



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION

"Parks Make Life Better!"

Norma E. García-González, Director

Alina Bokde, Chief Deputy Director

December 09, 2025

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:

**EL CARISO REGIONAL PARK
SPORT COURTS REMODELING PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT
APPROVE PROJECT SCOPE AND BUDGET
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
CAPITAL PROJECT NO. 8A141
(SUPERVISORIAL DISTRICT 3) (FY2025-26, 4-VOTES)**

SUBJECT

Approval of the recommended actions will find the proposed El Cariso Regional Park Sport Courts Remodeling Project (Project) exempt from the California Environmental Quality Act; establish and approve the proposed capital project, project scope, budget, and appropriation adjustment; and authorize the Director of the County of Los Angeles Department of Parks and Recreation, or her designee, to deliver the proposed El Cariso Regional Park Sport Courts Remodeling Project through a Board-approved Job Order Contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed El Cariso Regional Park Sport Courts Remodeling Project categorically exempt from the California Environmental Quality Act, for the reasons stated in this Board letter and in the record of the project.
2. Establish and approve the proposed El Cariso Regional Park Sport Courts Remodeling Project, Capital Project No. 8A141, with a total project budget of \$1,088,000.
3. Approve an appropriation adjustment to reflect an increase of \$1,088,000 in appropriation to the

proposed El Cariso Regional Park Sport Courts Remodeling Project, Capital Project No. 8A141, offset with revenue from the Parks and Recreation - Park Improvement Special Fund, to fully fund the proposed Project.

4. Authorize the Director of the County of Los Angeles Department of Parks and Recreation, or her designee, to deliver the proposed El Cariso Regional Park Sport Courts Remodeling Project through a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed El Cariso Regional Park Sport Courts Remodeling Project exempt from the California Environmental Quality Act (CEQA); establish Capital Project No. 8A141; and approve the proposed Project scope, budget and appropriation adjustment. The recommended actions will authorize the County of Los Angeles Department of Parks and Recreation (LA County Parks), to implement the proposed Project through a Board-approved Job Order Contract (JOC).

El Cariso Community Regional Park (Park), located in Sylmar at 13100 Hubbard St., is an 80-acre park that provides several amenities including picnic areas, play areas, fitness zones, sport courts such as tennis, pickleball, basketball, handball courts, multiple sports fields, community swimming pools, a gymnasium, and a community center. While located in an area with a moderate park need, El Cariso Regional Park also serves neighboring communities experiencing high to very high park need in the San Fernando Valley Study Area established by the 2022 Park Needs Assessment Plus (PNA+), including the Cities of San Fernando and Mission Hills.

Hundreds of thousands of visitors annually attend the numerous events and programs held at the park. The Park's hard-surface sport courts are in constant use, and with growing popularity in outdoor sports, improvements are needed to meet the increased demand. Additionally, there is a clear and outspoken desire for more standalone sports courts as voiced by a majority of community members at LA County Park's September 2024 community meetings. Community members overwhelmingly asked for more courts to play sports such as pickleball. In response to the community's requests, the proposed Project will expand existing sport courts facilities to accommodate more players and help reduce crowding and wait times, all without reducing other park amenities, and ensuring that the Park continues to serve the diverse needs of its visitors. Direct community input at a second community meeting held in May 2025 helped determine design preferences that were later shared on-site at the park.

The proposed Project will remodel the existing sport courts by replacing the windscreens; installing additional seating and viewing areas; expanding the courts to accommodate four additional pickleball courts; updating the adjacent landscape areas; remodeling walkways to improve accessibility to the courts; and making refurbishments to related amenities. The community's requested sport courts would increase access for users without reducing any other court amenities such as tennis or pickleball and all of the work would be carried out within the existing parameters of the Park. The proposed Project will be delivered by a Board-approved JOC.

Implementation of Strategic Plan Goals

The proposed recommendations will further the County Strategic Plan Goals to promote the physical health, mental health and well-being of County residents (North Star 1, Focus Area Goal A), provide quality, accessible, and culturally responsive services in our communities (North Star 2, Focus Area A), and increase transparency and accessibility to government services through stakeholder

engagement (North Star 3, Focus Area A).

Implementation of County Sustainability Goals

The Our County Sustainability Plan, adopted in 2019, establishes goals to address the environmental impacts of climate change and the subsequent social challenges. The proposed Project will support Goal 6, Strategy 6A, by improving access to parks so that all visitors may enjoy their benefits. The Park provides recreational opportunities for its visitors from local and surrounding communities across Los Angeles County. Further, the proposed Project is in an area of LA County where residents have heightened susceptibility to climate hazards (the top three in the social sensitivity score) by the LA County Climate Vulnerability Assessment as it serves residents experiencing moderate exposure to extreme heat.

FISCAL IMPACT/FINANCING

The total estimated Project budget of \$1,088,000 includes design services, construction, change order/contingency, consultant services, jurisdictional review, civic art, and County services. The Project Schedule and Budget Summary are included in Attachment I.

The proposed Project is fully funded with revenue from the Parks and Recreation – Park Improvement Special Fund (CB1) in the amount of \$1,088,000.

Approval of the appropriation adjustment (Attachment II) will increase appropriation by \$1,088,000 for the El Cariso Regional Park Sport Courts Remodeling Project, Capital Project No. 8A141, offset with revenue from CB1, to fully fund the proposed Project.

Operating Budget Impact

Based on the proposed Project description, the LA County Parks does not anticipate any one-time start-up or ongoing costs. The Project has maintenance requirements that will be fulfilled with existing departmental staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Approval of the recommended actions will authorize the LA County Parks 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 budget includes one percent (1%) of eligible design and construction costs, in the amount of \$11,000, to be allocated towards Civic Art.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the California Environmental Quality Act (CEQA). The Project, which includes the remodeling of the existing park area to accommodate additional pickleball courts and related refurbishments to the Park's sports facilities, 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(c)(h), 15303(e), and 15304 (a)(b) of the State CEQA Guidelines and Classes 1(f)(j), 3(b) and 4(a)(c) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The Project provides for minor alteration of existing public facilities, new construction or conversion of small structures, and minor alterations to land.

In addition, based on the proposed Project records, it will comply with all applicable regulations, is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

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

CONTRACTING PROCESS

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

Implementation of the improvements will be completed using a Board-approved JOC. The LA County Parks 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 proposed Project will require temporary closures of Park facilities but will have limited impacts to County services at the facility. The LA County Parks will mitigate potential impacts through advanced community notice and temporary facilities where appropriate.

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 one adopted copy to the County of Los Angeles Department of Parks and Recreation.

Should you have any questions please contact Katherine Li at (626) 588-5357 or kli@parks.lacounty.gov, Jorge Gutierrez at (626) 588-5347 or jgutierrez2@parks.lacounty.gov, or Johanna Hernandez at (626) 588-5370 or bjl@parks.lacounty.gov.

The Honorable Board of Supervisors

12/9/2025

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Respectfully submitted,

A handwritten signature in cursive script that reads "Norma E. Garcia-Gonzalez".

Norma E. Garcia-Gonzalez

Director

NEG:AB:CK:GB:JG:kl

Enclosures

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

ATTACHMENT I

**EL CARISO REGIONAL PARK
SPORT COURTS REMODELING PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT
APPROVE PROJECT SCOPE AND BUDGET
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(SUPERVISORIAL DISTRICT 3) (FY2025-26, 4-VOTES)**

I. PROJECT SCHEDULE SUMMARY

Project Activity	Scheduled Completion Date
Board Approval	December 2025
Design Services	January 2026
Jurisdictional Approvals	June 2026
Construction Award	July 2026
Substantial Completion	December 2026
Project Acceptance	February 2027

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Project Budget
Construction	
Construction	\$ 780,000
Change Orders	\$ 52,000
Subtotal	\$ 832,000
Civic Art	\$ 11,000
Plans and Specifications	\$ 186,000
Consultant Services	\$ 12,000
Miscellaneous Expenditures	\$ 0
Jurisdictional Review/Plan Check/Permits	\$ 14,000
County Services	\$ 33,000
Subtotal	\$ 256,000
TOTAL	\$ 1,088,000

ATTACHMENT II

**EL CARISO REGIONAL PARK
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APPROPRIATION ADJUSTMENT

(SEE ATTACHED)

December 09, 2025

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 2025-26

4 - VOTES

SOURCES		USES	
PARKS AND RECREATION - PARK IMPROVEMENT SPECIAL FUND CB1-PK-2000-40531 SERVICES & SUPPLIES DECREASE APPROPRIATION		PARKS AND RECREATION - PARK IMPROVEMENT SPECIAL FUND CB1-PK-6100-40531 OTHER FINANCING USES INCREASE APPROPRIATION	
	1,088,000		1,088,000
PARKS AND RECREATION EL CARISO REGIONAL PARK SPORT COURTS REMODELING PROJECT A01-CP-96-9919-65043-8A141 OPERATING TRANSFERS IN - CAPITAL PROJECTS INCREASE REVENUE		PARKS AND RECREATION EL CARISO REGIONAL PARK SPORT COURTS REMODELING PROJECT A01-CP-6014-65043-8A141 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	
	1,088,000		1,088,000
SOURCES TOTAL		USES TOTAL	
	\$ 2,176,000		\$ 2,176,000

JUSTIFICATION

Reflects a total increase of \$1,088,000 in appropriation to the El Cariso Regional Park Sport Courts Remodeling Project, Capital Project No. 8A141, offset with revenue from the Park Improvement Special Fund, to fully fund the project.

Carolyn Bernardez Digitally signed by Carolyn Bernardez
Date: 2025.11.14 11:27:54 -08'00'

AUTHORIZED SIGNATURE

Carolyn Bernardez, Chief Financial Officer

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

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

RECOMMENDATION

Digitally signed by Lan Sam
Date: 2025.11.19 07:56:36 -08'00'

AUDITOR-CONTROLLER

BY **Lan Sam**

B.A. NO. **059**

DATE **11/19/25**

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

Matthew J. Diaz Digitally signed by Matthew J. Diaz
Date: 2025.11.19 08:37:32 -08'00'

BY **Diaz**

DATE **11/19/25**