

A G E N D A

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

Wednesday, September 17, 2003 5:30 p.m.
Hubert H. Humphrey Memorial Recreation Center
12560 Wilmore Street, Pacoima, California 91331

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. INTRODUCTIONS:

Introduction and Opening Remarks by a Representative of Councilmember Alex Padilla, Council District 7

James G. Combs, Assistant General Manager, Operations West, will introduce and acknowledge staff from Hubert H. Humphrey Memorial Recreation Center

2. SPECIAL PRESENTATION:

Presentation of Certificate of Recognition to Hubert Humphrey Park Advisory Board, for their contributions to the Hubert Humphrey Recreation Center

Presentation of Certificate of Recognition to Community In Schools, for their contributions to the Hubert Humphrey Recreation Center

3. GENERAL MANAGER'S REPORTS:

03-293 Reseda Recreation Center Restroom Improvements (#1716F) - Final Acceptance

03-294 Harbor Park - Authorization to Negotiate and Prepare an Agreement with Harbor College for Reciprocal Property Use Rights Within the Park and Adjacent College Campus

03-295 Denial of Request from the Department of Aging (DOA) for Utility Waivers - DOA Services Providers Occupying Recreation and Park Facilities

03-296 Approval for Payment to Biggs Cardosa Associates, Contractor to Bureau of Engineering, for a Preliminary Study of a Vehicle Bridge into the Los Angeles Equestrian Center

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- 03-297 Rescission of Approval of Appropriation of Funds from the Unreserved and Undesignated Fund Balance in Fund 302 for Transfer to General Services Department and Reallocation of Funds to Recreation and Parks Accounts
- 03-298 Approval of Transfer of Funds Within Recreation and Parks Accounts for Refurbishment of Antique Equipment at the Travel Town Museum
- 03-299 North Atwater Park; Naming of Baseball Field, in Honor of Richard "Moe" Montañez
- 03-300 Acceptance of Stop Notices on Department Construction Contracts on Victory Valley Childcare Center (#2701N); Rancho Cienega - Childcare Center (#2502N); and Release of Stop Notice on Gonzalez/Pacoima - Boxing Facility & HVAC (#1810A)
- 03-301 Substitution of Subcontractor; Ernest Debs Park Park Development (#1167A), Contract No. 3058
- 03-302 Acceptance of Various Donations to Operations East
- 03-303 Various Communications
4. UNFINISHED BUSINESS:
- 03-241 07/09/03 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.
- 03-274 08/13/03 Approval of a Request for Proposals for the
ITEM TO BE HELD Operation of the Electric Golf Cart Rental Concession
5. 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)
6. GENERAL MANAGER'S ORAL REPORT:
- Report on Department Activities and Facilities

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7. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. 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

9. NEXT MEETING:

The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, October 1, 2003 at 9:30 a.m., George Hjelto Assembly Room, 200 North Main Street, City Hall East, Room 1325, Los Angeles, California 90012

10. 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. 03-293

DATE September 17, 2003

C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RESEDA RECREATION CENTER - RESTROOM IMPROVEMENTS (#1716F) -
CONTRACT NO. 3042 - FINAL ACCEPTANCE

L. Barth _____
J. Corbys _____
A. Couraltes _____
J. Duggan _____

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

 FOR MM
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Accept the work performed under Contract No.3042 outlined in the body of this report;
2. Authorize the Department's Chief Accounting Employee to release all retention monies held under Contract No. 3042, 35 calendar days after acceptance by the Board of Recreation and Parks; and,
3. Authorize the Board Secretary to furnish Bannaoun Engineers-Constructors with a letter of completion.

SUMMARY:

On November 28, 2001, a construction contract in the amount of \$171,600.00 was awarded to Bannanoun Engineers-Constructors for the construction of Reseda Recreation Center - Restroom Improvement (#1716F). Construction began on April 8, 2002. The work involved the demolition of existing restroom facilities and construction of new restrooms adjacent to the Recreation Center.

There were ten (10) change orders issued to the contractor on this project for a total amount of \$19,301.57. The total construction funds expended on this project are \$190,901.57.

The project was funded with Prop A2 and Quimby funds. Department staff has consulted with the office of Contract Compliance (OCC) concerning the status of labor compliance and Affirmative Action requirements on this project. There are no outstanding wage violations and Bannaoun Engineers-Constructors is in compliance.

Prepared by Richard Chang, Project Manager.

REPORT OF THE GENERAL MANAGER

NO. 03-294

DATE: September 17, 2003

CD 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HARBOR PARK - AUTHORIZATION TO NEGOTIATE AND PREPARE AN AGREEMENT WITH HARBOR COLLEGE FOR RECIPROCAL PROPERTY USE RIGHTS WITHIN THE PARK AND ADJACENT COLLEGE CAMPUS

I. Barth _____	H. Fujita _____
J. Combs _____	J. Kolb _____
A. Coroalles _____	*B. Lukchart <u>BSL</u>
J. Duggan _____	

 Bill Jones FED MAN
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Preliminarily approve shared use of property rights between the Department and Harbor College for portions of property within the park and adjacent college campus;
2. Authorize staff to proceed with negotiating the shared property use rights agreement; and,
3. Upon conclusion of negotiations, direct staff to present a report to the Board for consideration and final approval of the agreement.

SUMMARY:

The Los Angeles Community College District is preparing a five-year construction plan for the Harbor College campus. The plan includes a new road to be constructed along the perimeter of the campus adjacent to Ken Malloy Harbor Regional Park. Harbor College has contacted the Department with a proposal to locate a section of the campus perimeter road across a portion of park property.

REPORT OF GENERAL MANAGER

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The portion of park property that Harbor College is seeking to utilize consists of an approximately 1,797 square foot area adjacent to a location along the campus' southern boundary (see attached map). The park/campus boundary line in this area shifts slightly eastward for about 100 feet as it travels northerly, and then turns in a due west direction. In order to maximize space for other campus construction improvements, Harbor College would like to locate the campus perimeter road as close to its property line as possible. By locating a section of roadway across the 1,797 square foot park area, Harbor College would be able to design a more gradual turn, and thus position the road closer to the campus perimeter than would otherwise be practicable.

In exchange for use of park property, Harbor College has offered to the Department use of the campus perimeter road for maintenance access, as well as designated campus parking spaces for City vehicles. Currently, there is no park access for maintenance vehicles along the park/campus southern border. The campus perimeter road would provide this access conveniently from the park's maintenance yard on I. Street.

The proposed shared use 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 shared use agreement after consideration of the appropriate CEQA documents.

Staff from the Pacific Region and Fifteenth Council District have been consulted and concur with this report's recommendations.

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

REPORT OF GENERAL MANAGER

NO. 03-295

DATE September 17, 2003

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DENIAL OF REQUEST FROM THE DEPARTMENT OF AGING (DOA) FOR UTILITY WAIVERS DOA SERVICES PROVIDERS OCCUPYING RECREATION AND PARK FACILITIES

I. Barth	---	J. Fujita	---
J. Coombs	---	J. Kolb	---
A. Corrales	---	*B. Lankhart	BSL
J. Duggan	---		

[Handwritten Signature]
 General Manager *FOR MAN*

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board of Recreation and Park Commissioners deny the request from the Department of Aging (DOA) to support a permanent waiver from paying utilities for three DOA-funded service providers occupying five Department of Recreation and Park (DRP) facilities, consistent with DRP policy.

SUMMARY:

The General Manager of the Department of Aging has requested that the Department support their request to waive utility payments for non-profit service providers, funded by DOA, in the following DRP facilities:

<u>Organization</u>	<u>DRP Facility</u>	<u>Annual</u>	<u>Annual Cost to City</u>
• San Fernando Valley Interfaith Council	Bernardi Senior Center Van Nuys		\$ 23,510.00
• San Fernando Valley	Pacoima Senior Center Pacoima		\$ 36,538.00
• ONEgeneration	Mark Taper Intergenerational Center, Reseda		\$ 31,327.00*
• ONEgeneration	Reseda Multipurpose Center Reseda		\$ 20,069.00*
• Wilmington Jaycees Foundation	Wilmington Senior Center Wilmington		\$ 0.00**

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- * ONEgeneration, effective August 15, 2003, is now paying utilities (gas, water and electricity)
- ** Wilmington Jaycees Foundation has paid all utilities at this facility since shortly after they occupied this new building in October 2002

On October 2, 2002, the Board approved Board Report No. 02-349 ("Department Policy on Utility Costs for Non-Profit Organizations on Park Property") in an effort to bring clarity and consistency to the Department's treatment of non-profit entities utilizing DRP facilities. The policy was adopted to ensure compliance with the Municipal Finance Committee of the City which was tasked with developing a uniform utility policy that promotes responsible usage of City-owned facilities by concessionaires and non-profit service providers.

The DRP policy includes a number of very specific conditions that must be satisfied in order for an applicant to be considered for a utility waiver or subsidy. The policy (*criteria attached*) envisioned an application from each non-profit entity, specifically addressing the eight (8) criteria for waiver or subsidy on an individual basis. It did not anticipate a "blanket" request by another City department on behalf of a group of non-profit entities.

If this waiver request is granted, the annualized cost to the City would be approximately \$150,000.00 in utility subsidies. As noted above, two of the three (3) non-profit service providers included in the DOA request are already paying for utility usage. The Wilmington Jaycees Foundation has been paying for utilities at the Wilmington Senior Center since they occupied the facility last fall. As of August 15, 2003, ONE generation is paying for utilities at both of its Reseda facilities, relieving the City of approximately \$51,000 per year in utility subsidies.

In this particular instance, each of the three non-profit service providers receives Older Americans Act (OAA) funding from the DOA. Each is funded to provide a variety of services. Facility rent and utility payments related to program operations are eligible costs chargeable to OAA funds. Of the eight (8) criteria for waiver, each of these agencies have satisfied the following: (1) a bona fide non-profit entity, (2) operates on park property, (3) provides services that are of importance to the public, (4) provides services that might, under certain circumstances, be undertaken by DRP, and (5) operating at a cost similar to what it might cost the City for DRP to provide the same or similar services directly. Two (2) of the remaining three (3) criteria have not been satisfied and are as follows:

- Each of these non-profit organizations has funding available that would enable it to pay utility costs, as evidenced by the fact that two of the three applicants are currently paying for utility usage. These organizations, with the support of DOA, are requesting that the City support their request to allocate their resources to other priorities in lieu of paying either rent or utilities; and,

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- There is no indication that any effort has been put forth by the organizations, individually or collectively, to seek funding to cover utility costs other than through the efforts of DOA to seek a waiver from the Board of Recreation and Park Commissioners, thus shifting the utility cost burden to the City's general fund via the Department of General Services.

As to the eighth criteria, we have no data available as to how utility usage by these non-profit entities compares to similar Department operations; however, we will speculate that the costs are not significantly higher or lower.

Staff of DRP has been working closely with the Department of General Services to meter or sub-meter water, electricity and gas services in City-owned properties (at City expense) to facilitate the transfer of utility services to non-profit organizations. This is being done to conform to the established "Policy for Non-Profit Leases in the City of Los Angeles" as promulgated by the City's Municipal Facilities Committee.

The allocation of resources is a dilemma that all City departments and non-profit service providers are facing in this era of tight budgets and diminishing resources. It is not an easy choice to decide whether to pay the bills or increase levels of service. While we empathize with DOA as we do with ONF-generation, Wilmington Jaycees Foundation and San Fernando Valley Interfaith Council, staff can not recommend this utility waiver request which simply shifts the burden for paying these costs from federally-funded grants to the City's general fund.

This report was prepared by Gene Dudley, Senior Management Analyst II, Real Estate and Asset Management Division.

UTILITY COSTS FOR NON-PROFIT ORGANIZATIONS ON PARK PROPERTY

- ❑ **Statement of Current Situation.** The Department of Recreation and Parks (Department) issues permits or enters into formal agreements with non-profit organizations to use park property for public benefit purposes. Historically, the Department charges no rent or nominal rent, on the premise that the non-profit serves the community. Likewise, utility charges at leased and permitted facilities have been, but not uniformly, paid automatically by the City (through the Department of General Services).
- ❑ **Statement of Principle for Non-Profit Leases.** In compliance with City policy, all organizations or entities using park property or facilities on permit, lease, or other agreement will be responsible for the cost of all utility services used by them. The City, through the Department, will recoup utility costs from non-profit organizations on park property, when feasible, on the principle that any degree of subsidization for non-profit utility charges is a cost to the General Fund of the City of Los Angeles. The Department will transfer funds collected from these utility charges to the Department of General Services.
- ❑ **Non-Profit Organizations in Special Circumstances.** A non-profit organization may request waiver of utility payments or partial subsidy of utility costs. This request must be made to the Department staff, who will provide a recommendation to the Board of Recreation and Parks Commissioners. Only the Board of Commissioners will have authority to approve a request for waived or subsidized utilities.
- ❑ **Funding of Utility Waivers or Subsidies.** Consideration by the Board of any utility waiver or subsidy will be accompanied by an analysis of the projected annual costs and a methodology for payment (e.g., requesting funds in the annual budget process, solicitation of one-time funds from the City's general fund, or identification and transfer of Department funds to appropriate accounts).
- ❑ **Conditions for Consideration of Special Circumstances.** For the Department to consider and recommend favorably on a request for utility waiver or subsidy, each of the following criteria must be met. If any one criteria is not met, the request will not be recommended. Any waiver or subsidy must be reconsidered and renewed annually.
 - The organization or entity must be registered as a non-profit (501(c)(3)).
 - The subject permit or lease must be on park property or property controlled by the Department.
 - Services provided by the non-profit on the park property conform to and fulfill the mission of the Department, are needed by the community, and are services the Department would provide if staffing and funding were available.
 - Absent the activity of the non-profit, the Department would undertake responsibility for maintaining, staffing, or operating the subject facility.
 - The non-profit provides staffing, operations, and maintenance at the same or improved level as would the Department.
 - A Department analysis of the organization's or entity's current operating revenues reveals that they are insufficient or unavailable to offset utility costs.
 - The organization or entity has made a good faith effort to acquire alternative or supplementary program funding to cover all utility costs and has been denied.
 - The projected cost of utilities by the non-profit is comparable (does not exceed ten percent) to similar Department operations.

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NO. 03-296

DATE September 17, 2003

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL FOR PAYMENT TO BIGGS CARDOSA ASSOCIATES,
CONTRACTOR TO BUREAU OF ENGINEERING, FOR A PRELIMINARY
STUDY OF A VEHICLE BRIDGE INTO THE LOS ANGELES EQUESTRIAN
CENTER

J. Combs _____	H. Fujita _____
A. Corralles _____	J. Kolb _____
R. Reyes _____	B. Lukciart _____
L. Harth <i>YH</i>	

[Handwritten Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve payment of \$20,000 from the Concession Improvement Account (070K-00) to Biggs Cardosa Associates, Contract C-102110, in satisfaction of completing a Preliminary Study for a bridge over the Los Angeles County flood control channel into the Los Angeles Equestrian Center (LAEC), on behalf of the Bureau of Engineering (BOE) and in conformance with a Memorandum of Understanding between the Department, BOE, the City of Burbank, and owners of the LAEC.

SUMMARY:

On October 18, 2000 (Report 00-383), the Board approved a Memorandum of Understanding (MOU) between the Department, the City of Burbank, LAEC, Inc., and BOE to have BOE prepare a preliminary study on the feasibility, cost, and process for construction of a bridge over the Los Angeles River flood channel connecting the Forest Lawn Drive off-ramp from the 134 (Ventura) freeway into the LAEC. Long considered an acceptable mitigation for traffic congestion on Burbank and Glendale streets during LAEC activity, the bridge and connecting roads would also improve patron access to LAEC. In discussions between representatives of the Cities of Burbank and Glendale, and from LAEC, all cooperatively agreed to fund a preliminary study of the concept, portioned at 25% to each party. As the property belongs to the City of Los Angeles, we took the lead on the project and obtained an estimate from BOE to do the work, for an estimate of \$20,000. When the City of Glendale declined to participate at the eleventh hour, Burbank agreed to pay Glendale's share as well. The MOU was ultimately executed in 2002 and the study completed with participation of all parties in mid-2003.

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The MOU required the Department to collect shares from the other parties when the study was complete and make one payment to BOE of an amount not-to-exceed \$20,000. The Department's share, allocated from the Concession Improvement Account in accordance with the earlier action of the Board, was \$5,000. The preliminary study report was disseminated to all parties to the MOU and is satisfactory. As a point of information, the study was used to support an application to the MTA under the 2003 Call for Projects to fund a portion of the bridge, which is envisioned to carry equestrians, bicyclists, and motor vehicles. The other parties to the MOU have been billed for their shares.

Due to staffing issues, BOE used the services of an outside consultant, on contract with the City, instead of in-house staff. Biggs Cardosa Associates is a City contractor engaged by BOE for this type of work. Direct payment to Biggs Cardosa is more expedient and efficient for all parties than transferring funds to BOE who in turn would pay Biggs Cardosa. The payment of \$20,000 would be made from the Concession Improvement Account, Unallocated, pending reimbursement of \$15,000 of the cost from Burbank and LAEC. Staff recommends approval of the payment in lieu of transfer to BOE.

Report prepared by Linda Barth

REPORT OF GENERAL MANAGER


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CD 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RESCISSION OF APPROVAL OF APPROPRIATION OF FUNDS FROM THE UNRESERVED AND UNDESIGNATED FUND BALANCE IN FUND 302 FOR TRANSFER TO GENERAL SERVICES DEPARTMENT AND REALLOCATION OF FUNDS TO RECREATION AND PARKS ACCOUNTS

J. Chmbs _____	H. Gupta _____
A. Corrales _____	J. Kolb _____
J. Duggan _____	B. Lukehart _____
L. Barth 	


 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Rescind their prior action approving an allocation of \$100,000 from the Unreserved and Undesignated Fund Balance (UUFB), Fund 302, to General Services Department appropriation account V140; and,

2. Reappropriate this \$100,000 to accounts in Fund 302 as follows, subject to approval of the Mayor:

TO: Fund 302/Department 88	Activity 1500	Account 3040	\$90,000
TO: Fund 302/Department 88	Activity 1500	Account 3160	\$10,000

3. Authorize staff to prepare accounting documents to transfer funds from a pppropriation account V140 to the accounts identified above.

SUMMARY:

On August 13, 2003, the Board approved a report transferring funds from the UUFB to several City Departments for past and future services (03-280). Although Recreation and Parks, with authorization of the Board, can transfer funds to those other Departments, an action of the City Council is necessary to allocate the transferred funds to appropriate accounts in the receiving Department. Therefore, funds transferred by Recreation and Parks actually go to a holding account until Council action is taken.

REPORT OF GENERAL MANAGER

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Among the transfers approved on August 13, 2003, was \$100,000 to appropriations account V140 for General Services Department (GSD). At that time, we were negotiating with General Services to have them add a line item to an existing contract for building equipment maintenance, so as to provide service at the new Exposition Park Intergenerational Community Center. Subsequent to the Board's action, and after further meetings with GSD, we have elected instead to utilize the Library Department's contract for those services, and pay the company, Able Engineering, directly. The \$100,000 will not be used by GSD and the appropriation must be rescinded prior to Council action.

Since Recreation and Parks will, for at least a 6-month test period, pay a contractor directly, the funds must be reallocated to an account for contractual services. Under the terms of the line item to be added to the Library's contract, Recreation and Parks must pay for tools and materials. The distribution recommended allocates most of the funds to contractual services and a modest amount to the maintenance account for tools and materials. Staff will continue to coordinate with GSD and the contractor to further refine what services are truly needed in the long term, and how to fund the necessary service level for the future.

Report prepared by Linda Barth

DATE September 17, 2003

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF TRANSFER OF FUNDS WITHIN RECREATION AND PARKS ACCOUNTS FOR REFURBISHMENT OF ANTIQUE EQUIPMENT AT THE TRAVEL TOWN MUSEUM

J. Combs _____	H. Fujita _____
A. Comalles _____	J. Kaib _____
L. Barth <i>LB</i>	B. Lakehart _____
J. Duggan _____	

Bill Smith
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board approve the transfer of \$12,000 as below for purposes of contracting for services on historic railroad equipment generators:

FROM:	Fund 302/Department 88	Account 3160/Activity 7720	\$ 12,000
TO:	Fund 302/Department 88	Account 3040/Activity 7720	\$ 12,000

SUMMARY:

The Atchison, Topeka and Santa Fe Motorcar M.177 in the collection of the Travel Town Museum has been under restoration since 1985. While much of the work has been accomplished with volunteer labor and donated services, a key element of the project is the refurbishment of the main and exciter generators on the Motorcar, which includes rewinding both with copper wire, fabricating replacement components, and accomplishing said refurbishment in a historically sensitive and appropriate manner. The work requires expertise and an equipped shop that makes the work impractical to be accomplished by volunteers or Department staff. The only City Department that might have the capability to do the work would be the Department of Water and Power, however their internal workload precludes assistance, and in any event, they would charge the Department. To complete this work, the Department has solicited the interest of local businesses, and identified at least one local firm who does other work for the City and has apparent capability. Historic restoration such as this could be funded as "maintenance supplies (account 3160)," but should more appropriately be paid through Contractual Services (account 3040). Because most of the Museum's funds for restoration and repair work are allocated into the 3160 account, it is necessary to move funds between accounts to cover the cost of a purchase requisition. The transfer recommended will provide sufficient funds in the correct account, and can be accomplished with available funds.

REPORT OF GENERAL MANAGER

NO. 03-299

DATE September 17, 2003

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NORTH ATWATER PARK: NAMING OF BASEBALL FIELD, IN HONOR OF RICHARD "MOE" MONTANEZ

T. Barth _____
J. Coombs _____
A. Corralles _____
J. Duggan _____

H. Fujita _____
B. Lukchar **BSL**
J. Kolb _____

Bill / [Signature] For MAMM
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

1. Authorize the naming of the baseball field at North Atwater Park, in honor of Richard "Moe" Montanez; and,
2. Direct Griffith/Metro Region staff to install the appropriate signage/plaque.

SUMMARY:

On August 8, 2003, Councilmember Tom LaBonge, seconded by Councilmember Garcetti, introduced a Motion (File No. 03-1679) to name the baseball field at North Atwater Park in honor of Richard "Moe" Montanez. North Atwater Park is located at 3900 Chevy Chase Drive.

Richard "Moe" Montanez has been a dedicated Recreation and Park employee since his retirement in 2000 and has worked as a community liaison and pioneer in establishing neighborhood programs. His efforts led to community organizations addressing issues of concern to children and youth. He was instrumental in spearheading efforts to increase positive alternatives for youth, especially sports activities. His efforts resulted in the establishment of the baseball field at North Atwater Park, which was dedicated in the mid 1990's. His dedication and involvement with community activities are fine examples of caring and creating a wonderful facility for area youth, where they may choose a positive activity to enjoy, learning cooperation and teamwork.

Councilmembers LaBonge and Garcetti, and other community individuals and groups have expressed their support for the naming of the recreation center building. Staff has reviewed this proposal and recommends approval of the naming. Griffith/Metro Region staff supports the name adoption. Outreach to the community, discussions with the Park Advisory Board members and many other neighborhood members have all expressed support for this proposal.

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Staff has determined that the subject project will consist of the placement of an on-premise sign, which is a minor structure that is accessory to (appurtenant to) the existing park facilities, and therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11 (1) of the City CEQA Guidelines.

Report prepared by Camille Didier, Advance Planning/Special Projects.

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NO. 03-300

DATE September 17, 2003

C.D. 2, 7, 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF STOP NOTICES ON DEPARTMENT CONSTRUCTION CONTRACTS ON VICTORY VALLEY CHILDCARE CENTER (#2701N); RANCHO CIENEGA - CHILDCARE CENTER (#2502N); AND RELEASE OF STOP NOTICE ON GONZALEZ/PACOIMA - BOXING FACILITY & HVAC (#1810A)

L. Barth _____

H. Fujita _____

J. Combs _____

J. Kolb _____

A. Corrales _____

*B. Lukehart BSC

J. Duggan _____

 FOR MAMA
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 request for Release of Stop Notice.

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

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Contract 3061 C.D. 02

Victory Valley Childcare Center (#2701N), Claimant: Prime Acoustics
Construction of a new childcare center. Contract was Amount: \$14,000.00
awarded to Tobo Construction, Inc. on June 14, 2002.

Project Status: 70% Complete
Completion Date: October, 2003
Project Impact: None

Contract 3063 C.D. 10

Rancho Cienega - Childcare Center (#2502N), Claimant: Robertson's
Construction of a new childcare center. Contract was Amount: \$24,711.27
awarded to Tobo Construction, Inc. on June 14, 2002.

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

RELEASE OF STOP NOTICE

The Department is in receipt of Release of Stop Notice, previously filed by the claimant listed below, which releases the Board from any and all liability from withholding any monies from the general contractor or the surety.

Contract 3052 C.D. 7

Gonzalez/Pacoima - Boxing facility & HVAC Claimant: Best Home Flooring,
(#1810A). Construction of a boxing facility. Contract Inc.
was awarded to QCM Construction, Inc. on June 5, Amount: \$13,278.00
2002.

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

Prepared by Petrona Johnson

REPORT OF GENERAL MANAGER

NO. 03-301

DATE September 17, 2003

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SUBSTITUTION OF SUBCONTRACTOR: ERNEST DEBS PARK - PARK DEVELOPMENT (#1167A), CONTRACT NO. 3058

L. Barth _____

H. Fujita _____

J. Combs _____

J. Kolb _____

A. Corrales _____

*B. Lukehart BCL

J. Duggan _____

Bill [Signature] For MAMM
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board approve the substitution of subcontractor as requested, pursuant to L.A.A.C. §10.14 (3)c.

SUMMARY:

The Department is in receipt of a request from Ecology Construction, prime contractor for the Ernest Debs Park - Park Development (1167A), Contract No. 3058, to substitute CNM Paving, Inc. for Pars Construction, Inc., for the paving subcontract work to be performed on this project. The request was made because Pars Construction, Inc., notified Ecology that their company could no longer perform the asphalt work due to the increase in scope of work and the extended delays in the project.

Pursuant to Section 10.14 of the Los Angeles Administrative Code, Pars Construction, Inc. was notified of the substitution request and has filed no objection.

Prepared by Petrona Johnson

REPORT OF GENERAL MANAGER

NO. 03-302

DATE September 17, 2003

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ACCEPTANCE OF VARIOUS DONATIONS TO OPERATIONS EAST

J. Combs _____
*A. Corrales _____
J. Duggan _____
L. Barth _____

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


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations and that appropriate recognition be given to the donors.

SUMMARY:

The following donations have been received by Operations East:

Angel's Gate Park

International Cargo Equipment, Inc. donated \$500 for the Music by the Sea concert. Recognition should be sent to James Donelson, 1550 N. Eubank Avenue, Wilmington, CA 90744.

Lions Club of San Pedro donated \$100 for the Easter Egg Hunt. Recognition should be sent to Ed Keyse, 464 W. 11th Street, San Pedro, CA 90731.

Hugo New-Proler donated \$500 for the Music by the Sea concert. Recognition should be sent to Mary Grabill, 10475 Tennessee Avenue, Los Angeles, CA 90064.

Algin Sutton Recreation Center

Eldridge King, 1108 E. Palmer Street, Compton, CA 90221, donated \$100 for the baseball program.

Cabrillo Marine Aquarium

Grace Miller Student Council donated \$104 for their school tour. Recognition should be sent to Carolyn Gomm, 1629 Holly Oak St., La Verne, CA 91750.

REPORT OF GENERAL MANAGER

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NO. 03-302

Steve Lund, 2610 Rokeby Street, Los Angeles, CA 90039, donated \$400 in lieu of the school tour fees.

Corridor Recycling, 22500 So. Alameda Street, Long Beach, CA 90810, donated \$699.32 to assist with the recycling program and school tour fees.

Michael Schaadt, 12559 E. 215th Street, Lakewood, CA 90715-2328, donated \$100 to assist with programs.

Citywide Sports Committee

NBA Entertainment donated \$500 for the Citywide Sports programs. Recognition should be sent to Nadine Glinski, 100 Plaza Drive, Secaucus, NJ 07094.

Daniels Field

American Youth Soccer Organization donated \$400 to be used for operating costs. Recognition should be sent to Paola Terzoli, 1123 W. 23rd Street, San Pedro, CA 90731.

Green Meadows Recreation Center

CBS Photography donated \$168 for the sports banquet. Recognition should be sent to Christopher Brown, P.O. Box 5662, Compton, CA 90224-5662.

Harbor City Recreation Center

Philipo's Pizza and Pasta donated \$500 for center programs. Recognition should be sent to Kulwant Singh, 1206 W. Pacific Coast Highway, Harbor City, CA 90710.

Tri City San Pedro American Youth Football donated \$500 for youth programs for the center. Recognition should be sent to Darrell Bell, 24624 Frampton Avenue, Harbor City, CA 90710.

Jim Gilliam Recreation Center

West Coast Sports Associates donated \$2,441 for the winter basketball program. Recognition should be sent to Allen J. Lynch, 11835 Olympic Boulevard, Suite 975, Los Angeles, CA 90064.

Ken Malloy Harbor Regional Park

Conoco Phillips Company donated \$500 for the "Save the Lake Relay" race at the park. Recognition should be sent to Jeff Callender, 1660 W. Anaheim Street, Wilmington, CA 90744.

International Cargo Equipment, Inc. donated \$100 for the "Save the Lake Relay" race at the park. Recognition should be sent to James K. Donelson, 1550 N. Eubank Avenue, Wilmington, CA 90744.

REPORT OF GENERAL MANAGER

PG. 3

NO. 03-302

The Eubank Partnership donated \$100 for programs at the park. Recognition should be sent to Frank Preciado, 1550 N. Eubank Avenue, Wilmington, CA 90744.

109th Street Recreation Center

RBI Baseball Association donated \$700 to purchase a copy machine for the center. Recognition should be sent to John Young, 13571 Onkayha Circle, Irvine, CA 92620.

Peck Park Recreation Center

Easter Seals made two donations of \$200 each for a total of \$400 for the enhancement of youth programs. Recognition should be sent to Lynn Cross, 1801 Edinger Ave., Santa Ana, CA 92705

Calvin Johnson, 8 Mustang Road, Rancho Palos Verdes, CA 90275 donated \$100 to enhance the youth program.

Paul Kgil, 1748 Cumbre Drive, San Pedro, CA 90732, donated \$300 to sponsor T-ball.

International Church of Christ donated \$180 for enhancement of the youth program.

Recognition

should be sent to Tracy Evans, 10 Goodyear, Irvine, CA 92618-2002.

John Ming of Life Line, 5400 Transportation Boulevard, Cleveland, OH 44125, donated \$290 for the enhancement of youth programs.

C. Robles, 1212 W. Fifth Street, San Pedro, CA 90732, donated \$250 to enhance the youth program.

David Krumholz, 82 Aspenway, Rolling Hills, CA 90274, donated \$150 to enhance the youth program.

Young Olympians donated \$740 for the sports camp at the center. Recognition should be sent to Bill Metzler, 1451 Edinger Avenue, Suite A, Tustin, CA 92780.

Watts Senior Citizens Center

Kellogg Garden Products donated supplies for the Rose Garden valued at \$1,500. Recognition should be sent to Don Groth, 350 W. Sepulveda Boulevard, Carson, CA 90745.

Wilmington Skate Park

Transworld Media donated \$150 for items for the Skate Jam competition. Recognition should be sent to Louise Balma, 353 Airport Road, Oceanside, CA 92054.

Prepared by Betty Jones

REPORT OF GENERAL MANAGER

NO. 03-303

DATE September 17, 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) City Clerk, to all Boards, relative to issuance of badges to members of Boards and Commissions.

Note and file.

2) Ralph Luchsinger, relative to maintenance problems at Rancho Park.

Refer to General Manager

3) Residents of Via de las Olas, to Councilmember Miscikowski, relative to the proposed relocation of the barricade/gate at the intersection of Via de las Olas and Mt. Holyoke Avenue, near Palisades Recreation Center.

Refer to General Manager

4) Jason Gonzalez, opposing the potential closing of Runyon Canyon Park.

Refer to General Manager

5) Barbara Johnson, offering suggestions for the golf fee structure.

Refer to General Manager

REPORT OF GENERAL MANAGER

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NO. 03-303

6) Three communicants, Dale Lya Pierson, Founder, Build Crenshaw Arts, Clinton D. Rosemond, Executive Director, The World Stage Performance Gallery, and Kamau Daa'ood, Co-Founder, The World Stage Performance Gallery, in favor of naming the new building at Denker Recreation Center for Eric Alan Dolphy, Jr.

Refer to General Manager

7) Corinne Pleger, Chair, South Seas House Action Committee of the United Neighborhoods Neighborhood Council, Albert Lord, Chair, Recreation and Parks Committee of the United Neighborhoods Neighborhood Council, and Guy Leemhuis, President, United Neighborhoods of the Historic Arlington Heights, West Adams and Jefferson Park Communities Neighborhood Council, to the General Manager, relative to their concerns about the operation of South Seas House.

Refer to General Manager

Prepared by Paul Liles

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:

BIDS TO BE RECEIVED:

- 09/30/03 Del Rey Lagoon - Outdoor Improvements (#1272B)
- 09/30/03 Stonehurst Recreation Center Facility Upgrades (#1237C)
- 09/30/03 Glassell Park - Field Relocation (#1352A)