



# Agenda Report

City Council

**Date:** March 22, 2022

**To:** Brian Saeki, City Manager

**From:** Kyle Cason, Director of Public Works  
Virginia Santana, Director of Parks, Recreation and Community Services  
Ben Pongetti, Interim Director of Community Development  
Katie Galvin-Surbatovic, Business Development Manager  
Isaac Bravo, Management Analyst

**Subject:** Greenleaf Promenade

## **RECOMMENDATION**

Provide direction on interim improvements to Greenleaf Avenue prior to construction, if appropriate adopt Resolution No. 2022-23 authorizing funds for improvements, and provide direction on modification of encroachment permits and timeline.

## **BACKGROUND**

On February 26, 2019, City Council selected a concept design from SWA Architects for the Uptown Whittier Streetscape Beautification project inclusive of improvements from “paseo to paseo” along Greenleaf Avenue. The project area was approximately midblock north of Wardman Street to midblock north of Philadelphia Street and improvements consisted of new parklets, curbs, gutters, paving, concrete, tree removal, tree preservation, and tree replacement. At the time of Council discussion, the project costs were estimated at \$3.8M.

On May 28, 2019, City Council was presented with a summary of public input gathered as part of the Uptown Streetscape Plan process referencing desired improvements including outdoor dining and parklets, gathering spaces, enhanced safety, cleanliness, and walkability among others.

In June of 2020, due to the COVID-19 public health crisis, the City Council approved a temporary closure of Greenleaf Avenue to facilitate the Greenleaf Promenade Outdoor Dine & Shop program. The closure, commonly referred to as the Greenleaf Promenade, has allowed for retailers and restaurants to operate their businesses in the City-owned public right-of-way through approval of a temporary encroachment permit while adhering to indoor occupancy restrictions. The application process detailed equipment guidelines, current health order protocols, and notice of the City’s right to revoke the permit at any time should it be deemed necessary due to non-compliance or public safety.

Due to the evolving pandemic, the City Council approved an extension of the street closure on October 13, 2020, through a minimum of 120 days after the point at which restaurants were permitted to serve indoors at 100% capacity again.

On March 23, 2021, the City Council received a presentation featuring a draft concept of a single-block closure of Greenleaf designed by SWA Architects (Attachment A). At that time, City Council directed staff to research traffic control alternatives and perform further outreach to stakeholders in the impacted Uptown area, specifically businesses, property owners, and nearby residents.

On June 15, 2021, consistent with the Governor's executive orders, the Health Officer Order for Los Angeles County allowed for the full reopening of businesses and restaurants, setting the new deadline for removal of outdoor operations along the Promenade of October 15, 2021.

On August 10, 2021, the City Council received the results of the Greenleaf Promenade community survey. Feedback indicated that more than 1600 of 1800 community members supported a permanent Promenade. Of those respondents, 60 of 81 Uptown business owners supported the permanent closure, as well as 199 of 241 Uptown property owners. When asked to rank priorities within the Promenade, common responses included outdoor dining, aesthetic uniformity, security, cleanliness, and diversification of businesses. Streetscape improvements including sidewalk repair, lighting, public art, and community gathering space were also noted. City Council action included approving an extension of encroachment permits through February 1, 2022, and directing staff to bring back a report containing further information regarding various options for construction of a future hybrid or permanent Greenleaf Promenade.

On October 26, 2021, City Council authorized a hybrid concept for the Greenleaf closure that would include the installation of bollards to facilitate expedited police and fire response, uniform build-outs, and hosting of special events in the Promenade.

In November of 2021, business owners were reminded of allowable Promenade operations and notified that the Greenleaf Promenade permit revocation process had been further refined to include multi-step notification of first and second violations (Attachment B).

On January 25, 2022, City Council authorized an extension of the current Greenleaf Promenade encroachment permits for an additional 90 days, with a tentative date of expiration as May 1, 2022.

On March 8, 2022, the City Council authorized the City Manager to enter into an agreement with SWA Group for preliminary engineering and design services and directed staff to bring back an analysis of concerns brought forward by the Whittier Uptown Association (WUA), Uptown Whittier Improvement Association (UWIA) and Whittier Area Chamber of Commerce.

## **DISCUSSION**

In response to concerns expressed by business and property owner associations, City Council directed staff to return with a discussion of interim measures to be implemented on Greenleaf Avenue prior to commencement of construction. A variety of options can be implemented through partnership with the various associations and with budgetary authority from the City Council.

1. Reopening of Greenleaf to vehicular traffic with capacity for weekend closures. There are two options:
  - a. Bollard installation: Would require a CIP for installation of approximately 60 removable bollards at roughly \$3,300 each. This project would take approximately 3 to 4 months to bid and construct. The bollards could be reused for the permanent streetscape.
  - b. Staff-facilitated street closure costs: City Crews would need to come on overtime early in the morning on Friday and Monday to close and open the street in order to ensure all vehicles are out of the closure areas. It is estimated that this service would cost approximately \$15,000 per month.
  
2. Lighting
  - a. Temporary Event Lighting could be used to not only add light to darker areas but would help draw additional attention to various Uptown events.
  - b. Temporary lighting could be added in areas, via string lighting across Greenleaf, from Hadley to Wardman. Estimated cost for product and installation would be approximately \$25,665.
  
3. Sidewalk Cleanliness: UWIA's contractor Coastal completes weekly maintenance from storefront to curb, picking up trash, collecting larger items, and blowing leaves. Coastal also power washes all sidewalks on a quarterly basis. Azteca, the City's landscape maintenance contractor, is in Uptown everyday but Tuesday and Thursday to collect trash and use blowers to collect leaf and other litter (only half days on the weekends).
  - a. The City could supplement with two additional cleaning service days on Tuesday and Thursday at a cost of \$2,080 per week.
  - b. The City could assist the UWIA with two additional days of power washing services at a cost of \$1,560 per week. (see Attachment C)
  - c. the area (\$4,860 per concert), and an Outdoor Art Exhibit with a family art project (\$11,860).

Preliminary cost estimates for the various options are summarized below and included in the attached Budget Resolution should City Council desire to modify and adopt after deliberation.

Activity/Investment	Preliminary Cost Estimate
Removable bollards	\$200,000
Staff-facilitated street closure	\$15,000/month
Special event lighting	\$2,640 (20 light stands)
12-month temporary lighting	\$26,665 (installation and product)
Additional trash pickup	\$2,080/weekly
Additional sidewalk/street cleaning	\$1,560/weekly

#### Encroachment Permit Considerations:

As part of the Council's consideration of reopening Greenleaf, it should be noted that although establishments on Bright Ave. and Philadelphia St. are protected with k-rail that allows for vehicular traffic on those streets, some permittees positioned on Greenleaf Ave. within the street closure area will need to modify their enclosures in order to allow for protective k-rails to be installed at appropriate street widths for vehicles. One-way operation of Greenleaf is complicated by the two-way angled parking. Opening the street in one direction would require closing off 50% of the parking in the opposite direction of travel. This modification ties directly to the existing encroachment permits for outdoor dining in the right-of-way. The permits are set to expire on May 1, 2022. City Council could opt to:

- A. Modify the encroachment permits to facilitate two-lane vehicular traffic. All encroachments within the closure area shall require k-rails installed in front of them to protect patrons in the outdoor patios from traffic. This may require removal of up to two feet of the existing enclosures, including but not limited to floors, steps, posts, and covers. A 30-day notice is recommended for affected permittees.
- B. Extend the encroachment permits and allow all permittees to remain as-is until 30 days prior to commencement of construction.
- C. Make no changes. Permits will expire on May 1, 2022 and notices-to-vacate will be sent on April 1, 2022 for all permittees regardless of location.

#### **FISCAL IMPACT**

Depending upon the interim measures selected by City Council, costs could range from \$7,920 to \$329,545, appropriated from general fund balance into 100-12-121-000-619000.

#### **STRATEGIC PLANNING GOAL**

- Provide for Public Safety

- Maintain & Enhance Quality of Life
- Transparent & Open Government
- Promote a Strong Local Economic Base

**ATTACHMENTS**

- A. SWA Greenleaf Concept Design Presentation
- B. Promenade Enforcement Outreach Letter
- C. Quote for Power Washing – Azteca Landscape
- D. Resolution No. 2022-23

# Greenleaf Promenade - Streetscape Option

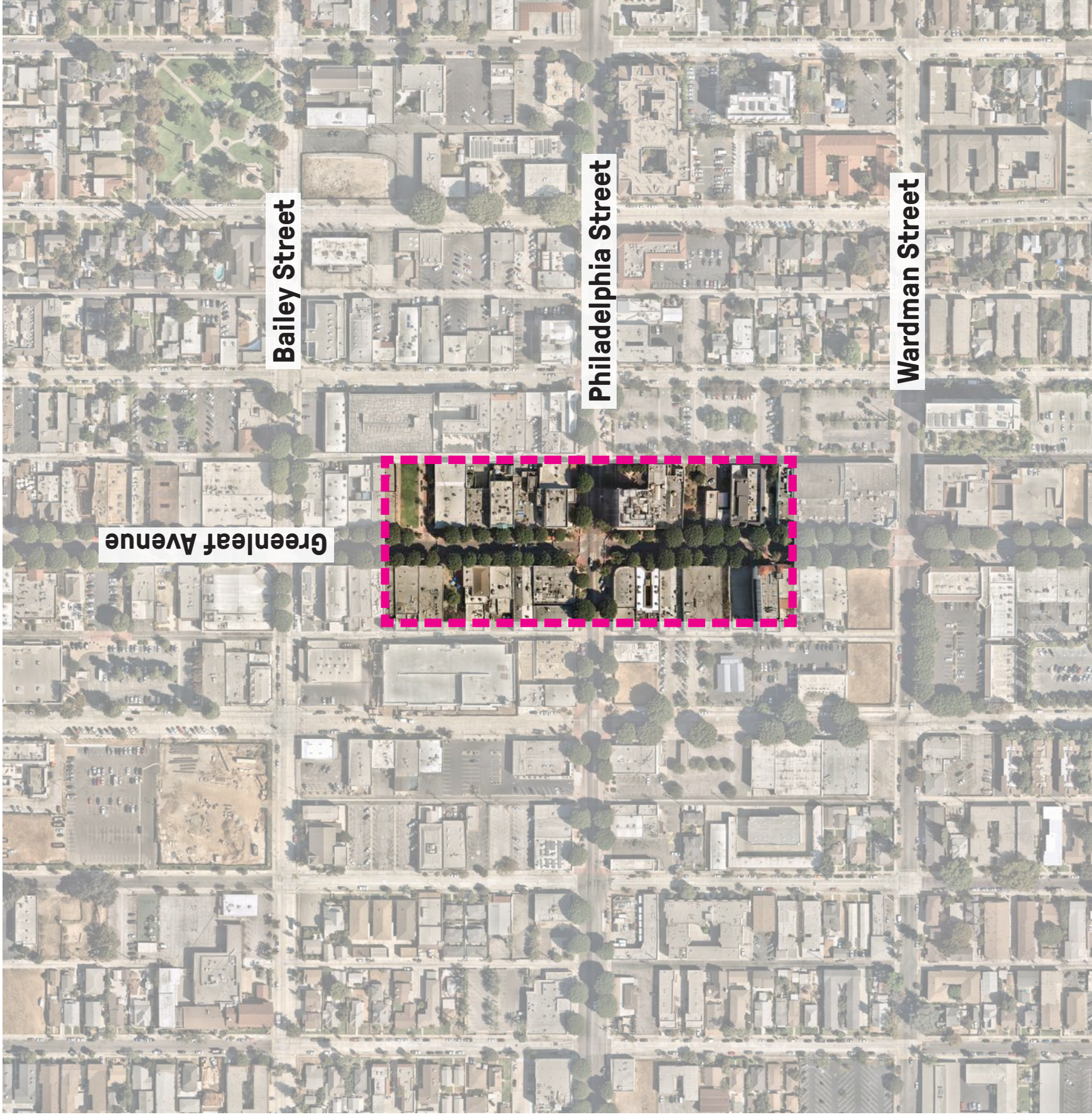
Greenleaf Avenue, Whittier, CA



**swa**

Conceptual Study for Permanent Street Closure  
March 23, 2021

# Project Location



# Constraints & Opportunities

- Grading typically exceeds 2% in multiple directions
- 26' fire access required
- Paving is patchy, potential trip hazards due to lifting



- Address grading issues with a comprehensive design strategy
- Use landscaping to aid in grading and drainage
- Upgrade paving throughout site
- Preserve eclectic feel and modularity of current street configuration
- Integrate art and public program opportunities

**Note:**  
Conceptual grading review has been performed based on available as-built plans. Civil survey, grading and utility assessment is required to verify current site conditions, as well as identify any constraints relative to existing utilities.

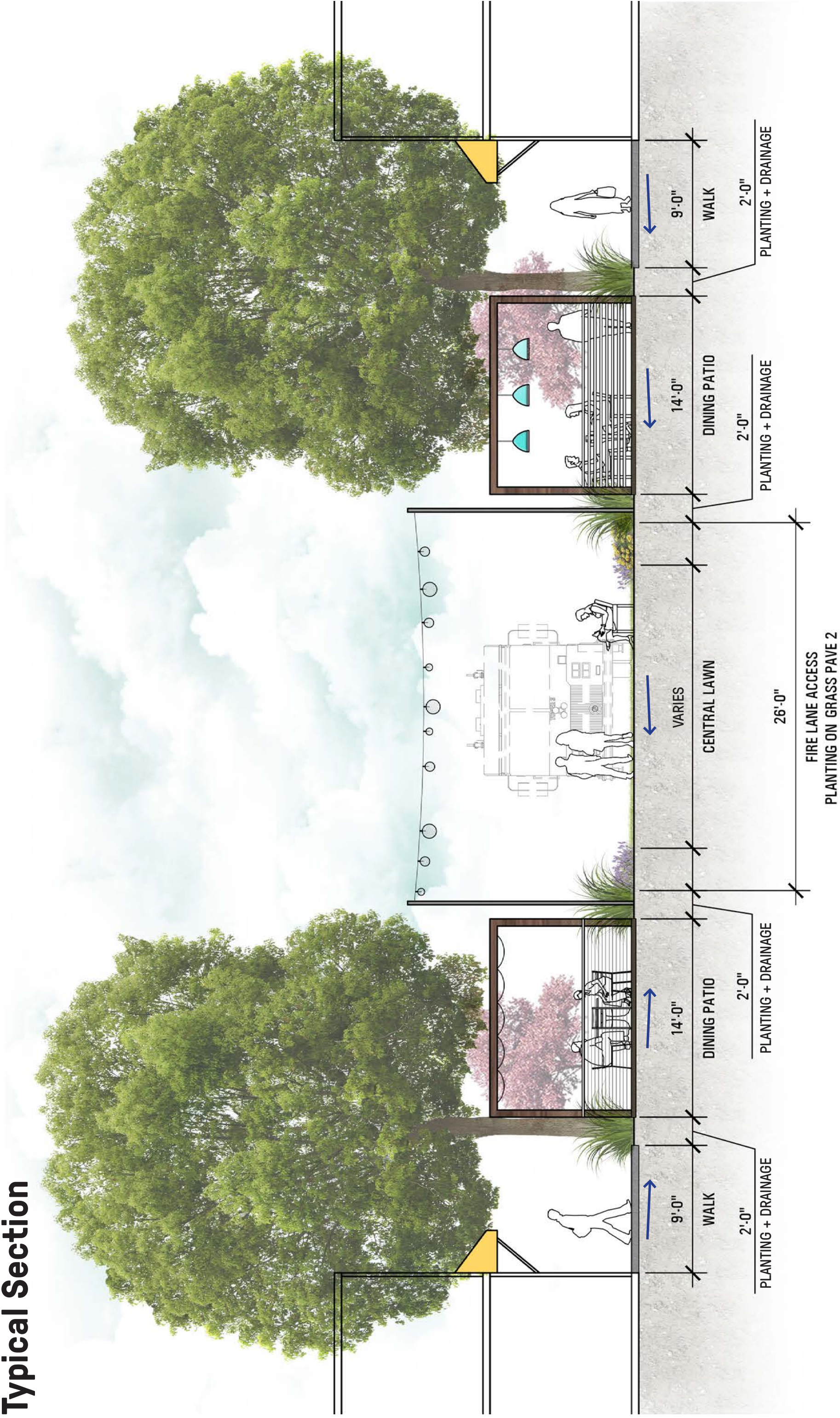




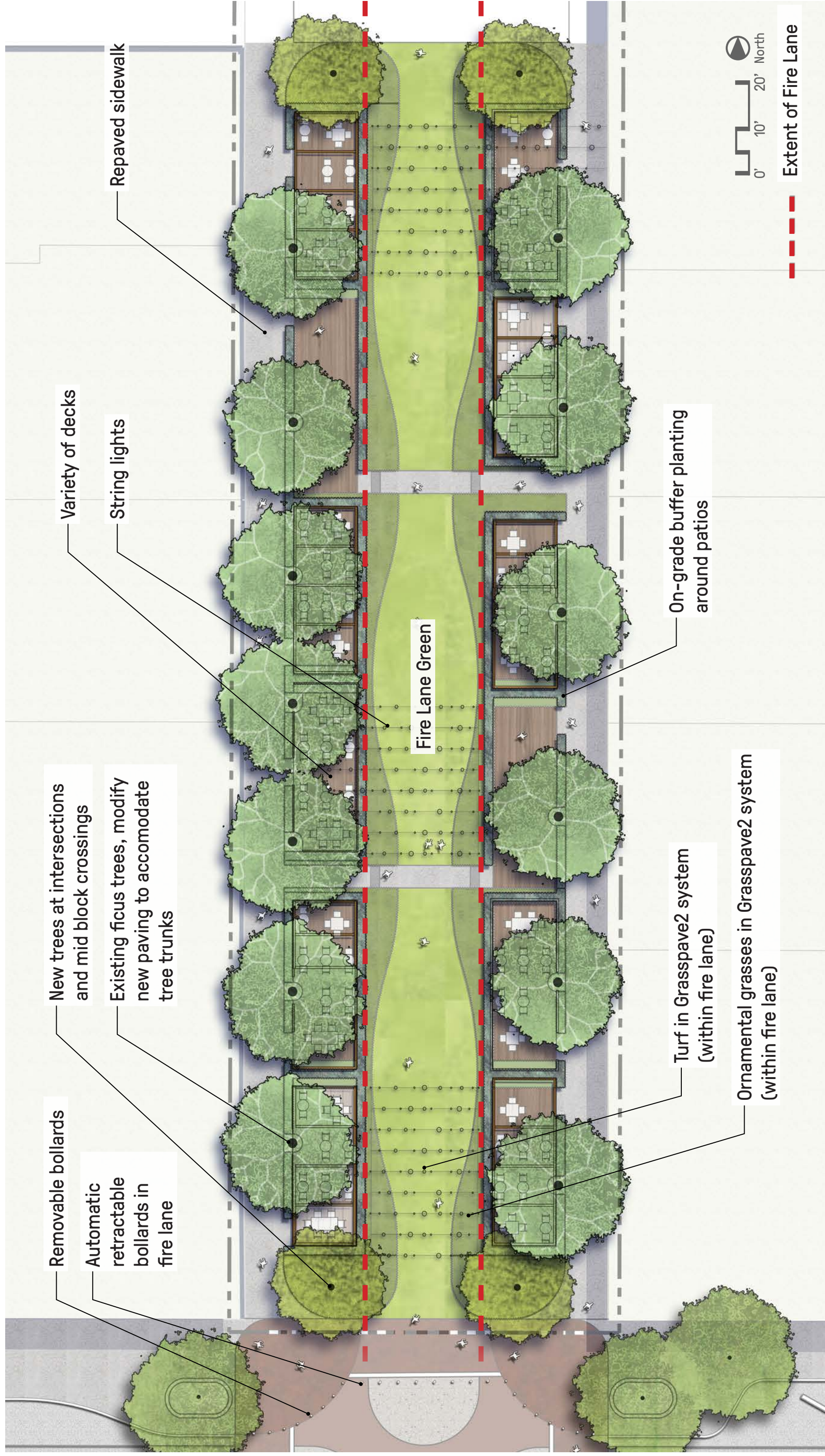




# Typical Section



# The Framework



# The Decks







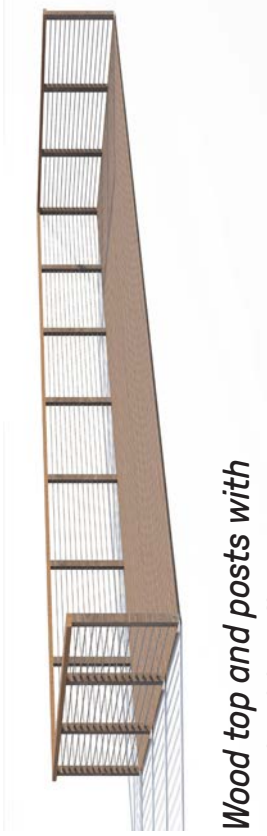






# Modular Dining Deck Design

## ABC Barrier



*Wood top and posts with metal cable rail*



*Wood top and posts with varied dimension wood slat cladding*



*Metal posts and cable rail with wooden bar top*



*Freestanding metal posts set in concrete curb*

## Optional Shade Structure



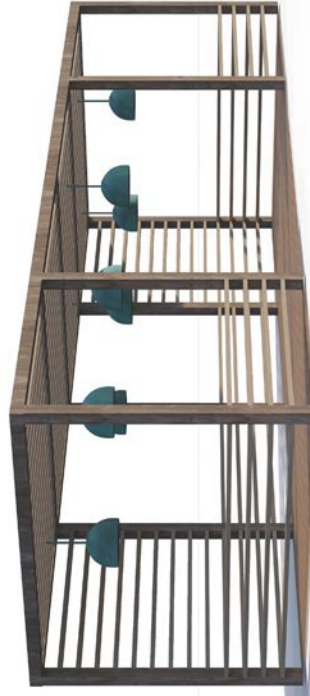
*Steel posts with cunky wood top and canvas panels*



*Wood frame and ceiling slats*



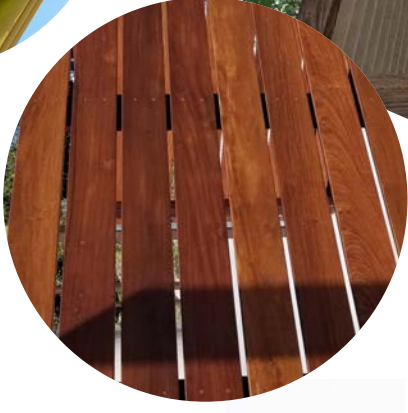
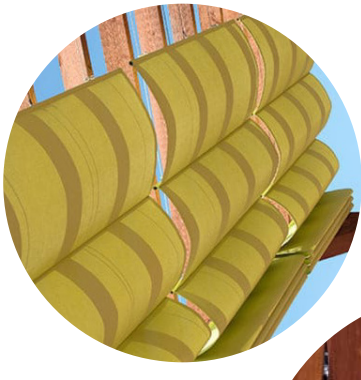
*Wood frame and ceiling slats with partial side panel*



*Wood frame and ceiling slats with partial side panel*

## Variations & Additions

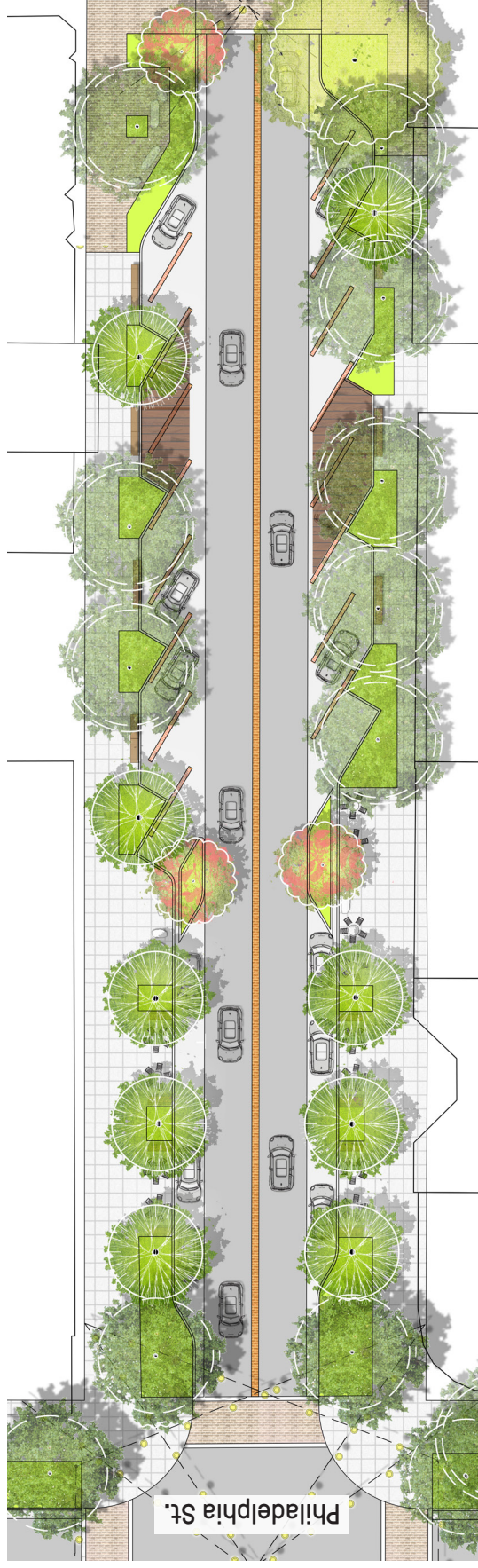
- Material colors and finishes can vary per patio operator
- Additional branding can be added per patio operator
- Freestanding umbrellas can be used in lieu of permanent shade structures



# Conceptual Opinion of Probable Cost

Streetscape Plan Discussed 02/26/2019

**Cost - \$3.8 Million**



## Greenleaf Promenade Linear Park

**Cost - \$5.0 Million**



Note:

Estimates reflect opinion of probable cost for the extent of Greenleaf indicated on p.2, paseo to paseo, 750' total length. Concept plans depict part of the scope area.



# Supplemental Funding Opportunities

## Grants

### Funding Under Measure A

<https://rposd.lacounty.gov/wp-content/uploads/2021/02/March-2021-GAM-Measure-A.pdf>

- LA County Safe, Clean Neighborhood Parks and Beaches Protection Measure
- Provides Annual Allocations Programs
- Provides Competitive Grants

### Funding Under Measure W

<https://safecleanwaterla.org/call-for-projects/>

- LA County Safe Clean Water Program
- Provides funding to increase water supply, improve water quality, and provide community enhancements

### Funding Through Affordable Housing Sustainable Communities (AHSC)

<https://www.hcd.ca.gov/grants-funding/active-funding/ahsc.shtml>

- Funds land-use, housing, transportation, and land preservation projects to support infill and compact development that reduce greenhouse gas emissions

### Funding Through Foundations

<https://www.rwjf.org/>

- Seek funding via foundations that promote urban greening, sustainable storm water management, public space enhancement, art, and other project-applicable topics

### Funding Under Proposition 68

[https://www.parks.ca.gov/pages/1008/files/Final\\_Prop.\\_68\\_SPP\\_Application\\_Guide\\_1.22.2019%20-%20Rev.%203-%20changes%20made%20Ready%20to%20Check%20.pdf](https://www.parks.ca.gov/pages/1008/files/Final_Prop._68_SPP_Application_Guide_1.22.2019%20-%20Rev.%203-%20changes%20made%20Ready%20to%20Check%20.pdf)

- Funds creation and rehabilitation of state and local parks, natural resources protection projects, climate adaptation projects, water quality and supply projects, and flood protection projects

### Funding Under Proposition 1

<https://scc.ca.gov/grants/proposition-1-grants/>

- Funds projects that contribute to watershed health, ecosystem restoration, stormwater best management practices, and the creation of open space

### Funding By California Climate Investments

<https://resources.ca.gov/grants/urban-greening/>

<http://www.caclimateinvestments.ca.gov/urban-greening>  
<http://www.caclimateinvestments.ca.gov/urban-greening>

- Statewide Cap-and-Trade dollars funding projects that reduce greenhouse gas emissions, strengthen the economy, and improve public health and the environment

### Funding Through the Uptown Whittier

#### Improvement Association (UWIA)

<https://www.uwia.org/>

- Special assessment funding totaling nearly \$500,000 annually, directed and overseen by the UWIA for use towards public safety, beautification, economic development, maintenance, and promotions of the Uptown Whittier Community Benefit District (CBD)

## Local Funds

- RDA Loan Repayment Current Balance - \$2,560,000
- FY20-21 RDA Loan Payment - \$371,487
- FY21-22 RDA Loan Payment - \$2,054,168
- County Stormwater Funds - \$2M Annually

## Corporate Partnerships

- Explore partnerships with for-profit corporations
- Seek sponsorship in the form of financial donations
- Seek sponsorship in the form of donations of construction material, site furnishings, and other site elements
- Sponsors can be honored via naming, branding, monumentation, or programming of project areas or elements



## Non-Profit Partnerships

- Explore partnerships with non-profit organizations to be more competitive for funding opportunities

#### Note:

Grant opportunities listed are a non-exhaustive overview of potential funding sources. Further research is required to expand the list and determine project eligibility and magnitude of potential funding. Recommend for City to engage a grant writing specialist.







**swa**



# City of Whittier

13230 Penn Street, Whittier, California 90602-1772  
Tel: (562) 567-9320 Fax: (562) 567-2872  
www.cityofwhittier.org

Date

Dear Business Owner:

We appreciate your participation in the City of Whittier's Greenleaf Promenade Outdoor Dine & Shop Program. Please review the policy below outlining the City's process for enforcement of violations of the Greenleaf Promenade permit, effective immediately:

### **First Violation:**

City to provide written notice that complaints (documented by photos or videos) of permit violations have been received and/or violations have been observed by City staff and a warning notice that a second observed violation will result in a 14-calendar day suspension of permit.

### **Second Violation:**

City to provide written notice that staff has confirmed or observed a second violation and that permittee will be suspended from use of encroachment area for 14 calendar days. Permittee will be required to remove all tables and chairs from encroachment area and to secure the encroachment area, at permittee's cost and to the satisfaction of the City, from use during the suspension period.

### **Third Violation:**

A third violation could occur either if there is another confirmed violation of the permit, or if the permittee failed to comply with all requirements of the City's order to temporarily suspend use of the encroachment for 14 calendar days.

Upon the third violation, City staff would issue a written 10-day revocation notice with right to appeal in person (or via Zoom) to the City Manager or designee; right must be exercised by filing the appeal in writing or via email to the City Clerk within 48 hours of receipt of notice.

Upon receipt of a request to appeal the permit revocation, the 10-day revocation notice is tolled and City staff will expeditiously schedule a meeting to receive evidence from the permittee as to why the violations did not occur and/or should not result in permit revocation.

City Manager (or designee) will reply with a decision within 48 hours of the appeal meeting. Should the initial revocation be upheld, the 10-day revocation period will



resume. Should the revocation be overturned, the permittee's record will reset to a status of a second violation, with the warning that a third violation will result in the permit revocation process.

If an encroachment permit has been revoked, and the business fails to remove all obstructions from the right-of-way, the City would enforce Chapter 12.42 of the Whittier Municipal Code which prohibits any person from storing personal property in the public right-of-way without legal authorization.

As a reminder, music, speakers, and live entertainment are not permitted within the Greenleaf Promenade encroachment area. Please contact Katie Galvin-Surbatovic at (562) 567-9351 or by email at [kgalvin-surbatovic@cityofwhittier.org](mailto:kgalvin-surbatovic@cityofwhittier.org) with questions regarding the Greenleaf Promenade Outdoor Dining program and/or the enforcement process noted above.

We appreciate your continued cooperation and look forward to supporting your business throughout the year.

Sincerely,



Katie Galvin-Surbatovic  
Business Development Manager



1525 E Ontario Ave, Ste 101, Corona, CA 92881  
 (800) 794-0063  
 www.aztecalandscape.com

# Proposal

DATE	NUMBER
3/14/2022	7633

TO:

City of Whittier  
 13230 Penn Street  
 Whittier, CA 90602  
 RE: Vendor 10241

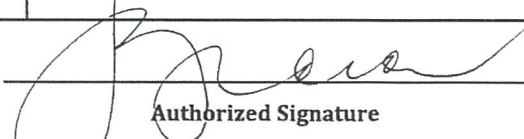
JOB NAME AND DESCRIPTION
City of Whittier

PHONE NO.	FAX NO.	REP
(562) 567-9400		RF

	Total
- Power washing sidewalks on Greenleaf Up Town 3 hours per day on Tuesday and Thursday starting time 5:00am	1,560.00

PAYMENT TERMS: Net 30 Days	<b>Total</b> \$1,560.00
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All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

  
 \_\_\_\_\_  
 Authorized Signature

If not accepted within 30 day, we may withdraw this proposal.

### Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_



1525 E Ontario Ave, Ste 101, Corona, CA 92881  
 (800) 794-0063  
 www.aztecalandscape.com

# Proposal

DATE	NUMBER
3/14/2022	7632

TO:

City of Whittier  
 13230 Penn Street  
 Whittier, CA 90602  
 RE: Vendor 10241

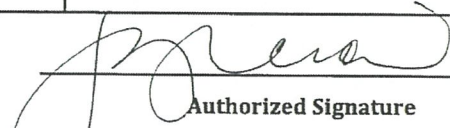
JOB NAME AND DESCRIPTION
City of Whittier

PHONE NO.	FAX NO.	REP
(562) 567-9400		RF

	Total
- Proposal for blowing & cleaning gutters at Greenleaf Up Town 2 days per week on Tuesdays & Thursdays starting at 5:00am	2,080.00

PAYMENT TERMS: Net 30 Days	<b>Total</b> \$2,080.00
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All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

  
 \_\_\_\_\_  
 Authorized Signature  
 If not accepted within 30 day, we may withdraw this proposal.

**Acceptance of Proposal** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_

RESOLUTION NO. 2022-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER AMENDING THE FISCAL YEAR 2021-22 BUDGET WITH A SUPPLEMENTAL APPROPRIATION FOR INTERIM IMPROVEMENTS FOR THE GREENLEAF PROMENADE.

RECITALS

- A. The City of Whittier owns the public right-of-way known as Greenleaf Avenue from Beverly Boulevard to Whittier Boulevard in the City of Whittier.
- B. As part of the City's Keeping Local Businesses Afloat program, in response to the COVID-19 pandemic, the City of Whittier closed Greenleaf Avenue to vehicular traffic from Bailey Street to Philadelphia Street and Philadelphia Street to Wardman Street and the closed sections are known as the Greenleaf Promenade.
- C. The City, with support from surrounding businesses and residents intends for the Greenleaf Promenade to continue.
- D. While final design and use is determined interim improvements are needed to better improve the Greenleaf Promenade.
- E. The City of Whittier has sufficient general funds available to fund interim improvements of the Greenleaf Promenade.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITTIER DOES RESOLVE AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are a substantial part of this resolution.

SECTION 2. The following appropriations shall be added to the following account in the City's FY 2021-22 Budget.

Account No.	Account Name	Amount
100-12-121-000-619000	Other Professional Services	\$329,545

SECTION 3. The City Manager may enter into contract agreements, issue amendments, and execute purchase orders to expend the approved funds described in the recitals for interim improvements of the Greenleaf Promenade, subject to the adopted procurement procedures and signature authorities of the City, for programs and activities, as follows:

- A. Installation of removable bollards on Greenleaf Avenue: \$200,000.
- B. Temporary opening and closing of the Greenleaf Promenade to vehicular traffic by City staff: \$45,000.
- C. Special event lighting for City sponsored events: \$7,920.
- D. Additional temporary lighting to improve safety and site aesthetics: \$25,665.
- E. Additional public trash bin service: \$29,120.
- F. Additional sidewalk and street cleaning services: \$21,840.

SECTION 4. The City Clerk shall certify to the passage and adoption hereof.

APPROVED AND ADOPTED this 22<sup>nd</sup> day of March 2022.

\_\_\_\_\_  
JOSEPH A. VINATIERI, Mayor

ATTEST:

\_\_\_\_\_  
RIGOBERTO GARCIA JR., City Clerk  
(seal)