



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Tell and Members of the City Council

THROUGH: David N. Carmany, City Manager

FROM: Richard Gill, Director of Parks and Recreation
Idris Al-Oboudi, Recreation Services Manager

DATE: November 15, 2011

SUBJECT: Consideration of a Resolution Approving the Application for Grant Funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program for the Joslyn Center and Manhattan Heights Community Center Renovation Project.

RECOMMENDATION: Staff recommends that City Council approve Resolution No. 6333 (Attachment A) approving the application (Attachment B) for grant funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program for the Joslyn Center and Manhattan Heights Community Center Renovation Project.

FISCAL IMPLICATION:

Approval of resolution No. 6333 will result in \$150,000 of County of Los Angeles grant funds supplanting previously allocated Capital Improvement Funds in the same amount for the Joslyn Center and Manhattan Heights Community Center renovation projects. A budget adjustment recognizing the \$150,000 in grant revenue will be processed as well.

BACKGROUND:

Attached is a letter from Los Angeles County Supervisor Don Knabe informing the City that a grant of \$150,000 is available from the Los Angeles Regional Park and Open Space District (Attachment C). The grant can be used for park and recreation improvement projects or open space acquisition projects. The attachment to the supervisor's letter provides examples of eligible projects:

- Play equipment
- Permanent tarps over play equipment for shade
- Exercise par courses
- Tennis court and ball field refurbishment
- Tree planting
- Picnic shelters
- Community gardens
- Upgrading lighting or a pool pump

The grant funds must be used on capital improvements; they cannot be used for non-stationary equipment, staffing, maintenance or programming.

DISCUSSION:

During the June 21, 2011 City Council meeting, City Council approved the use of grant funds in the amount of \$150,000 from the Los Angeles Regional Park and Open Space District for the Joslyn Center and Manhattan Heights Community Center Renovation Project (Attachment D).

City staff recently received the application packet for the grant funds from the Los Angeles County Regional Park and Open Space District. One of the requirements of the application package is for the City to approve the attached Resolution No. 6333 and grant application. The County will then approve the application and release the funds at the conclusion of the project which is anticipated to be the end of March 2012.

CONCLUSION:

Staff recommends City Council adopt Resolution No. 6333 approving the application for grant funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program for the Joslyn Center and Manhattan Heights Community Center Renovation Project.

Attachments:

- A. Resolution No. 6333 Approving the Application for Grant Funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program for the Joslyn Center and Manhattan Heights Community Center Renovation Project.
- B. Excess Funds Grant Application
- C. Letter from the Los Angeles County Board of Supervisors
- D. Project Description: Joslyn Center and Manhattan Heights Community Center Renovation Project.

RESOLUTION NO. 6333

A RESOLUTION OF THE COUNCIL OF THE CITY OF MANHATTAN BEACH APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT EXCESS FUNDS GRANT PROGRAM FOR THE JOSLYN CENTER AND MANHATTAN HEIGHTS COMMUNITY CENTER RENOVATION PROJECT

WHEREAS, the people of the County of Los Angeles on November 3, 1992, and on November 5, 1996, enacted Los Angeles County Proposition A, Safe Neighborhood Parks, Gang Prevention, Tree-Planting, Senior and Youth Recreation, beaches and Wildfire Protection (the "Propositions"), which, among other users, provides funds to public agencies and nonprofit organizations in the County for the purposes of acquiring and/or developing facilities and open space for public recreation; and

WHEREAS, the Propositions also created the Los Angeles County Regional Park and Open Space District (the "District") to administer said funds; and

WHEREAS, the District has set forth the necessary procedures governing application for grant funds under the Propositions; and

WHEREAS, the City of Manhattan Beach desires to apply for grant funding for the Joslyn Center and Manhattan Heights Community Center Renovation project (the "Project") pursuant to the District's Excess Funds Grant Program; and

WHEREAS, the District's procedures require the City Council as an applicant to certify, by resolution, the approval of the application(s) before submission of said application(s) to the District; and

WHEREAS, the application form contains assurances that the City as an applicant, must comply with; and

WHEREAS, if awarded the grant funding, the City will enter into a project agreement with the District for the performance of the Project as described in the application;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council approves the filing of an application with the District for funds allocated under Section 24(b) of the 1996 Proposition for the Project.

Section 2. The City Council certifies that it understands the assurances and certifications set forth in the application form and that it understands its obligation to operate and maintain the property as described in the application in perpetuity.

Section 3. The City Council further certifies that the City will sign and return, within 30 days, both copies of the project agreements sent by the District for an authorizing signature.

Section 4. The City Council hereby authorizes the City Manager, or his designee, as an agent of the City of Manhattan Beach to conduct all negotiations, and to execute and submit all documents including, but not limited to, applications, agreements, amendments, payment requests, and so forth, which may be necessary for the completion of the Project as described in the application filed by the City.

Section 4. This Resolution shall take effect immediately upon adoption.

Section 5. The City Clerk shall certify to the adoption of this Resolution

PASSED, APPROVED AND ADOPTED this 15th day of November, 2011

Ayes:

Noes:

Absent:

Abstain:

Nicholas W. Tell, Mayor
City of Manhattan Beach

Attest:

Liza Tamura, City Clerk

(SEAL)

Approved as to Form:

Roxanne M. Diaz, City Attorney

**County of Los Angeles
Regional Park and Open Space District**

ATTACHMENT B

Grant Application Form

This form and required attachments must be submitted for each project.

Project Name: Joslyn Center and Manhattan Heights Community Center Renovation Project	For District Use Only	
	Grant Number: _____ - _____ - _____	
Project Applicant: <i>(Name of agency and mailing address)</i> City of Manhattan Beach 1400 Highland Avenue Manhattan Beach, CA 90266	Program Manager:	
	Proposition Section(s)	Excess Funds
	Grant Amount Requested:	\$150,000.00
	Total Project Cost:	\$1,510,823.00
	Source(s) of other funds:	General Funds
	Project Address:	1601-1617 Valley Drive 1600 Manhattan Beach Blvd.

Grant Applicant's Representative Authorized in Resolution:

<u>David N. Carmany</u>	<u>City Manager</u>	<u>(310) 802-5053</u>
Name	Title	Phone

Person with day-to-day responsibility for project (if different from authorized representative):

<u>Richard Gill</u>	<u>Dir. of Parks and Rec.</u>	<u>(310) 902-5403</u>
Name	Title	Phone

Brief Description of Project:

Renovation of Joslyn Center and Manhattan Heights Community Center structures consisting of the following:
Improvements to the front lobby, restrooms, kitchen, meeting rooms, stage, flooring, doors, windows, heating and air conditioning systems, wireless internet and audio-visual improvements.

Project Performance End Date: 12/31/2012

For **Development** Projects - Land Tenure:

Project is 3.91 Acres

Acres owned by Applicant (fee simple)
 Acres available under a _____ year lease
 Acres - Other *(please explain)*

For **Acquisition** Projects:

Project is _____ acres.

_____ Acquired in fee simple by Applicant
 _____ Acquired in other than fee simple *(please explain)*

I certify that the information contained in this project application form, including the required attachments, is accurate and that I have read and understand the important information and assurances on the reverse side of this form.

Signature of Applicant's Representative as shown in resolution.

Date

revised 1/00

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

800 KENNEDY BLVD. MAIN HALL OF ADMINISTRATION LOS ANGELES, CALIFORNIA 90012
Telephone (213) 974-4444 FAX (213) 626-6941

DON KNABE
SUPERVISOR, FOURTH DISTRICT

May 31, 2011

The Honorable Richard P. Montgomery
Mayor
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, California 90266

Dear Richard:

I am pleased to inform you that I have authorized your City to receive a grant of \$150,000 from the Los Angeles County Regional Park and Open Space District (RPOSD). The grant may be used for park recreation, open space acquisition or improvement projects of your choice.

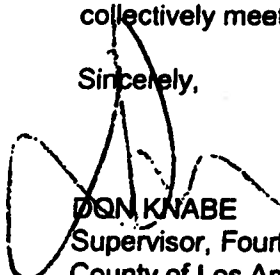
I believe that our Fourth District cities should be given the discretion to meet your highest priority recreational capital project needs, whether it be used for playground enhancements or trail projects or soccer fields. I know that funds are limited in these tough economic times, and I hope this grant will help enhance the parks and open space of your City.

The \$150,000 grant will be administered under existing guidelines by the RPOS. **Once the allocation of these funds has been formally approved by the Los Angeles County Board of Supervisors, RPOSD staff will contact your staff to set up the grant.** The estimated time frame for the grants to be approved is August 2011.

I would appreciate hearing from you or your staff by June 30, 2011 on how your City has decided to use these funds. Also, when the project of your choosing is nearing completion, I would appreciate being notified. Please contact my Parks Deputy, Mrs. Erin Stibal, at (562) 804-8208 or Estibal@lacbos.org if you have any further questions.

I look forward to the opportunity to work with you and your City Council colleagues as we collectively meet the recreational and open space needs of our residents.

Sincerely,



DON KNABE
Supervisor, Fourth District
County of Los Angeles

DK:co

Attachment

c: Each Councilmember
City Manager

Grant Project Description

Scope of Grant Project

This project will renovate community centers at two parks in the City of Manhattan Beach as follows:

Joslyn Center (1601-1617 Valley Drive)

1. Aesthetically enhance front lobby.
2. Update existing restroom to ADA compliance and enhanced ventilation.
3. Complete remodel of kitchen including new appliances and flooring.
4. Northeast room new entrance with new wall partitions.
5. Stage refurbishments – curtains and flooring.
6. New flooring throughout facility.
7. New entry doors to auditorium.
8. Complete removal of existing HVAC and installation of new HVAC including ducting.

Manhattan Heights Community Center (1600 Manhattan Beach Boulevard)

1. Complete remodel of kitchen including new appliances and flooring.
2. Update existing restrooms to ADA compliance.
3. Install facility-wide audio.
4. Install new room dividers

Manhattan Heights Teen Center

5. Cabinet replacements throughout.
6. Create new storage area.
7. New ventilation system and sound-proofing.
8. New acoustical ceiling tiles and T-bar grid system.
9. Remove and replace wood trim all around windows.

Manhattan Heights Auditorium

10. Create new storage area within facility.
11. Create new storage room for auditorium audio/video equipment.
12. Install new overhead projector/screen system.

Cost Estimate

Joslyn Center / Manhattan Heights Comm. Center Renovations

City of Manhattan Beach

Arch. Proj. No.: 11-1295

Andresen Architecture, Inc. 17087 Orange Way, Fontana, CA 92335 (909) 355-6688

Description	Joslyn	Heights	Total
Termite Abatement	17,000	14,000	31,000
Asbestos Abatement	20,000	15,000	35,000
Mobilization	3,000	2,000	5,000
Soft and Hard Demolition	15,000	18,000	33,000
Earthwork	0	0	0
Landscape & Irrigation Repair	0	2,000	2,000
Site Concrete	0	20,000	20,000
Building Concrete	4,000	4,000	8,000
Masonry Screen Walls	0	0	0
Handrails	2,000	5,000	7,000
Drywall Over Wood Studs	7,000	6,000	13,000
Doors, Frames & Hardware	15,000	12,000	27,000
Storefront Windows	10,000	22,000	32,000
Window Coverings	16,000	20,000	36,000
Ceramic Tile Floors and Walls	12,000	12,000	24,000
Marmoleum Flooring & Base	48,000	20,000	68,000
Insulation	3,500	2,500	6,000
Interior Paint	25,000	20,000	45,000
Exterior Paint (Base Bid)	35,000	30,000	65,000
Ext. Cem. Plaster Repair	0	6,000	6,000
Handicap Striping & Signage	2,000	2,500	4,500
Interior Signage	500	500	1,000
Roofing	10,000	8,000	18,000
Sheet Metal & Sealants	3,000	2,000	5,000
Wood Paneling & Chair Rail	10,000	5,000	15,000
Millwork & Finish Carpentry	20,000	7,000	27,000
Stage Curtains / Lighting	20,000	0	20,000
Suspended Acoustical Tile Clg	10,000	8,000	18,000
Toilet Partitions & Accessories	10,000	8,000	18,000
Lockers & Benches	0	0	0
Fire Extinguishers	2,000	2,000	4,000
Plumbing & Fixtures	50,000	50,000	100,000
Kitchen Equipment & Hoods	35,000	35,000	70,000
Exhaust Fans	4,000	4,000	8,000
Heat, Vent & Air Conditioning	150,000	120,000	270,000
A/V System	28,000	28,000	56,000
Wireless Access Points	15,000	12,000	27,000
Electrical & Lighting	60,000	60,000	120,000
Security Alarm / Fire Sprinklers	0	0	0
Furnishings	0	0	0
Sub-Total	662,000	582,500	1,244,500
General Conditions	23,170	20,388	43,558
Supervision	12,578	11,068	23,646
Overhead / Profit & Bond / Insur.	105,920	93,200	199,120
Construction Estimate	803,668	707,155	1,510,823

Project Timetable

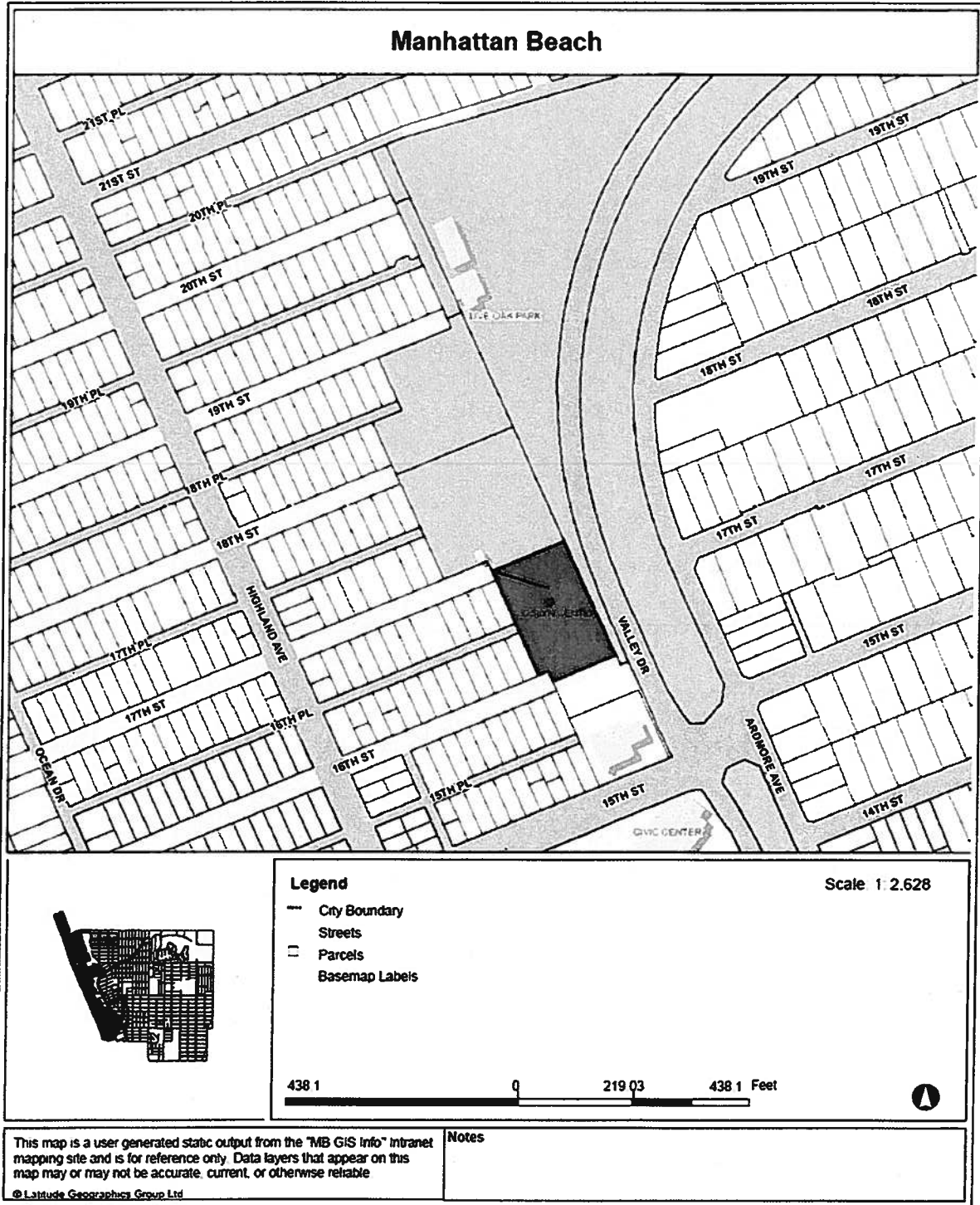
Joslyn Center / Manhattan Heights Community Center

Schedule:

- City Council Approval of Plans and Specifications 10/18/11
 - Advertise for Bids 10/20/11
 - Open Bids 11/17/11
 - Award Construction Contract 12/6/11
 - Start Construction 12/19/11
 - Complete Construction 3/31/12
 - Accept Project as Complete 4/17/12
-

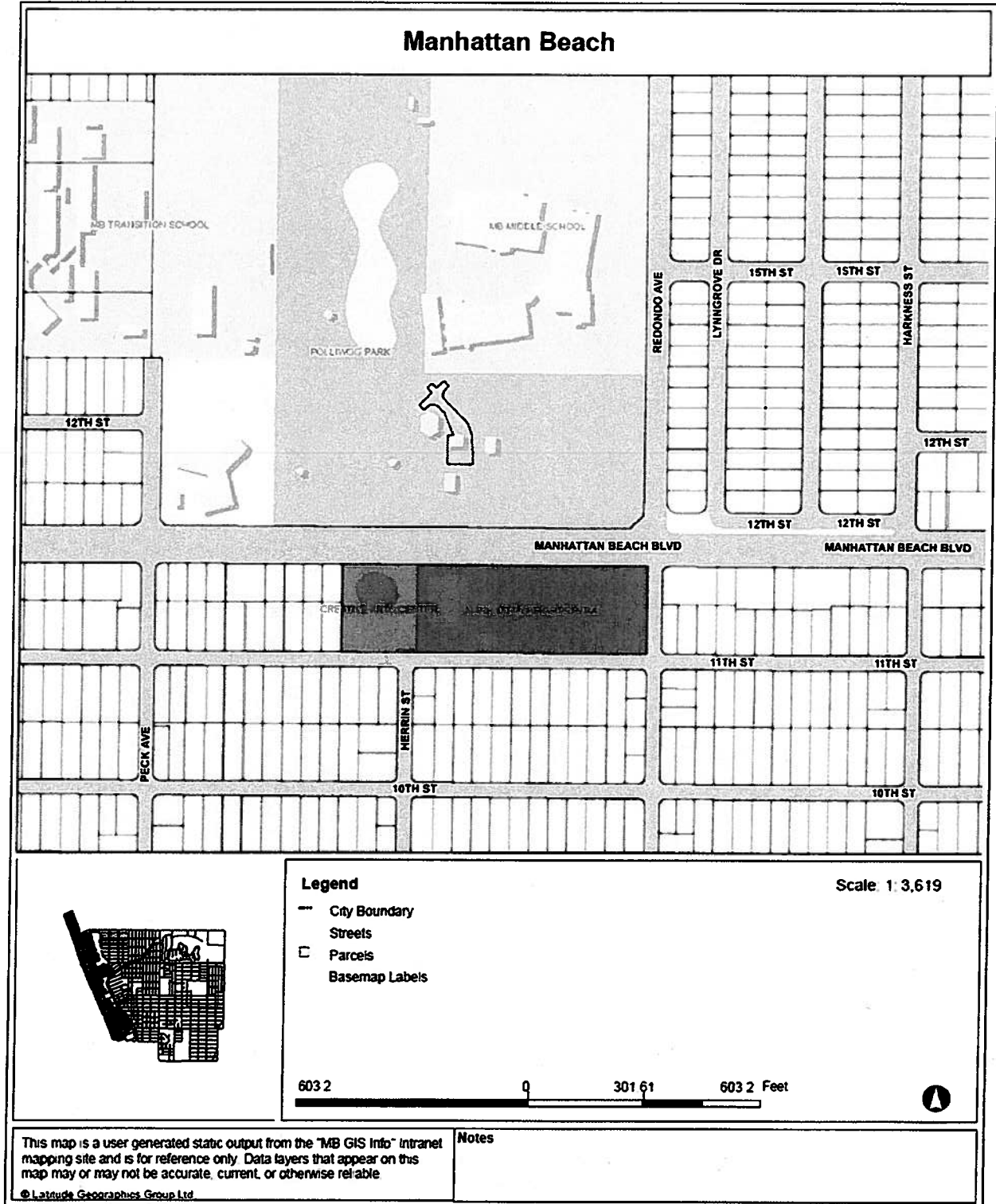
Project Vicinity Map

Vicinity Map Joslyn Center



1 of 2

Vicinity Map Manhattan Heights Community Center



2 of 2

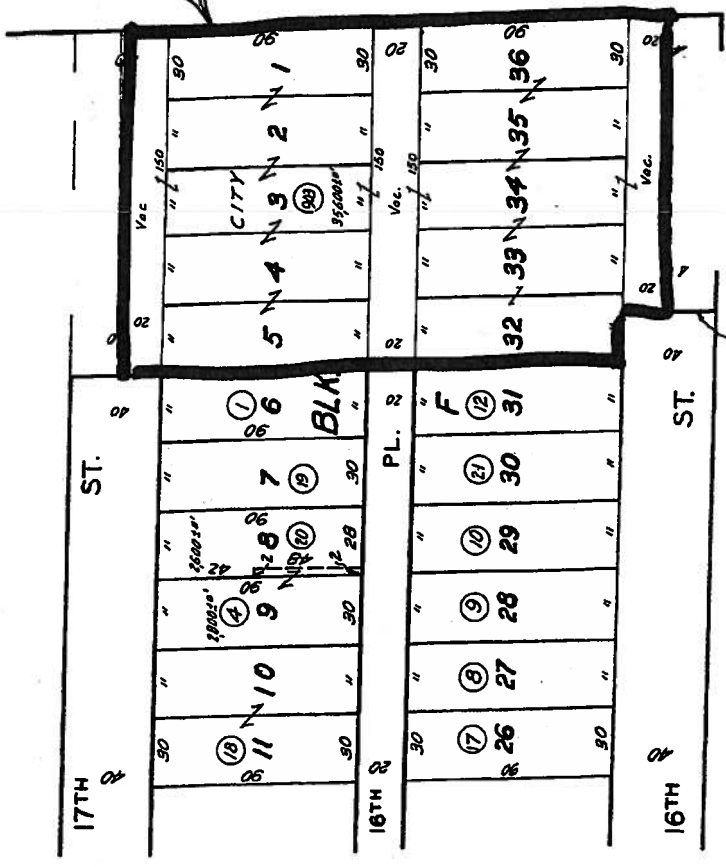
Grant Boundary Map

REVISED
10-2-61
2-2-64
7-29-64

1-9-65
No. 27-65

680917010
610805508

GRANT BOUNDARY
JOSLYN CENTER



M.M. Plat, M.E. Line
16' 16" Tr. 6564'

THIRD ADDITION OF
NORTH MANHATTAN BEACH

M.B. 2 - 97

4178 24
SCALE 1" = 50'

CODE
6174

FOR PREV. ASSM'T. SEE: 1713 - 24

ASSESSOR'S MAP
COUNTY OF LOS ANGELES, CALIF.

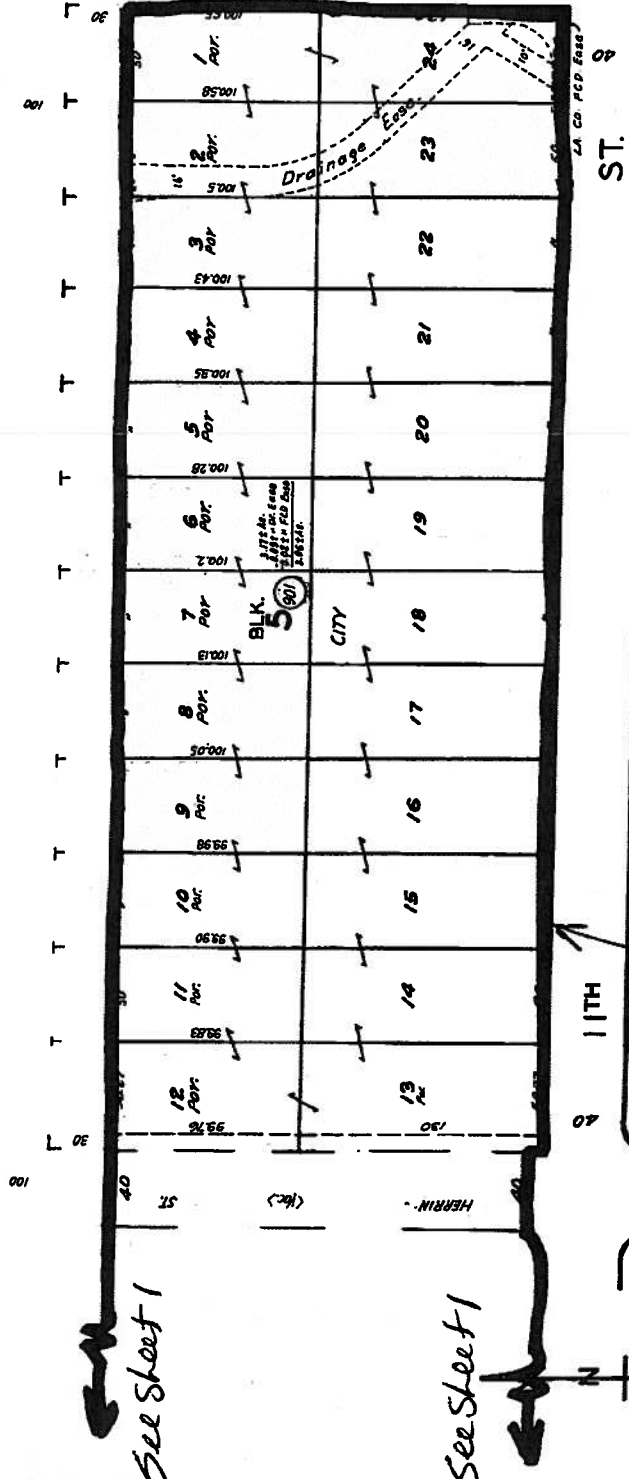
4164 | 17 | 1998

SCALE 1" = 60'

48710621,
1-22-59
5-11-64
68110623
870411

MANHATTAN BEACH F.M. 17750

BLVD.



REDONDO VILLA TRACT B

M.B. 11-110-111

GRANT BOUNDARY
MANHATTAN HEIGHTS
COMMUNITY CENTER

2 of 2

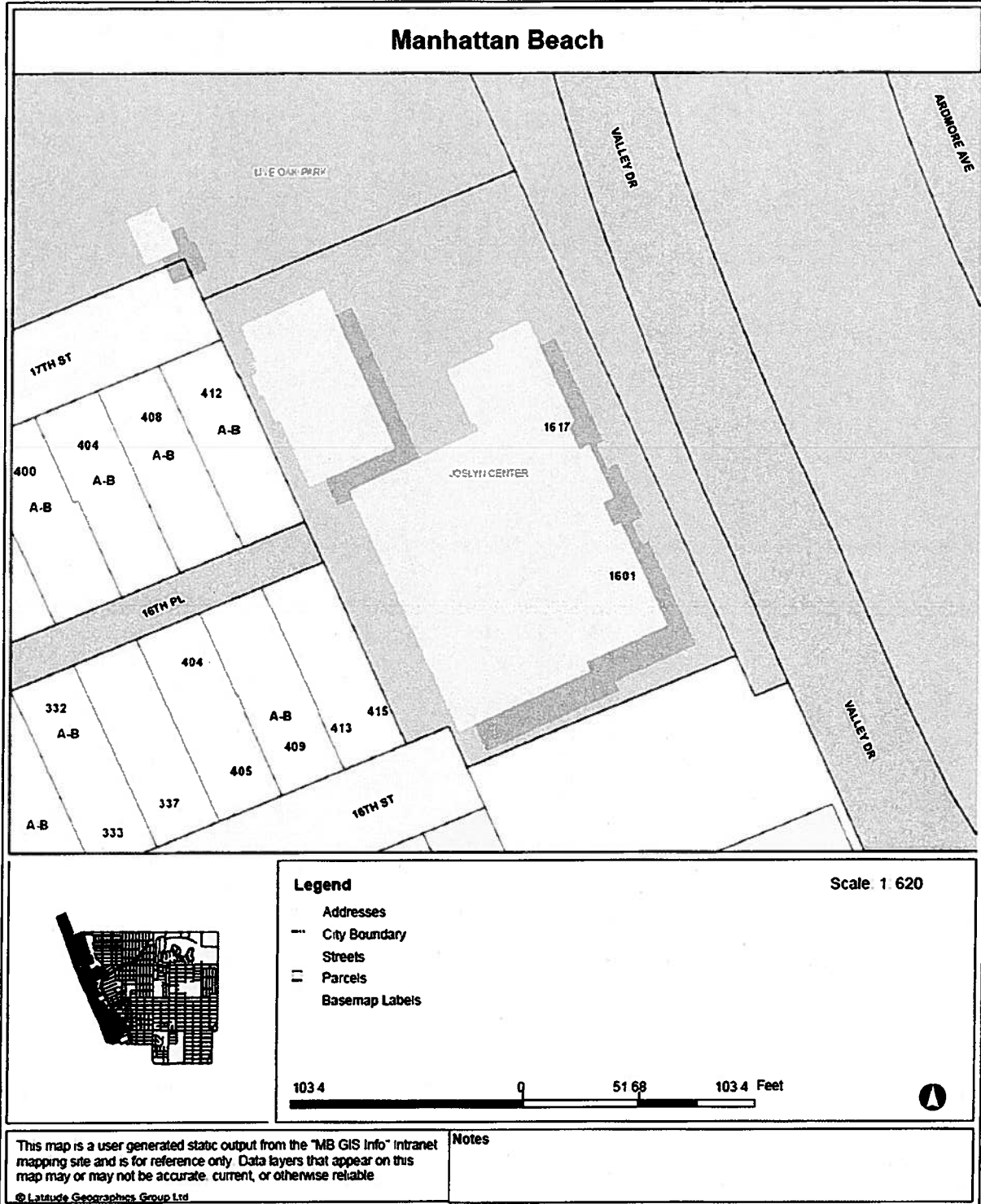
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FOR PREV. ASSMT. SEE: 1698 -17

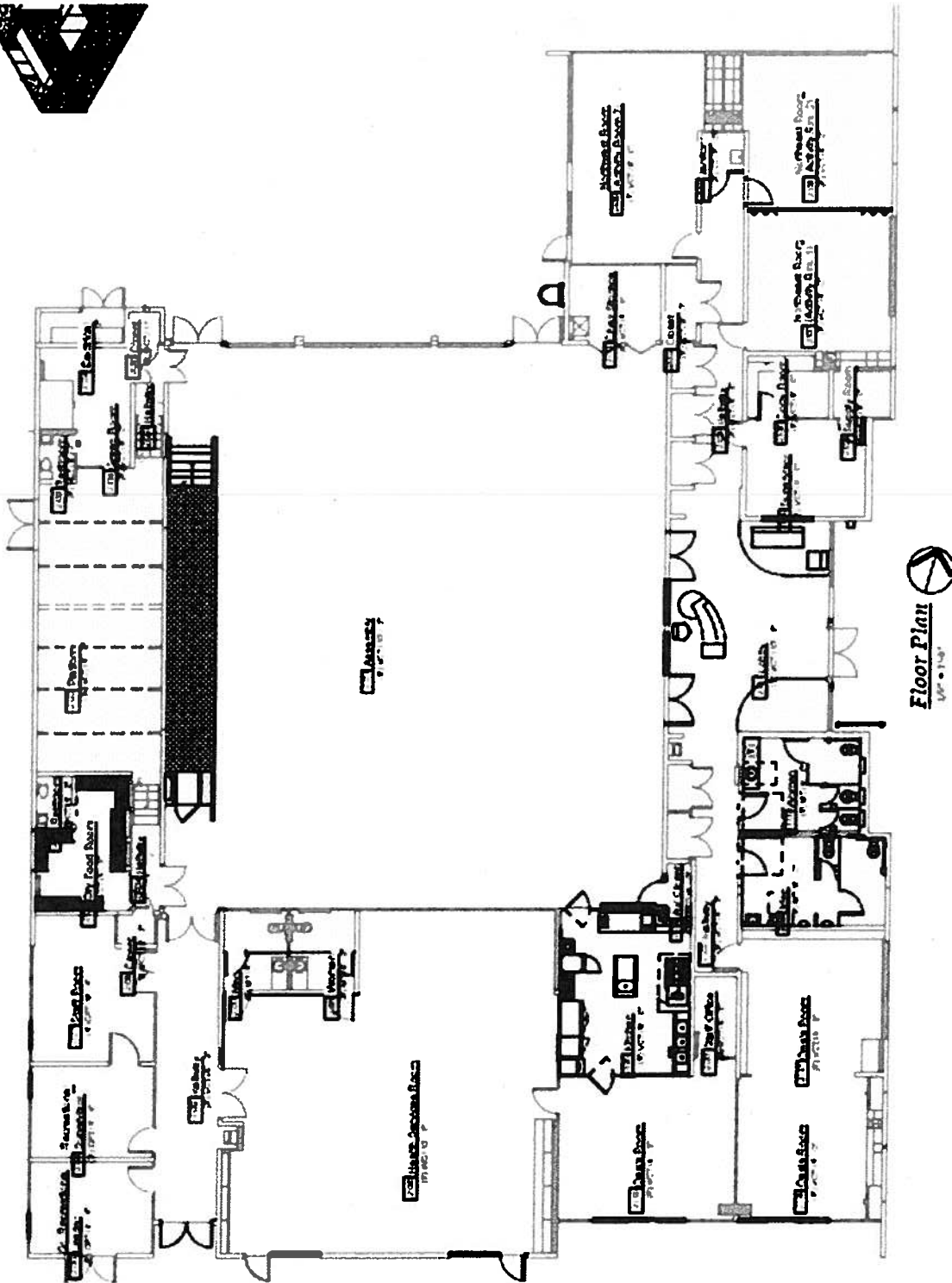
ASSESSOR'S MAP
COUNTY OF LOS ANGELES, CALIF.

Site Plan

Site Plan Joslyn Center

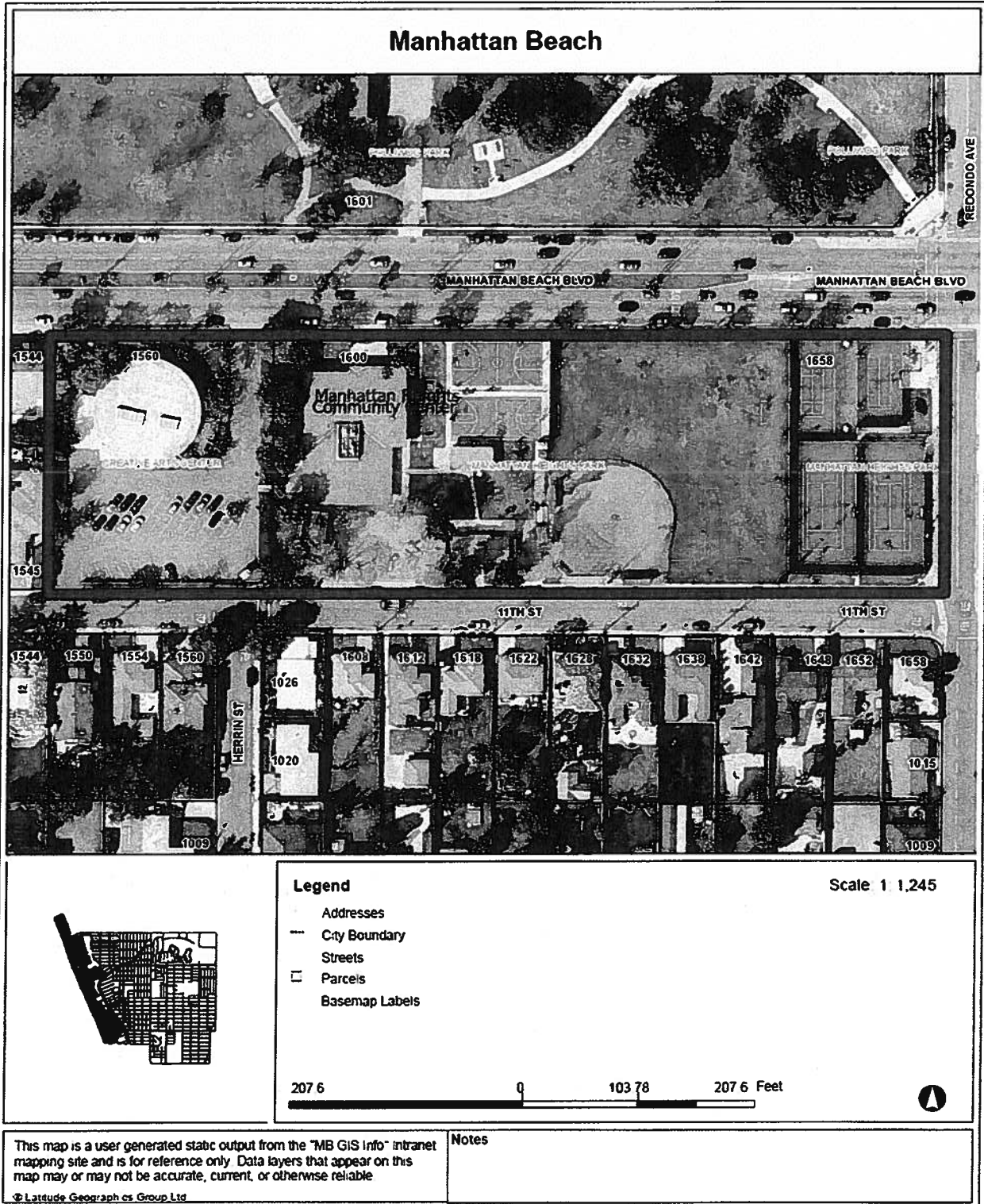


Site Plan Joslyn Center

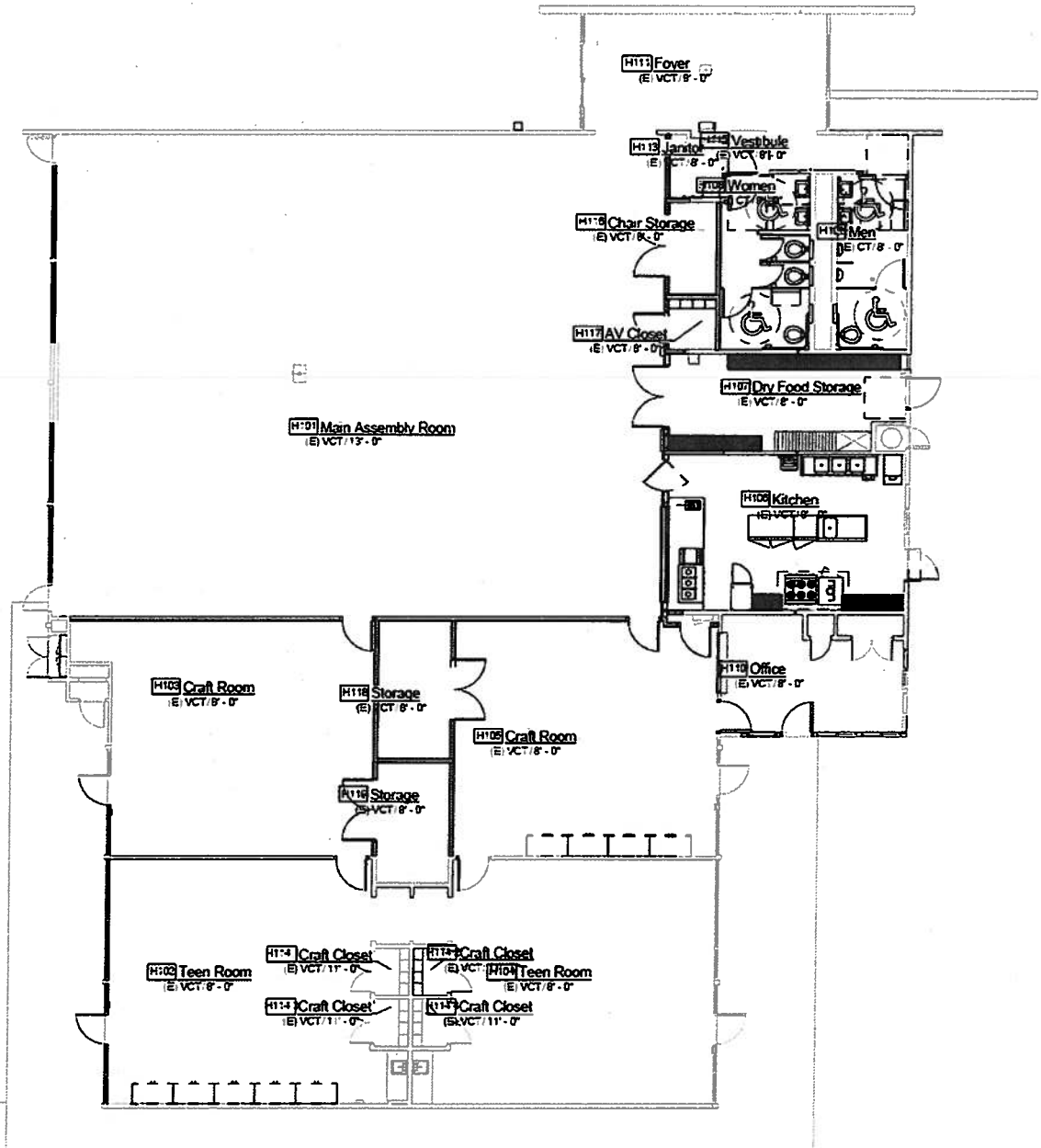


Floor Plan
1/8" = 1'-0"

Site Plan Manhattan Heights Community Center



Site Plan Manhattan Heights Community Center



Floor Plan
1/5" = 1'-0"

**Document to show ownership of the land the
project will be developed upon**

OFFICE OF THE ASSESSOR | REVISED:
COUNTY OF LOS ANGELES
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2008090810

INDEX 4178

2010



MAPPING AND GIS
SERVICES
SCALE 1" = 200'

4164

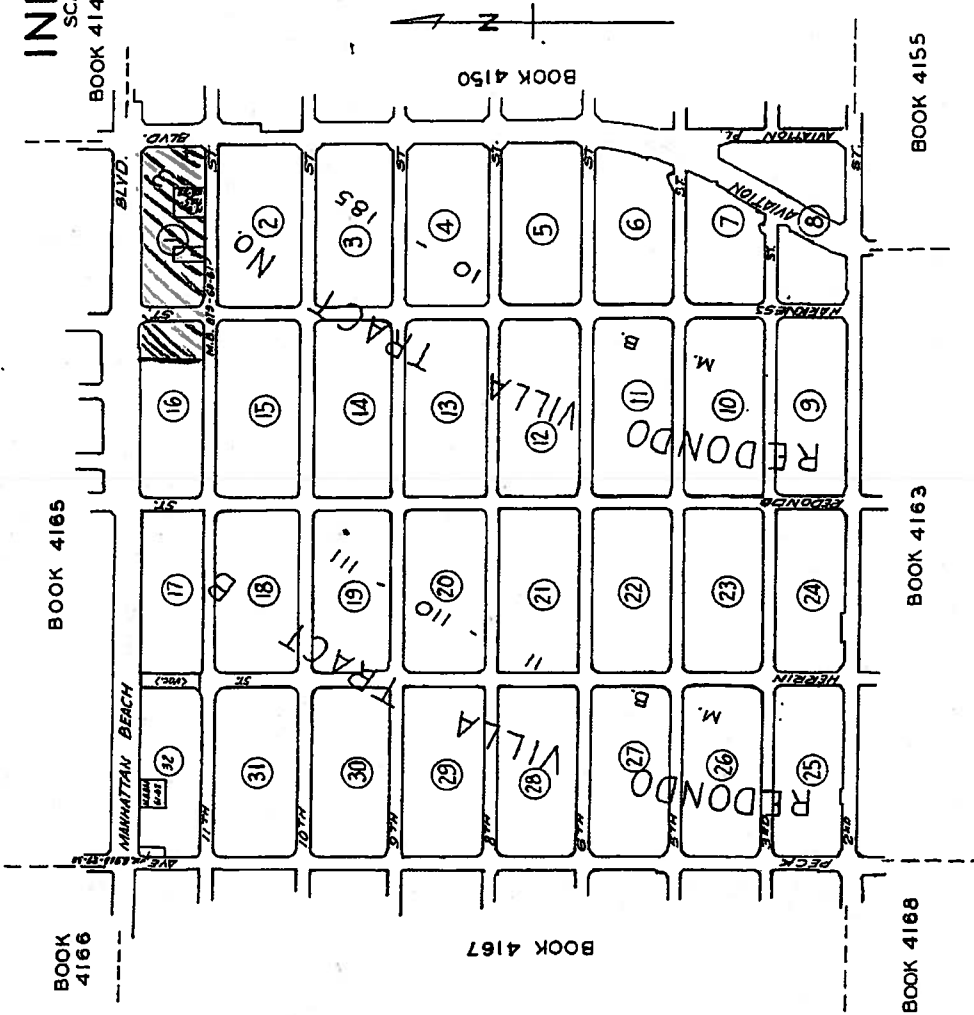
SCALE 1" = 400'

2003

INDEX - 4164

SCALE 1 1/4" = 400 FT.

BOOK 4149



- REVISED
- 9-28-57
- 6-2-58
- 11-21-58
- 6-18-59
- 2-18-60
- 6-20-60
- 1-20-60
- 10-24-60
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- 79015
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- 20010815
- 20030116

CITY OF MANHATTAN BEACH

ASSESSOR'S MAP
COUNTY OF LOS ANGELES, CALIF.