

**BOARD REPORT**

NO. 23-014

DATE January 05, 2023

C.D. 1

**BOARD OF RECREATION AND PARK COMMISSIONERS**

SUBJECT: GLASSELL RECREATION CENTER – DONOR RECOGNITION SIGNAGE TO RECOGNIZE THE ANNENBERG FOUNDATION FOR A PREVIOUSLY APPROVED PARK IMPROVEMENT PROJECT PROVIDED THROUGH A DONATION TO THE LOS ANGELES PARKS FOUNDATION; CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 11(5) [INSTALLATION OF SIGNS LOCATED ON CITY PROPERTY MANAGED BY A CITY DEPARTMENT WHICH HAS A SIGN POLICY ADOPTED BY ITS BOARD OF COMMISSIONERS] OF CITY CEQA GUIDELINES AND ARTICLE 19, SECTION 15311(a) OF CALIFORNIA CEQA GUIDELINES

B. Aguirre	<u>BA</u>	*M. Rudnick	_____
H. Fujita	_____	C. Santo Domingo	_____
B. Jackson	_____	N. Williams	_____

*Mad Denise Williams*  
for General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn X

If Approved: Board President \_\_\_\_\_ Board Secretary \_\_\_\_\_

RECOMMENDATIONS

1. Approve the proposed donor recognition signage as described in this Report, consisting of an 18"x12" aluminum plaque (Plaque) expressing the Department of Recreation and Parks' (RAP) appreciation to The Annenberg Foundation for their generous donation of park improvements provided to RAP through the Los Angeles Parks Foundation (LAPF) consisting of the installation of various trees and the provision of a two year forest maintenance plan at Glassell Recreation Center (Project), such donation being valued at \$25,000 and having been approved by the Board of Recreation and Park Commissioners (Board) under the Board Report #22-269 (Attachment 1); and,
2. Approve the installation of the proposed Plaque on an exterior fence of the Glassell Recreation Center at the location identified in Attachment 3 of this Report for a maximum of four (4) years, and authorize RAP's Planning, Maintenance and Construction Branch (PMC), upon the Board's approval of this Report, to issue a Right of Entry Permit (ROE) to LAPF and their selected contractors and/or vendor to allow access to the park for the installation of the Plaque;
3. Determine that the proposed Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11(5)

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[installation of signs located on City property managed by a City department which has a sign policy adopted by its Board of Commissioners] of City CEQA Guidelines Article 19, Section 15311(a) of California CEQA Guidelines and direct staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk;

4. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of Seventy-Five Dollars (\$75.00) for the purpose of filing a Notice of Exemption.

### SUMMARY

The Annenberg Foundation previously donated funding to the LAPF in support of the Park Forest Initiative, resulting in the installation of a micro-forest at Glassell Recreation Center (Park). The Park received a micro-forest consisting of twelve (12) 24-inch box trees which were accepted by the Board through Report No. 22-269, attached to this Report as Attachment 1. To recognize this generous donation, which did not include any recognition signage at the time of the Board's previous approval or project implementation, the LAPF has proposed the installation of an aluminum Plaque at the Park as illustrated by the sample rendering attached to this Report as Attachment 2, showing how the proposed Plaque will appear visually with the LAPF, RAP and City of Los Angeles (City) logos included.

This park forest donation is valued at \$25,000. The Glassell Recreation Center is one of four (4) City of Los Angeles parks. The Annenberg Foundation donated funds for the purpose of installing and maintaining a micro-forest. The foundation's total donation of \$100,000 established a \$25,000 park forest at each of the four (4) parks; thus to recognize the totality of this donation, staff recommends that the proposed signage be posted for a maximum of four (4) years at each park.

The Project at Glassell Recreation Center is now complete. To express the City's appreciation to The Annenberg Foundation for funding said Project, Staff recommends that the Board approve the installation of the proposed 18" x 12" Plaque made of aluminum, with the message shown below, recognizing, and thanking The Annenberg Foundation for its generous gift:

The City of Los Angeles Department of Recreation and Parks  
along with the Los Angeles Parks Foundation  
sincerely thank and acknowledge  
The Annenberg Foundation  
for its generous gift of a park forest  
at Glassell Recreation Center  
2022

The above language will be positioned above the three logos as depicted by Attachment 2. The Plaque is planned to be installed on an exterior fence at the location shown in Attachment 3 of this Report. The Plaque will remain in place for a maximum of four (4) years.

RAP is very appreciative of this donation, and the resulting increase of shade, natural habitat, and environmental benefits provided to wildlife and park visitors that will last for many years to come.

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### ENVIRONMENTAL IMPACT

The proposed Project consists of installation of signs located on City property managed by a City department which has a sign policy adopted by its Board of Commissioners.

According to the parcel profile report retrieved On December 16, 2022, this area resides in a liquefaction zone. The installation of signs, however, 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 16, 2022, 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 500 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 determines that it is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11(5) of City CEQA Guidelines and Article 19, Section 15311(a) of California CEQA Guidelines. Staff will file a Notice of Exemption with the Los Angeles County Clerk upon Board's approval.

### FISCAL IMPACT

Approving the proposed Plaque will result in no impact to RAP's General Fund, as all associated costs will be funded by the LAPF.

### STRATEGIC PLAN INITIATIVES AND GOALS

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

**Goal No. 6:** Build financial strength and innovative collaborations to help expand and improve L.A. City parks and programs

**Outcome No. 2:** Improved management of facilities

**Result:** Provision of improvements to an existing facility

This Report was prepared by Adriana Bautista, Management Assistant, Partnerships Division.

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LIST OF ATTACHMENTS/EXHIBITS

- 1) Board Report No. 22-269
- 2) Sample Plaque with Logos
- 3) Proposed Location for Plaque Installation at Glassell Recreation Center

APPROVED

OCT 20 2022

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 22-269

DATE: October 20, 2022

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GLASSELL RECREATION CENTER – DONATION FROM THE ANNENBERG FOUNDATION THROUGH THE LOS ANGELES PARKS FOUNDATION CONSISTING OF THE INSTALLATION OF TWELVE (12) 24-INCH BOX TREES AND A TWO (2) YEAR FOREST MAINTENANCE PLAN - CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE III, SECTION 1, CLASS 1(8) [MAINTENANCE OF EXISTING LANDSCAPING, NATIVE GROWTH, WATER SUPPLY RESERVOIRS; AND BRUSH CLEARANCE FOR WEED ABATEMENT AND FIRE PROTECTION] AND CLASS 4(3) [NEW GARDENING, TREE PLANTING, OR LANDSCAPING, BUT NOT INCLUDING TREE REMOVAL EXCEPT DEAD, DAMAGED OR DISEASED TREES OR LIMBS] OF CITY CEQA GUIDELINES AND ARTICLE 19, SECTIONS 15301(h) AND 15304(b) OF CALIFORNIA CEQA GUIDELINES

AP Diaz \_\_\_\_\_ \* M. Rudnick MR
H. Fujita \_\_\_\_\_ C. Santo Domingo \_\_\_\_\_
B. Jackson \_\_\_\_\_ N. Williams \_\_\_\_\_

9/16
General Manager

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

If Approved: Board President Sylvia Patanucas Board Secretary Sakisha Sardin

RECOMMENDATIONS

- 1. Approve a proposed park improvement project at Glassell Recreation Center (Park), consisting of the installation of twelve (12) 24-inch box trees which include two (2) Red Oak (Quercus rubra), four (4) Western Sycamore (Platanus racemosa), two (2) Pink Trumpet (Tabebuia Rosea), four (4) Coast Live Oaks (LA Commons Supply), temporary fencing around each tree, and a two-year forest maintenance plan (Project), under the Los Angeles Parks Foundation's (LAPF) Los Angeles Park Forest initiative, as a donation to the City of Los Angeles (City) and the Department of Recreation and Parks (RAP), as further described in this Report;
2. Authorize RAP's Planning, Maintenance and Construction Branch (PMC), upon the Board of Recreation and Park Commissioners' (Board) approval of the Project, to issue a Right of Entry Permit (ROE) to LAPF and their selected contractors and/or vendors, allowing access to Glassell Recreation Center for the installation and maintenance of the proposed Project improvements over a two-year term within certain areas of the Park as identified

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on Attachment 1 of this Report;

3. Accept the proposed Project improvements valued up to approximately Twenty-Five Thousand Dollars (\$25,000.00), as a donation to the City from the Annenberg Foundation through the LAPF, for the benefit and enjoyment of the general public, subject to a post-installation inspection and approval by RAP's PMC staff of the completed Project improvements;
4. Determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(8) [Maintenance of existing landscaping, native growth, water supply reservoirs; and brush clearance for weed abatement and fire protection] and Class 4(3) [New gardening, tree planting, or landscaping, but not including tree removal except dead, damaged or diseased trees or limbs] of City CEQA Guidelines and Article 19, Sections 15301(h) and 15304(b) of California CEQA Guidelines and direct RAP 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 Seventy-Five Dollars (\$75.00) for the purpose of filing an NOE; and
6. Authorize RAP staff to make technical corrections to carry out the intent of this Report.

### SUMMARY

LAPF has established a Park Forest Initiative that involves the solicitation of donations to support the planting of clusters of new trees within existing parks that act as micro-forests. The Board has previously approved several similar Park Forest projects initiated by the LAPF at other RAP parks throughout the City. These site-specific projects align with the goals of the City's Green New Deal by providing multiple environmental benefits, such as air quality improvements, increasing biodiversity and wildlife habitat areas, increasing tree canopy coverage and shade, mitigating urban heat island effects, and supporting groundwater recharge. The size of each forest and associated elements are tailored to the needs and conditions of the park in which they are planted. The specific species and size of the trees have been vetted by, and coordinated with, RAP's Planning, Construction & Maintenance Division and Forestry Division.

Through private funding received by the LAPF from the Annenberg Foundation in the amount of Twenty-five Thousand Dollars (\$25,000.00), the LAPF has offered to fund the proposed park-forest Project improvements described herein at Glassell Recreation Center, located at 3650 Verdugo Rd., Los Angeles, CA 90065 (Park), at no cost to RAP. The proposed Project valued at approximately \$25,000.00, consists of park-forest improvements which include the planting of two (2) Red Oak (*Quercus rubra*), four (4) Western Sycamore (*Platanus racemosa*), two (2) Pink Trumpet (*Tabebuia Rosea*) and four (4) Coast Live Oaks (LA Commons Supply) trees with temporary fencing installed around each of the trees in grassy areas of the park that do not interfere with irrigation or existing facilities as indicated on the aerial Site Map attached to this Report (Attachment 1). The tree planting is scheduled to occur in the month of November 2022, which has been pre-approved by RAP's Forestry Division. In addition to the tree installation, the funding provided to the LAPF will also fund a two-year maintenance plan implemented by the

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LAPF through its RAP-approved, licensed landscape contractor(s) and vendor(s), which will include monthly, as-needed maintenance including deep water irrigation, weeding and pest abatement, and tree replacement in the event of any tree loss.

The funding provided for the proposed Project was donated to the LAPF by the Annenberg Foundation. The value of the donation, including the trees and two-year maintenance service plan, is approximately Twenty-Five Thousand Dollars (\$25,000.00). LAPF will select, purchase and install the trees described above, through direct contracts with its vendors and contractors (collectively "Contractors"), at no cost to RAP. LAPF coordinated the tree selection, planting location(s), and all other necessary approvals with PMC staff and the RAP Forestry Division. The proposed planting area is identified in Attachment 1. LAPF will be responsible for implementing the Project through its Contractors, including the maintenance of the planted trees for two (2) years.

### TREES AND SHADE

Twelve (12) 24"-box trees, consisting of two (2) Red Oak (*Quercus rubra*), four (4) Western Sycamore (*Platanus racemosa*), two (2) Pink Trumpet (*Tabebuia Rosea*) and four (4) Coast Live Oaks (LA Commons Supply) trees will be installed under the proposed Project.

### ENVIRONMENTAL IMPACT

The proposed Project consists of maintenance of existing landscaping and tree planting.

According to the parcel profile report retrieved On September 22, 2022, this area resides in a liquefaction zone. The planting of trees, however, 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 September 22, 2022, 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 500 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, staff recommends that the Board determines that it is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(8) and Class 4(3) of City CEQA Guidelines and Article 19, Sections 15301(h) and 15304(b) of California CEQA Guidelines. RAP Staff will file a Notice of Exemption with the Los Angeles County Clerk upon Board's approval.

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### FISCAL IMPACT

The installation of the improvements will not have any fiscal impact on RAP's General Fund, as associated costs will be funded entirely by LAPF. The first two years of tree maintenance will be funded and performed through the forest maintenance plan implemented by LAPF. Beyond that, future maintenance of the improvements will be addressed through Glassell Recreation Center's existing maintenance budget and the annual budget process.

This report was prepared by Priya Macwan, Management Assistant, Sustainability and Partnership Sections, and Joel Alvarez, Senior Management Analyst II, Partnership Section.

### LIST OF ATTACHMENTS

- 1) Park Forest Site Map

**Glassell Park Recreation Center and Park  
Park Forest Tree Planting Area**



**Glassell Park – Park Forest – 12 24” Box Trees Supply, Installation & Two (2) Year Maintenance**

- Key**      Two (2) Pink Trumpet      Four (4) Coast Live Oaks      Four (4) Western Sycamore      Two (2) Red Oak
-                                                                   

**Sample Recognition Signage**

**Proposed Glassell Recreation Center Project Recognition Signage**

**Sample Illustration:**



**Size:** 18"W x 12"H Aluminum Plaque

**Content:**

The City of Los Angeles Department of Recreation and Parks  
along with the Los Angeles Parks Foundation  
sincerely thank and acknowledge  
The Annenberg Foundation  
for its generous gift of a park forest  
at Glassell Recreation Center  
2022

**Proposed Location for Plaque Installation at Glassell Recreation Center:**

