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**DEPARTMENT OF
RECREATION AND PARKS**

EXECUTIVE OFFICE
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(213) 202-2633

MICHAEL A. SHULL
GENERAL MANAGER

June 18, 2015

Honorable City Council
C/O: Office of the City Clerk
City Hall, Room 395

Honorable Eric Garcetti, Mayor
City of Los Angeles
City Hall, Room 303

Attention: Ms. Mandy Morales, Office of the Mayor

Honorable Members:

Pursuant to the Los Angeles Administrative Code Section 14.6 et seq., the Department of Recreation and Parks (RAP) is transmitting a copy of the National Recreation and Park Association (NRPA) Coca-Cola Refreshing Community Spaces Program grant award and the Board of Recreation and Park Commissioners' June 18, 2015 approved Board Report No. 15-125, relative to The Coca-Cola Foundation Refreshing Community Spaces Program grant funding for the Lou Costello Ball Fields project.

Recommendations for Council action, subject to the approval of the Mayor:

1. Retroactively authorize the Department of Recreation and Parks (RAP) to submit The Coca-Cola Foundation Refreshing Community Spaces Program grant proposal to the National Recreation and Park Association (NRPA) for the Lou Costello Ball Fields (PRJ20913) project in the approximate amount of \$148,000.00;
2. Authorize RAP's General Manager to accept and receive the Refreshing Community Spaces Program grant in an approximate amount of \$148,000 from The Coca-Cola Foundation through the NRPA for the Lou Costello Ball Fields (PRJ20913) project at the Lou Costello Recreation Center;
3. Designate RAP's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests and so on, which may be necessary for the completion of the Lou Costello Ball Fields (PRJ20913) project; and



Honorable Members of the City Council

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4. Authorize RAP's Chief Accounting Employee to establish the necessary account and/or to appropriate funding received within "Recreation and Parks Grant" Fund 205 to accept The Coca-Cola Foundation Refreshing Community Spaces Program grant in an approximate amount of \$148,000 for the Lou Costello Ball Fields project.

Background:

On March 31, 2015, the National Recreation and Parks Association (NRPA) announced a funding opportunity through the Refreshing Community Spaces Program of The Coca-Cola Foundation, the philanthropic branch of The Coca-Cola Company that supports projects and programs that are most important to local communities around the world and promote healthy living through physical activity and nutrition. In collaboration with the NRPA, The Coca-Cola Foundation was seeking to fund active recreation space capital projects that encourage social interaction. Eligible projects were required to be located within one of the East Los Angeles area ZIP Codes of: 90022, 90023, 90031, 90032, 90033, or 90063; able to be completed by October 2015; and within a funding range of \$125,000-\$150,000.

On June 8, 2015, the Department of Recreation and Parks (RAP) received notification from the NRPA that The Coca-Cola Foundation had selected the Lou Costello Ball Fields project to receive a Refreshing Community Spaces Program grant in an approximate amount of \$148,000.

The Refreshing Community Spaces Program grant will be used to fund the baseball field improvements, which include the renovation of baseball diamonds #1 and #2, new shade structures, new bleachers with new concrete pad, new bollards to protect the new bleachers, picnic shelter with new concrete pad, new dugout benches, and new park benches, at the Lou Costello Recreation Center.

As a condition of the grant, the baseball field project must be completed by October 31, 2015. Thus, RAP respectfully requests that upon approval by City Council, the item move forthwith to the Mayor for concurrence.

If you have any questions, please contact Isophine Atkinson, Senior Management Analyst II, Grants Administration, at (213) 202-3272.

Sincerely,



MICHAEL A. SHULL
General Manager

MAS:NW:ia

Enclosures



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU), dated _____ (Effective Date), is made between **National Recreation and Park Association**, a Virginia-based not-for-profit 501(c)3 with a mailing address of 22377 Belmont Ridge Road, Ashburn, Virginia, 20148 (NRPA) and **City of Los Angeles Department of Recreation and Parks**, a provider of park, recreation, or community services in Los Angeles, California (Grantee).

1. Purpose

The purpose of this MOU is to confirm approval of the terms governing the acceptance and use of One Hundred Forty-Eight Thousand Dollars (**\$148,000**) made available to qualifying organizations for the implementation of agreed upon public park improvements (Project).

In collaboration with The Coca-Cola Company, NRPA is managing the administration of grants intended to build, renovate or restore active spaces within public parks. Having been selected as a recipient of funding through this initiative, Grantee is required to accept the terms contained within this MOU in order to receive funding as a grant recipient.

2. Project Funding

- A. Within 30 days upon execution of this MOU, NRPA will send Grantee a check in the amount of One Hundred Forty-Eight Thousand Dollars (**\$148,000**) for funding of agreed upon improvements at Lou Costello Jr. Recreation Center.
- B. Funds will be distributed by NRPA. No matching funds are required.

3. Grantee Requirements

Grantee will:

- A. Build, renovate or restore active space(s) at Lou Costello Jr. Recreation Center, as described below:
 - Renovation of two (2) ball diamonds
 - Installation of shade structures, bleachers and bollards
 - Construction of new picnic shelter on new concrete pad
- B. Complete Project by October 31, 2015
- C. Submit monthly reports to NRPA as requested. Each report must include:
 - Summary of the Project status
 - Timeline for Project completion
 - Photos showing current progress
- D. Submit a financial summary of how the grant funds were utilized upon completion of the Project
- E. Host a site visit(s) by NRPA and/or The Coca-Cola Company
- F. Incorporate into the Project some small form of donor recognition via either a plaque or other unobtrusive indication appropriate to the type of space to be mutually agreed upon in advance.
- G. Host special event(s) sponsored by The Coca-Cola Company at the Project location on a mutually agreed upon date(s). Special events may include, but are not limited to ball tournaments, community field days, and sports clinics with local athletes. Any event to be mutually agreed upon in advance.
- H. Promote receipt of grant and success of Project through press release and ongoing social media

4. Promotion

NRPA and The Coca-Cola Company may use the Grantee and/or park names, photos, and/or information in connection with the Project for promotional or other purposes, in any and all media, without limitation and without further payment, notification, or permission, except where prohibited by law.



5. Limits of Liability

Neither NRPA, nor The Coca-Cola Company or any of its respective parents, subsidiaries, affiliates, officers, directors or employees shall be liable to Grantee and/or its affiliates for any liability of any kind relating to or arising out of participation in this Project hereunder.

6. Confidentiality

During the term of this MOU, the parties may learn certain confidential information of each other. For purposes of this MOU, confidential information means the confidential and proprietary information, not generally known by non-party personnel, used by the disclosing party and which is proprietary to the disclosing party, and includes, without limitation, the disclosing party's trade secret or proprietary personnel, financial, marketing and business information, including strategic, operations and other business plans or forecasts, and confidential information provided by the disclosing party regarding its employees, customers, vendors, sponsors and other contractors. Confidential information shall not be disclosed to non-party personnel.

7. Term

The term of this MOU will commence on the Effective Date and shall continue until October 31, 2015.

8. Termination

Either party may terminate this MOU at any time effective upon receipt of written notice by the other party of failure to perform. The non-performing party shall have sixty (60) days to cure its obligation. If the non-performing party fails to satisfactorily cure its obligation within this time this MOU will be terminated.

Neither party shall be liable to the other by reason of termination of this MOU for compensation, reimbursement or damages for any loss of prospective profits on anticipated sales or for expenditures, investments, leases or other commitments relating to the business or goodwill of any of the parties, notwithstanding any law to the contrary. No termination of this MOU shall release the obligation to pay any sums due to the terminating party which accrued prior to such termination.

These parties have caused this MOU to be signed by their duly authorized representatives as of the date set forth below.

NATIONAL RECREATION AND PARK ASSOCIATION

By: _____
Printed Name: _____
Title: _____
Date: _____

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

By: _____
Printed Name: MICHAEL A. SHULL
Title: General Manager
Date: _____

APPROVED
JUN 18 2015

REPORT OF GENERAL MANAGER

NO. 15-125

DATE June 18 2015

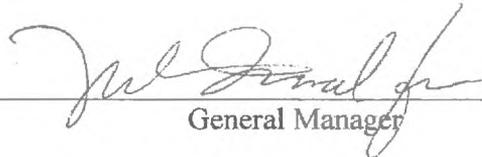
BOARD OF RECREATION
AND PARK COMMISSIONERS

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LOU COSTELLO BALL FIELDS (PRJ20913) PROJECT – NATIONAL RECREATION AND PARK ASSOCIATION/THE COCA-COLA FOUNDATION – AUTHORIZATION TO SUBMIT GRANT PROPOSAL; ACCEPTANCE OF GRANT FUNDS; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Retroactively approve the submission of The Coca-Cola Foundation Refreshing Community Spaces Program grant proposal to the National Recreation and Park Association (NRPA) for the Lou Costello Ball Fields (PRJ20913) project in the approximate amount of \$148,000.00, subject to the approval of the Mayor and the City Council;
2. Authorize the Department of Recreation and Parks' (RAP) General Manager to accept and receive the NRPA/The Coca-Cola Foundation Refreshing Community Spaces Program grant for the Lou Costello Ball Fields (PRJ20913) project in the approximate amount of \$148,000.00, subject to the approval of the Mayor and City Council;
3. Designate RAP's General Manager, Executive Officer, or Assistant General Manager as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Lou Costello Ball Fields (PRJ20913) project;
4. Authorize RAP's Chief Accounting Employee to establish the necessary account and/or to appropriate funding received within "Recreation and Parks Grant" Fund 205 to accept the NRPA/The Coca-Cola Foundation grant in the approximate amount of \$148,000.00 for the Lou Costello Ball Fields (PRJ20913) project;

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5. Direct staff to transmit a copy of the grant award to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA) and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to Los Angeles Administrative Code Section 14.6 et seq. as may be amended;
6. Approve the scope of the Lou Costello Ball Fields (PRJ20913) project, as described in the Summary of this Report;
7. Find that the actions taken by the Board herein are exempt from the California Environmental Quality Act (CEQA); and,
8. Authorize the Department's Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY:

On March 31, 2015, the National Recreation and Parks Association (NRPA), a Virginia-based not-for-profit 501(c)(3) organization, announced a funding opportunity through the Refreshing Community Spaces Program of The Coca-Cola Foundation, the philanthropic branch of The Coca-Cola Company that supports projects and programs that are most important to local communities around the world and promote healthy living through physical activity and nutrition. In collaboration with the NRPA, The Coca-Cola Foundation was seeking to fund an active recreation space capital project that encourages social interaction; is located within one of the East Los Angeles area ZIP Codes of: 90022, 90023, 90031, 90032, 90033, or 90063; is able to be completed by October 2015; and is within a \$125,000-\$150,000 funding range.

Based on the grant criteria, particularly with regards to the short completion date of October 2015, RAP's Planning, Construction and Maintenance Branch staff determined that non-complex baseball field improvements could be accomplished within the requisite timeframe, potential funding range, and eligible project area. Thus, staff proposed ball field improvement projects located at the following sites: 1) Ramon Garcia Recreation Center, Msgr., located within the 90023 ZIP Code; 2) Lou Costello Recreation Center, located within the 90023 ZIP Code; 3) Lincoln Park Recreation Center, located within the 90031 ZIP Code; and 4) Rose Hills Recreation Center, located within the 90032 ZIP Code, for funding consideration.

On June 8, 2015, NRPA notified RAP that The Coca-Cola Foundation had selected the Lou Costello Ball Fields project to receive the Refreshing Community Spaces Program grant in the amount of \$148,000.00. Located at the Lou Costello Recreation Center, 3141 E. Olympic

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Boulevard, Los Angeles 90023, the Lou Costello Ball Fields (PRJ20913) project will consist of the renovation of baseball diamonds #1 and #2, new shade structures, new bleachers with new concrete pad, new bollards to protect the new bleachers, picnic shelter with new concrete pad, new dugout benches, and new park benches. The proposed project improvements are estimated to cost \$153,000.00, of which \$5,000.00 from Fund 302/Department 88/Account 3040 will supplement the awarded grant funds. The work will be performed by in-house maintenance staff in conjunction with a City approved/contracted vendor and is anticipated to be completed by October 2015.

Staff has determined that the subject project will consist of modifications to existing park facilities involving negligible or no expansion of use and installation of accessory structures. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

It is anticipated that the proposed project will impact RAP's General Fund with the use of Fund 302/Department 88/Account 3040 funds in the amount of \$5,000.00 to supplement project costs. The maintenance of the proposed park improvements can be performed by current staff with no overall impact to existing maintenance services.

This Report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.