

APPROVED
June 23, 2025
**BOARD OF RECREATION
AND PARK COMMISSIONERS**

BOARD REPORT

NO. 25-110

DATE June 23, 2025

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SEPULVEDA GOLF COMPLEX PARKING LOT ASPHALT PROJECT APPROVAL – CATEGORICAL EXEMPTION FROM THE PROVISIONS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO ARTICLE 19, SECTION 15301(C) [REPAIRS TO EXISTING HIGHWAYS AND STREETS, SIDEWALKS, GUTTERS, BICYCLE AND PEDESTRIAN TRAILS, AND SIMILAR FACILITIES (THIS INCLUDES ROAD GRADING FOR THE PURPOSE OF PUBLIC SAFETY)] AND SECTION 15302 [REPLACEMENT OR RECONSTRUCTION OF EXISTING STRUCTURES AND FACILITIES WHERE THE NEW STRUCTURE WILL BE LOCATED ON THE SAME SITE AS THE STRUCTURE REPLACED AND HAVE SUBSTANTIALLY THE SAME PURPOSE AND CAPACITY] OF CALIFORNIA CEQA GUIDELINES AS WELL AS ARTICLE III, SECTION 1, CLASS 1(3) AND CLASS 2 OF CITY CEQA GUIDELINES

B. Aguirre	<u>BA</u>	M. Rudnick	_____
C. Stoneham	_____	C. Santo Domingo	_____
B. Jones	_____	N. Williams	_____



General Manager

Approved X Disapproved _____ Withdrawn _____

RECOMMENDATIONS

1. Approve (i) the final plans and specifications for the Sepulveda Golf Complex Parking Lot Asphalt Project (Project), substantially in the form on file with the Board of Recreation and Parks Commissioners Office; and (ii) the scope of work and the total budget for the Project, as described in this Report;
2. Approve the allocation of \$1,300,000 in Golf Course Capital Improvement funds from the Golf Capital Improvement Account No. 89G402, Fund 52H, Department 89, Work Order GOCI3115, to the proposed Project;
3. Approve the Project to be bid and constructed through the RAP list of pre-qualified on-call contractors;
4. Approve the authorization of change orders as authorized under Board Report No. 06-136, for the construction contracts for this Project in the budget contingency amounts for such contracts as stated in this Report;

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5. Determine that the Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15301(c) [Repairs to existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety)] and Section 15302 [Replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and have substantially the same purpose and capacity] of California CEQA Guidelines as well as Article III, Section 1, Class 1(3) and Class 2 of City CEQA Guidelines, and direct staff to file a Notice of Exemption (NOE) with the Los Angeles County Clerk and the Governor's Office of Land Use and Climate Innovation;
6. Authorize RAP's Chief Accounting Employee to prepare a check to the Los Angeles County Clerk in the amount of \$75.00 for the purpose of filing an NOE; and
7. Authorize RAP staff to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY

Sepulveda Golf Complex is located at 16821 Burbank Blvd., Encino, CA 91436, in Council District 6. Sepulveda Golf Complex is a 36-hole golf facility and includes a driving range and restaurant facilities. It is maintained and operated by RAP staff. The facility's two parking lots need repairs and repaving.

PROJECT SCOPE

The scope of work of the Sepulveda Golf Complex Parking Lot Asphalt Project includes the following:

- Northwest and Southeast Lots: grind 4 inches and overlay with 4 inches of AR-8000 C Mix.
- Northwest Lot: fill 16 empty tree well areas; compact and pave; expand any tree well areas to be 8ft x 8ft.
- Restripe all parking stalls, all road markings, and all bike lane markings with hot thermoplastic paint to code.
- Replace all ADA parking signs, all stop signs, and staff parking signs.
- Install new exit and entrance signs at appropriate driveways.
- Replace existing parking blocks and add any new ones where required.
- Southeast Lot: remove existing planter and fill area with CMB, compact at 95% and repave; remove all broken concrete along Burbank Blvd; compact and pave with asphalt.
- Add parking blocks 6ft out from edge along Burbank Blvd.
- Create a fire lane at the gate entrance to the golf course.
- Repair to Greenbook standards the concrete bike path between the 2 parking lots.
- All work to be done to code and Greenbook standards and maintain ADA code.
- Contractor to have an engineered and stamped parking plan.

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- Contractor responsible for any damaged marked utility lines.
- Contractor to contact underground service alert.
- Contractor responsible for all measurements.

PROJECT FUNDING

Upon approval of this Report, \$1,300,000 in Golf Course Capital Improvement funds can be committed to the proposed Project.

FUNDING SOURCE MATRIX

Source	Fund/Dept/Acct	Amount	Percentage
Golf Course Capital Improvements	52H/89/89G402/GOCI3115	\$1,300,000	100%
Total		\$1,300,000	100%

PROJECT CONSTRUCTION

RAP Staff has determined that sufficient funding has been identified for the Project.

See below the anticipated Project schedule:

Phase	Duration
Predesign	May 2025
Design	May 2025
Bid and Award	May 2025
Construction	July 2025 – August 2025
Post Construction	August 2025

TREES AND SHADE

The proposed Project has no impact on the existing shade and trees at the Sepulveda Golf Complex.

ENVIRONMENTAL IMPACT

The proposed Project consists of repairs to existing streets and similar facilities, replacement of existing structures where the new structure will be located on the same site as the structure replaced and have substantially the same purpose and capacity.

According to the parcel profile report retrieved on June 11, 2025, this site is not within a coastal or methane zone. It is located in a liquefaction zone, but the Project's proposed improvements will not increase the risk of liquefaction. 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.

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As of June 11, 2025, the State Department of Toxic Substances Control (DTSC) (Envirostor at www.envirostor.dtsc.ca.gov) and the State Water Resources Control Board (SWRCB) (Geotracker at <https://geotracker.waterboards.ca.gov/>) have not listed the Project site or any contaminated sites near the Project area (within 1,000 feet). According to the Caltrans Scenic Highway Map, there is no scenic highway located within – or adjacent to – the Project site. Furthermore, the proposed Project is located in an area that Survey LA has determined to be eligible to be listed in the National Register of Historic Places, in the California Register of Historic Resources and as a City of Los Angeles Historic Cultural Monument, but the proposed improvements to the parking lot will not have any significant effect on the historic characteristics of the site.

Based on this information, staff recommends that the Board of Recreation and Park Commissioners (Board) determines that the proposed Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15301(c) and Section 15302 of California CEQA Guidelines and Article III Section 1, Class 1(3) and Class 2 of City CEQA Guidelines. Staff will file a Notice of Exemption with the Los Angeles County Clerk and the Governor's Office of Land Use and Climate Innovation upon Board's approval.

FISCAL IMPACT

The approval of this Project will have no fiscal impact on RAP's General Fund. The estimated costs for the design, development, and construction of the proposed parking lot improvements are anticipated to be funded by Golf Special Fund 52H/89/89G402. The maintenance of the proposed improvements can be performed by current staff with minimal impact to existing maintenance service at this facility.

This Report was prepared by Rick Reinschmidt, Golf Manager, Golf Division