



CITY OF INGLEWOOD

OFFICE OF THE CITY MANAGER



DATE: March 21, 2023

TO: Mayor and Council Members

FROM: Public Works Department

SUBJECT: Resolution – Renovations to the District Four Community Center

RECOMMENDATION:

It is recommended that the Mayor and Council Members adopt a resolution amending the Fiscal Year 2022-2023 Budget to add the District Four Community Center Project (Project) to the 2022-2023 Capital Improvements Plan (CIP) and to transfer funds to complete the renovations to the District Community Center.

BACKGROUND:

The District Four Community Center is located in suite 500 of the Crenshaw Imperial Building located at 2900 Imperial Highway. The Center serves as a vital resource for the area's residents. It provides a safe and accessible space to host community events, programs, and numerous activities.

DISCUSSION:

The District Four Community Center (Center) is in need of improvements and upgrades to more effectively serve the community. The proposed scope of work includes painting, replacing flooring, constructing a new 8 foot by 4 foot storage closet, and installing reclaimed wood on 400 square feet of wall space. The Project includes replacing furniture (tables, chairs, announcer's podium, and City/State/Country flags with stands), and installation of two new two 85-inch wall mounted displays. Additionally, upgrades to Wi-Fi and networking equipment will provide better public access to the internet and information sharing for community members.

Upon project completion, the Center upgrades will better serve the District 4 community, increasing facilities usage and events participation. The estimated cost of the project improvements and capital equipment purchases is \$75,000. A project contingency of ten percent (10%), in the amount of \$7,500, is recommended for any unforeseen conditions or pricing variations during construction, for a project total not to exceed \$82,500. Work is estimated to be completed before end of the current fiscal year. The project scope of work and estimated costs are summarized in the following table:

DR-1.

Project Budget

Renovation Type	Amount
Paint	5,500.00
Flooring	16,500.00
Acoustical Ceiling Tile Replacement	16,500.00
Reclaimed Wood Wall/Storage Closet	22,000.00
Subtotal – Contract Services	60,500.00
Tables and Chairs	16,500.00
Televisions/Wi-Fi	5,500.00
Subtotal – Equipment	22,000.00
Project Total	\$82,500.00

FINANCIAL/FUNDING ISSUES AND SOURCES:

Sufficient funds are available in the General Fund Reserve for the District Four Community Center Project. Upon adoption of the proposed resolution, sufficient budget appropriations, in the amount of \$82,500, will be available for the project under the following Account Code Nos.:

Account Code No.	Description	Amount
001.100.P968.44860	Contract Services	\$60,500.00
001.100.P968.76000	Capital Outlay (furnishings and equipment purchases)	\$22,000.00
	TOTAL	\$82,500.00

A new project code will be issued for the project titled P968 District Four Community Center.

DESCRIPTION OF ANY ATTACHMENTS:

Attachment No. 1 - Resolution

PREPARED BY:

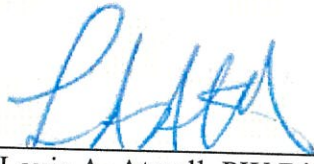
Harry Frisby, Public Works Chief Superintendent *HF*
 Brandon Ely, Facility Repair Supervisor *BE*
 Robert M. Braden, Management Consultant *RB*

COUNCIL PRESENTER:

Louis A. Atwell, P.E., Assistant City Manager/PW Director

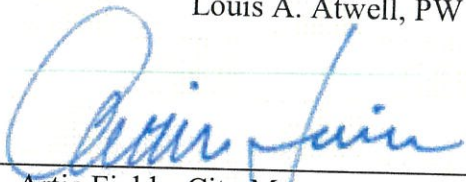
APPROVAL VERIFICATION SHEET

**DEPARTMENT HEAD/
ASSISTANT CITY MANAGER APPROVAL:**



Louis A. Atwell, PW Director/Asst. City Mgr.

CITY MANAGER APPROVAL:



Artie Fields, City Manager

Attachment No. 1

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RESOLUTION NO.: _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INGLEWOOD, CALIFORNIA, AMENDING THE FISCAL YEAR 2022-23 BUDGET TO ADD THE DISTRICT FOUR COMMUNITY CENTER PROJECT (THE "PROJECT") TO THE 2022-2023 CAPITAL IMPROVEMENTS PLAN AND TO TRANSFER FUNDS TO COMPLETE THE RENOVATIONS TO THE DISTRICT FOUR COMMUNITY CENTER.

WHEREAS, the District Four Community Center is located in suite 500 of the Crenshaw Imperial Building located at 2900 Imperial Highway; and

WHEREAS, the Center serves as a vital resource for the area’s residents. It provides a safe and accessible space to host community events, programs, and numerous activities; and

WHEREAS, the District Four Community Center (Center) is in need of improvements and upgrades to more effectively serve the community; and

WHEREAS, the proposed scope of work includes painting, replacing flooring, constructing a new 8 foot by 4 foot storage closet, and installing reclaimed wood on 400 square feet of wall space. The Project includes replacing furniture (tables, chairs, announcer’s podium, and City/State/Country flags with stands), and installation of two new two 85 inch wall mounted displays; and

WHEREAS, the proposed Project needs to be added to the 2022-2023 Capital Improvement Plan; and

WHEREAS, upon Council adoption of this resolution amending the Fiscal Year 2022-2023 Budget, sufficient appropriations will be available for project completion; and

WHEREAS, this budget amendment will facilitate the necessary fund transfer so that funding for the project can be accurately tracked.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Inglewood, California, does hereby:

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Section 1. Add the District Four Community Center Project to the 2022-2023 Capital Improvements Plan.

Section 2. Amend the City’s 2022-2023 fiscal year budget as shown in Exhibit “A,” which is attached to this resolution and incorporated herein as if set forth in full.

Section 3. Request that the City Clerk shall certify the adoption of this resolution, and the same shall be in full force and effect immediately upon adoption.

Passed, approved and adopted this _____ day of _____, 2023

CITY OF INGLEWOOD:

James T. Butts, Jr.,
Mayor

ATTEST:

Aisha L. Thompson,
City Clerk

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Exhibit A

EXHIBIT A
BUDGET AMENDMENT

Fund: 001
Agency:
Orgn:

Revenue Code	Revenue Source	Current Budget FY 22/23	Amended Budget	Increase / Decrease
	General Fund	0.00	82,500.00	82,500.00
	Total	0.00	82,500.00	82,500.00

Funding Source: General Fund Reserve

Fund: 001
Agency: 100
Orgn: PXXX

Expenditure Code	Expenditure Description	Current Budget FY 22/23	Amended Budget	Increase / Decrease
44860	Contract Services	0.00	60,500.00	60,500.00
76000	One Time-Capital Outlay	0.00	22,000.00	22,000.00
	Total	0.00	82,500.00	82,500.00