

Parks, Recreation and Community Services Commission Meeting Agenda Announcement

On September 16, 2021, Governor Newsom signed into law Assembly Bill 361, which allows Brown Act bodies 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
- 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.

**AGENDA
CITY OF WHITTIER
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
COUNCIL CHAMBERS, 13230 PENN STREET
MARCH 20, 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
- 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. Approval of Minutes

Recommendation: Approve the Minutes of the Regular Meeting of November 15, 2023, the Special Meeting of December 4, 2023, and January 11, 2024.

5.B. Priorities and Implementation Guide

Recommendation: Receive and file the Priorities and Implementation Guide.

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 15th day of March 2024.

/s/ Roxanne Gonzalez

Roxanne Gonzalez, Administrative Secretary



Agenda Report

Parks, Recreation and Community Services Commission

Date: March 20, 2024

To: Parks, Recreation and Community Services Commission

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

Subject: Approval of Minutes

RECOMMENDATION

Approve the Minutes of the Regular Meeting of November 15, 2023, the Special Meeting of December 4, 2023, and January 11, 2024.

BACKGROUND

None.

DISCUSSION

Staff prepared draft minutes and hereby submits the minutes for Commission's approval.

FISCAL IMPACT

None.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

- A. Minutes of the Regular Meeting of November 15, 2023
- B. Minutes of the Special Meeting of December 4, 2023
- C. Minutes of the Special Meeting of January 11, 2024

**MINUTES
CITY OF WHITTIER
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
NOVEMBER 15, 2023 – 6:00 P.M.**

1. CALL TO ORDER:

Vice-Chair Sera called the regular meeting of the Parks, Recreation & Community Services Commission to order at 6:05 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

2. ROLL CALL

PRESENT: Tiffany Givens, Commissioner
Wayne Hao, Commissioner
Victoria Pacheco, Commissioner
Joseph Westrup, Commissioner
Robert Sera, Vice-Chair

ABSENT: Elizabeth Apodaca, Commissioner
Don Mrla, Chair

STAFF PRESENT:

Erin Hamilton, Community Services Manager
Margo Diamond, Management Analyst I
Roxanne Gonzalez, Administrative Secretary
Jacob Leon, KTUA

3. PLEDGE OF ALLEGIANCE

Commissioner Westrup led the Pledge of Allegiance.

4. PUBLIC COMMENTS

No public comments were received.

5. STAFF REPORTS

5.A. Approval of Minutes

It was moved by Commissioner Givens, seconded by Commissioner Pacheco, and carried 5-0 to approve the minutes of the Regular Meeting of October 18, 2023 (Absent: Chair Mrla; Commissioner Apodaca).

5.B. Parks Master Plan Draft

Manager Hamilton provided a brief background on KTUA. In 2022, KTUA was awarded the professional services contract to research a parks master plan. The city has not had a plan before, but KTUA has worked diligently by gathering feedback from the community by hosting several community meetings at City events, collaborating with staff and sub-contracting Matrix Consulting Groups. Additionally, we've discussed programming, park maintenance, costs for services and programming, and what is provided throughout the City of Whittier with KTUA.

Jacob Leon with KTUA provided an overview of the elements that make up the Parks Master Plan. He emphasized that the goal of the Parks Master Plan is to be comprehensive and, meet a clear set of goals and priorities. Mr. Leon discussed the deficit, pushing the boundaries on possibilities for park space, partnerships, listed KTUA's stakeholder and community engagement efforts, and the short-term, mid-term and long-term goals set forth in the plan.

Vice-Chair Sera asked how much detail or what recommendations KTUA will include in those two categories (items 6 and 7) to assist staff and whether KTUA will include the best practices and best outcomes achieved in the final draft. Jacob Leon with KTUA responded yes, most of it is included in Chapter 4 and imbedded in goals and initiatives. He added that KTUA included funding opportunities and strategies in the appendix. He continued that the master plan can include more best practices. Community Services Manager Hamilton asked the Commission to provide feedback on what they like to see in the Parks Master Plan. Commissioner Pacheco stated that the survey turnout was only 1% of the population as of 2021. She asked KTUA if they have the demographics of where the surveys came from, did KTUA have a better turnout at specific events where it's going to be that neighborhood providing the most input, or is it a comprehensive report showing all of Whittier residents within that 1% of the population. Mr. Leon stated that the Statistically Valid Survey and community outreach respondents reflect a diverse demographic of the community in the results. He added that KTUA could reach out to the consultants for the broken-down survey results and include the information in the appendix of the master plan.

Commissioner Hao asked if KTUA could provide another benchmark number to show how well the city is doing with our parks. Mr. Leon stated that the default benchmark is acres per 1000 and that KTUA provided other analysis on playgrounds, picnic areas, and court sports to evaluate the city. He added that they could highlight more of the Uptown Whittier area in the master plan. Manager Hamilton added that after receiving the numbers from the LA County Park Needs Assessment, we saw that they also use park acreage per citizen because it is the standard across the board. She continued when you look at Whittier, we have a lot of greenspace per citizen in comparison to other cities in LA County.

Commissioner Hao asked what makes cities successful in their park and recreation programs. Mr. Leon stated the most successful cities are fiscally responsible and maintain their parks and have sufficient staff to provide the necessary services. He added that successful cities have a variety of programming that cater to different demographics. Commissioner Pacheco voiced concerns about the 1% of surveys because she does not see information on adaptive equipment. She asked if KTUA will look into including adaptive equipment to make accessibility to parks available to the special needs community. Mr. Leon stated that adaptive recreation is implied in some goals and initiatives, but the master plan can be more direct in all-inclusive play equipment.

Commissioner Givens asked how in depth KTUA went into comparing park and recreation facilities that are in nearby locations. She stated that the east side of Whittier does not have a lot of parks but if you look at La Mirada there is Creek Park. She asked if there are any comparisons to certain areas like the east side where services don't exist, and people tend to gravitate to nearby cities for services or recreation programs. Mr. Leon stated the chapter two analysis is more high level and understand overarching theme of that what the city is doing and how Whittier is doing in comparison to other cities. He added KTUA could do a deeper dive to identify the gaps and determine if residents are going to other cities to receive services. He added that we can find gaps within the city boundaries away from the edge of the city to ensure residents use a space if the city were to pursue a park project. Commissioner Givens asked if we pursue acreage does it not necessarily equate to greenspace. For example, we want to build a gym on Parnell Park an existing space and it takes about 2 acres from the park do we still have the same amount of acreage even though green space deducted. Mr. Leon stated yes, the acreage analysis includes the footprint of the boundary, so it includes the parking lot and building.

Commissioner Hao how does KTUA views business owners as stakeholders and asked if they have ideas on how they can be included into the plan. Mr. Leon stated business owners are not a direct group we would reach out to as a focus group, but depending on the cities flexibility there are ways to improve outdoor spaces as business owners. Commissioner Hao asked if businesses have an opportunity to advertise at our parks. Manager Hamilton responded that we partner with local businesses who sponsor our events. Furthermore, we have partnered with Kaboom in the past as well. We will include signage when a park received funding form an agency.

Community Services Supervisor Darren Schmidt stated that we have joint agreements with several schools, however as schools offer more programming we are limited to when we can use their facilities. Also, due to schools safety concerns we are not allowed to offer programming while school is in session, which includes after school programming.

Manager Hamilton asked Mr. Leon how he would like to receive feedback. He stated that it would help to receive written feedback in advance and are open

to receiving verbal feedback as well. She asked if the Commissioner's will be available December 4, for a special meeting. Commissioners responded that they would be available to meet on December 4. Manager Hamilton asked the Commission to submit their questions and feedback November 30 to Administrative Roxanne Gonzalez.

The Commission unanimously agreed to review the Parks Master Plan and provide further feedback at the December 4, Special Meeting. (Absent: Chair Mrla; Commissioner Apodaca)

6. SECRETARY'S COMMENTS

Manager Hamilton provided the following updates:

November 18 we will host Chalktastic in front of City Hall. There are 130 people are registered for Chalktastic. Council purchased 26-foot Christmas tree which will be set up on November 30. We will host a tree lighting ceremony on December 2, in front of City Hall from 5:00 p.m. to 6:00 p.m. and attendees can walk to the sonata at 6:30 p.m. We are accepting Letter to Santa until December 13. Cookies with Santa will be on December 16, but registration begins on December 4.

7. COMMISSIONERS' COMMENTS

Commissioner Westrup stated he is looking forward to reviewing the Parks Master Plan.

Commissioner Pacheco stated she attended the Ace Skate event where she was able to connect with other parents and thanked staff for hosting the event.

Commissioner Hao stated that the programming put forth by the department is wonderful.

Commissioner Givens thanked staff for all they do and likes the emails put out regarding events and activities being offered.

Vice-Chair Sera shared his experience at the Chalktastic event last year.

8. ADJOURNMENT

The meeting was adjourned at 7:23 p.m.

Approved and adopted by the Parks, Recreation and Community Service Commission on _____.

Virginia Santana, Secretary

**MINUTES
CITY OF WHITTIER
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
DECEMBER 4, 2023 – 6:00 P.M.**

1. CALL TO ORDER:

Vice-Chair Sera called the special meeting of the Parks, Recreation & Community Services Commission to order at 6:03 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

2. ROLL CALL

PRESENT: Elizabeth Apodaca, Commissioner
Tiffany Givens, Commissioner
Victoria Pacheco, Commissioner
Joseph Westrup, Commissioner
Robert Sera, Vice-Chair
Don Mrla, Chair

ABSENT: Wayne Hao, Commissioner

STAFF PRESENT:

Erin Hamilton, Community Services Manager
Margo Diamond, Management Analyst I
Roxanne Gonzalez, Administrative Secretary
Jacob Leon, KTUA

3. PLEDGE OF ALLEGIANCE

Commissioner Pacheco led the Pledge of Allegiance.

4. PUBLIC COMMENTS

No public comments were received.

5. STAFF REPORTS

5.A. Parks Master Plan Draft

Jacob Leon from KTUA asked that the Commission pick two to three topics that warrant discussion. Chair Mrla asked if a Commissioner submitted questions and have no further inquiries would Mr. Leon prefer they ask the questions submitted or that they remain silent. Mr. Leon responded that there is no need to repeat questions.

Commissioner Apodaca asked why the green space along Greenleaf Avenue in the Uptown Whittier area is not included in the Parks Master Plan. Manager Hamilton responded that the Greenleaf Space is being renovated in the Uptown Streetscape Plan and is not a Whittier Park so it wasn't included in this Master Plan.

Commissioner Westrup asked whether electric scooters for mobility throughout Whittier were considered when developing the master plan. Mr. Leon responded that electric scooters were not considered, however he added that accessibility to parks is important, and the idea could be incorporated into a different master plan that focuses on transportation and accessibility. Commissioner Westrup suggested incorporating the use of school field space into the master plan. Mr. Leon stated that KTUA has received feedback regarding the use of school field space. KTUA will review and edit the section on the use of school property.

Vice-Chair Sera recommended expanding the Greenway Trail. He added that the city recently expanded the trail eastward towards Orange County/La Habra and wants to make sure that information will be included in the master plan. He continued that there is a desire to continue eastward through La Habra and connection the Greenway Trail with the bike trail in Brea and eventually to the Santa Ana Riverbed trail. Mr. Leon stated that the master plan could include language that suggests or addresses collaboration with neighboring cities.

Commissioner Givens stated that the data did not show enough park space on the east side and families heavily rely on Parnell Park. She suggested looking into privately owned properties or public spaces like churches and malls. Mr. Leon responded that they will look into the use of public space and would like to revisit the east side of Whittier to see if there are other opportunities for utilizing spaces. Commissioner Givens asked when the plans will be presented to Council. Manager Hamilton responded that we plan to present the master plan to Council at the January 23, meeting.

The Commission unanimously agreed to move the Parks Master Plan forward with the feedback provided. (Absent: Commissioner Hao)

6. SECRETARY'S COMMENTS

Manager Hamilton provided the following updates:

We held our first annual tree lighting ceremony on December 2, where we handed out 800 churros and hot chocolate, and had fake snow. The City will hold another tree lighting ceremony next year. The Christmas Parade will be on December 9. The registration for Cookies with Santa opens on December 4. City Hall will be closed December 23 through January 2; however, the Palm Park pool will be open for lap swim from 9:00 a.m. to 1:00 p.m. during the closure. The Greenway Trail is always open and we plan to re-open the Senior Center in January.

Secretary Santana greeted then thanked the Commission for all their hard work and wished everyone a happy holiday season.

7. COMMISSIONERS' COMMENTS

Commissioner Apodaca stated she is happy to hear Secretary Santana's voice and is looking forward to the year ahead.

Commissioner Westrup stated that she is happy to hear Secretary Santana's voice and wished her a happy holiday season.

Vice-Chair Sera stated that Secretary Santana's absence has been noticeable, however, staff has done a wonderful job in sharing the wealth of knowledge. He added that he is happy to hear from her and wished her a happy holiday season.

Commissioner Pacheco stated that Secretary Santana is missed, shared how her kid has enjoyed the events put on by the department and wished her a happy holiday season.

Commissioner Givens stated it is good to hear from Secretary Santana and thanked City staff.

Chair Mrla wished Secretary Santana a Merry Christmas and added that her staff has been well trained.

8. ADJOURNMENT

The meeting was adjourned at 6:53 p.m.

Approved and adopted by the Parks, Recreation and Community Service Commission on _____.

Virginia Santana, Secretary

**MINUTES
CITY OF WHITTIER
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
SPECIAL MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
JANUARY 11, 2024 – 6:00 P.M.**

1. CALL TO ORDER:

Vice-Chair Sera called the special meeting of the Parks, Recreation & Community Services Commission to order at 6:02 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

2. ROLL CALL

PRESENT:

Tiffany Givens, Commissioner
Wayne Hao, Commissioner
Victoria Pacheco, Commissioner
Joseph Westrup, Commissioner
Robert Sera, Vice-Chair

ABSENT: Elizabeth Apodaca, Commissioner
Don Mrla, Chair

STAFF PRESENT:

Virginia Santana, Director of Parks, Recreation and Community Services
Erin Hamilton, Community Services Manager
Margo Diamond, Management Analyst I
Roxanne Gonzalez, Administrative Secretary
Jacob Leon, KTUA

3. PLEDGE OF ALLEGIANCE

Commissioner Westrup led the Pledge of Allegiance.

4. PUBLIC COMMENTS

David Dickerson, from the Whittier Conservancy sits as Chair of the Urban Forest Committee, stated he wanted to speak to the Commission about the importance of urban forests. Urban forests are important to reduce the carbon dioxide emissions which are causing global warming and is existential threat to our existence. He emphasized the important to protect the urban forest. He directed the Commissions attention to the eighth goal of the Parks Master Plan (PMP) which aims for sustainability and stewardship of the environment. He stated that four of the 23 parks are subject to improvements over the next several years, thus creating a need to remove trees to make space for new structures. He added that the Parkway Tree Manual needs to be followed when trees are removed. Mr. Dickerson asked the

Commission to consider adding language to the Parks Master Plan. Recently, 22 Ficus trees were to be incrementally removed and replaced by new trees. He continued that two weeks ago, Council decided for the wholesale of tree removals of 122 trees. Mr. Dickerson asked for the Commission to consider and recommend to Council adding language to the Parks Master Plan requiring that for every one tree removed that four be replanted.

5. STAFF REPORTS

5.A. Parks Master Plan Draft

Community Services Manager Hamilton stated that after meeting in December staff and KTUA reviewed the Commission's recommendations and incorporated their suggestions to the Master Plan. The Commission received responses to their questions answered by KTUA and Matrix. For the questions not answered in the handout, Manager Hamilton explained that the question was in relation to the City and not the Master Plan. Manager Hamilton stated she is willing to meet with Commissioners and answer any City related questions. Additionally, an updated Parks Master Plan will be presented to City Council at the January 23, 2024. Jacob Leon from KTUA stated that he and his team received great feedback from the Commission which was incorporated into the master plan.

Commissioner Givens asked if the executive summary identifies the changes made to the Parks Master Plan. Mr. Leon responded that the executive summary does not catalog the changes made to the master plan, but rather highlights parts of the report. He also listed the following structural changes: executive summary provides gist of PMP (newly added); highlighted key takeaways from community engagement process in chapter one; double checked that recommendations reflected uniqueness of the parks and that the community engagement and stakeholder meetings were well balanced; chapter two was condensed to its main content and the detailed information is now part of the appendix; the recommendation chapter was moved up in the master plan; and in the recommendation chapter KTUA added additional elements received by the Commission in December. Manager Hamilton stated we wanted to ensure that the plan included the needs of the community and for the plan to show City Council the reasons for pursuing certain park projects.

Commissioner Hao asked if the Master Plan could include specifically advertising and business collaboration under section 7.2.1. He added that maybe we could provide information at our parks about nearby local businesses. Manager Hamilton stated that several Commissioners asked about business sponsorships, however KTUA was asked to exclude business sponsorship information because it is City Council directed. She added if a commissioner is still interested in business sponsorships, then a meeting can be scheduled to further discuss the matter.

Commissioner Givens shared a Whittier subreddit thread commenting on park access in Whittier, specifically the lack thereof in East Whittier. Although uncertain if we will continue our community engagement efforts, Commissioner Givens suggested due to the emphasis on City and School District engagement we could take part in afterschool events (e.g., back to school night) to garner well rounded feedback from community members who would use park space. Based on the public comment made tonight she suggested that we consider adding a plan for sustainability in the master plan. She also recommended trying to access a potential vacant space and stated she would share the address in question with staff.

Manager Hamilton stated that the city is always looking for opportunities to purchase additional land, like the First Avenue space the City recently acquired. The Parks Master Plan looks at what the community needs, and they would like to see in addition to providing guidance for Council to provide direction to staff regarding future projects. She added that the tree manual contains a guide regarding replacing trees that are removed which is plan mentioned in the Parks Master Plan. Commissioner Givens asked if the city were to construct a new park is there a requirement of what needs to be open greenspace and how many trees need to be planted in the space. Manager Hamilton responded that we do not need to have trees planted on a new property, but we generally will always plant trees in an empty greenspace.

Vice-Chair Sera suggested including the park projects that have already been initiated into the Parks Master Plan as an addendum. Manager Hamilton stated we informed KTUA on the park projects the City was pushing forward to incorporate that information into the plan. The Master Plan includes most of the park project plans that are underway. Vice-Chair Sera suggested including the joint use agreements the city has with the school districts to the Master Plan and adding language pertaining to planting more trees in empty spaces to section 6.2.2 Sustainability and Stewardship. Mr. Leon stated he would further discuss incorporating the joint use agreements into the master plan with Manager Hamilton and staff. Commissioner Pacheco suggested that we should consider using rooftops as park space and to get creative with space to expand the greenspace.

Commissioner Westrup suggested KTUA emphasize the importance of utilizing school field space for organized sports to Council. Manager Hamilton stated that we have joint use agreements with the Whittier Union High School District, and we are working on renegotiating our joint use agreement with the East Whittier School District. She added that the city does want to improve their connections with the schools.

It was moved by Vice-Chair Sera, seconded by Commissioner Givens, and carried by a 5-0 vote to recommend the updated changes made to the Parks Master Plan be presented to City Council. (Absent: Chair Mrla; Commissioner Apodaca)

6. SECRETARY'S COMMENTS

Manager Hamilton provided the following updates:

- The Penn Park playground has been installed and the rubberized surfacing has been poured and colored. Waiting on the ornamental fence which is on back order. We hope to have ribbon cutting ceremony sometime in February.
- Construction began at Michigan Park and should be completed before April. The modular facility that will be installed will be used as voting enter and for recreational purposes in the summer. The electrical will be redone, cement will be repaved for ADA accessibility to the modular and restrooms. The Guirado Park and Kennedy Park projects will move forward after the Michigan Park project is completed.
- The restrooms will be removed, the parking lot will be widened, the boulders in the front will be removed for ADA accessible to the front of the parking lot, and we are closing off come of the cul-de-sac area at Kennedy Park.
- The fitness equipment and basketball courts will be installed at Guirado Park.
- The Murphy Ranch Little League lights have been installed. The ribbon cutting ceremony will be held on January 15 for Friday Night Lights.
- On January 23, before the City Council meeting you can walk through the newly renovated Uptown Senior Center. We will have a ribbon cutting ceremony, tours, and a photo booth.

7. COMMISSIONERS' COMMENTS

Commissioner Hao commented it is incredible that the City of Whittier checks all boxes in comparison to other cities.

Commissioner Givens thanked staff for the opportunity to review the Park Master Plan and provide feedback. She thanked Mr. Dickerson for his public comment.

Commissioner Pacheco stated we have a lot going on this year and added that the questions asked show passion towards the city and community.

Commissioner Westrup appreciates department for all their hard work and thanked Mr. Dickerson for his public comment.

Vice-Chair Sera commented on the importance of parks and commanded the City of Whittier for taking an initiative to create a Parks Master plan.

8. ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

Approved and adopted by the Parks, Recreation and Community Service Commission on _____.

Virginia Santana, Secretary



Agenda Report

Parks, Recreation and Community Services Commission

Date: March 20, 2024

To: Parks, Recreation and Community Services Commission

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

Subject: Priorities and Implementation Guide

RECOMMENDATION

Receive and file the Priorities and Implementation Guide.

BACKGROUND

At the February 13, 2024, meeting City Council approved the Draft Parks Master Plan. This includes the seven initiatives and the short-term, mid-term, and long-term goals with the understanding that Staff will bring back an implementation plan, which will include the programming initiatives, state of facilities, and costs.

Staff reached out to KTUA who created the Parks Master Plan, and they presented an Implementation Guide of our Whittier parks that were rated on a scale from fair to excellent specifically based on amenities.

DISCUSSION

The Commission will review the list provided by KTUA as a starting point and give their feedback to staff about prioritizing the 26 parks in Whittier. Staff will then take the information from KTUA, the Parks Master Plan, Commission feedback and create a comprehensive guide that will be brought back at a future meeting before it is presented to the City Council.

FISCAL IMPACT

None.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

A. Priorities and Implementation Guide

City of Whittier Parks Master Plan- Guidance on Prioritization and Implementation

City of Whittier can consider prioritizing park improvements and developing implementation strategies based on the findings of the Parks Master Plan (Plan). The first approach is to use the results of the Qualitative Analysis of Existing Amenities. This analysis is based on fieldwork completed by the project team. The team had an opportunity to assess the overall physical condition of existing park amenities. Ratings are based on four categories described below. The City reserves the right to modify the ratings of each amenity based on follow-up visits to each park.

Only major amenities such as playgrounds, courts, fields, and splashpads were included in the assessment. Smaller park features such as individual benches were not included. The following ratings were used during the assessment:

- **Excellent**- Amenities that are brand new or relatively new with exceptional maintenance
- **Good**- Amenities that are properly maintained and are in great condition
- **Fair**- Amenities that are still functioning as intended, but should be replaced soon
- **Poor**- Amenities that are not functioning as intended; can pose safety concerns if not replaced immediately

Qualitative Analysis of Existing Park Amenities	Picnic Areas	Playgrounds	Restroom	Basketball Court	Tennis Court	Diamond Field	Splashpad	Swimming Pool	Skate Park	Outdoor Stage	Dog Park	Walking Path	Outdoor Exercise Area	Park Average
Guirado Park	Fair	Good	Fair	Fair		Fair								Fair
Palm park	Good	Good	Fair	Good	Good	Good	Poor	Good				Good	Good	Good
Founders Park	Good											Good		Good
Broadway Park	Fair	Good	Poor		Good					Fair				Fair
Central Park	Fair	Good	Fair									Good		Good
Dog Park											Good			Good
J.G. Whittier Park	Fair	Fair	Fair			Good	Fair							Fair
Joe Miller Park						Fair			Fair					Fair
Penn Park	Good	Excellent	Good				Poor					Good		Good
Lee and Erick Owens Park	Good	Excellent	Good	Excellent			Excellent					Excellent	Good	Excellent
Greenway Trail												Good	Good	Good
Kennedy Park	Poor	Good	Poor											Poor
York Field	Good	Good	Fair			Good								Good
Laurel Park	Fair	Good	Excellent											Good
Michigan Park	Good	Good	Fair			Fair	Poor						Good	Good
Anaconda Park	Fair	Good	Fair	Good								Good	Good	Good
Murphy Ranch Park	Poor													Fair
Leffingwell Ranch Park	Fair	Fair			Good									Fair
Parnell Park														

Table 1: Qualitative Analysis of Existing Park Amenities

Based on the qualitative analysis in Table 1, the City can consider prioritizing improvements to:

- Guirado Park (**Fair**)
- Broadway Park (**Fair**)
- J.G. Whittier Park (**Fair**)
- Joe Miller Park (**Fair**)
- Kennedy Park (**Poor**)
- Murphy Ranch Park (**Fair**)
- Leffingwell Ranch Park (**Fair**)

The City can further prioritize improvements based on the data presented in Chapter 2 of the master plan. Figure 2-9 of the Plan depicts the area of the City that is classified as Disadvantaged Communities based on Senate Bill 535. The parks that are located within these census tracts are:

- J.G. Whittier Park (**Fair**)
- Joe Miller Park (**Fair**)
- Kennedy Park (**Poor**)

The City can also prioritize improvements based on parks that have limited amounts of existing amenities. A park's impact on the surrounding neighborhood can be evaluated by the diverse offerings, or lack of. The following list of parks currently have 0 to 3 amenities. Adding amenities to these parks would have a positive impact. Note that there are a couple of parks rated as "Good", but the City can prioritize those rated as Fair or Poor:

- Founders Park (**Good**)
- Joe Miller Park (**Fair**)
- Kennedy Park (**Poor**)
- Laurel Park (**Good**)
- Murphy Ranch Park (**Fair**)
- Leffingwell Ranch Park (**Fair**)
- Dorland Park (no amenity rating due to it having zero amenities)