



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE  
REFER TO FILE: PJ-1

January 30, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL IMPROVEMENT PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE BUDGET ADJUSTMENT  
ESTABLISH CAPITAL PROJECT  
AWARD SUPPLEMENTAL AGREEMENT AND RELATED ACTIONS  
SPECS. 5396; C.P. 68961  
SUPERVISORIAL DISTRICT 5  
4 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find the relocation of that portion of the Chaney/Sunset Ridge Trail connecting the Loma Alta County Park to the remainder of the trail to be categorically exempt from the California Environmental Quality Act under Sections 15304(a) and (h) and 15311(a) and under Classes 4(a), (m) and (n) and 11(d) of the County of Los Angeles Environmental Procedures and Guidelines, adopted by your Board on November 17, 1987.
2. Approve the revised project budget of \$5,082,074 for the Loma Alta County Park Gymnasium and General Improvement Project (Enclosure A).
3. Approve the enclosed Budget Adjustment in the total amount of \$883,000 to reflect the addition of funding for the Loma Alta County Park Gymnasium and General Improvement Project (C.P. 68961) from the Safe

Neighborhood Parks Propositions of 1992 and 1996 and Community Facilities District 7 (Enclosure B).

4. Approve the enclosed Budget Adjustment in the amount of \$184,000 to establish Capital Project 86587, which will provide for the relocation of the Sunset Ridge Trail with funding from Community Facilities District 7 (Enclosure C).
5. Award and authorize the Director of Public Works to execute Supplemental Agreement 2 to Contract PW-11896 with Carde Ten Architects to provide additional architectural/engineering design and consultant services for the Loma Alta County Park Gymnasium and General Improvement Project for a not to exceed fee of \$254,952, funded by the Safe Neighborhood Parks Propositions of 1992 and 1996.
6. Direct Parks and Recreation, Public Works, and the Chief Administrative Office to develop recommendations regarding the development of a trail system in the Altadena foothills, as described herein.
7. Direct Public Works to coordinate the transfer of remaining proceeds from the Community Facilities District 7 Special Tax Bonds to County Capital Projects 68961 and 86587, with the assistance of the Chief Administrative Office, Auditor-Controller, and Treasurer and Tax Collector, as described herein.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will allow the Gymnasium and General Improvement Project at Loma Alta County Park to proceed with an expanded scope and increased project budget and provide the relocation of the Sunset Ridge Trail in Altadena.

### **Background**

The development of a gymnasium and equestrian-related improvements at Loma Alta County Park and hiking/equestrian trails in the surrounding area was originally introduced under the La Vina Land Development Project (La Vina Project) and the Safe Neighborhood Parks Proposition of 1996 (1996 Park Proposition). The La Vina Project is a residential subdivision development adjacent to the northern border of Loma Alta County Park in Altadena and was approved by the County in 1993.

In order to proceed with improvements that were conceived under the La Vina Project and the 1996 Park Proposition, the recommended actions provide:

- Enhancement of the Loma Alta County Park Gymnasium and General Improvement Project to incorporate a new community center.
- Specific improvements to the park's equestrian area and relocation of the Sunset Ridge Trail to increase the usefulness of the area and the safety of local equestrians and other park patrons.
- A process for assessing and documenting the resources that are available and needed for developing a hiking and equestrian trail network in the Altadena foothills.

### **Proposed Gymnasium and Community Center Facility**

In November 1998, your Board approved a consultant agreement with Carde Ten Architects for the design of a gymnasium facility at Jackie Robinson, Pamela, and Loma Alta County Parks. The gymnasium projects at Jackie Robinson and Pamela Parks have been completed. The design of the Loma Alta County Park Gymnasium included a new parking lot and relocation of an existing basketball court to accommodate the gymnasium building with specifications that were consistent with those specified in the developer's conditions for the La Vina Project.

During the design phase of the project, members of the community surrounding Loma Alta County Park and the Altadena Town Council expressed concerns regarding the proposed location of the gymnasium and the aesthetic impact of its design on the park and local community. Additional concerns were raised regarding the deteriorating condition of the existing park recreation building and a desire to improve the park's equestrian area and develop hiking and equestrian trails.

In response to these issues and concerns, Parks and Recreation, the Chief Administrative Office, and Public Works worked with members of the Altadena Town Council to amend the project's initial scope to include a new community center and improvements to the equestrian area. The feasibility of building and operating the proposed facility at the planned location was reviewed and reaffirmed by Parks and Recreation and Public Works and in September 2002, the Altadena Town Council approved the amended project scope.

### *Revised Project Scope*

The revised project scope includes constructing an approximately 13,500-square-foot facility that will house an approximately 8,000-square-foot gymnasium and an approximately 5,500-square-foot community center. The planned community center will replace the existing recreation building and will provide space for a community room, classrooms, staff office, storage, kitchen, and restrooms. Supporting improvements include building two parking lots, resurfacing an existing parking lot, and demolishing the existing recreation building.

Incorporating the community center with the gymnasium will replace the existing recreation building built in 1951 that has deteriorated significantly. Additionally, the planned design will allow Parks and Recreation to optimize park staffing by managing the gymnasium and community center operations from a single office. Integration of the community center and gymnasium will also provide a building with varying rooflines, which will soften the visual impact of the large gymnasium facility in response to the community's aesthetic concerns.

The new facility will be located north of Loma Alta Drive, along Sunset Ridge Road. The selected site reflects the recommendations of an independent seismic fault investigation that was conducted in 1999 and will allow Parks and Recreation to relocate the park's administrative/recreation office to a more central location within the park. The existing recreation building will be demolished, and Parks and Recreation will return to your Board with recommendations regarding future uses of the site following discussions with the local community.

The recommended supplemental agreement with Carde Ten will allow design activities to proceed based on the project's revised scope. Presentation drawings indicating the proposed floor plans and building elevations will be shared with the Altadena Town Council prior to the full development of plans and specifications. The Town Council's input will be incorporated to the extent allowed by the project's budget, program, schedule, the environmental documents, and Parks and Recreation's operating standards. It is anticipated that amendments to the environmental documents and design of the facility will be completed in February 2004. Construction is scheduled to be completed in August 2005.

### **Proposed Improvements to the Loma Alta County Park Equestrian Area**

The park currently provides a single 100-foot by 200-foot equestrian ring that is unable to meet the needs of the 200 to 250 local equestrians it serves on an ongoing basis.

The single ring fails to provide sufficient exercise and training space which results in extended waits or forces equestrians to travel to equestrian facilities in neighboring cities and communities. In addition, the absence of a physical barrier to separate the equestrian area from Loma Alta Drive and the adjacent picnic area creates a potential safety hazard to the equestrians, horses, and other park users.

To increase the availability of equestrian exercise and training areas at the park and to improve the efficiency of the equestrian area, we are proposing to install an additional riding ring, which will be approximately 80 feet by 120 feet in size. We are further proposing the addition of a smaller corral, approximately 60 feet in diameter. Steel pipe will be used as the material for the additional ring and corral. The final size and locations of the proposed ring and corral will be determined through discussions between Parks and Recreation and the Equestrian Resources Association. The soil and turf within the existing ring, which has deteriorated and frequently floods, will also be refurbished to maintain the safety of the horses and equestrians.

To increase the safety of equestrians and other park users, we recommend installing fencing on the northern, southern, and western perimeters of the area as well as improved lighting. The fencing will provide a physical separation between the equestrian area and traffic along Loma Alta Drive and between public users of the park's tennis courts and picnic areas. Lighting improvements in the equestrian area are recommended to further increase the safety of equestrians and park users.

The location and type of lighting improvements, as well as the style and material for the perimeter fencing, will be determined through discussions between Parks and Recreation and the Equestrian Resources Association. It is anticipated that installing the lighting, fencing, and the additional riding ring and corral will be completed in the summer of 2003.

### **Relocation of Sunset Ridge Trail and Review of Hiking and Equestrian Trails**

The Sunset Ridge Trail currently extends northward from Loma Alta Drive along the eastern perimeter of the park and connects with the Chaney Trail to the east. The placement of the gymnasium and community center along Sunset Ridge Road will place equestrians in the immediate proximity of vehicular traffic associated with the new facility and its patrons and could create a potential safety hazard.

Approval of the recommended actions will authorize the relocation of the Sunset Ridge Trail to the east and maintain the trail linkage between the park's equestrian area with the Chaney and Millard Canyon trails. The recommended relocation will entail:

- Establishing a trailhead on Loma Alta Drive, along the eastern perimeter of Public Works' Lincoln Sediment Placement Site (Sediment Site).
- Obtaining a trail easement across a portion of Parcel 6823-029-026 following the parcel's conveyance by Southwest Diversified to the La Vina Homeowner's Association as required under the developer's conditions for the La Vina Land Development Project.
- Installing approximately 250 feet of fencing to separate the equestrian and hiking trail from the Sediment Site.
- Soils tests and topography surveys of the proposed trail by Parks and Recreation.
- Creating a 10-foot-wide equestrian and hiking trail that stretches from Loma Alta Drive northward along the perimeter of the Sediment Site to the Chaney Trail.
- Establishing an equestrian crossing area between Sunset Ridge Road and the trailhead that provides a connection with the park's equestrian area.
- Establishing interpretive trails, including signposts that will educate users about the native species and riparian habitat.

Relocating the Sunset Ridge Trail will improve access to the park's equestrian area and increase the safety of equestrians, hikers, and other park users by separating the equestrian path of travel from the vehicular traffic that is anticipated for the gymnasium and community center facility on Sunset Ridge Road.

#### *Altadena Foothill Trails Review*

Recent discussions with local hiking, equestrian, and conservancy groups have revealed that the trail system surrounding the park and extending to the east and west is fragmented and inadequately mapped. In the absence of a continuous trail that links the relocated Sunset Ridge Trail with Eaton Canyon to the east and the Hahamonga Watershed Park to the west, equestrians have used streets as a path of travel which creates a potential safety hazard.

In response, Parks and Recreation and Public Works are working with the Altadena Crest Trail Community Working Group, which is a consortium of local hiking and equestrian groups to identify, survey, and map the most feasible trail route for a link between Eaton Canyon and the Hahamonga Watershed Park. The feasibility of

establishing a trail that connects the Millard Canyon Trail with the Hahamonga Park will also be determined, as well as several historic trails surrounding the La Vina Project.

Parks and Recreation will provide quarterly reports to your Board on the progress of these efforts and will return to your Board, along with the Chief Administrative Office and Public Works, to present project recommendations upon completion of the feasibility reports.

### **Implementation of Strategic Plan Goals**

This project meets the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being by investing in public infrastructure and providing enhanced recreational opportunities to assure good health and social well-being.

### **FISCAL IMPACT/FINANCING**

The cost of each project activity will be funded from a combination of resources. Approval of the enclosed budget adjustments will properly align project costs and funding sources. A summary of funding sources is provided in Enclosure D.

#### *Proposed Park Improvements Project*

Your Board previously approved a project budget of \$2,171,413 for the Loma Alta County Park Gymnasium and General Improvement Project. Based on the expansion of the project scope to include a community center and improvements to the park's equestrian area, the cost for the revised project is now expected to increase by \$2,910,661 for a total of \$5,082,074. The increased project cost incorporates \$75,000 for improvements to the equestrian area as well as increased costs for plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, at-risk youth employment, and County services. A summary of the increased project cost is provided in the Project Budget Summary (Enclosure A).

Funding in the amount of \$3,871,197 will be provided from the Safe Neighborhood Park Propositions of 1992 and 1996, Park In-Lieu Fees Park Planning Area 40, and Community Facilities District 7 Bond Funds. An additional \$1,210,877 will be provided under the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Act of 2000 (State Bond Proposition 12) which is contingent upon the execution of a subgrant agreement with the State. The Proposition 12 Subgrant Agreement will be executed following completion of the application requirements, which includes an Initial Study for environmental purposes.

The enclosed Budget Adjustment will increase the appropriation in Capital Project 68961 to reflect the allocation of \$441,000 from the Safe Neighborhood Park Propositions of 1992 and 1996 and \$442,000 from the Community Facilities District 7. The Chief Administrative Office and Parks and Recreation will return to your Board with a budget adjustment to incorporate the \$1,210,877 in State Bond Proposition 12 funds that are required to complete funding of the Gymnasium and General Improvement Project following execution of the Proposition 12 Subgrant Agreement.

*Trail Relocation and Review*

The relocation of the Sunset Ridge Trail is estimated to cost \$25,000, including \$4,000 for fencing; \$18,000 for grading; and \$3,000 for any soil and topographic studies and the striping and signage of the equestrian crossing on Loma Alta Drive. An additional \$247,873, for a total of \$272,873, is allocated to support the review of the Altadena foothill trail system. Parks and Recreation will work with the Altadena Crest Trail Community Working Group to develop recommendations regarding specific uses of the additional balance and will return to your Board for approval with the Chief Administrative Office.

Funding for the relocation of the Sunset Ridge Trail and review of the Altadena foothill trails will be provided from the Community Facilities District 7 Bond Funds and State Bond Proposition 12. As with the Gymnasium and General Improvement Project, the Sunset Ridge Trail Relocation and Review Project will require the execution of a subgrant agreement with the State to obtain State Bond Proposition 12 Funds.

The enclosed Budget Adjustment will increase the appropriation in Capital Project 86587 to reflect the allocation of \$184,000 in funding from the Community Facilities District 7. The Chief Administrative Office and Parks and Recreation will return to your Board with a budget adjustment to incorporate the \$89,000 in State Bond Proposition 12 Funds that are required to complete funding of the Sunset Ridge Trail Relocation and Review Project following execution of the Proposition 12 Subgrant Agreement.

*Funding from Community Facilities District 7*

In August 1999, Community Facilities District 7 issued \$9,000,000 in Special Tax Bonds to fund various infrastructure, trail, and park improvements required of the La Vina Land Development Project. An audit of the La Vina Land Development Project conducted in response to your Board's request by the Auditor-Controller indicated that a significant

number of conditions had not been satisfied by the developer, including conditions related to park and trail improvements.

Under the Funding and Acquisition Agreement that was executed between the County and the developer, Southwest Diversified, to govern the allocation and distribution of the bond proceeds, \$659,588 was initially allocated for off-tract landscape improvements, including hiking and equestrian trail improvements and \$1,924,053 for park improvements, including unspecified improvements at Loma Alta County Park. Of these allocated amounts, approximately \$184,000 remains available for hiking and equestrian trail improvements, and approximately \$442,000 is available for improvements at Loma Alta County Park.

In order to fund the planned improvements, in a timely and efficient manner, we are recommending that Public Works coordinate the transfer of the Community Facilities District 7 Bond Funds, through the developer and with the assistance of the Chief Administrative Office, Auditor-Controller, and Treasurer and Tax Collector, to the Gymnasium and General Improvement and the Sunset Trail Relocation and Review Projects. This transfer allows the County to directly manage the application of these funds, improve accountability of their use, and ensure completion of the planned improvements. As part of this transfer, Public Works, under authority granted in the Funding and Acquisition Agreement for the Community Facilities District 7 Bond Funds, is working with the developer to amend the agreement to reallocate funds for the planned improvements.

At the request of the Chief Administrative Office, the Auditor-Controller has also initiated an audit of the prior disbursements and uses of the Community Facilities District 7 Bond Funds. Any funds to be reimbursed by the developer pursuant to this audit's findings will be allocated to further improvements as required under the Funding and Acquisition Agreement.

#### Operating Budget Impact

Upon completion of the construction project, Parks and Recreation anticipates a one-time start-up cost of approximately \$22,847 for recreation supplies, children's classroom furniture, and arts and crafts supplies. In addition, ongoing annual operating costs are estimated at \$195,623 to operate and maintain the facility. This includes costs for salaries and employee benefits; services and supplies; and ongoing costs for utilities, recreation, and maintenance supplies.

The Chief Administrative Office is currently reviewing the operating cost estimates and will work with Parks and Recreation to determine the appropriate operating requirements and available funding and will present their recommendations for approval when we return to your Board with recommendations to adopt and advertise project plans.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring of qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, Carde Ten is willing to consider Greater Avenues for Independence Program participants for future employment.

Carde Ten is in full compliance will Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

### **ENVIRONMENTAL DOCUMENTATION**

Approval of the recommended actions regarding the Gymnasium and General Improvement Project will have no environmental impact. The appropriate environmental documentation will be completed prior to returning to your Board for approval to adopt plans and specifications and advertise for construction bids.

The relocation of the Sunset Ridge Trail is categorically exempt from the California Environmental Quality Act under Sections 15304(a) and (h) and 15311(a) and under Classes 4(a), (m) and (n) and 11(d) of the County of Los Angeles Environmental Procedures and Guidelines, adopted by your Board on November 17, 1987.

### **CONTRACTING PROCESS**

On November 10, 1998, your Board awarded an architectural/engineering design and consultant services agreement to Carde Ten for the Jackie Robinson, Pamela, and Loma Alta County Parks New Gymnasium and General Park Improvement Projects for a total not to exceed fee of \$334,453, including \$116,429 for Jackie Robinson Park, \$106,125 for Pamela Park, and \$111,899 for Loma Alta Park.

On June 29, 1999, your Board authorized Public Works to supplement this agreement in the amount of \$63,150, including \$18,270 for additional design services at Jackie Robinson Park, and \$44,880 for a seismic fault investigation at Loma Alta County Park. This supplemental agreement increased the total contract value to \$397,603, including \$134,699 for Jackie Robinson Park, \$106,125 for Pamela Park, and \$156,779 for Loma Alta Park.

Carde Ten has agreed to provide the additional design, construction administration, and consultant services for the revised expanded scope of work for a not to exceed fee of \$254,952. With the recommended supplemental agreement, the total contract value will be \$652,555, including \$411,731 for Loma Alta County Park.

The negotiated fee is based on the County's architectural/engineering fee schedule approved by your Board on August 21, 1990. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of the work.

Carde Ten's fee schedule, Community Business Enterprise participation data, and three-year contracting history are on file with Public Works.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The recommended actions will have no impact on current County services or projects.

The Honorable Board of Supervisors  
January 30, 2003  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Parks and Recreation, and Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

TIM GALLAGHER  
Director of Parks and Recreation

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cc: County Counsel  
Department of Public Social Services (GAIN Program)

January 30, 2003

**ENCLOSURE A**

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL IMPROVEMENT PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE BUDGET ADJUSTMENT  
ESTABLISH CAPITAL PROJECT  
AWARD SUPPLEMENTAL AGREEMENT AND RELATED ACTIONS  
SPECS. 5396; C.P. 68961**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Revised Completion Date</b>	<b>Actual Completion Date</b>
Award Design Contract	11/10/98		11/10/98
Execute Design Contract	11/25/98		11/17/98
Schematic Design	09/13/99	04/09/03	
Design Development	10/25/99	06/29/03	
Construction Documents	03/06/00	11/12/03	
Jurisdictional Approvals	06/22/00	01/21/04	
Construction Award	10/31/00	05/04/04	
Construction Start	12/13/00	05/26/04	
Substantial Completion	08/10/01	05/25/05	
Final Acceptance	09/09/01	08/23/05	

**II. PROJECT BUDGET SUMMARY**

<b>Budget Category</b>	<b>Board Approved Project Budget</b>	<b>Impact of this Action</b>	<b>Revised Project Budget</b>
Plans and Specifications			
Basic Design Services	\$ 65,516	\$ 164,490	\$ 230,006
Construction Administration	23,463	60,678	84,141
Consultant Services	60,800	10,976	71,776
Reimbursable Services	7,000	18,808	25,808
Total A/E Contract	<u>\$ 156,779</u>	<u>\$ 254,952</u>	<u>\$ 411,731</u>
Plan Check	\$ 19,510	\$ 26,610	\$ 46,120
Construction			
Construction Contract	\$ 1,417,636	\$ 1,915,044	\$ 3,332,680
Change Order Contingency	<u>\$ 141,764</u>	<u>\$ 158,177</u>	<u>\$ 299,941</u>
Total Construction	<u>\$ 1,559,400</u>	<u>\$ 2,073,221</u>	<u>\$ 3,632,621</u>
Equipment/Utility Connection Fees	\$ 15,000	\$ 20,000	\$ 35,000
Other Consultant Services	\$ 80,000	\$ 75,416	\$ 155,416
Miscellaneous Expenditures	\$ 8,000	\$ 7,000	\$ 15,000
County Services	\$ 322,724	\$ 370,037	\$ 692,761
At-risk Youth Employment	\$ 10,000	\$ 8,425	\$ 18,425
<b>SUBTOTAL</b>	<b>\$ 2,171,413</b>	<b>\$ 2,835,661</b>	<b>\$ 5,007,074</b>
Equestrian Area Improvements	\$ 0	\$ 75,000	\$ 75,000
<b>TOTAL</b>	<b>\$ 2,171,413</b>	<b>\$ 2,910,661</b>	<b>\$ 5,082,074</b>

January 30, 2003

**ENCLOSURE B**

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL IMPROVEMENT PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE BUDGET ADJUSTMENT  
ESTABLISH CAPITAL PROJECT  
AWARD SUPPLEMENTAL AGREEMENT AND RELATED ACTIONS  
SPECS. 5396; C.P. 68961**

**BUDGET ADJUSTMENT**

January 30, 2003

**ENCLOSURE C**

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL IMPROVEMENT PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE BUDGET ADJUSTMENT  
ESTABLISH CAPITAL PROJECT  
AWARD SUPPLEMENTAL AGREEMENT AND RELATED ACTIONS  
SPECS. 5396; C.P. 86587**

**BUDGET ADJUSTMENT**

January 30, 2003

**ENCLOSURE D**

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL IMPROVEMENT PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE BUDGET ADJUSTMENT  
ESTABLISH CAPITAL PROJECT  
AWARD SUPPLEMENTAL AGREEMENT AND RELATED ACTIONS  
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**FUNDING SUMMARY**