

## **Parks, Recreation and Community Services Commission Special Meeting Agenda Announcement**

On March 12, 2020, Governor Newsom issued Executive Order No. N-25-20, which allows Brown Act Body members to attend meetings telephonically. Please be advised that some, Whittier Parks, Recreation and Community Services Commissioners may attend this meeting telephonically.

Speakers must limit their comments to three minutes. Please note, by order of the presiding officer, public comments minutes may be reduced if at their discretion a surplus of public speakers is present at the meeting.

To submit Public Comments/Questions:

- Email: [gonzalezr@cityofwhittier.org](mailto:gonzalezr@cityofwhittier.org)
- Voicemail: (562) 567-9400
- Live Audio via Zoom: Only those members of the public who have 'raised their hand' on Zoom will be in the queue for speaking.
- In person at City Hall 13230 Penn St., Whittier, CA 90602, City Council Chamber

To view live meetings remotely:

- Video and audio: <https://us06web.zoom.us/j/86955588397>
- Audio only: Dial 1 (720) 707-2699 (Meeting ID: 869 5558 8397)

Please submit email comments by 5:00 p.m. on the date of the meeting to ensure Parks, Recreation and Community Services Commissioners receive and have time to review them. All emails received by 5:00 p.m. are forwarded to the Commission. Emails received after 5:00 p.m. but before the conclusion of public comments will be entered into the record.

### **Americans with Disabilities Act**

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

**NOTICE AND CALL OF SPECIAL MEETING BY COMMISSION SECRETARY  
AGENDA  
CITY OF WHITTIER  
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION  
SPECIAL MEETING  
COUNCIL CHAMBERS, 13230 PENN STREET  
JANUARY 11, 2024, 6:00 PM**

**1. CALL TO ORDER**

**2. ROLL CALL**

Elizabeth Apodaca, Commissioner  
Tiffany Givens, Commissioner  
Wayne Hao, Commissioner  
Victoria Pacheco, Commissioner  
Joseph Westrup, Commissioner  
Robert Sera, Vice Chair  
Don Mrla, Chair

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS**

The public is invited to address the Parks, Recreation, and Community Services Commission regarding any item of business, or any matter within the body's subject matter jurisdiction. Consistent with Executive Order No. N-29-20 public comments can be made via:

- Email: [gonzalezr@cityofwhittier.org](mailto:gonzalezr@cityofwhittier.org)
- Voicemail: (562) 567-9400

Please submit email and voicemail public comments by 5:00 p.m. on the date of the meeting to ensure Commissioners receive and have time to review them. All emails and voicemails received by 5:00 p.m. are forwarded to the Commission. Emails and voicemails received after 5:00 p.m. but before the conclusion of public comments will be entered into the record.

Pursuant to State law, the Commission cannot take action or express a consensus of approval or disapproval on any communications which do not appear on the printed agenda.

**5. STAFF REPORTS**

**5.A. Parks Master Plan Updates**

Recommendation: Review and recommend the updated changes made to the Parks Master Plan.

**6. SECRETARY COMMENTS**

**7. COMMISSIONER COMMENTS AND CONFERENCE REPORTS**

**8. ADJOURNMENT**

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services (PRCS) Department at least 24 hours in advance of the meeting at (562) 567-9400.

The agenda packet is available three days before the meeting in the PRCS Department at City Hall (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) and East Whittier Branch Library (10537 Santa Gertrudes Avenue). Additionally, the agenda packet can be viewed on the City's website. Materials distributed to the Parks, Recreation and Community Services Commission within 72 hours of the Commission meeting are available for public inspection in the PRCS Department's Office.

Los servicios relacionados con la discapacidad están disponibles para permitir que las personas con discapacidad participen en esta reunión, de conformidad con la Ley Federal de Estadounidenses con Discapacidades de 1990. También hay intérpretes en español disponibles. Para obtener información o para solicitar servicios, comuníquese con el Departamento de Recreación y Parques al Servicio a la Comunidad al menos de 24 horas antes de la reunión al (562) 567-9400.

El paquete de la agenda está disponible tres días antes de la reunión con El Departamento de Recreación y Parques al Servicio a la Comunidad en el Ayuntamiento (13230 Penn Street), Biblioteca Central de Whittier (7344 Washington Avenue) y Biblioteca sucursal del este de Whittier (10537 Santa Gertrudes Avenue). Además, el paquete de la agenda se puede ver en el sitio web de la Ciudad. Los materiales distribuidos al Comisión de parques, recreación y servicios comunitarios dentro de las 72 horas de la reunión del Concejo Municipal están disponibles para inspección pública en la con El Departamento de Recreación y Parques al Servicio a la Comunidad.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Regular and Adjourned Regular meeting agendas may be amended up to 72 hours in advance of the meeting. Dated this 5<sup>th</sup> day of January 2024.

/s/ Roxanne Gonzalez

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Roxanne Gonzalez, Administrative Secretary



# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** January 11, 2024

**To:** Parks, Recreation and Community Services Commission

**From:** Virginia Santana, Director of Parks, Recreation and Community Services  
Erin Hamilton, Community Services Manager

**Subject:** Parks Master Plan Updates

## **RECOMMENDATION**

Review and recommend the updated changes made to the Parks Master Plan.

## **BACKGROUND**

On September 13, 2022, the City Council granted KTUA the Professional Service contract, not exceeding \$249,531, for the Parks Master Plan project. Concurrently, Resolution No. 2022-74 was adopted, amending the FY 2022-23 budget by \$249,531 in general funds for the Parks Master Plan Project. The City Council also authorized the City Manager to execute a Professional Services contract on behalf of the City.

Using data from surveys, community outreach, and the Matrix Consulting Group, KTUA developed an initial draft of the Parks Master Plan. On November 15, 2023, KTUA presented the draft to the PRCS Commission, which received the document and was instructed to review it. Commissioner questions regarding the Parks Master Plan draft were to be submitted to staff by November 30, 2023.

At the December 4, 2023, special meeting KTUA addressed the Commission's initial inquiries, and hosted an open forum for the Commission to bring any other concerns to light in relation to the Parks Master Plan. KTUA took these recommendations from Commission and Staff and prepared a second draft for review.

## **DISCUSSION**

The Commission will review the updated changes made to the Parks Master Plan before the plan is presented to the City Council in January 2024.

## **FISCAL IMPACT**

None.

## **STRATEGIC PLANNING GOAL**

Goal 4: Transparent & Open Government

**Agenda Item No. 5.A.**

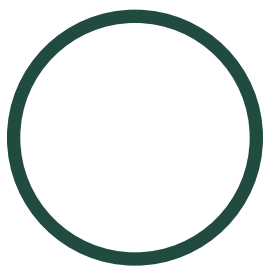
**ATTACHMENTS**

- A. Whittier Parks Master Plan 2023 - Executive Summary

# City of Whittier

## Parks Master Plan

Draft: December 2023



# Executive Summary









The City of Whittier (City) recognizes that parks, open spaces, trails, and recreational programming are essential components of healthy communities. The adequate provision, equitable distribution, and continued maintenance of these public resources are critical to the long-term quality of life in Whittier. With the City projected to grow by over 13,000 residents by the year 2045, creating new recreational opportunities and maintaining and updating existing parks and facilities will be critical to meeting the needs of all community members. The City developed the Whittier Parks Master Plan (Plan) to establish a clear and feasible path to guide the City in providing accessible, well-maintained, and diverse park facilities and programming for residents and visitors alike. The City will use this Plan as a playbook for the long-term management, investment, development, and maintenance of parks and recreation facilities over the next decade or more.

## PLANNING PROCESS

This Plan was developed through a comprehensive 15-month planning process that included a citywide parks and recreation facility inventory and analysis; extensive engagement with community members, key stakeholders, and City staff; and development of both site-specific and all-encompassing recommendations for parks and recreation improvement and expansion.



### PHASE 1

#### Park Inventory & Assessment

Assess existing City parks and recreation facilities, programs, and operations.



### PHASE 2

#### Community Engagement

Engage community members and key stakeholders in the planning process through a variety of outreach activities and events.



### PHASE 3

#### Recommendations

Develop policy recommendations and site-specific park recommendations to improve existing and develop new parks, facilities, and programs.



### PHASE 4

#### Plan Adoption

Present the draft Plan to City staff and commissions for review and modification before presenting it to the City Council for adoption.



# OVERVIEW OF THE DOCUMENT

The scope of the Plan encompasses a summary of existing planning efforts; an inventory of all parks and amenities; an assessment of the current standards; projections of future conditions; input from the community; and recommendations to the City. The Plan is organized into an executive summary, four chapters, and an appendix, all of which are described below.

**Executive Summary:** The executive summary provides an overview of the entire document, identifies key issues and themes within the City’s park system, and provides an overview of the recommendations.

**1**

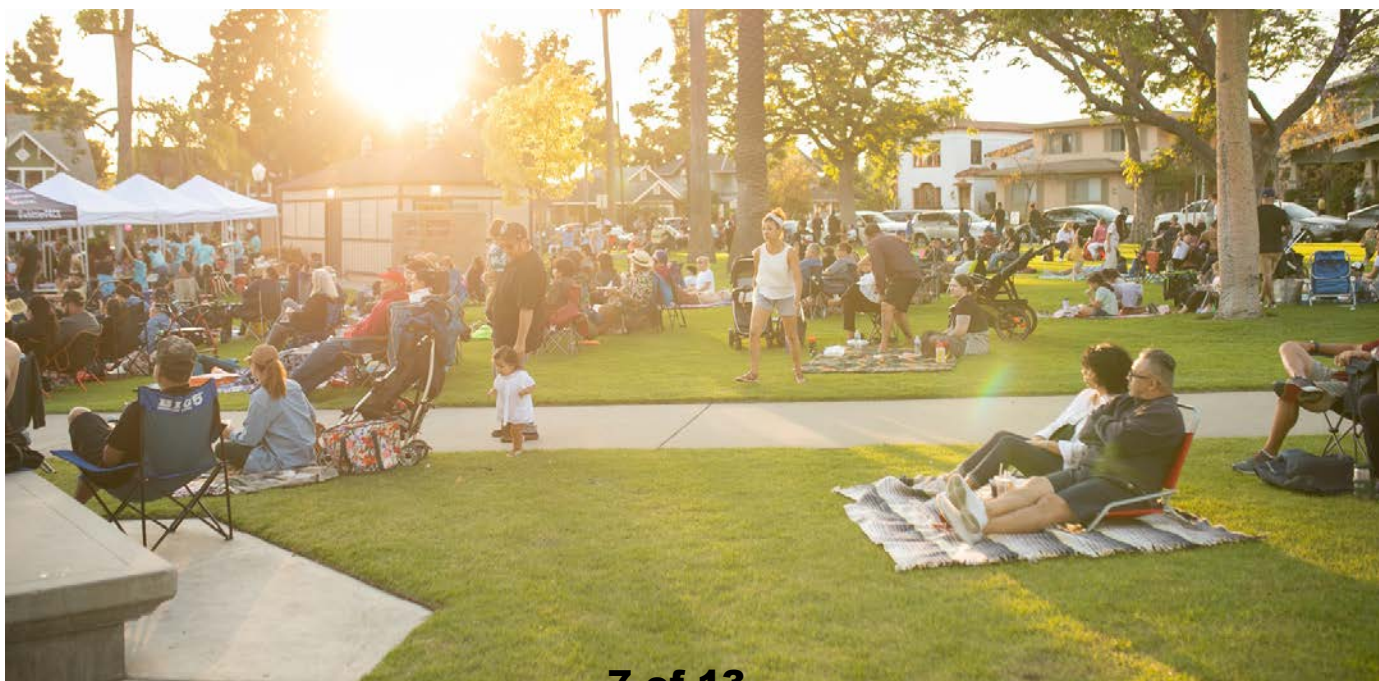
**Chapter 1:** Chapter 1 provides an introduction to the Plan and the planning context within the City. The Chapter includes an overview of the City’s Parks, Recreation and Community Services Department as well as policies and guidance from relevant reports. It also contains short summaries of the community engagement efforts and the existing park system analysis. This short, yet foundational Chapter sets the stage for the rest of the Plan.

**2**

**Chapter 2:** Chapter 2 thoroughly documents and analyzes existing conditions within the City. The Chapter begins with an overview of the park system in Whittier before diving into an in-depth analysis of the City’s parks and recreation system. The Chapter explains the differences between mini-parks, neighborhood parks, and community parks, and categorizes each Whittier park into its respective category. It lists the amenities of each park, shows the level of service of the entire park system based on national averages, and compares Whittier to several other Southern California cities. It provides a series of maps that show park distribution.

## Key takeaways from Chapter 2 include:

- » The City has 23 parks, which total 260 acres of park land.
- » The City provides 3.05 acres per 1,000 residents, which is higher than many other cities in the region, but short of the City’s established goal of 5 park acres per 1,000 residents.
- » The City would benefit from additional recreation amenities, especially more sports courts and fields, playgrounds, walking paths, and outdoor exercise areas.



# 3

Chapter 3: Chapter 3 includes recommendations for the City to improve and expand the parks and recreation system. The Chapter includes initiatives, objectives, and action items to improve the existing and future level of service of parks, recreational programs, and service delivery. The Chapter also identifies infill opportunity areas and proposes new amenities to be added to existing parks. The Chapter includes an analysis of future conditions based on planned and proposed parks and facilities.

## Key takeaways from Chapter 3 include:

- » The projected future population will create an increased demand for more park acres and more park amenities. In preparation for this increased demand, the City will need to pursue recommendations to develop new parks and add new amenities to existing parks.
- » There are 13 existing parks with infill opportunity areas to add new amenities and diversify the City's park infrastructure. Some new amenities recommended at existing parks include court sports, field sports, walking loops, update playgrounds, and many more.
- » Vacant land in Whittier is minimal, which limits the City's ability to develop new parks. However, the Plan recommends a potential opportunity to develop a new linear park along Whittier Boulevard, as well as options to continue to leverage joint-use agreements with local schools to increase the availability of public park space.
- » Given limitations on the City's capacity to build new parks, the Plan includes several non-traditional strategies to expand parks and recreation access under land constraints.

# 4

Chapter 4: Chapter 4 summarizes the information gathered from the extensive community engagement efforts completed throughout the planning process. The Chapter includes public input collected from community surveys, three stakeholder focus group meetings, three pop-up events, and one community workshop. The Chapter identifies key trends and priorities of the community and stakeholders.

## Key takeaways from Chapter 4 include:

- » There is a desire for more sports fields and courts throughout Whittier.
- » There is a desire for new amenities at existing parks, such as picnic areas, seating, walking paths, sports courts, community gardens, and aquatic facilities.
- » There is a desire to extend and enhance the Whittier Greenway Trail.
- » There is a desire for improved safety and security at parks through the use of fencing, lighting, and surveillance.
- » There is a need for regular maintenance, renovation, and upkeep of existing park amenities and facilities with an emphasis on play equipment, restrooms, and sidewalks.

# A

Appendices: This plan has three appendices. Appendix A is the programming, staffing, and financial assessment that includes extensive analysis about existing programs and programming capacity. It also includes staffing and financial and cost recovery analysis for parks and recreation.

# B

Appendix B is the recreational trends analysis. It outlines trends in recreation on a national and local context. The purpose of this section is to inform the City of growing recreational needs as the City's demographics change and evolve to include new programming and amenities at parks in the future.

# C

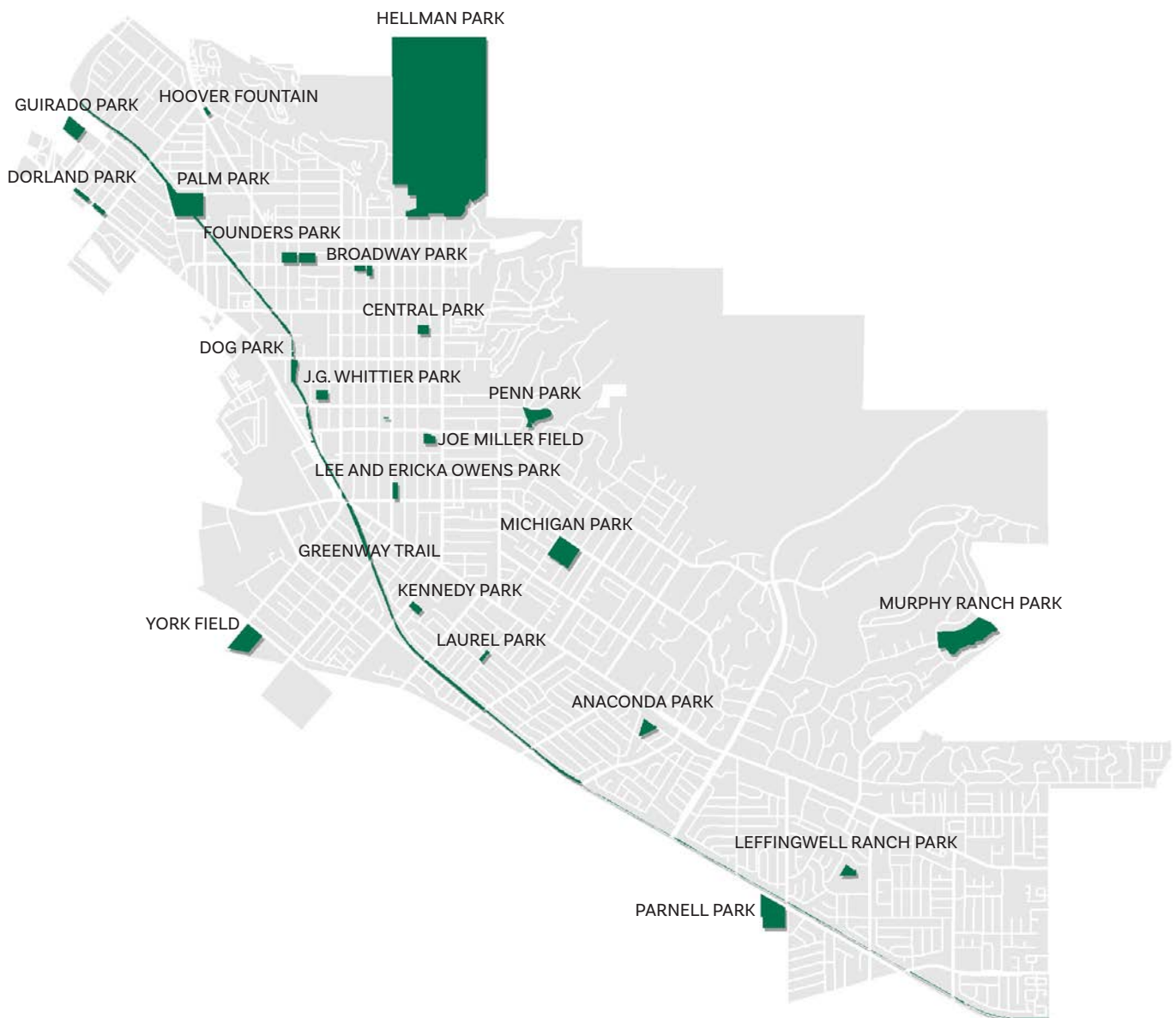
Appendix C contains the full results of both the community survey and Statistically-valid survey.



# PARKS AND RECREATION FACILITIES

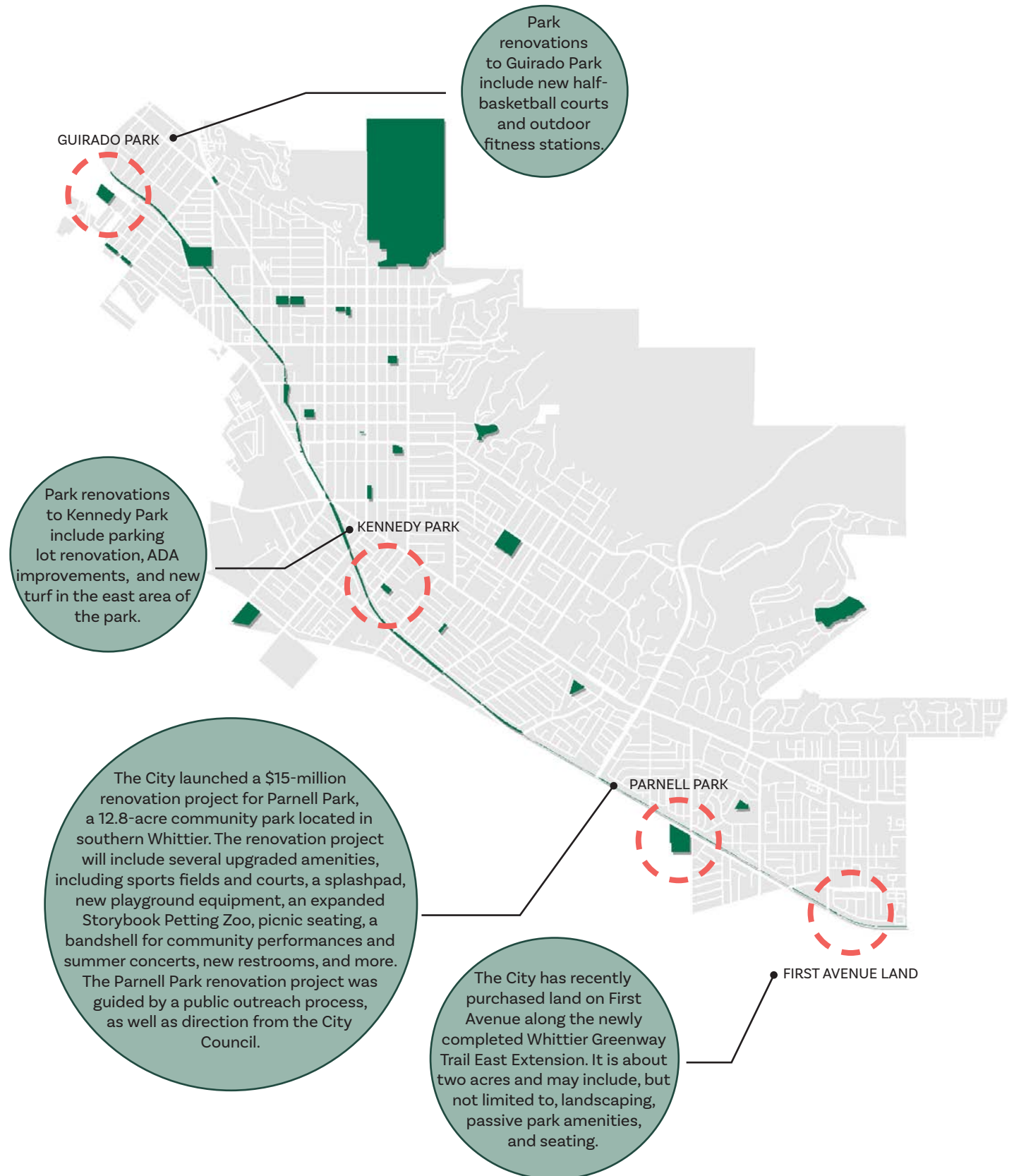
## Existing Facilities

The City has five mini parks, eleven neighborhood parks, four community parks, one regional park, and four special use facilities for a total of 260 acres of park land. The City's 23 existing parks contain a variety of passive and active recreation amenities, including recreation and community centers, playgrounds and tot lots, sports courts and fields, splashpads and water play features, walking paths, picnic areas, a skate park, a dog park, and more. While many parks and recreation amenities currently exist in Whittier, the City sees opportunities to enhance and expand the parks and recreation system to increase park accessibility, equity, and satisfaction for the community. The City has established an ambitious goal to provide five acres of park land for every 1,000 residents. Currently, the City provides 3.05 park acres per 1,000 people, which presents both a challenge and an opportunity to better serve current and future community members. Recognizing the need for more parks is the first step towards action and can help the City pursue and secure grant funding for parks and recreation facilities.



## Planned Projects

While Whittier is home to an already robust system of parks and recreation facilities, the City recognizes that gaps in park and recreation amenity access still exist and is committed to increasing park provision and quality throughout Whittier. The City is already taking strides to accomplish this through the revitalization of existing parks in Whittier.



# Community Engagement

## 2

Community Surveys

# 1,148

Survey Responses

## 4

Workshops and Pop-up Events

## 3

Stakeholder Focus Group Meetings

## Community Priorities

The major findings from community engagement include the desire for:

- » Upgraded play structures and surfaces at existing parks.
- » Additional sports fields and courts to meet the needs of local sports organizations.
- » Extension of the Whittier Greenway Trail and addition of new trail connection points.
- » Utilization of vacant park space for new park amenities, such as picnic areas, seating, walking paths, community gardens, and aquatic facilities.
- » Improved maintenance of existing park facilities, especially restrooms, sidewalks, playgrounds, and sports fields.
- » Improved park safety and security through fencing, lighting, and surveillance.
- » Improved marketing and promotion of recreation programs and special events.



# RECOMMENDATIONS

A series of recommendations were developed to guide the improvement of Whittier’s parks, recreation facilities, and programs. These recommendations were based on the cumulative findings of the inventory and analysis of existing facilities, evaluation of current and projected recreation trends, community and stakeholder input, and best practices and industry standards.

The recommendations are organized into eight overarching initiatives:



## 1 Parks and Facilities Initiative

Improvement of existing and development of new parks and facilities infrastructure.



## 2 Programs and Services Initiative

Enhancement and expansion of recreational programs and services.



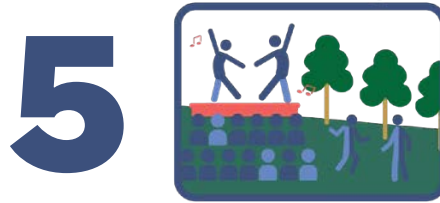
## 3 Equity and Access Initiative

Prioritization of an equitable and accessible parks and recreation system.



## 4 Connectivity Initiative

Increased connectivity of parks, recreation facilities, trails, and open spaces.



## 5 Placemaking Initiative

Celebration of community diversity, culture, and history at parks and recreation sites.



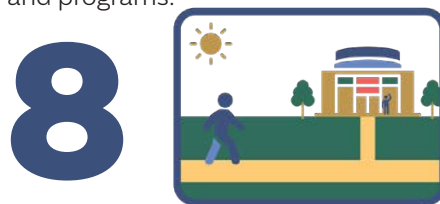
## 6 Sustainability and Stewardship Initiative

Elevation of environmental sustainability and stewardship at parks and recreation sites.



## 7 Investment Initiative

Investment opportunities to support the long-term financial sustainability of parks and recreation facilities and programs.



## 8 Administration Initiative

Incorporation of innovative strategies for an efficient and modern park and recreation system.

Under each initiative are a series of objectives and actions for the City to implement. The initiatives, objectives, and actions represent ideas that have evolved from the beginning of the planning process and have been influenced by public input, data analysis, and other factors. The recommendations were designed to be both bold and realistic and are intended to serve as a leading vision and actionable framework to guide City staff over the next decade or more. The recommendations can be found in more detail in Chapter 3.

The following section describes overarching short, mid, and long-term goals the City can explore to improve the parks and recreation system. They are based on the feedback collected from the community as well as the initiatives discussed earlier in this Chapter.

### Short-Term Goals

Short-term project goals are those that can typically be implemented within a one to two-year time frame.

- » Improve park safety and security by adding items such as lighting, new fencing, or security cameras.
- » Replace play equipment that has been identified in poor condition.
- » Identify all sports fields maintenance needs and implement low to mid-cost renovations such as fencing, small seating areas, or small areas of surface replacements (sod or decomposed granite).
- » Identify and add low-cost passive park amenities such as picnic tables, bench seating, community gardens, or small walking paths.
- » Improve marketing and communications of programs and events.
- » Install small park amenities along the Whittier Greenway Trail that can enhance the recreation experience.
- » Begin conversations with local school districts to identify opportunities and challenges related to the schools identified as candidates for Joint Use Agreements.
- » Offer additional programming for active older adults, particularly the subset of younger seniors, using part time staff or contractors.
- » Add recreation staffing to address in-demand programming that is at or over 100 percent capacity.

### Mid-Term Goals

Mid-term project goals are those that can typically be implemented within a two to five-year time frame.

- » Develop individual park master plans to help identify low to mid-cost park amenities i.e. picnic areas, playgrounds and playground surfacing, or shade over existing playgrounds.
- » Identify sites to add or replace existing splashpads/spraygrounds.
- » Identify all sports fields maintenance needs and implement mid to high-cost renovations such as lighting, large seating areas (bleachers) or large areas of sod/artificial turf enhancements.
- » Perform a detailed facility and asset conditions assessment to determine deferred maintenance to bring facilities into good condition or to determine large capital investment needs.
- » Conduct an updated recreation fee analysis to determine if the City has achieved its intended goal of 46 percent for overall recreation cost recovery.
- » Conduct a feasibility study to identify private sites that can be purchased and converted to park land.
- » Identify funding mechanisms to sustain and add new staff as well as to help fund large park capital projects such as sports fields or the purchase of land to help create new park spaces; can be a combination of grants, bonds, or special tax measures.

### Long-Term Goals

Long -term project goals are those that can typically be implemented within a five to ten-year time frame.

- » Purchase private land to construct in-demand parks amenities such as sports fields and sports courts.
- » Construct a new multi-purpose recreation center that offers spaces such as a large gymnasium for indoor basketball/volleyball/pickleball, community rooms, rentable banquet spaces, exercise equipment rooms, and passive outdoor spaces such as picnic areas and gardens.
- » Construct a teen center that offers spaces such as game rooms, lounges, a small gymnasium for indoor basketball/volleyball, and quiet rooms for school work.
- » Construct an additional aquatics facility to help meet community demands of pool programs.
- » Design and install basketball, volleyball, tennis, and pickleball courts to help address the City's deficits
- » Identify and purchase larger areas of land to help address large diamond field and rectangular fields deficits identified in Chapter 2, Table 2-4.



Skip to page 49 for objectives and actions.