



CITY OF LONG BEACH

DEPARTMENT OF PARKS, RECREATION & MARINE

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www.LBParks.org



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September 15, 2016

MEMBERS OF THE PARKS AND RECREATION COMMISSION
City of Long Beach
California

RECOMMENDATION:

Authorize the Director of Parks, Recreation and Marine to execute a Non-exclusive Revocable Permit with Long Beach Lawn Bowling Club, a California Non-profit Corporation, for the use and operation of the Long Beach Lawn Bowling buildings and greens for a term of three years, with two, three-year renewal options at the discretion of the Director. (District 3)

DISCUSSION

The Long Beach Lawn Bowling Facility located at 1109 Federation Drive (Attachment), includes a clubhouse, patio, gardens, storage areas and three bowling greens (Facility). From 1997 to 2001 the Facility was operated under a City Council-approved Lease by the Seaside Lawn Bowls Club, which became the Long Beach Lawn Bowling Club (Club). In 2001, a plan was developed that provided financial relief to the Club by removing certain maintenance responsibilities in exchange for the Club continuing to operate the Facility for the Department of Parks, Recreation and Marine (Department) while allowing the Department to conduct programming, classes and reservations in times not otherwise used by the Club.

On February 15, 2001, the Parks and Recreation Commission authorized the Department Director to execute Revocable Permit No. 27573 for a period of 5 years, with two 5-year extension options, allowing for the Club's continued operation of the Facility for the Department. Revocable Permit No. 27573 expired on August 31, 2016, but the Club is continuing to conduct its normal activities until a new Permit is approved and executed.

As part of a Lease extension with American Golf Corporation (AGC) approved by the City Council in 2002, primary maintenance of the bowling greens is provided on behalf of the Department through AGC's grounds maintenance staff at Recreation Park Golf Course. In exchange for providing routine maintenance to the Facility and in consideration of the Club providing recreational services not otherwise provided by the Department, there will be no annual fee for the proposed new Non-exclusive Revocable Permit (Permit).

The terms of the proposed new Permit would be as follows:

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- Term: Three years, September 1, 2016, through August 31, 2019, with two, three-year renewal options at the discretion of the Department Director.
- Use: The Facility shall be used for the purpose of recreational lawn bowling and other activities related to lawn bowling. The Club shall provide up to three free lessons to interested members of the public during scheduled operating hours.
- Fees: The Club may set an annual membership fee for those members of the public that wish to become members of the Club, and/or hourly or per game usage fees with the prior written consent of the Department Director.
- Operating Hours: The Club shall maintain the following hours of operation:
 - Monday: 5:00 p.m. – 9:00 p.m.
 - Tuesday, Thursday, Saturday and Sunday: 8:00 a.m. – 5:00 p.m.
 - Wednesday: 8:00 a.m. – 9:00 p.m.
 - Friday: 8:00 a.m. – 5:00 p.m.

During non-operating hours, and upon prior written approval of the Department Director, the Club may allow occasional non-lawn bowling activities in the Clubhouse for outside groups, and charge a fee that would cover the costs to open, close and clean the Facility, but the Club shall not conduct, or allow outside groups to conduct, any commercial activities without Director approval.

- Department Use of the Facility: The Department may, free of charge, program occasional activities or events in coordination with the Club.
- Activities for persons under age 18: Any planned activity that involves persons under the age of 18, shall be coordinated with the Department to determine the need to perform Livescan procedures.
- Permit Fee: In exchange for the Club operating and providing routine upkeep to the Facility and free introductory instruction to interested members of the public, the Club will not be charged a fee for the Permit.
- Improvements: The Club shall not make any improvements to the Facility without prior written approval of the Department Director.
- Maintenance: The Club shall provide routine weekly maintenance to the Facility, including but not limited to: cleaning the locker rooms, kitchen, patio and main clubhouse area; stocking and cleaning the restrooms; planting, and trimming of the gardens; and upkeep of the storage buildings. Through AGC, the City will provide the following special maintenance: consultation with an agronomist, analysis of soil, tissue and water; aerification (vertidrain, hydro-tine, coring) twice annually; routine maintenance of equipment up to \$1,000 annually; application of special top dressing sand and amendments; application of fertilizer, herbicides, pesticides and fungicides; grooming of turf ten times annually; verticutting eight times annually. The club will pay a per-month fee to AGC for daily mowing of the greens. The value of the services provided is approximately \$1,500 per month.

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- Utilities and Maintenance: The Department will continue to provide utilities including electricity, water, sewer, gas and one phone line and at its discretion, may provide significant maintenance or improvements to sidewalks, waterlines, plumbing, roofs, ceilings and the building exterior based on available funds.
- Insurance: Club shall purchase and maintain all applicable insurance and endorsements, as required and approved by the City's Risk Manager.
- Termination Rights: Either party may cancel this permit with 30 days written notice.

This item was reviewed by Deputy City Attorney Robin Zur Schmiede on September 8, 2016.

FISCAL IMPACT

There is no fiscal impact from this action.

SUGGESTED ACTION:

Approve the recommendation.

Respectfully Submitted,



GLADYS KAISER
BUREAU MANAGER
COMMUNITY RECREATION SERVICES



STEPHEN P. SCOTT
BUREAU MANAGER
BUSINESS OPERATIONS



HURLEY P. OWENS
BUREAU MANAGER
MAINTENANCE OPERATIONS

APPROVED:



MARIE KNIGHT
DIRECTOR

MK:GK:SS:HO:rl/vhd

Attachment: Aerial of Long Beach Lawn Bowling Facility

ATTACHMENT



Long Beach Lawn Bowling Facility

1109 Federation Drive, Long Beach, CA 90804