

# APPROVED

JAN 04 2024

## BOARD OF RECREATION AND PARK COMMISSIONERS

**BOARD REPORT**

**NO.** 24-013

**DATE** January 04, 2024

**C.D.** 6

### BOARD OF RECREATION AND PARK COMMISSIONERS

**SUBJECT:** SEPULVEDA BASIN RECREATION AREA – BALBOA SPORTS CENTER – TENNIS AND PICKLEBALL IMPROVEMENTS (PRJ21744) PROJECT– CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE 19, SECTION 15301(a) [ALTERATION OF EXISTING PUBLIC OR PRIVATE STRUCTURES, FACILITIES, MECHANICAL EQUIPMENT, OR TOPOGRAPHICAL FEATURES, INVOLVING NEGLIGIBLE OR NO EXPANSION OF EXISTING OR FORMER USE] AND SECTION 15303(e) [CONVERSION OF EXISTING SMALL STRUCTURES, SUCH AS ACCESSORY (APPURTENANT) STRUCTURES INCLUDING GARAGES, CARPORTS, PATIOS, SWIMMING POOLS, AND FENCES FROM ONE USE TO ANOTHER WHERE ONLY MINOR MODIFICATIONS ARE MADE IN THE EXTERIOR OF THE STRUCTURE] OF CALIFORNIA CEQA GUIDELINES AND ARTICLE III, SECTION 1, CLASS 1(1) AND CLASS 3(6) OF CITY CEQA GUIDELINES

B. Aguirre	_____	M. Rudnick	_____
B. Jones	_____	for* C. Santo Domingo	<u>DF</u>
B. Jackson	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved   X                        Disapproved \_\_\_\_\_                      Withdrawn \_\_\_\_\_

### RECOMMENDATIONS

1. Approve the scope of work and the total budget of the Sepulveda Basin Recreation Area – Balboa Sports Center – Tennis and Pickle Ball Improvements (PRJ21744) Project (Project), as described in the Summary of this Report;
2. Approve the Project to be bid and constructed through the Department of Recreation and Parks (RAP) list of pre-qualified on-call contractors;
3. Approve the authorization of change orders as authorized under Board Report No. 06-136, for the construction contracts for this Project in the budget contingency amounts for such contracts as stated in this Report;
4. Determine that the proposed Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15301(a) [Alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use] and Section 15303(e) [Conversion of existing small structures, such as accessory (appurtenant) structures including garages, carports, patios, swimming pools, and fences

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from one use to another where only minor modifications are made in the exterior of the structure] of California CEQA Guidelines and Article III, Section 1, Class 1(1) and Class 3(6) of City CEQA Guidelines, and direct staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk;

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

### SUMMARY

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

### PROJECT SCOPE

The scope of work of the Balboa Sports Center – Tennis and Pickle Ball Improvements (PRJ21744) Project includes the following:

- Prep, prime, repair and re-paint (with acrylics) all tennis courts.
- Remove and replace all existing Windscreens.

For Tennis Courts 1-8:

- Remove and replace all existing tennis net tightening hardware with wheel crank mechanism.
- Demolition and replacement of tennis posts and nets.

For Tennis Courts 9-16:

- Remove and replace all existing tennis net tightening hardware with wheel crank mechanism.
- Remove and replace all existing windscreens.
- Add eight pickleball courts (with posts included) on courts 13 & 14.

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- Prep, prime, repair and re-paint (with acrylics) all other existing tennis courts (9, 10, 11, 12, 15, 16).
- Paint stenciled court numbers onto the floor of the court entrance.
- Remove all concrete benches and replace with city approved benches.

### PROJECT FUNDING

The Project will be paid for using funds from the RAP Special Fund Tennis Revenue Surcharge-Cheviot Hills account and the RAP Special Fund Tennis Revenue Surcharge-Balboa account. The total amount of funding available for the Project is Three Hundred Thirty-Nine Thousand, One Hundred Fifty-Three Dollars and Sixty Cents (\$339,153.60), which will be the total budget for this Project inclusive of the budget contingency amounts set forth below.

See below the anticipated pre-qualified on-call contract(s) and budget contingency amount(s) that will be used for the Project:

<b>On-Call Contract</b>	<b>Contingency Amount</b>
Park Facility Construction	\$57,000.00

### FUNDING SOURCE MATRIX

<b>Source</b>	<b>Fund/Dept/Acct</b>	<b>Amount</b>	<b>Percentage</b>
RAP Special Fund Tennis Revenue Surcharge-Cheviot Hills	302/89/89090K-CH	\$169,576.80	50%
RAP Special Fund Tennis Revenue Surcharge-Balboa	302/89/89090K-BA	\$169,576.80	50%
<b>Total</b>		\$339,153.60	100%

### PROJECT CONSTRUCTION

RAP Staff has determined that sufficient funding has been identified for the Project.

See below the anticipated Project schedule:

<b>Phase</b>	<b>Duration</b>
Pre-design	NA
Design	NA
Bid and Award	May 2022 – January 2024
Construction	February 2024 – June 2024
Post Construction	June 2024 – December 2024

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### TREES AND SHADE

The proposed Project will have no impact on the existing trees or shade at Balboa Sports Complex.

### ENVIRONMENTAL IMPACT

The proposed Project consists of alteration of existing public structures, involving negligible or no expansion of existing or former use and conversion of existing small structures Accessory (appurtenant) structures including garages, carports, patios, swimming pools, and fences from one use to another where only minor modifications are made in the exterior of the structure.

According to the parcel profile report retrieved on December 14, 2023, this area resides in a liquefaction zone. The construction of this Project will not create conditions that could lead to liquefaction.

This site is not within a coastal, methane, or historic zone, so there is no reasonable possibility that the proposed Project may impact on an environmental resource of hazardous or critical concern or have a significant effect due to unusual circumstances. No other known projects would involve cumulatively significant impacts, and no future projects would result from the proposed Project. As of December 14, 2023, the State Department of Toxic Substances Control (DTSC) (Envirostor at [www.envirostor.dtsc.ca.gov](http://www.envirostor.dtsc.ca.gov)) and the State Water Resources Control Board (SWCB) (Geotracker at <https://geotracker.waterboards.ca.gov/>) have not listed the Project site or any contaminated sites near the Project area (within 1,000 feet). According to the Caltrans Scenic Highway Map there is no scenic highway located within the vicinity of the proposed Project or within its site. Furthermore, the proposed Project is not located in proximity of a known historical resources and will not cause a substantial adverse change in the significance of any historical resource.

Based in this information, RAP staff recommends that the Board of Recreation and Park Commissioners' (Board) determines that the proposed Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15301(a) and 15303(e) of California CEQA Guidelines and Article III, Section 1, Class 1(1) and Class 3(6) of City CEQA Guidelines. Staff will file a Notice of Exemption with the Los Angeles County Clerk upon Board's approval.

### FISCAL IMPACT

The approval of this report will have no fiscal impact on RAP's General Fund. The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by RAP Special Fund Tennis Revenue Surcharge-Cheviot Hills and RAP Special Fund Tennis Revenue Surcharge-Balboa accounts or funding sources other than RAP's General fund. The maintenance of the proposed park improvements can be performed by current staff with no overall impact to existing maintenance service at this facility.

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### STRATEGIC PLAN INITIATIVES AND GOALS

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

**Goal No. 1:** Provide Safe and Accessible Parks

**Outcome No. 2:** All Parks are Safe and Welcoming

**Result:** The Improvements at Balboa Sports Center will help improve the park users' experience.

This Report was prepared by David Lee, Management Assistant, Planning, Maintenance, and Construction Branch.