

REPORT OF THE GENERAL MANAGER

NO. 03-367

DATE: November 19, 2003

CD 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GREEN MEADOWS PARK - AUTHORIZATION TO NEGOTIATE AND PREPARE A GROUND LEASE WITH FOUNDATION FOR EARLY CHILDHOOD EDUCATION FOR CONTINUED OPERATION OF THE HEAD START FACILITY ON PARK PROPERTY

L. Barth _____
A. Corrales _____
H. Fujita _____
J. Kolb _____

*B. Lukehart BSL
F. Mok _____
G. Stigile _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Authorize the Department to negotiate and prepare a ten-year ground lease agreement between the City and 'Foundation For Early Childhood Education' for continued operation of the Head Start facility at Green Meadows Park; and,
2. Upon conclusion of negotiations, direct staff to present the lease to the Board for final approval.

SUMMARY:

On March 2, 1967, the Board approved the granting of a permit to Economic and Youth Opportunity of Greater Los Angeles (EYOA) for use of a portion of Green Meadows Park as a site for operating a Project Head Start facility. The permit, dated March 6, 1967, was executed by EYOA on March 23, 1967, and allowed for the placement of a portable classroom unit in an area selected by Department staff and subsequently located at the northeast corner of the park. The permit term was for one year, to continue on a year-to-year basis, and specified no monetary compensation. The facility has operated at this location, 8835 S. Avalon Boulevard, since 1967 and has provided educational instruction and care to thousands of preschool-aged children of the local community.

REPORT OF THE GENERAL MANAGER

PG. 2

NO. 03-367

In 1971, EYOA delegated responsibility for operation of the Head Start program at Green Meadows Park to the Foundation for Early Childhood Education (Foundation), a non-profit corporation and Head Start agency designated by the Los Angeles County Office of Education. In 2001, the Foundation received funding approval from the Federal Administration for Children and Families (ACF) for installation of a portable classroom unit to replace the existing outdated structure. The approval required the Foundation to provide documentation to ACF indicating a ten-year lease agreement for the Head Start site. The Foundation preliminarily satisfied this funding requirement with a letter from the Department General Manager supporting the continuation of the Head Start program at Green Meadows Park and consenting to the issuance of a lease agreement, subject to Board approval and appropriate City policies and procedures.

The Foundation has now completed the replacement of the existing portable classroom unit and refurbishment of the surrounding play area. All construction work was performed in accordance with applicable City codes and a certificate of occupancy was issued by the Department of Building and Safety. The total site dimensions and area, approximately 7,500 square feet, are the same as what was previously permitted.

The lease agreement to be prepared by Department staff will require the Foundation to continue to pay all utility and maintenance costs associated with its operations at the site and specify appropriate insurance coverage and limits to be carried as designated by the City's Risk Manager.

The proposed lease will be studied as required by the California Environmental Quality Act (CEQA) and returned to the Board for further action. At that time, the Board may approve, modify, or disapprove the proposed lease after consideration of the appropriate CEQA documents.

Staff from Operations East and the Ninth Council District has been consulted and concur with this report's recommendations.

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