreation Center	Southwest	2				2			2	6	
52	Costello Recreation Center	Hollenbeck									0	
53	Bellevue Recreation Center	Rampart									0	
54	Vineyard Recreation Center	Southwest							1		1	
55	Elysian Valley Recreation Center	Northeast									0	
56	Chevy Chase Recreation Center	Northeast					1				1	
57	Yosemite Recreation Center	Northeast		1	1						2	
58	Lafayette Recreation Center	Rampart									0	
59	Glassell Recreation Center	Northeast						1			1	
60	Anderson Community Center	Harbor									0	
61	Griffith Park Ranger	Northeast					3	1	2	2	4	12
62	Panorama Recreation Center	Devonshire								1		1

REPORT OF GOLF ADVISORY COMMITTEE

NO. 03-252

DATE July 9, 2003

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CHANGES TO GREEN FEE SCHEDULE AND CHANGES TO CART RENTAL FEES


Chairperson

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve changes to the green fee schedules at the Rancho Park, Harding and Wilson Golf Courses as soon as permissible in the following manner:

- Increase weekday rate by \$1 from \$21 to \$22
- Increase weekend rate by \$1 from \$27 to \$28
- Increase weekday 9-hole rate by \$0.50 from \$12.50 to \$13.00
- Increase weekend 9-hole rate by \$0.50 from \$16.00 to \$16.50
- Increase weekday senior citizen rate by \$0.50 from \$12.50 to \$13.00*
- Increase weekday senior citizen 9-hole rate by \$0.50 from \$7.50 to \$8.00*
- Establish weekend tournament rate of \$38.00

* Senior citizen rate unavailable on weekends

That the Board direct the Department to seek the authority in October to implement the same above package of increases for the Hansen Dam, Encino, Balboa, and Woodley Lakes Golf Courses, which are located on land owned by the United States Government and subject to a lease agreement that precludes application for fee increases in any months other than April and October;

That the Board approve a one-year, one-time \$3 surcharge upon the rental of golf carts at the seven (7) 18-hole regulation golf courses in the following manner:

- De facto increase of 18-hole dual occupancy rate from \$21 to \$24
- De facto increase of the 18-hole single occupancy rate from \$14 to \$17
- De facto increase of the Twilight rate from \$14 to \$17
- De facto increase of 9-hole rate from \$9 to \$12

REPORT OF GOLF ADVISORY COMMITTEE

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That the Board direct the City Attorney to determine whether implementation of a \$3 golf cart surcharge is consistent with the terms of the Kishi Company's revocable permit, i.e., whether the additional \$3 increment must flow through the held over lease agreement terms with only 47% of the additional increment [\$1.41] going to the City or whether the City can retain 100% of the emergency surcharge; and in the absence of the ability to retain the full 100% of the surcharge adopt a one-year, one-time, emergency cart rental fee increase of \$3 as outlined above;

That the Board instruct the Department to consider the viability of establishing early morning back 9 play at the Harding and Wilson Golf Courses, which would generate significant revenues, particularly on weekend mornings, and is currently unavailable due to the routing of the golf courses; and

That the Board formally endorse the concept of moving as quickly as practicable with spinning the golf system into some variant of an enterprise fund or semi-autonomous division within the Department by authorizing the expenditure of no more than \$100,000.00 from the Golf Surcharge Fund for the single purpose of hiring a major accounting firm to perform a thorough and complete audit of the entire golf system / program.

SUMMARY:

[The analysis that follows indicates a net revenue increase of \$538,378.00 or \$811,325.00, depending upon whether the cart rental fee increase is determined to be permissible as an emergency surcharge or a standard fee increase.]

The City's finally adopted 2003-2004 budget for the Recreation and Parks Department expressly rejected a \$5 golf fee increase but failed to make provisions for the "lost" revenue originally envisaged by the \$5 golf fee increase. In other words, the final budget document "corrected" the initial budget's erroneous premise that a \$5 increase would yield \$4.5 million additional dollars but it forgot to remove the \$4.5 million mandate that the \$5 increase was supposed to generate -- putting the Recreation and Parks Department in the position of having to raise \$4.5 million additional dollars through a combination of cuts, reductions and fee increases.

While the linchpin of the City Council's comfort zone in eliminating the \$5 green fee mandate was the cushion provided by the \$12 million in the Golf Surcharge Account and the confidence that creating golf as an enterprise fund would yield substantial net savings and revenues, that did not mean that the City Council completely absolved the golf program from the need to participate in more direct and simple revenue generation. More specifically, the City Council created the expectation that golf would participate in approximately \$700,000.00 in additional fee generated revenues in fiscal year 2003-2004.

In searching for ways to generate the mandated revenue the Golf Advisory Committee was guided by three (3) overriding considerations: 1) The hard fact that the golf market has never been more price sensitive than it is today, with the best evidence of that proposition being the reality that the City's May 1, 2002 golf fee increase package resulted in \$129,000.00 fewer gross dollars than those realized in the previous 12 month period; 2) the hard fact that after the 1992-

1993 \$3 green fee increases in the City and Los Angeles County, play levels in both systems declined 10% in the next fiscal year during an era when the golf industry was still in the ascendancy; and 3) the hard truth that intra-system differential pricing schemes always inevitably result in the creation of class systems within municipal golf systems.

A conservative, incremental and reasonable price increase of \$1 citywide, with corresponding proportional increases for seniors and 9-hole rounds, in combination with raising the City's one under-market fee [cart rentals] to match the market (Los Angeles County & Long Beach) would be likely to keep play losses to the minimal 5% envisaged by the General Manager's proposal and consistent with the City's stated plans to spin the golf program into some variant of an enterprise fund operation, one that can qualify for revenue bonding and allow golf to be operated more like a business than a rigid bureaucracy.

Following the logic contained in the General Manager's "differential" scheme (but not stretched beyond credulity), the Golf Advisory Committee's assumptions, which are detailed in the attachments that follow, are based upon no drops in volume at Rancho Park, Harding and Wilson and 5% drops in volume at Encino, Balboa, Woodley Lakes and Hansen Dam – both for green fees and golf cart rentals. However, unlike the General Manager's proposal, the Golf Advisory Committee's assumptions are based upon more realistic starting dates for these increases – August 1, 2003 at Rancho Park, Harding and Wilson and November 1, 2003 at Encino, Balboa, Woodley Lakes and Hansen Dam, where the City's lease agreement with the United States Government precludes the City from seeking fee increases in months other than April and October.

As documented in the attachments, a \$1 fee increase at the City's 18-hole regulation courses (with the corresponding \$0.50 increases), a \$0 green fee increase at the City's 9-hole courses (where play levels are in significant decline at current rates), and a \$3 golf cart rental surcharge would result in \$538,378.00 in additional revenues if the cart rental fee increase portion were to be factored through the City's existing revocable permit with the Kishi Company (47%) or \$811,352.00 in additional revenues if the cart rental fee increase portion were to be permitted as a one-time, one-year, emergency surcharge on the existing cart rental fee – a high likelihood given the Kishi Company's tenuous / temporary contract status and the amount of time it will necessarily take to complete the RFP process or management contract process for this particular concession.

This proposal has a high likelihood of generating the additional revenues mandated, given its modesty, conservative assumptions and the fact that the only rate raised significantly is the one rate the City currently charges much less for than its main municipal competitors. It is consistent with the pledge by the Department, both orally and in writing to the City Council's Budget & Finance Committee, "to not raise golf fees more than \$1 in fiscal year 2003-2004." It does not raise fees in a manner destructive of the Department's stated desire to develop its golf program into a semi-autonomous, accountable division within the greater Recreation and Parks Department, a desire echoed by both the Mayor and City Council. And because it results in a City green fee schedule only marginally higher than its main municipal competitor, [\$1 weekday, \$1 weekend, \$2.50 senior], it poses less risk for the retention of vital market share, the

REPORT OF GOLF ADVISORY COMMITTEE

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cornerstone of any successful business enterprise, than does the "differential" paradigm contained in the General Manager's Report.

Finally, and perhaps most importantly, it avoids the slippery slope of intra-system differential pricing schemes, which national experience demonstrates always result in class systems within municipal golf programs – with the more expensive courses receiving the lion's share of attention, resources, etc., and the less expensive courses receiving less attention and fewer resources. One of the great strengths of the Los Angeles municipal golf program has been the fact that the courses in neighborhoods like Pacoima, Van Nuys, Venice and Wilmington are managed, maintained and improved to the same standards and expectations as the golf courses in neighborhoods like Los Feliz and Cheviot Hills. That great strength will quickly disappear under the General Manager's differential scheme and should not be so cavalierly jettisoned in the heat of a budget crunch.

During the seven (7) years of its existence the Golf Advisory Committee has never used the authority granted to it under the Board's June 1996 enabling authority to submit a direct Report to your honorable Board. The Committee has always judged it the better part of wisdom to work with Staff on the development of whatever final Reports are submitted to you. The Golf Advisory Committee does not cross this threshold lightly and hopes that your Honorable Board will recognize in this action the seriousness with which the Golf Advisory Committee Members take the disposition of this specific issue.

Attachments

This report was prepared by Craig Kessler, Golf Advisory Committee Member

Rate Increase Analysis - Projected Revenues

Variable Increase

Course	Fee	Amount Increase	Projected Rounds	Projected Gross Revenue Increase	Less Surcharge	Projected Net General Fund Increase
Rancho 18	18 Wknd rounds	\$1.00	28,457	\$28,457	(\$8,825)	\$21,812
Rancho 18	18 Wkdy rounds	\$1.00	38,308	\$38,308	(\$9,184)	\$28,114
Rancho 18	18 hole Sr. rounds	\$0.50	11,834	\$5,917	(\$1,432)	\$4,535
Rancho 18	9 Wknd rounds	\$0.50	3,872	\$1,936	(\$485)	\$1,471
Rancho 18	9 Wkdy rounds	\$0.50	4,927	\$2,464	(\$681)	\$1,872
Rancho 18	9 hole Sr. rounds	\$0.25	1,731	\$433	(\$104)	\$339
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Wilson	18 Wknd rounds	\$1.00	29,378	\$29,378	(\$7,050)	\$22,358
Wilson	18 Wkdy rounds	\$1.00	47,881	\$47,881	(\$11,481)	\$36,390
Wilson	18 hole Sr. rounds	\$0.50	7,918	\$3,959	(\$950)	\$3,009
Wilson	9 Wknd rounds	\$0.50	4,182	\$2,091	(\$480)	\$1,582
Wilson	9 Wkdy rounds	\$0.50	7,917	\$3,958	(\$950)	\$3,008
Wilson	9 hole Sr. rounds	\$0.25	177	\$44	(\$11)	\$34
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Harding	18 Wknd rounds	\$1.00	29,009	\$29,009	(\$8,952)	\$22,047
Harding	18 Wkdy rounds	\$1.00	41,401	\$41,401	(\$9,936)	\$31,466
Harding	18 hole Sr. rounds	\$0.50	11,138	\$5,569	(\$1,337)	\$4,232
Harding	9 Wknd rounds	\$0.50	3,874	\$1,937	(\$485)	\$1,472
Harding	9 Wkdy rounds	\$0.50	7,288	\$3,644	(\$872)	\$2,782
Harding	9 hole Sr. rounds	\$0.25	209	\$52	(\$15)	\$40
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			278,337	\$278,337	(\$59,147)	\$187,298 Full Year
				\$225,908	(\$54,218)	\$171,690 11 Months

Army Corps Courses

Course	Fee	Amount Increase	Projected Rounds*	Projected Gross Revenue Increase	Less Surcharge	Projected Net General Fund Increase
Balboa	18 Wknd rounds	\$1.00	24,281	\$24,281	(\$5,532)	\$17,516
Balboa	18 Wkdy rounds	\$1.00	24,743	\$24,743	(\$6,841)	\$17,364
Balboa	18 hole Sr. rounds	\$0.50	10,893	\$5,447	(\$1,242)	\$3,932
Balboa	9 Wknd rounds	\$0.50	4,718	\$2,359	(\$538)	\$1,703
Balboa	9 Wkdy rounds	\$0.50	6,284	\$3,142	(\$718)	\$2,269
Balboa	9 hole Sr. rounds	\$0.25	1,472	\$368	(\$84)	\$268
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Encino	18 Wknd rounds	\$1.00	22,541	\$22,541	(\$5,138)	\$16,275
Encino	18 Wkdy rounds	\$1.00	29,820	\$29,820	(\$8,753)	\$21,368
Encino	18 hole Sr. rounds	\$0.50	10,848	\$5,424	(\$1,214)	\$3,844
Encino	9 Wknd rounds	\$0.50	5,837	\$2,919	(\$685)	\$2,107
Encino	9 Wkdy rounds	\$0.50	7,876	\$3,938	(\$878)	\$2,771
Encino	9 hole Sr. rounds	\$0.25	1,537	\$385	(\$88)	\$277
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Hansen	18 Wknd rounds	\$1.00	22,931	\$22,931	(\$5,228)	\$16,556
Hansen	18 Wkdy rounds	\$1.00	30,838	\$30,838	(\$7,031)	\$22,285
Hansen	18 hole Sr. rounds	\$0.50	9,318	\$4,659	(\$1,082)	\$3,363
Hansen	9 Wknd rounds	\$0.50	6,521	\$3,261	(\$743)	\$2,354
Hansen	9 Wkdy rounds	\$0.50	9,088	\$4,544	(\$1,034)	\$3,274
Hansen	9 hole Sr. rounds	\$0.25	1,213	\$308	(\$69)	\$219
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Woodley	18 Wknd rounds	\$1.00	25,794	\$25,794	(\$5,881)	\$18,823
Woodley	18 Wkdy rounds	\$1.00	27,484	\$27,484	(\$6,262)	\$19,829
Woodley	18 hole Sr. rounds	\$0.50	14,215	\$7,108	(\$1,821)	\$5,132
Woodley	9 Wknd rounds	\$0.50	6,050	\$3,025	(\$680)	\$2,184
Woodley	9 Wkdy rounds	\$0.50	7,486	\$3,743	(\$850)	\$2,692
Woodley	9 hole Sr. rounds	\$0.25	1,231	\$308	(\$70)	\$222
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			312,327	\$312,327	(\$58,028)	\$198,823 Full Year
				\$184,484	(\$44,271)	\$124,515 8 Months

Projected Increase

*Notes:

- Based on \$1 increase for 18-hole rounds and commensurate increase as above
- Assumes 5% drop in rounds played for Valley courses
- Assumes 0% drop in rounds played for Rancho, Wilson, and Harding
- Assumes 11 months for increase at Rancho, Wilson and Harding (does not break down revenue/volume changes by month)
- Assumes 8 months of increase for Valley courses (does not break down revenue/volume changes by month)

2002 Totals	Type of Cart			Sgl	Sgl	Twl	R.C.	
	Rental	\$21	\$14	\$14	\$9	\$14	\$14	\$14
January 2002	Griffith Park	1,999	0	649	0	208	2	
February 2002	Griffith Park	2,040	0	736	0	327	1	
March 2002	Griffith Park	2,463	0	872	0	200	2	
April 2002	Griffith Park	2,581	0	1,018	0	319	2	
May 2002	Griffith Park	3,040	0	1,244	0	423	1	
June 2002	Griffith Park	3,080	0	1,284	0	522	3	
July 2002	Griffith Park	3,634	0	1,332	0	661	4	
August 2002	Griffith Park	3,604	0	1,365	0	611	1	
September 2002	Griffith Park	2,927	0	1,110	0	562	1	
October 2002	Griffith Park	2,635	0	1,019	0	358	3	
November 2002	Griffith Park	2,196	0	846	0	215	3	
December 2002	Griffith Park	1,823	0	778	0	152	0	
Total Cart Rentals		32,022	0	12,253	0	4,558	23	
\$3 increase 0% drop in volume		\$96,066	\$0	\$36,759	\$0	\$13,674	\$69	\$146,568

January 2002	Hansen Dam	1,193	45	334	20	263	1	
February 2002	Hansen Dam	1,175	50	353	28	157	1	
March 2002	Hansen Dam	1,480	48	424	25	95	0	
April 2002	Hansen Dam	1,490	55	513	31	133	0	
May 2002	Hansen Dam	1,536	45	533	40	200	1	
June 2002	Hansen Dam	1,519	42	499	42	203	3	
July 2002	Hansen Dam	1,545	61	485	52	225	0	
August 2002	Hansen Dam	1,584	55	560	36	251	0	
September 2002	Hansen Dam	1,401	37	504	34	247	0	
October 2002	Hansen Dam	1,326	45	517	33	148	0	
November 2002	Hansen Dam	1,228	48	403	24	96	4	
December 2002	Hansen Dam	1,097	34	380	24	81	0	
Total Cart Rentals		16,574	565	5,505	389	2,099	10	
\$3 increase 5% drop in volume		\$47,236	\$1,610	\$15,889	\$1,109	\$5,982	\$29	\$71,656

January 2002	Rancho Park	1,231	52	416	24	109	0	
February 2002	Rancho Park	1,294	36	468	31	159	0	
March 2002	Rancho Park	1,550	51	551	25	101	0	
April 2002	Rancho Park	1,578	42	566	27	146	3	
May 2002	Rancho Park	1,691	51	649	42	154	0	
June 2002	Rancho Park	1,728	49	719	26	180	0	
July 2002	Rancho Park	2,209	45	723	35	190	0	
August 2002	Rancho Park	2,083	115	720	34	196	1	
September 2002	Rancho Park	1,772	45	632	46	221	0	
October 2002	Rancho Park	1,505	45	596	54	125	0	
November 2002	Rancho Park	1,208	49	493	39	88	0	
December 2002	Rancho Park	1,114	40	494	40	72	0	
Total Cart Rentals	Subtotal	18,963	620	7,027	423	1,741	4	
\$3 increase 0% drop in volume		\$66,889	\$1,860	\$21,081	\$1,269	\$5,223	\$12	\$86,334

January 2002	Sepulveda	1,854	36	655	23	427	0	
February 2002	Sepulveda	2,047	43	772	38	303	0	
March 2002	Sepulveda	2,565	50	931	46	179	0	
April 2002	Sepulveda	2,609	46	975	39	204	0	
May 2002	Sepulveda	2,774	31	1,069	59	283	0	

June 2002	Sepulveda	2,871	44	1,145	49	350	0	
July 2002	Sepulveda	2,837	53	1,098	65	517	1	
August 2002	Sepulveda	2,912	53	1,085	67	517	1	
September 2002	Sepulveda	2,608	63	1,081	56	423	0	
October 2002	Sepulveda	2,490	58	1,042	62	353	0	
November 2002	Sepulveda	2,198	40	892	49	224	0	
December 2002	Sepulveda	1,818	32	686	33	180	0	
Total Cart Rentals	Subtotal	28,583	549	11,431	586	3,980	2	
\$3 increase 5% drop in volume		\$64,312	\$1,666	\$32,578	\$1,670	\$11,286	\$6	\$131,416

January 2002	Woodley	1,190	49	377	9	200	0	
February 2002	Woodley	1,159	56	349	22	151	0	
March 2002	Woodley	1,486	60	538	17	117	0	
April 2002	Woodley	1,627	53	589	11	131	0	
May 2002	Woodley	1,733	39	607	21	210	1	
June 2002	Woodley	1,676	52	664	29	247	0	
July 2002	Woodley	1,694	65	635	28	282	0	
August 2002	Woodley	1,739	50	687	36	332	0	
September 2002	Woodley	1,481	57	631	35	297	0	
October 2002	Woodley	1,527	51	622	28	214	0	
November 2002	Woodley	1,363	45	492	22	129	1	
December 2002	Woodley	1,131	39	439	25	98	0	
Total Cart Rentals	Subtotal	17,806	616	6,630	283	2,408	2	
\$3 increase 5% drop in volume		\$50,747	\$1,756	\$18,896	\$807	\$6,863	\$6	\$79,073

100% to City \$516,048
47% to City \$242,072

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:

07/09/03 03-212 Citywide Park Fees Expenditure Program: Fiscal Years
1999/00, 2000/01, and 2001/02

BIDS TO BE RECEIVED:

07/08/03 Griffith Park - Hogback Trail (#1245D)