AGENDA
THE RECREATION AND PARKS COMMISSION
July 2, 2019

MEMBERS
Edgar Gutierrez, Vice Chair - District 1
Aaron Milam, Chair - District 2
Treasure Sheppard - District 3
Jonathan Fuhrman - District 4
Terri Ashley-MacQuarrie - District 5
Mark Mastromatteo - District 6
Eileen Williamson - District 7
Jennifer Vanore - At Large
Tim Martinez - Mayor Appointed

STAFF
Ara Malayan, Director of Public Works
Brenda Harvey-Williams, Director of Human Services and Recreation
Charles Peretz, Administrator Parks and Natural Resources
Stacy Houser, Commission Staff Liaison

MISSION STATEMENT
The purpose of the commission is to advise the City Council on all matters concerning recreation, recreational use and programs, and all related features of "dedicated parkland," as defined and designated in chapter 3.23 of the Pasadena Municipal Code and of 'parks,' as defined and designated in section 3.24020 (f) of the Pasadena Municipal Code.

In compliance with the Americans with Disabilities Act of 1990, listening assistive devices are available from the Human Services & Recreation Department with a 24-hour advance notice. Please call Ali Everett (626) 744-4782 to request use of a listening device.

Language translation services are available for this meeting by calling (626) 744-4452 at least 24 hours in advance.
Habrá servicio de interpretación disponible para éstas juntas llamando al 626-744-4452 por lo menos con 24 horas de anticipación.

Public meeting begins at 6:00 p.m.
Items on the agenda may not be called in order listed.

Agendas and supporting documents are available on the Internet at http://ww2.cityofpasadena.net/commissions/

Materials related to an item on this Agenda submitted to the Recreation and Parks Commission after distribution of the agenda packet are available for public inspection in the Human Services and Recreation Department Counter, at City Hall, 100 N. Garfield, Room N255, during normal business hours.
CITY OF PASADENA
RECREATION AND PARKS COMMISSION
NOTICE OF REGULAR MEETING

NOTICE IS HEREBY GIVEN that the REGULAR MEETING
of the Recreation and Parks Commission will be held on:

Tuesday, July 2, 2019
6:00 p.m.
City Yards – Second Floor
233 West Mountain Street
Pasadena, CA. 91103

I. CALL TO ORDER

II. ROLL CALL (5 Minutes)

III. APPROVAL OF MINUTES (5 Minutes)

   - RECREATION AND PARKS COMMISSION SPECIAL MEETING – June 4, 2019

IV. COMMENTS FROM THE CHAIR

V. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA and Items over which the Commission
   has advisory authority (3 Minute Limit per Speaker)

VI. ACTION ITEMS

   A. ELECTION OF OFFICERS (15 Minutes)

   B. ANNUAL WORKPLAN ACCOMPLISHMENTS 2018-2019 (10 Minutes)

   C. ANNUAL WORKPLAN 2019-2020 (10 Minutes)

VII. INFORMATION ITEMS AND STAFF REPORTS

   A. SUBMITTAL OF A GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF PARKS AND
      RECREATION STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION
      PROGRAM (STATEWIDE PARK PROGRAM) (15 Minutes)

   B. MONTHLY REPORT
      HUMAN SERVICES AND RECREATION (10 Minutes)
VIII. COMMENTS FROM THE COMMISSION (10 Minutes)

A. COMMENTS

B. COMMITTEE REPORTS (15 Minutes)

MAINTENANCE SAFETY COMMITTEE – AARON MILAM
URBAN FORESTRY ADVISORY COMMITTEE – TREASURE SHEPPARD
RECREATION PROGRAMS – EILEEN WILLIAMSON
CAPITAL IMPROVEMENT PROGRAM/REVENUE COMMITTEE – (MARK MASTROMATTEO)
ACCESSIBILITY AND DISABILITY COMMITTEE – TREASURE SHEPPARD
RECREATION AND PARKS FOUNDATION COMMITTEE – JONATHAN FUHRMAN

IX. ADJOURNMENT (1 Minute)

Chair Aaron Milam

Posting Statement:

I HEREBY CERTIFY that this Agenda was posted in its entirety on both the Council Chamber Bulletin Board, Room S249, the Information Kiosk in the rotunda area at City Hall, 100 North Garfield Avenue, and a copy given to the Information Services Department, Main Library, for posting this day of June 28th, by 6:30 p.m.; and all documentation included in the package of information provided to the Commission Members is available online at http://ww2.cityofpasadena.net/commissions/and that copies were delivered, and/or notice accepted by telephone not less than 24 hours prior to the meeting, to each member of the Recreation and Parks Commission.

Any documents distributed to a majority of the Recreation and Parks Commission regarding any item on this agenda will be made available at the Department of Human Services and Recreation Counter at City Hall located in Room N255 during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Parks and Natural Resources at (626) 744-4321 or (626) 744-4371. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

The recording of this meeting will be available upon request 72 hours following the meeting. To obtain a copy please contact the Commission Staff Liaison, Stacy Houser, D.P.A, at 626-744-4452 or shouser@cityofpasadena.net

Items on the agenda may not be called in the order listed
III.

MINUTES

Regular Meeting
June 4, 2019
CALL TO ORDER

Chair Milam called the meeting to order at 6:12 p.m.

ROLL CALL

Commission Members Present: Terri Ashley-MacQuarrie, Jonathan Fuhrman, Mark Mastromatteo, Chair Aaron Milam, Treasure Sheppard, and Eileen Williamson.

Commission Members Excused: Vice Chair Edgar Gutierrez, Rob Shepherd and Jennifer Vanore.

Staff Present: Ana Bailey, Brenda Harvey-Williams, Stacy Houser, Rosa Laveaga, Ara Maloyan and Charles Peretz.

Following the Roll Call Chair Milam introduced and welcomed the newly appointed Recreation and Parks Commissioner, Terri Ashely-MacQuarrie, from District 5. Ms. Ashely-MacQuarrie responded giving her background and noted she is looking forward to serving on the Commission.

APPROVAL OF MINUTES

Commissioner Fuhrman moved to approve the Minutes, of the April 9, 2019 of the Regular Commission Meeting, Commissioner Mastromatteo seconded the motion. The motion passed with one abstention (Commissioner Ashely-MacQuarrie).

COMMENTS FROM THE CHAIR

There were no comments from the Chair.
PUBLIC COMMENT - ON MATTERS NOT ON THE AGENDA and items over which the Commission has advisory Authority

There were no public comments regarding matters not on the Agenda and items over which the Commission has advisory authority.

ACTION ITEMS

- HAHAMONGNA WATERSHED PARK ADVISORY COMMITTEE (HWPAC) (Item taken out of order)

Chair Milam called for public comment.

**Public Comment on the Hahamongna Watershed Park Advisory Committee**

*Cindy Clark-Schnuelle*, Pasadena resident, Chair of HWPAC, opposed to sunset the HWPAC, she noted she did not feel this body should take action about another committee when the committee was not fully present. She believes there is much to be done by the HWPAC. She would return to the July meeting.

Following public comment Chair Milam explained why he placed this item on the agenda and as an action item. He gave the background of the discussion to sunset the Hahamongna Watershed Park Advisory Committee to those not present at the Hahamongna Watershed Park Advisory Committee meeting held in May.

Following his overview of the discussion he wanted to give the Commissioners, who were not present at the HHPAC meeting, an opportunity to discuss the sunsetting of the Hahamongna Watershed Park Advisory Committee.

A lengthy discussion ensued among the Commission.

After the discussion Commissioner Fuhrman moved to recommend to the City Council that the Council consider sunsetting the Hahamongna Watershed Park Advisory Committee and combine its responsibilities to the Recreation and Parks Committee. The motion was not seconded.

Chair Milam noted he will put this item on the agenda again for further discussion.

INFORMATION ITEMS AND STAFF REPORTS

- ARROYO SECO SIGNAGE PROGRAM ADVISORY REVIEW

*Rosa Laveaga*, Landscape Architect and Arroyo Seco Project Supervisor, reviewed the Arroyo Seco Signage Program. She gave the history of the project, reviewed the sign types, how the design had been simplified, and she noted the public comments and discussion which had taken place since the beginning of the program.

Following the in depth review, questions were posed and staff responded accordingly. The Commission thanked Staff for the design and update.
ANNUAL WORKPLAN ACCOMPLISHMENTS 2018-2019

Chair Milam gave the background of how the accomplishments were produced in the past and he proposed each area of the Work Plan be assigned in sections. The Commissioners agreed upon the format remain the same.

It was decided that the assignments be sent to staff no later than June 24th. Staff would compile the sections submitted and the Work Plan Accomplishments Draft would be reviewed and approved at the Regular July Meeting for submission to City Council.

The assignments were as follows:

- Park Preservation...- I. A.1. – Chair Milam
- Capital Improvements... - I. A.2. – Commissioner Williamson
- User trends of rec programs...- I. A.3. – Commissioner Williamson
- Grant and fund raising... - I. A.4. – Commissioner Fuhrman
- Evaluation of implementation & outcomes ... – I. A.5. – Chair Milam
- Identification of opportunities... - I. A. 6. – Commissioner Sheppard
- Coordinate with other organizations... - I. A. 7. – Chair Milam
- Pickleball...- I.A. 8. – Commissioner Williamson
- The Commission will establish a list of priorities... - I. B. – All Commissioners can submit (optional)
- Arroyo Committee... – II. – Commissioner Sheppard
- CIP Committee... – III. – Commissioner Williamson
- Maintenance Committee... – IV. – Chair Milam
- Accessibility and Disability... – V. – Commissioner Sheppard
- Urban Forestry Advisory Committee... – VI. – Commissioner Sheppard
- Pickleball... – VII. – Commissioner Williamson
- Recreational Programs...– VIII. – Commissioner Williamson

ANNUAL WORK PLAN 2019-2020

Chair Milam opened a discussion for the Work Plan review. It was agreed upon the Arroyo Committee section would be removed since it had been sunsetted, Pickleball would be added as section VI. and Recreation Programs would be added as section VII.

MONTHLY REPORT
HUMAN SERVICES AND RECREATION

Brenda Harvey-Williams, Director of Human Services and Recreation, noted the highlights of the monthly report including the Summer Camps and Teen Summer Program with an enrollment of 577. She reviewed the camp fees and the scholarships available. She noted the aquatic programs offered and in conclusion, Ms. Harvey-Williams announced significant upcoming events.

Following her report questions were posed by the Commissioners and Ms. Harvey-Williams responded accordingly.

QUARTERLY REPORT (JANUARY 1 – MARCH 31ST)
PARKS & NATURAL RESOURCES

Charles Peretz, Public Works Administrator, of Parks & Natural Resources, introduced Ana Bailey, Parks and Landscape Superintendent. Ms. Bailey reviewed the Quarterly Report highlighting the citywide improvements,
including the field renovations, Arbor Day, playground surfacing, Jefferson Park baseball infield renovation, and the Fillmore Station landscape clean-up project.

Following Ms. Bailey’s report Charles Peretz reviewed the CIP improvements and CIP updates for the January 1st through March 31st quarter.

Questions were posed by the Commissioners and staff responded accordingly.

- FORMATION OF NOMINATING COMMITTEE

Chair Milam noted it was time for the election of the Chair and Vice Chair of the Commission and he asked for three to serve on the Nominating Committee. Commissioner Williamson, Commissioner Sheppard and Commissioner Mastromatteo agreed to serve on the Nominating Committee. They will present their recommendations at the July Regular Meeting at which time the election will take place.

- DISCUSSION OF JULY MEETING DATE

Chair Milam asked the availability of the Commissioners for the Regular Meeting on July 2nd. It was noted they would have a quorum so the meeting would remain as scheduled for July 2, 2019.

COMMENTS FROM THE COMMISSION

- There were no comments from the Commissioners.

COMMITTEE REPORTS

MAINTENANCE SAFETY COMMITTEE – NO REPORT
URBAN FORESTRY ADVISORY COMMITTEE – NO REPORT
RECREATION PROGRAMS – NO REPORT
CAPITAL IMPROVEMENT PROGRAM/REVENUE COMMITTEE - NO REPORT
ACCESSIBILITY AND DISABILITY COMMITTEE - NO REPORT
RECREATION AND PARKS FOUNDATION COMMITTEE – NO REPORT

Chair Milam asked for a volunteer to serve as the Accessibility & Disability Committee alternate. He asked for a replacement for Commissioner Rob Shepherd on the Maintenance Committee and a Chair for the CIP/Revenue Committee.

Commission Ashley-MacQuarrie agreed to serve as the alternate on the Accessibility & Disability Committee as an alternate, and to serve on the Maintenance and Safety Committee. Commissioner Mastromatteo agreed to serve as the Chair for the CIP/Revenue Committee.

Chair Milam noted there are Park Assignment vacancies. Desiderio would need to be added and Commissioner Ashley-MacQuarrie agreed to take Desiderio.

ADJOURNMENT

Commissioner Fuhrman moved to adjourn the meeting at 9:25 p.m. and Commissioner Williamson seconded the motion, the motion passed unanimously.
VI.

ACTION ITEMS

B.

Annual Work Plan Accomplishments

FY 2018-2019
CITY OF PASADENA
RECREATION AND PARKS COMMISSION
WORK PLAN ACCOMPLISHMENTS: 7/1/18 - 6/30/19

MISSION (as stated in Charter/Ordinance):

The purpose of the commission is to advise the City Council on all matters concerning recreation, recreational use and programs, and all related features of “dedicated parkland”, as defined and designated in chapter 3.23 of the Pasadena Municipal Code and of ‘parks’, as defined and designated in section 3.24.020 (f) of the Pasadena Municipal Code.

OVERALL OBJECTIVE: Develop a vision for recreation programs, park and open space resources and infrastructure, develop policies to direct resource utilization, and identify funding sources that will support these resources.

OBJECTIVES:

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<th>I.</th>
<th>GENERAL OBJECTIVES</th>
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<td>A.</td>
<td>The Commission will receive quarterly updates and provide input to staff on the following items:</td>
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<td>1.</td>
<td>Park preservation, maintenance, and improvements.</td>
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<td>The Commission held regularly scheduled monthly meetings and received comprehensive reports from staff and other representatives on both monthly and quarterly bases on issues and projects affecting the City's parks and open spaces as well as recreational programs and facilities. The Commission provided extensive input and advice to staff and others, and actively supported special projects or initiatives.</td>
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<td>Status: Complete</td>
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<td>2.</td>
<td>Capital improvement projects.</td>
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<td>The CIP subcommittee (February) and the full Commission (March) reviewed and approved the FY 2020-2024 Capital Improvement Program for the Parks and Landscaping and Arroyo Projects. Additionally, the Commission received quarterly reports and when appropriate, updated status reports on Capital Improvement projects. The following projects were completed in 2019: Robinson Park Recreation Center renovation; development of Desiderio Park; Citywide park asset assessment; court repairs at Easton Blanch, McDonald and Allendale Park; and the installation of security lights at Jefferson, Gwinn Park.</td>
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and Sunnyslope parks. In addition, the following Arroyo projects moved forward: Hahamongna Watershed Habitat Restoration; Lower Arroyo signage plan; Hahamongna trail development; and the Oak Grove Disc Golf Course improvement. Additionally, the following projects were reviewed, approved or commented upon as follows: Victory Park restroom is underway; Desiderio restroom should be finished in 2020; and the Lamanda Park Pocket Park project was presented and will move into design development and construction phase in 2020. Lastly, the following projects were recommended for the 2020 CIP: Villa Park Community Center improvements; La Pintoresca Park basketball and skate park improvements; Robinson Park pool and building renovations; Washington Park restroom; replacement of the basketball floor at Robinson Park; the repair and resurfacing of basketball, tennis courts and baseball backstop at Brenner Park.

**Status: Ongoing**

3. **User trends of recreation programs, fee structure for programs, park permits, and monitoring of the effective delivery of city services.**

The Commission received monthly and quarterly reports from Human Services and Recreation regarding the City’s permanent and season sports and recreational programs, program accessibility, enrollment and use trends, diversity, grant and fee structure. The Commission supported and helped promote the City’s robust recreational programs and worked with Human Services to advertise available programs and services.

**Status: Completed**

4. **Grant and fund raising opportunities.**

- The RPC appointed three (3) of its members to serve on the board of the Pasadena RPC Foundation. Those members are Jennifer Vanore, Treasure Shepard, and Johnathan Furman.
- The RPC held a joint meeting to the Pasadena Recreations and Parks Foundation to introduce new members, align strategic goals, and discuss a collaborative path forward while attempting to eliminate redundancies.
• The RPC Foundation serves as the main conduit for granting and fundraising with the input of the Commission via its appointed members.

Status: Complete

5. Evaluation of the implementation and outcomes associated with the Parks’ Master Plans. The Commission's work and input remained consistent with the vision and goals outlined in applicable Master Plans and directive of the city council.

Status: Complete

6. Identification of opportunities for cooperation with other organizations and governmental bodies on park and open space issues.

The Commission continued to work with City staff to find opportunities for collaboration on park and recreational issues of joint importance to the City, including One Arroyo and the Arroyo Seco Foundation.

Status: Ongoing.

7. Coordinate with other organizations or Commissions to explore possible joint projects, along with parks and recreational opportunities.

Over the course of the fiscal year, the RPC has had presentations and discussions from various other groups that serve Pasadena Parks in a cross-functional capacity. The Arroyo Seco Foundation, the One Arroyo Advisory Group, and perhaps the most regular, the Hahamongna Watershed Park Advisory Committee; the latter of which all RPC Commissioners are committee members. One of the prominent accomplishments, recently elevated to the forefront, has been the private-public partnership with the Arroyo Seco Foundation, where that Foundation raised grant funds to allow Parks and Natural Resources to conduct trail improvement along the western edge of Hahamongna.

Status: Complete
### 8. Pickleball
City Council voted in December of 2018 to allocate $400,000 to the design and construction of 12 Pickleball courts at Vina Vieja Park. In February of 2019 David Volz Design was hired to facilitate the community outreach, design and planning of the park. The Public Works Department opened discussion with Edison regarding additional parking space for the Pickleball courts. Design and planning should be completed in 2020 with construction completed in 2021. The Pickleball subcommittee will continue to meet with Hayden Melbourn, Capital Project Manager to track and support project.

**Status:** Ongoing

### B. The Commission will establish a list of priorities.

The Commission established the following list of priorities for the year 2019-2020:

- Supporting design and construction of new Pickleball facility and parking at Vina Vieja Park.
- Fill all vacant seats on both the Commission and its Committees
- Consolidate redundant meetings and committees
- Prioritize Park Safety and Condition Reports among Commissioners

**Status:** Ongoing

### II. ARROYO COMMITTEE

The Committee will review and comment on projects throughout the Lower Arroyo, Central Arroyo and Hahamongna Watershed Park and support the implementation of the Master Plans for these areas. Comments and suggestions will be shared with the entire Recreation and Parks Commission.

The Arroyo Committee’s work has been largely subsumed by the Hahamongna Watershed Park Advisory Committee.

**Status:** Sunset
III. CIP COMMITTEE

The Committee will review the proposed CIP Program for the upcoming fiscal year. The committee will support and/or identify grant and other funding opportunities related to park capital projects and/or park and open space acquisition. The committee will present its recommendations to the commission for its consideration.

The CIP Committee reviewed the proposed CIP for the fiscal year 2020. The Committee presented its finding to the Commission, and the Commission approved the CIP budget as presented.

Status: Completed

IV. MAINTENANCE COMMITTEE

The Maintenance Committee will review and provide input on issues pertaining to the maintenance of City parks. Park tours, park inspection forms and information received from the public will be reviewed by the committee and committee suggestions will be presented to the Recreation and Parks Commission.

- Commissioner Milam (District 2) continued the role as chair for the 2018-2019 Fiscal Year.
- The Committee consisted of 4 commissioners: Aaron Milam (District 2), Rob Shepherd (Mayor Appointee), Treasure Sheppard (District 3), and Jennifer Vanore (At-Large)
- Meetings of the committee were held live, in-person, on a quarterly basis and were held prior to regularly schedule RPC meetings.
- Meetings were conducted with either Superintendent Ana Bailey or an appointed member of her staff.
- The following topics were reviewed by the Maintenance Committee:
  - Over-seeding/Re-seeding schedules for the parks
  - Maintenance shortfalls (i.e. cleaning staffing during Parks after Dark)
  - Park Lighting Renovation Schedules
  - Park Irrigation Maintenance
## CITY OF PASADENA
### RECREATION AND PARKS COMMISSION
#### WORK PLAN ACCOMPLISHMENTS: 7/1/18 - 6/30/19

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<td>Monitor accessibility and disability issues in the parks and when appropriate work with the Accessibility and Disability Commission.</td>
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<td>Commissioner Treasure Sheppard was assigned to attend the City's Accessibility and Disability Commission meetings. Commissioner Treasure Sheppard obtained and shared pertinent information with the Recreation and Parks Commission as necessary.</td>
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<td>The representatives from the Recreation and Parks Commission assigned to the Urban Forestry Advisory Committee will participate in reviewing and making recommendations on matters pertaining to the City's Urban Forest.</td>
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<td>The representatives from the Recreation and Parks Commission assigned to the Urban Forestry Advisory Committee participated in reviewing and making recommendations on matters pertaining to the City's Urban Forest. The Urban Forestry Advisory Committee presided over and reviewed various issues concerning the City's urban forest.</td>
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<td>The UFAC voted to add an additional step in the Design Commission's approval process that consisted of UFAC approval of all new developments before final Design Commission approval is gained. This step was implemented to prevent unnecessary loss of vital urban forestry to new developments.</td>
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<td>A Pickleball working group was created to assist the City in planning for permanent Pickleball courts. The current Pickleball committee includes: Hayden Melbourne, Capital Project Manager; Kenny James, Recreation Administrator; Michelle Logan, Pickleball ambassador and Pasadena resident; Bruce Bailey, Architect, Pickleball enthusiast and Pasadena resident; and Eileen Williamson, Recreation and Parks Commissioner. The group recommended Vina Vieja Park for the placement of twelve (12) courts. The group will continue to meet to discuss critical and non-critical features for the parking plan with Edison, restrooms, lights, storage, court layout, landscape design, and community issues and concerns.</td>
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<td>The representatives from the Recreation and Parks Commission assigned to the Recreation Programs Committee participated in reviewing and making recommendations on matters pertaining to the recreation programs and services in the Human Services and Recreation Department. The committee discussed maintenance issues, specifically at Allendale (Pickleball Courts) and Rose Bowl Tennis Center, Jackie Robinson Baseball Park and Victory Park Basketball Court. Furthermore, the committee provided staff with a list of Community Outreach Coordinators from local private high schools to include in communication regarding upcoming service projects.</td>
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ACTION ITEMS

C.

Annual Work Plan

FY 2019-2020
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<td>The Commission will, on a regular basis, review the progress and status of the proposed Pickleball court project in District 4. Reports will be provided by Parks and Natural Resources staff as well as input from key stakeholders. The Commission will make recommendations to the direction and efficiency of the project as it sees fit.</td>
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<td>The Recreation Programs Committee subcommittee will meet with representatives from Human Services and Recreation, will review the status of the recreation programs and will make recommendations for those programs based on the needs of said framework.</td>
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INFORMATION ITEMS AND STAFF REPORTS

A.

Submittal of a Grant Application to the California Department of Parks and Recreation Statewide Park Development and Community Revitalization Program
MEMORANDUM - CITY OF PASADENA  
DEPARTMENT OF PUBLIC WORKS

DATE: July 2, 2019
TO: Recreation and Parks Commission
FROM: Hayden Melbourn, Principal Engineer, Department of Public Works
SUBJECT: Submittal of a Grant Application to the California Department of Parks and Recreation Statewide Park Development and Community Revitalization Program (Statewide Park Program)

Recommendation

This item is informational only.

Background

The California Department of Parks and Recreation Office of Grants and Local Services is accepting applications for the Statewide Park Development and Community Revitalization Program Round 3 grant cycle, which is funded with $650 million by Proposition 68. Each grant request can be awarded a minimum of $200,000 and a maximum of $8.5 million. The intent of the grant is to create new parks and recreation opportunities in critically underserved communities across California.

Project eligibility and competitiveness for this grant funding is based on the following criteria:

1. Critical lack of park space per 1,000 residents within a half-mile radius of the project site;
2. The median household income within proximity of the project site (compared with all applications); and
3. The number of people living below poverty within proximity of the project site (compared with all applications)

Given the City’s FY 2019 Capital Improvement Program (CIP) and proposed FY 2020 CIP, City staff evaluated all park improvement needs to determine which project location and scope of work will best meet the grant application eligibility and scoring criteria. According to the California State Parks Community FactFinder Report (Attachment A), Robinson Park qualifies as a park within a critically underserved community, and as a strong candidate to compete for this grant. Other park locations considered but deemed not eligible or as competitive include Villa-Parke, Washington Park, La Pintoresca and Vina Vieja.
The award of Statewide Park Program funding would allow the City to combine the various capital improvements identified and/or budgeted for Robinson Park in the City's CIP budget and address additional needed improvements, up to the maximum grant request amount of $8.5 million. The proposed capital improvements to be incorporated in the grant funding application include the following:

- Pool and pool building renovations ($4 million of Residential Impact Fees (RIF) budgeted in FY 2019)
- Outdoor basketball court renovations and shade structure installation ($450,000 of RIF budgeted in FY2019 as part of Citywide Sports Facilities Improvements and Installations project)
- Gymnasium roof replacement ($225,000 identified as unfunded in FY 2020 CIP as part of Building Maintenance, FY 2016-2020 project)
- Parking lot reconstruction with water conservation/recycling system ($400,000 unfunded as portion of Parking Lot Improvements at City Facilities project)
- Gymnasium HVAC system replacement (not identified in FY 2020-2024 GIP)
- Gymnasium upgrades, including lighting, sound and bleachers (not identified in FY 2020-2024 CIP)
- Playground amenity upgrades (not identified in FY 2020-2024 CIP)
- Lighting system upgrades (not identified in FY 2020-2024 CIP)
- Integration of park beautification elements, including green space improvements and pedestrian pathways (not identified in FY 2020-2024 CIP)

The grant application deadline is August 5, 2019 and notification of award is expected in Spring 2020. The application and award of grant funds will not affect the design or construction schedules of currently budgeted projects.

There is no local match requirement for the grant. Award of any grant amount for the above listed improvements would not result in any additional allocation of Residential Impact Fees towards Robinson Park. In fact, given the grant performance period of July 1, 2018 to June 30, 2022, all incurred project costs as of July 1, 2018 will be reimbursed by the grant, allowing RIF funds to be returned to RIF Fund balance.

Should the City be successful in receiving grant funding, staff will recommend substituting awarded grant revenue in place of existing RIF appropriations to Robinson Park projects, thereby freeing up RIF funds that can be applied to other park projects in the West District.
Public Works has already begun to engage the community for proposed improvements at Robinson Park. Outreach and incorporation of the public's ideas into the design concepts is critical for a strong application for the aforementioned grant.

Respectfully submitted:

Kris Markarian, City Engineer
Department of Public Works, Engineering

Prepared by:

Hayden Melbourn, Principal Engineer
Department of Public Works, Engineering

Attachments:

A – Robinson Park Community FactFinder Report
This is your project report for the site you have defined. Please refer to your Project ID above in any future communications about the project.

**PROJECT AREA STATISTICS**

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>County</td>
<td>Los Angeles</td>
</tr>
<tr>
<td>City</td>
<td>Pasadena</td>
</tr>
<tr>
<td>Total Population</td>
<td>12,661</td>
</tr>
<tr>
<td>Youth Population</td>
<td>3,457</td>
</tr>
<tr>
<td>Senior Population</td>
<td>947</td>
</tr>
<tr>
<td>Households Without Access to a Car</td>
<td>559</td>
</tr>
<tr>
<td>Number of People in Poverty</td>
<td>3,186</td>
</tr>
<tr>
<td>Median Household Income</td>
<td>$41,898</td>
</tr>
<tr>
<td>Per Capita Income</td>
<td>$17,243</td>
</tr>
<tr>
<td>Park Acres</td>
<td>16.34</td>
</tr>
<tr>
<td>Park Acres per 1,000 Residents</td>
<td>1.29</td>
</tr>
</tbody>
</table>

**REPORT BACKGROUND**

The project statistics have been calculated based on half mile radius around the point location selected. Only park acres within the project area's half mile radius are reported.

Population and people in poverty are calculated by determining the percent of any census block-groups that intersect with the project area. The project area is then assigned the sum of all the census block-group portions. An equal distribution in census block-groups is assumed. Rural areas are calculated at a census block level to improve results.

Median household and per capita income are calculated as a weighted average of the census block-group values that fall within the project area.

More information on the calculations is available on the methods page »

**Demographics**—American Community Survey (ACS) 5-year estimates 2012-2016; Decennial 2010 Census; the margin of error (MOE) was not analyzed.

**Parks**—California Protected Areas Database 2017a CFF adjusted (5/2018) - more information at http://www.CALands.org. Parks and park acres area based on best available source information but may not always contain exact boundaries or all parks in specific locations. Parks are defined further in the 2015 SCORP (pg. 4).

Users can send updated information on parks to SCORP@parks.ca.gov
VII.

INFORMATION ITEMS AND STAFF REPORTS

B.

Human Services and Recreation Monthly Report
DATE:        July 2, 2019

TO:          Recreation and Parks Commission

FROM:        Brenda E. Harvey-Williams, Director

SUBJECT:     Director's Report

Summer Programs

Summer Day Camps

Summer day camps are now in full swing. Camps at Victory, Villa and Robinson Parks began on June 10 and camps at the Arroyo Seco, La Pintoresca and Washington Parks began June 24. All camps conclude on August 2. Specialty, partial-day camps are also underway and include soccer, non-contact boxing and Lego building.

As of this writing, 687 children are registered in day camp; 93% are Pasadena residents or PUSD students. Registration will continue through the last week of July. Some weeks of the Arroyo Seco, Robinson, Victory and Villa camps are sold out for certain age groups. The chart below shows the number of weeks in each camp, total enrollment to date and the average number of enrollees per week.

<table>
<thead>
<tr>
<th>Camp</th>
<th>Number of Weeks Offered</th>
<th>Individuals Enrolled</th>
<th>Average Enrollment per Week</th>
<th>Camp Capacity Weekly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arroyo Seco</td>
<td>6</td>
<td>139</td>
<td>49</td>
<td>50</td>
</tr>
<tr>
<td>Robinson</td>
<td>8</td>
<td>115</td>
<td>57</td>
<td>60</td>
</tr>
<tr>
<td>Victory</td>
<td>8</td>
<td>182</td>
<td>94</td>
<td>100</td>
</tr>
<tr>
<td>Villa</td>
<td>8</td>
<td>175</td>
<td>97</td>
<td>100</td>
</tr>
<tr>
<td>La Pintoresca</td>
<td>6</td>
<td>36</td>
<td>36</td>
<td>50</td>
</tr>
<tr>
<td>Washington</td>
<td>6</td>
<td>40</td>
<td>40</td>
<td>50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>687</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Aquatics

To date, 1,035 lessons have been sold. Lessons are offered at Robinson Park, Villa-Parke, Blair and Pasadena High School pools through August 8. All lessons are 45 minutes long, four days per week and are $45 for residents. A total of eight sessions are
Aquatics programming also includes parent and me classes, youth swim and water polo teams, private lessons for all ages, adult water aerobics and recreation swim. Currently 45 children ages 7-12 are enrolled in the water polo and swim team. Our first swim meet with other local recreation swim programs is Saturday, June 29, 8 a.m.-noon at Pasadena High School.

Summer Session Recreation

Registration for youth sports, fitness and wellness and enrichment activities for all ages is $2,354 for Summer Session I which began on May 6 and concluded on June 29.

Scholarships

Passport to Fun! Summer Day Camp Scholarship Program

This year, $21,000 is available for summer day camp scholarships for children from income-qualified households. The scholarship covers 50% of camp fees. Applicants must live in Pasadena and/or attend a PUSD school. Since opening the application period in March, 114 scholarship applications have been received and processed. Of the 114, 94 children met program guidelines and were eligible for a scholarship. Of the 94 eligible, 67 actually enrolled in camp. To date, $18,874 of the available funding has been allocated. Two applications are pending for a total of $300. Applications will be accepted until available funding is exhausted.

LA84 Foundation Grant for Learn-to-Swim Scholarships

The Human Services and Recreation Department was awarded a $10,000 grant from the LA84 Foundation’s Summer Splash Program to support aquatics programming with the goal of increasing the number of water safe youth who learn to swim. Pasadena children ages 7-17 were eligible for a 50 percent scholarship for swimming lessons. There was no income requirement for this scholarship. All of the scholarship funding has been allocated and we have exceeded our goal of 146 unduplicated participants. One hundred and forty-nine unduplicated participants received scholarships and enrolled in a total of 437 total swimming lessons. Each participant was eligible for up to four weeks of lessons through the scholarship.

Recreation Administrator Announcement

Kenny James has been selected as HSR’s new Recreation Administrator. This position will oversee recreational programming including fitness and wellness, youth sports, and seasonal programming. His promotion was effective June 10.
Upcoming Events

Parks After Dark (PAD) Kick-off Softball Games
Wednesday, July 10  Pasadena Police vs Community Team 6:00 p.m.
Robinson Park  Pasadena HSRD vs Pasadena Fire  7:15 p.m.

PAD programming kicks off with a softball double-header on July 10, and continues through August 10. Free programming is scheduled every Thursday, Friday and Saturday from 6-9 p.m. and includes volleyball, basketball, arts and crafts, recreational swim, soccer, Zumba, pickleball, outdoor concerts and movies. Locations include Grant, Memorial, Robinson, Victory and Villa parks and Washington and McKinley schools.

Adaptive Art Show Reception
Saturday, July 20  3-5 p.m.
Armory Center for the Arts

The Adaptive Art Program and Armory Center for the Arts join for the opening reception of I, The Real Me; a vibrant display of local art reflecting each artist’s self-reflection. Artist are from our Adaptive Art class, a popular weekly class instructed by an experienced art specialist for adults with disabilities.

Centennial Square Boxing Show
Friday, August 23  7-9 p.m.
City Hall, Centennial Square

Ten Olympic-style bouts between some of the top ranked amateur boxers in the state make this one of our most anticipated events of the year. Competitors will be male and female, ages 8 and older and the event is free.