

## **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 Services Commissioners 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: [arodriguez@cityofwhittier.org](mailto:arodriguez@cityofwhittier.org)
- Voicemail: (562) 567-9400

To view live meetings remotely:

- Video and audio: <https://zoom.us/j/99778255419>
- Audio only: Dial (669) 900-9128 (Meeting ID: 997 7825 5419)

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 CHAMBER, 13230 PENN STREET  
JANUARY 20, 2021, 6:00 PM**

**1. CALL TO ORDER**

**2. ROLL CALL**

Jeff Brauckmann, Commissioner  
Kevin Kennedy, Commissioner  
Delia Morales, Commissioner  
Ray Wong, Commissioner  
Chris Hardeman, 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: [arodriguez@cityofwhittier.org](mailto:arodriguez@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 18, 2020.

**5.B. Youth Sports Affiliates Updates**

Recommendation: Receive and file update on the Youth Sports Affiliates policy review.

**5.C. Proposition 68 Statewide Grant Funding - Parnell Park**

Recommendation: Receive and file the update on the Proposition 68 application process.

**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 20<sup>th</sup> day of January 2021.

/s/ Alex Rodriguez

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Alex Rodriguez, Office Specialist III



# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** January 20, 2021

**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 November 18, 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**

A. Minutes of the Regular Meeting of November 18, 2020

**MINUTES  
CITY OF WHITTIER  
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION  
REGULAR MEETING  
CITY COUNCIL CHAMBER, 13230 PENN STREET  
NOVEMBER 18, 2020 – 6:00 P.M.**

**1. CALL TO ORDER:**

Chair Mrla called the regular meeting of the Parks, Recreation and Community Services Commission to order at 6:00 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

**2. ROLL CALL**

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

**ABSENT:**

**STAFF PRESENT:**

Virginia Santana, Director of Parks, Recreation and Community Services  
Erin Hamilton, Community Services Manager  
Justin Steele, Community Services Supervisor  
Stacey Arismendez, Community Services Supervisor  
Alex Rodriguez, Office Specialist III

**3. PLEDGE OF ALLEGIANCE**

Vice Chair Hardeman led the Pledge of Allegiance.

**4. PUBLIC COMMENTS**

Chair Mrla stated the public is invited to address the Parks, Recreation and Community Services Commission regarding any item of business or any matter within the body subject matter jurisdiction consistent with Governor Newsom's Executive Order N-29-20, public comments can be made via the email and voicemail provided in the agenda. Pursuant to state law the Commission cannot take action or express a consensus of approval or disapproval on any communications that do not appear on the printed agenda.

Office Specialist III Rodriguez stated that there were no public comments received.

**5. STAFF REPORTS**

**5.A. Approval of Minutes**

It was moved by Commissioner Morales, seconded by Vice Chair Hardeman, and carried 6 – 0 to approve the Minutes of the Regular Meeting of October 21, 2020.

#### **5.B. Fall for our Front Porch Challenge**

Community Services Supervisor Arismendez shared with the Commission the submissions that were received and asked that the Commission vote on a winner.

Supervisor Arismendez stated this was the first time the City offered this event. It was promoted on social media and received a total of three submissions.

Supervisor Arismendez stated that staff is hoping to offer the program again and will work toward getting more community participation.

After discussion, it was moved by Commissioner Morales, seconded by Chair Mrla, and carried 3-2 with 1 abstention to select Nena Carlos-Bautista as the winner of the Fall for our Front Porch Challenge (Commissioner Kennedy abstained).

Commissioner Kennedy suggested City Staff drive around neighborhoods looking for decorations and then approach the residents and see if they would like to participate.

Supervisor Arismendez stated Staff had considered that idea; however, Staff recognized that residents may not enjoy the spotlight and would prefer privacy as well as staffing cost.

Commissioner Kennedy stated he understood and appreciated the concern for privacy but noted if residents would like privacy they could decline to participate.

#### **5.C. Youth Sports Affiliates Updates**

Community Services Supervisor Steele gave an update on how the Subcommittee focused on three points, introduce a character counts program that would entail City Staff to go through a training and then train all of the youth sports presidents, who will pass the information on to the youth sports programs; requiring the Youth Sports Affiliates to have an updated webpage to ensure transparency; and adding a subcategory to the policy that outlined consequences for affiliates in certain circumstances.

Commissioner Kennedy commented that he and Commissioner Brauckmann would like to see less difficulties when dealing with violations to the policy. He

suggested having a detailed structure for consequences to violations to the policy will enable the Affiliates to self-govern and Staff will have something to refer to when dealing with conflicts.

Vice Chair Hardeman asked if other cities near Whittier have an Affiliate Policy? He believes we could use theirs as a template for addressing Affiliate issues.

Secretary Santana stated that Staff will look into neighboring cities and that having a document like this will help drive how we connect with the School Districts and build our Joint Use Agreements.

It was moved by Commissioner Kennedy, seconded by Commissioner Brauckmann, and carried 6-0 to receive and file the updates from the Subcommittee.

## **6. SECRETARY'S COMMENTS**

Secretary Santana updated the Commission on the status of the Palm Park pool. The heater was broken, and the City is replacing it. The City would like to have it open just after Thanksgiving weekend. The City is looking to use Measure A funds to seek reimbursement.

She continued by updating the Commission on the progress of the Lee Owens Park splash pad opening. Progress was halted due to an issue with the drainage. It is the City's goal to open in January of 2021. Staff will update the Commission with any details about the dedication once in place.

She informed the Commission the Anaconda Park project was nearly completed and the playground will be ready for use on December 8<sup>th</sup>. The project was covered by Measure A funds.

She mentioned other CIP projects such as the demolition of the Laurel Park restrooms where they will install the City's first prefabricated restroom, the commencement of the demolition of the handball walls at Guirado Park in preparation for the placement of workout equipment, and the preparation of the site for fitness equipment at Palm Park scheduled to be completed after the Thanksgiving holiday.

She went on to update the Commission on the Greenway Trail lighting project, the new sliding glass doors at the Whittier Community Theatre, the alarm system at Parnell Park, and that the Whittier Community Theatre needs new lighting after our Veteran's Day Concert that will cost over \$100,000 to fix the issues.

She shared that one of the events that has been going on monthly was the Senior's Birthday Celebration. In addition to Birthdays, the Senior Services Division is hosting the Gobble Gobble Bingo event on November 19<sup>th</sup>.

Next, she gave an update on the Senior Center that is still being used as an Emergency Shelter and it has been admitting people in a steady stream. The Whittier

Police Department is patrolling regularly, so vehicles of homeless individuals not staying at the shelter are being moved away from the shelter.

Commissioner Morales inquired what the timeline was for the opening of the Salvation Army Homeless Shelter on Pickering Avenue.

Secretary Santana responded by stating the temporary shelter will remain open until February 2021 per our agreement. After that, the Salvation Army Homeless Shelter needs to be ready to house those at the emergency shelter.

Commissioner Morales asked if the Senior Center will be reinstated.

Secretary Santana stated there will be a renovation done prior to reopening the Senior Center. Senior Center Staff is planning ahead so when it is no longer a homeless shelter, we are ready to renovate it immediately.

Secretary Santana continued by informing the Commission that City Council has decided on Central Park as the location for the Welcome Home Vietnam Veterans Memorial Honoring Jose Ramos, and will be taking the York Field art project "Freedom" to City Council on December 8<sup>th</sup>.

She next updated the Commission about the agreement with West Coast Arborists that provides tree maintenance services throughout the City. She also noted that City Council has requested that the Commission discuss the Parkway Tree Manual at a future meeting. Once City Council gives a clear direction of what they would like the Commission to do with the Parkway Tree Manual, Staff will put it on the agenda.

Supervisor Steele gave updates on the success of the Spooky Parking Lot Movies. He stated both nights sold out and four awards were given to residents for decorating their car/spot for the evening. He continued by giving an update on the Give to Play event that drew 39 participants and had 200 cans of food donated. The donated canned food items were given to Interfaith Food Center. The next event will incorporate a Toy Drive and is scheduled for December 5<sup>th</sup>. He went on to update about the four Sports Affiliate groups currently doing clinics at York Field.

Supervisor Arismendez updated the Commission on Santa's Workshop which starts Friday December 11<sup>th</sup> and there will be four days for families to take a socially distanced photo with Santa. Since capacity has been reached, more time slots have been added. She also mentioned that the community can also participate in the Letters to Santa event. We currently have mailboxes to collect the submitted letters at City Hall, Whittier Police Department, Palm Park, Parnell Park, and the Whittier Community Center.

Secretary Santana mentioned we will not be able to convene the Parks, Recreation and Community Services Commission in December but Staff will be sure to provide the Commissioners with necessary updates.

Commissioner Morales thanked Staff in the Parks, Recreation and Community



Services Department to keep activities going in lieu of the Covid-19 Pandemic.

## **7. COMMISSIONERS' COMMENTS**

Commissioner Brauckmann thanked the City Staff and hoped everyone has a safe holiday.

Commissioner Morales appreciated the dial-a-ride service since she recently had need of it and found it very effective. She also wanted to wish the City Staff and Commission a wonderful and safe Thanksgiving.

Commissioner Wong wished the Commission and City Staff a happy Thanksgiving. He wanted to update the Commission that he will continue to serve on the Commission until another Commissioner is chosen.

Vice Chair Hardeman stated the Commission is ready to review and update the Parkway Tree Manual. He wished City Staff and the other Commissioners a happy Thanksgiving.

Chair Mrla commended the City Staff on adapting to the current situation to provide recreation and engagement opportunities to the residents of Whittier. He wished the Commission and the City Staff a happy Thanksgiving and happy holidays.

## **8. ADJOURNMENT**

The meeting was adjourned at 7:09 p.m.

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

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Virginia Santana, Secretary



# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** January 20, 2021

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

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

**Subject:** Youth Sports Affiliates Updates

## **RECOMMENDATION**

Receive and file update on the Youth Sports Affiliates policy review.

## **BACKGROUND**

Due to the current pandemic, all Youth Sports Affiliates have been dormant since March 13, 2020. Staff are closely monitoring Los Angeles County Health requirements to re-open fields, pools, and gyms and are keeping affiliate groups informed of the details. Per Los Angeles County Health Guidelines, youth sports organizations had the opportunity to return to play for clinics and conditioning only, while following strict protocols. In the fall of 2020 the Whittier Aquatic Club, Whittier Pony Baseball, Whittier Girls Softball, Whittier Trojan Football, and AYSO-75 all returned to athletic activity. To ensure all safety procedures were followed, all clinics and conditioning were located at York Field and the Aquatic Club utilized the Palm Park Pool.

The Commission has taken this opportunity to review the current Youth Sports Affiliate Policy and created a Sub-Committee to begin working on the document. The Sub-Committee consist of Commissioner Kennedy, Commissioner Brauckmann, and Supervisor Justin Steele.

## **DISCUSSION**

The Youth Sports Affiliate Sub-Committee has met, is gathering information, and is preparing to submit recommendations for potential updates to the Youth Sports Affiliate Policy. The Sub-Committee has also reviewed neighboring cities' (La Habra and La Mirada) policies to gain insight on how they address their Youth Sports Affiliates.

Discussions have centered around requiring an active website that keeps records of board meeting agendas, minutes, code of conduct information, as well as league financial documents. It was also discussed to encourage the affiliates to run their organization in an organized and professional manner. The Sub-Committee also discussed other items such as adding a section to the policy that addresses consequences for violating policy guidelines and teaching appropriate sportsmanship.

The Sub-Committee will continue its review of the policy and return to the Commission with final recommendations to review.

**Agenda Item No. 5.B.**

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

**ATTACHMENTS**

None.



# Agenda Report

Parks, Recreation and Community Services Commission

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**Date:** January 20, 2021

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

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

**Subject:** Proposition 68 Statewide Grant Funding - Parnell Park

## **RECOMMENDATION**

Receive and File update on the Proposition 68 application process.

## **BACKGROUND**

Parnell Park, located at 10711 Scott Avenue, is a 11.5-acre park in a residential neighborhood between Lambert Road and Mulberry Drive. The park was developed in 1967 and has traditional amenities that include picnic tables, barbeques, cold water sinks, gas burners, and a play area with play equipment, two basketball half-courts, restrooms, and three parking lots. Lighting at the park consists of minimal security lighting in and around the park. Recreational facilities include the Community and Senior Center, softball diamond, spray pool, and farm animal zoo.

The playground equipment was last upgraded in 2009, including installation of rubberized surfacing. Due to wear and tear, the existing rubberized surfacing does not meet current Americans with Disabilities Act (ADA) requirements, or current "fall zone" safety standards. Playground equipment has begun to crack and chip and no longer meets the current play styles of children and youth. Under regular conditions the playground usage is estimated at 8,000-10,000 children annually.

## **DISCUSSION**

Statewide Park Program (SPP) Competitive Grants are being offered to help create new parks and new recreation opportunities in underserved communities across California through Proposition 68 Funding. The grant amount per application can be a maximum request of \$8,500,000 to a minimum of \$200,000. The grant application requires that it be for a project that involves either land development or a combination of acquisition and development to:

1. Create a new park or
2. Expand an existing park, or
3. Renovate an existing park

Staff are preparing to apply for this grant to potentially renovate Parnell Park. Each portion of the application is graded based on a point system. Each section of the application requires information about the park whether it be community hours, park

**Agenda Item No. 5.C.**

usage or environmental design. The more items that are included on the application, the more points that can be acquired. More points per section will give the application a higher overall ranking that will be taken into consideration with the grant committee.

This process is multifaceted and requires community input on the project. We have begun the process of distributing surveys that we made available to the community in several different ways. In person surveys were received at the four Santa's Workshop events held at our Community Center, and through our Constant Contact e-mail blast to over 10,000 residents, Social Media, and our City website. We have received over 400 responses. Virtual zoom meetings to engage more of the community will also be held in the next few weeks. The application is due in March and we are gearing up to submit a successful application.

### **FISCAL IMPACT**

There is no fiscal impact associated with this report.

### **ATTACHMENTS**

A. Parnell Park Survey

# Parnell Park Wish list

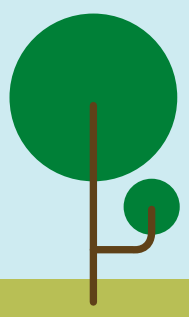
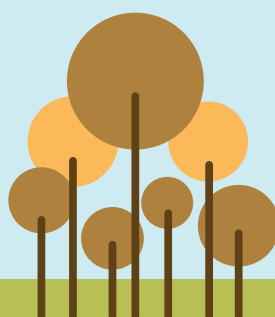
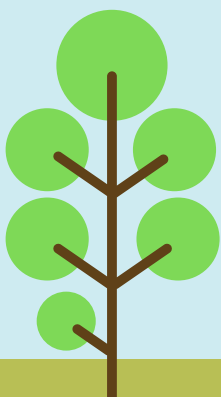
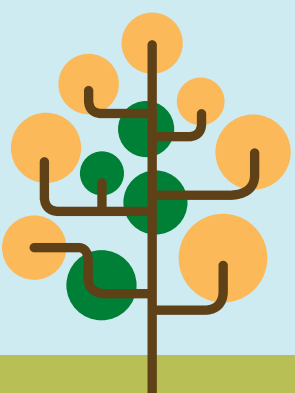
Parks and recreation facilities provide opportunities for physical activity and can help people of all ages lead a more active lifestyle. The City of Whittier has an opportunity to apply for a grant through Prop 68 to renovate Parnell Park. We want to know what you think!

## What would you like to see at Parnell Park?

- Fitness Equipment
- Walking paths
- All Inclusive Playground
- Upgraded Restrooms
- Small Dog Park
- Lighting throughout park
- Splash Pad
- Picnic Pods/Pagodas
- Ballfield/Dugout Upgrade
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Interested in getting updates?

Email:



More information call:  
562-567-9400

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