

Parks, Recreation and Community Services Commission 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, or all, Whittier Parks, Recreation and Community Service Commission Members may attend this meeting telephonically.

Consistent with mandates of Executive Order No. N-29-20, a physical location from which members of the public may observe the meeting or offer public comment will not be made available. City Hall will not be open to the public for this meeting; however public comments can be submitted below as instructed.

To submit Public Comments/Questions:

- Email: ltrin@cityofwhittier.org
- Voicemail: (562) 567-9400

Please submit email comments by 5:30 p.m. on the date of the meeting to ensure Parks, Recreation and Community Service Commissioners receive and have time to review them. All emails received by 5:30 p.m. are forwarded to the Members. Emails received after 5:30 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
CITY COUNCIL CHAMBER, 13230 PENN STREET
JULY 15, 2020, 6:00 PM**

1. CALL TO ORDER

2. ROLL CALL

Jeff Brauckmann, Chair
Don Mrla, Vice Chair
Chris Hardeman, Commissioner
Kevin Kennedy, Commissioner
Delia Morales, Commissioner
Ray Wong, Commissioner

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

The public is invited to address Park, Recreation and Community Services Commission regarding any item of business, with the exception of the public hearing items, or any matter within the body's subject matter jurisdiction. Speakers must limit their comments to three minutes. Pursuant to State law, the Commission cannot take action or express a consensus of approval or disapproval on any oral 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 February 19, 2020.

5.B. Election of Officers

Recommendation: Commission will elect officers for FY 2020-21.

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 9th day of July 2020.

/s/ Lanie Trinh

Lanie Trinh, Administrative Secretary



Agenda Report

Parks, Recreation and Community Services Commission

Date: July 15, 2020

To: Parks, Recreation and Community Services Commission

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

Subject: Approval of Minutes

RECOMMENDATION

Approve the Minutes of the Regular Meeting of February 19, 2020.

BACKGROUND

None.

DISCUSSION

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

FISCAL IMPACT

There is no fiscal impact associated with this report.

ATTACHMENTS

Minutes of the Regular Meeting of February 19, 2020.

**MINUTES
CITY OF WHITTIER
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
FEBRUARY 19, 2020 – 6:00 P.M.**

1. CALL TO ORDER:

Chair Brauckmann called the regular meeting of the Parks, Recreation and 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: Jeff Brauckmann, Chair
Don Mrla, Vice Chair
Chris Hardeman, Commissioner
Kevin Kennedy, Commissioner
Delia Morales, Commissioner
Ray Wong, Commissioner

ABSENT: None

STAFF PRESENT:

Virginia Santana, Interim Director of Parks, Recreation and Community Services
Amber Tovar, Office Specialist II

3. PLEDGE OF ALLEGIANCE

Commissioner led the Pledge of Allegiance.

4. PUBLIC COMMENTS

Mr. David Dickerson, Chairman of the Urban Forestry Committee of the Whittier Conservancy, stated that the City of Whittier is a Tree City, stressing the importance of the role that Parks, Recreation and Community Services Commission plays with distinction. Mr. Dickerson shared that Whittier has been a Tree City for the past 35 years. He provided the Commission with information in the form of the Conservancy's Winter Newsletter where the five standards that must be met by cities to qualify for this distinction are listed. Within the City of Whittier's ordinance, the Director of Parks, Recreation and Community Services is listed multiple times as the enforcer of the rules pertaining to city trees. He stated that this cannot be moved to another department as he has heard being discussed. The Conservancy has donated over \$200,000 to the City for trees and related purposes. Mr. Dickerson noted that the Conservancy donated \$5,000 to the City for tree planting, which will be presented with Marie Claver and Mary Sullins on March 10, 2020, at the City Council Meeting. He stressed the importance of the role of the Commissioners and Parks Division in the preservation of the Whittier Urban Forest and commended the Commission for their work. He reminded the Commission that Arbor Day is March 5, 2020, at 10:00 a.m., at Guirado Park. The Conservancy plans to give away items to the 150 kids that are expected.

5. STAFF REPORTS

5.A. Approval of Minutes

It was moved by Vice Chair Mrla, seconded by Commissioner Kennedy, and carried 6 – 0 to approve the Minutes of the December 18, 2019 Regular Meeting.

5.B. Commissioner Sub-Committee Assignments

Summer Concerts: A sub-committee had already been selected, with Commissioner Mrla and Commissioner Morales making their selections on February 5, 2020, for the series line-up.

Youth Sports Affiliates: A sub-committee of two, with one commissioner being the main representative, and the second commissioner being the back up as needed. Vice Chair Mrla stated that he would like to be the primary representative with Commissioner Kennedy filling in as the alternate representative.

Youth Sports Affiliate Policy: Interim Director of Parks, Recreation and Community Services, Virginia Santana, recommended the Commission review the Affiliate Policy as a sub-committee or team, updating items they feel are necessary. The policy has not been reviewed since October of 2014. The Commission chose to have a sub-committee assigned, with Chair Brauckmann and Commissioner Kennedy selected.

It was moved by Vice Chair Mrla, seconded by Commissioner Kennedy, and carried 6 – 0 to approve the Summer Concerts Sub-Committee update, the Youth Sports Affiliates Sub-Committee assignments, and the Youth Sports Affiliate Policy Sub-Committee assignments.

5.C. Update on City of Whittier Homeless Plan Implementation

Ms. Santana updated the Commission on the progress at Parnell Park. Although we were able to open the facility a few weeks ago for programming to resume, more work needs to be done to the park before the fencing is removed from the perimeter. The benches were removed from the turf for us to excavate two dump trucks full of rock dust and re-level the area. With the benches removed and placed in the parking lot, we evaluated all 102 benches and determined that we will be discarding 51 due to damage and disrepair. We will be putting the remaining 51 picnic benches back once a better layout for them has been determined. We also had West Coast Arborist perform an evaluation of the trees in the area that had noticeable damage. Questions were asked about the cleanup of the grass area between the picnic benches and the facility. Ms. Santana reported that Ocean Blue had cleaned the areas with the assistance from our Parks team. They also walked across the grass as a uniform group, checking every corner to prepare the park before reopening. Residents have voiced concerns regarding the hanging of signs on the fencing. Every attempt is being made to be respectful of the people who hung the signs, saving them once they are removed in the event that they are requested.

The Greenway Trail has now become an area of focus. Teams are working with individuals to find alternatives for housing and beds for the homeless. One of the bigger encampments on the Greenway Trail is near Magnolia and Camilla. Martin Browne, Community Services Manager, has been contacting various service organizations with information and lists. Commissioner Kennedy questioned the items listed in the Homeless Plan regarding improvement of existing services and programs, increased service access, identifying and strengthening local and regional partnerships, outreach and information to the community and the metrics used to determine if the goals have been set appropriately in coordination to County Homeless Prevention and if the goals are being met. Ms. Santana stated that the implementation team is working on a solid, viable list, with a focus on housing to find a solution. City Council is working hard to collaborate with the right agencies to see the bigger picture of solutions.

Commissioner Wong wanted to know if a plan was in place to perform the same type of cleanup for the benches at Palm Park as was performed at Parnell Park. Ms. Santana shared that other parks, such as Penn, Palm, and Michigan, all have benches that need to be evaluated and organized a little differently.

Commissioner Wong questioned if there had been any homeless inundation at Broadway Park. Ms. Santana shared an instance of an individual with whom a situation had risen. The Police Department requested the Park Department's presence, and along with a volunteer, the crew were able to get the belongings gathered in one place. Aside from one person who sleeps in the park and moves along when the staff arrive for maintenance duties in the morning, there have been no other reports. Residents of that community are big advocates of the park and notify the department if there are any issues. Kennedy Park has had some issues, but staff has been able to get it cleared.

It was moved by Commissioner Wong, seconded by Commissioner Morales, and carried 6 – 0 to receive and file the Update on the City of Whittier Homeless Plan Implementation.

6. SECRETARY'S COMMENTS

- Eggxtravaganza is coming our way on April 4, 2020. A flier will be out soon.
- The flier for Memorial Day is here; please add the date for the program to your calendars. It is May 25, 2020 at 9:00 a.m.
- The 700 Form is due April 1, 2020. If any assistance is needed, stop by the office and help will be provided.

Ms. Santana informed the Commission of new faces that will be coming to the department soon. Clerical positions will be filled, beginning with the Administrative Secretary and Secretary positions.

7. COMMISSIONERS' COMMENTS

Commissioner Kennedy would like to see the metrics on the Homeless Plan, what is used to measure whether or not the Plan is successful.

Commissioner Hardeman informed Commissioner Kennedy that the information he sought on the Homeless Plan metrics might be available on the City's website.

Commissioner Morales shared that she has always been a fan of Dial-A-Ride, and since her recent surgery, she likes it even more. They have a medical route that travels to Baldwin Park Kaiser or Downey Kaiser. With her being unable to drive while on medication, the service was incredibly helpful. She is also pleased that the Senior Advisory Committee is being reinstated; they will be having a meeting in March. She is happy with the reinstatement and that they will be able to give input on fieldtrips and different activities.

Commissioner Mrla shared that it was a privilege to participate in the Summer Concerts Committee. He wanted it to be known that Erin Hamilton and Amanda Krause did a fantastic job of preparing and respecting the selection process. There were a number of choices, with nothing being pre-selected for the sub-committee. Their experience was evident, and they should be complimented on the amount of front-end work completed to allow this program to start out so well. The slate of bands was good, allowing for good, healthy discussion. Compliments to them, he was very impressed.

8. ADJOURNMENT

Chair Brauckmann adjourned the meeting at 6:43 p.m.

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

Virginia Santana, Interim Director of Parks, Recreation and Community Services



Agenda Report

Parks, Recreation and Community Services Commission

Date: July 15, 2020

To: Parks, Recreation and Community Services Commission

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

Subject: Election of Officers

RECOMMENDATION

Commission will elect officers for FY 2020-21.

BACKGROUND

At the beginning of each new fiscal year Commission elects a new Chair and Vice Chair.

DISCUSSION

None.

FISCAL IMPACT

There is no fiscal impact associated with this report.

ATTACHMENTS

None.