



COUNTY OF LOS ANGELES  
DEPARTMENT OF PARKS AND RECREATION

*"Parks Make Life Better!"*

Norma E. García-González, Director

Alina Bokde, Chief Deputy Director

November 6, 2024

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

Dear Supervisors:

**VIRGINIA ROBINSON GARDENS  
ROADWAY AND PARKING RENOVATION PROJECT  
ESTABLISH AND APPROVE CAPITAL PROJECT, PROJECT SCOPE, BUDGET,  
AND APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 8A068  
(SUPERVISORIAL DISTRICT 3)  
(FY2024-25), 4-VOTES)**

**SUBJECT**

Approval of the recommended actions will find the proposed Virginia Robinson Gardens Roadway and Parking Renovation Project exempt from the California Environmental Quality Act; establish and approve the proposed capital project; approve the project scope, budget, and appropriation adjustment; and authorize the Director of Parks and Recreation, or her designee, to proceed with the proposed project through a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Virginia Robinson Gardens Roadway and Parking Renovation Project categorically exempt from the California Environmental Quality Act for the reasons stated in this Board Letter and in the records of the project.
2. Establish and approve the Virginia Robinson Gardens Roadway and Parking Renovation Project, Capital Project No. 8A068, with a total project budget of \$917,000.
3. Approve an appropriation adjustment to transfer \$817,000 from the Virginia Robinson Gardens Trust Fund (S5M) and \$100,000 from the Alex Oser Trust Fund (V40) to the Virginia Robinson Gardens Roadway and Parking Renovation Project, Capital Project No. 8A068, to fully fund the proposed project.

4. Authorize the Director of Parks and Recreation, or her designee, to deliver the proposed Virginia Robinson Gardens Roadway and Parking Renovation Project through a Board-approved Job Order Contract.

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

Approval of the recommended actions will find the proposed Virginia Robinson Gardens Roadway and Parking Renovation Project (Project) exempt from the California Environmental Quality Act; establish and approve Capital Project No. 8A068; approve the proposed Project scope, budget, and appropriation adjustment; and will authorize the Department of Parks and Recreation (Department) to implement the proposed Project through a Board-approved Job Order Contract (JOC).

The proposed Project is located at Virginia Robinson Gardens (Robinson Gardens), a 6.15-acre historic residence and botanic garden located at 1008 Elden Way in the City of Beverly Hills. The Robinson Gardens were originally built for Harry and Virginia Robinson in 1911, and Virginia Robinson deeded the property to the County of Los Angeles in 1974 for public enjoyment as an arboretum garden. The gardens surrounding the buildings contain an exotic range of plants and house one of the largest King Palm collections in the United States.

Robinson Gardens is on a hilltop surrounded by a residential community with public access served by a narrow single driveway. Over the past several years, storm events have significantly damaged roadways, parking areas, and a retaining wall. This infrastructure must be repaired to prevent more significant and costly damage. A 2023 feasibility study determined that a renovation was required to maintain safe public access. The proposed Project will renovate portions of the existing asphalt paved roadway and parking lot; replace an existing retaining wall; enhance existing drainage; and remodel related amenities.

The proposed Project will be delivered through a Board-approved JOC. Department staff will utilize the services of Board-approved as-needed consultants to provide engineered drawings and specifications.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The proposed recommendations will further the County Strategic Plan Goals to Realize Tomorrow's Government Today (North Star 3) through Internal Controls and Processes (Strategy 3.G.ii) by effectively managing County Park assets in ways that are fiscally responsible and align with the County's highest priority needs.

#### Implementation of County Sustainability Goals

The OurCounty Sustainability Plan, adopted in 2019, establishes goals to address the environmental impacts of climate change and the subsequent social challenges. The proposed Project will be designed to achieve the goals of creating buildings and

infrastructure that support human health and resilience (Goal 2), and creating accessible parks, public lands, and public spaces that create opportunities for respite, recreation, ecological discovery, and cultural activities (Goal 6).

### **FISCAL IMPACT/FINANCING**

The total proposed Project cost of \$917,000 includes plans and specifications, jurisdictional review, construction, change order/contingency, and County services. Planning for the proposed Project has been underway for several years and accumulated special development funds have been set aside to implement the proposed Project. The Project Schedule and Budget Summary are included in Attachment I.

Approval of the appropriation adjustment (Attachment II) will transfer \$817,000 from the Virginia Robinson Gardens Trust Fund (S5M) and \$100,000 from the Alex Oser Trust Fund (V40), for a total transfer of \$917,000, to Capital Project No. 8A068, Virginia Robinson Gardens Roadway and Parking Improvements Project, which will fully fund the proposed Project.

### **OPERATING BUDGET IMPACT**

Based on the proposed Project description, the Department does not anticipate any one-time start-up and ongoing costs. The provisions of the proposed Project have maintenance requirements that will be fulfilled with existing Department staff and resources.

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

Approval of the recommended actions will authorize the Department to deliver the proposed Project utilizing a Board-approved JOC, as the work involves repair, remodeling, and refurbishing of County facilities. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the JOC.

The JOC contractor who is awarded this contract will be required to fully comply with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.203 (Contractor Employee Jury Service Program), and Chapter 2.201 (Living Wage Program). The proposed Project will proceed in accordance with the Board's consolidated Local and Targeted Worker Hire Policy (LTWHP) adopted on September 6, 2016, and last amended on June 11, 2019.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 4, 2020, the proposed Project is exempt from the Civic Art Allocation as all work related to paving of roadways, pavement repair, and parking lots are exempt from the civic art allocation and the project costs for work related to drainage and the retaining wall, which are eligible, are under \$500,000.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed Project is categorically exempt from the California Environmental Quality Act (CEQA). The proposed Project, which includes the renovation of existing paved roadway and parking lot; the replacement of an existing retaining wall; the enhancement of existing drainage; and the remodeling of related amenities, is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in sections 15301 (d), 15302(c) and 15331 of the State CEQA Guidelines and Classes 1 (c) and 2(e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The proposed Project involves restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment to meet current standards of public health and safety; replacement of existing structures and facilities involving negligible or no expansion of capacity; and maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings (1995), Weeks and Grimmer.

Based on the proposed Project records, it will comply with all applicable regulations. There are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that they may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

Upon your Board's approval of the recommended actions, the Department will file a Notice of Exemption with the County Clerk in accordance with section 21152 of the California Public Resources Code.

## **CONTRACTING PROCESS**

The Department will use a Board-approved as-needed consultant to provide plans and specifications for the proposed Project.

Implementation of the renovations will be completed using a Board-approved JOC. The Department has made the determination that JOC is the most appropriate procurement method for delivery of the construction scope.

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

The recommended actions will require temporary closure of some areas of Robinson Gardens, including the upper parking area. The Department will minimize and mitigate disruption by phasing work and providing advanced notification to the public. The Department will coordinate closures with the Robinson Gardens staff to minimize disruption to the public.

The Honorable Board of Supervisors

11/6/2024

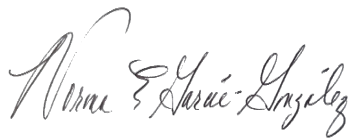
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## **CONCLUSION**

Upon approval by the Board, please instruct the Executive Officer-Clerk of the Board to forward one adopted copy of this letter to the Chief Executive Office, Capital Projects Division, and three copies to the Department of Parks and Recreation.

Should you have any questions, please contact Tanya Finney at (626) 588-5336 or [tfinney@parks.lacounty.gov](mailto:tfinney@parks.lacounty.gov), or Daniel Abratte at (626) 588-5350 or [dabratte@parks.lacounty.gov](mailto:dabratte@parks.lacounty.gov), or Johanna Hernandez at (626) 588-5370 or [bjl@parks.lacounty.gov](mailto:bjl@parks.lacounty.gov).

Respectfully submitted,



Norma E. García-González  
Director

NEGG:AB:JS:CK:MG:DA:tf  
Enclosures

c: Auditor Controller  
Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Arts and Culture (Civic Art Division)  
Parks and Recreation

**ATTACHMENT I**

**VIRGINIA ROBINSON GARDENS  
ROADWAY AND PARKING RENOVATION PROJECT  
ESTABLISH AND APPROVE CAPITAL PROJECT, PROJECT SCOPE, BUDGET,  
AND APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 8A068  
(SUPERVISORIAL DISTRICT 3) (FY2024-25, 4-VOTES)**

**I. PROJECT SCHEDULE SUMMARY**

Project Activity	Scheduled Completion Date
Board Approval	November 2024
Construction Documents	April 2025
Jurisdictional Approvals	October 2025
Construction Award	November 2025
Substantial Completion	August 2026
Project Acceptance	September 2026

**II. PROJECT BUDGET SUMMARY**

Project Activity	Proposed Project Budget
Construction	
Construction	\$ 642,000
Change Orders	\$ 90,000
<b>Subtotal</b>	<b>\$ 732,000</b>
Plans and Specifications	\$ 110,000
Jurisdictional Review/Permits	\$ 40,000
County Services	\$ 35,000
<b>TOTAL</b>	<b>\$ 917,000</b>

**ATTACHMENT II**

**VIRGINIA ROBINSON GARDENS  
ROADWAY AND PARKING RENOVATION PROJECT  
ESTABLISH AND APPROVE CAPITAL PROJECT, PROJECT SCOPE, BUDGET,  
AND APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 8A068  
(SUPERVISORIAL DISTRICT 3) (FY2024-25, 4-VOTES)**

**APPROPRIATION ADJUSTMENT**

**(SEE ATTACHED)**

PINK

BA FORM 10142022

BOARD OF SUPERVISORS  
OFFICIAL COPY

November 05, 2024

COUNTY OF LOS ANGELES

### REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF PARKS AND RECREATION

**AUDITOR-CONTROLLER:**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HER RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFORE**

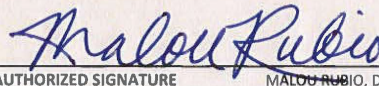
**FY 2024-25**

**4 - VOTES**

SOURCES		USES	
PARKS AND RECREATION VIRGINIA ROBINSON GARDENS ROADWAY AND PARKING RENOVATION A01-CP-94-9922-65043-8A068 DONATION / CAPITAL PROJECTS INCREASE REVENUE		PARKS AND RECREATION VIRGINIA ROBINSON GARDENS ROADWAY AND PARKING RENOVATION A01-CP-6014-65043-8A068 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	
	<b>917,000</b>		<b>917,000</b>
<b>SOURCES TOTAL</b>		<b>USES TOTAL</b>	
	<b>\$ 917,000</b>		<b>\$ 917,000</b>

**JUSTIFICATION**

Reflects an increase of \$917,000 in appropriation to the Virginia Robinson Gardens Roadway and Parking Renovation Project, Capital Project No. 8A068, with \$817,000 from the Virginia Robinson Gardens Trust Fund (\$5M) and \$100,000 from the Alex Oser Trust Fund (V40), to fully fund the proposed project.



AUTHORIZED SIGNATURE MALOU RUBIO, DEPUTY DIRECTOR

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

APPROVED AS REQUESTED

RECOMMENDED  
BY **Andrea Turner**  
Digitally signed by Andrea Turner  
Date: 2024.10.18 15:47:35 -0700

APPROVED AS REVISED

AUDITOR-CONTROLLER

B.A. NO. **048**

DATE **10/18/24**

CHIEF EXECUTIVE OFFICER

BY **Matthew J. Diaz**  
Digitally signed by Matthew J. Diaz  
Date: 2024.10.21 08:50:32 -0700

DATE **10/21/24**