



CITY OF POMONA

COUNCIL REPORT

December 16, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Rene Guerrero, Public Works Director
Benita DeFrank, Neighborhood Services Director

SUBJECT: RECEIVE AND FILE THE PARKS AND RECREATION COMMISSION'S LIST OF RECOMMENDED MEASURE A PROJECT PRIORITIES AND DIRECT STAFF TO PROCEED WITH A REQUEST FOR PROPOSALS TO PREPARE A PARKS AND FACILITIES MASTER PLAN

RECOMMENDATION: It is recommended that City Council take the following actions:

- 1) Receive and file the Parks and Recreation Commission's list of recommended Measure A project priorities, taking them into account as future capital improvement projects for the City's park needs, when prioritizing use of FY 2018-19 and FY 2019-20 Measure A annual allocations;
- 2) Direct staff to proceed with Council Goal O, Steps 1-3 (Attachment 1) including preparation of a request for proposal (RFP) for preparation of a Parks and Facilities Master Plan (Plan) and future consideration of using Measure A funds to pay for the Plan

EXECUTIVE SUMMARY: The Parks and Recreation Commission (Commission) has generated a Measure A Priority List comprised of high-priority parks and facilities projects. The Commission proposes that this list will serve as a strategic guide to the City Council as it pursues its authority to appropriate Measure A funds for FY 2018-19 and FY 2019-20. City Council is also requested to direct staff to prepare a RFP for preparation of a Parks and Facilities Master Plan.

FISCAL IMPACT: Receiving the Measure A Priority List from the Commission does not obligate the Council to appropriate funds, but does provide input on how to prioritize use of approximately \$940,000 of Measure A allocation which has yet to be appropriated.

The Council has directed that a study be prepared to analyze the City's Park Development Impact fees. Part of the process to prepare findings to support Park Development Impact fees, is to present a park master plan. Staff proposes that the Council use Measure A funds, as soon as possible, to commence preparation of a Park Master Plan. A rough estimate of the cost will be between \$200,000 to \$250,000.

DISCUSSION

In November 2016, 74.9% of Los Angeles County voters approved The Los Angeles County Safe, Clean Neighborhood Parks and Beaches Measure of 2016 (Measure), authorizing dedicated local funding for park, recreation, and open space projects and their maintenance through an annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Measure A makes funding available to eligible recipients for projects that repair and upgrade parks and recreational facilities. The Measure is expected to generate approximately \$473,000 for the City per year from the annual parcel tax.

Measure A was developed to support findings reflected in the 2016 Countywide Comprehensive Parks and Recreation Needs Assessment, which documented information on existing parks and recreation facilities in cities and unincorporated communities. This data was used to determine the scope, scale, and location of park needs in Los Angeles County. The Park Needs Assessment (PNA) was an 18-month process that provided detailed information from all 88 cities and unincorporated areas within Los Angeles County about the quality of their local parks, their current access to parks and recreation facilities and overall park needs, including public meetings and project lists developed and prioritized by members of each community.

As part of the 2016 Countywide Comprehensive Parks and Recreation Needs Assessment, City staff tallied park amenities and rated amenities as “poor”, “fair”, or “good” using the County’s detailed definitions to best describe the current condition of each amenity. The City hosted two community engagement meetings to share information, engage residents in potential park projects, and compiled a list of ideas for future park and recreation improvements. The outcome of the meetings established a top ten list of projects emphasizing safety with increased lighting and visibility; facility repairs and improvements; and playground upgrades and accessibility.

In January 2019, to remain in good standing with Measure A funding requirements, staff again completed the Measure A Park Inventory Data. This process included verifying the number of park amenities and rating their current conditions.

Parks and Facilities Master Plan

In going through the needs assessment process above, staff recognized the benefits of a Parks and Facilities Master Plan. A Master Plan assesses the City’s existing conditions, identifies community recreation needs, prioritizes recommendations, and generates a plan for the long-term maintenance and enhancement of the City’s parks and facilities. As creating a Parks and Facilities Master Plan can be an extensive process, staff recommends preparing a Request for Proposals (RFP) for professional consulting services for a facility conditions assessment to obtain a comprehensive review of maintenance, repairs, and associated costs of City-owned facilities covering the next 20-year period. In addition, it was recently determined that Measure A annual allocations can be used to fund development of a Parks and Facilities Master Plan. This would be considered under the category of Planning and Design. It is estimated that a Park and Facilities Master Plan can cost up to \$250,000 to develop.

Prioritization Process

In the meantime, staff created the Measure A Priority List, a blueprint designed to address parks and facilities issues caused by years of deferred maintenance and repairs. This framework addresses park needs based on the desire to increase public safety, protect City resources and assets, minimize exposure to liability, and adhere to the Americans with Disabilities Act (ADA).

Over the course of the last 18 months, staff from various City Departments and Divisions, including Community Services, Public Works, Facilities, and Risk Management, met to evaluate, analyze, and prioritize needs at 27 parks and park facilities. Staff listed over 300 needs and classified them under four key areas:

- Public safety
- Minimize exposure to potential liability
- Protection of City property
- Adherence to ADA requirements

Within these categories, staff further grouped park needs by project type:

1. **Deteriorating Structures** - As safety is a top priority, facilities with significant roof or termite damage that provide recreational programming, amenities, and services were flagged. Areas that provide tables, seating, and roof coverage with structural deterioration were also identified as a safety concern for residents, park visitors, and program participants.
2. **Roof Replacements** – Address roof issues due to leaks and termite issues.
3. **Sport Courts** – Replacement and resurfacing of outdoor basketball courts.
4. **Playground Updates** - Includes retrofitting playground equipment to comply with current ADA regulations, sports court resurfacing, and the removal of sand and playground rubber surfacing and replacement with ADA-approved material, such as woodchips.

Although not a comprehensive list, the list of project types and needs below is intended to serve as a guide for projects of the highest priority:

Measure A Priority List			
Priority	Location	Project	Amount
1	Washington Park	Patio/Front Entrance	\$65,000
2	Philadelphia Park	Roof replacement of building	50,000
3	Philadelphia Park	Replace basketball court	200,000
4	Ralph Welch Park	Replace basketball court/surrounding area	60,000
5	Centennial Park	Replace basketball court/surrounding area	85,000
6	Willie White Park	Pavilion structure	30,000
7	Martin Luther King, Jr.	ADA/sand to woodchips	125,000
8	Ted Greene Park	ADA/sand to woodchips	105,000
9	Phillips Ranch	Repair playground area surfacing	50,000
10	Powers Park	ADA/sand to woodchips	75,000
Subtotal Estimates*			\$845,000
10% Contingency**			84,500
TOTAL			\$929,500

*Estimates do not reflect actual costs, but were provided by staff based on experience and past projects. **10% contingency funding is the industry standard for cost estimates.

Should funding allow, the following projects would be considered:

Project List if Contingencies Permit			
1	Jaycee Park	ADA/sand to woodchips	65,000
2	Memorial Park	Resurface basketball court	10,000
3	Cesar Chavez Park	Resurface basketball court	10,000
4	Willie White Park	Resurface basketball court	10,000

Park Bathrooms

Although a recognized, high priority need throughout the City, use of Measure A funding for renovation or replacement of park bathrooms was not considered as part of park project prioritization. Currently staff is in the process of developing equipment standards and a process for bathroom improvements or replacements on a city wide basis. Without such standards, cost estimates and quality of equipment could vary significantly. Staff intends to bring a bathroom improvement plan back to City Council for consideration in early 2020.

Parks and Recreation Commission Approval

On January 18, 2018, staff presented the Parks and Recreation Commission a comprehensive overview of Measure A, its development, purpose, descriptions of funding categories, and eligible park projects.

On November 15, 2018, staff proposed a Measure A expenditure plan to the Parks and Recreation Commission for FY 2018-19 and FY 2019-20 allocations totaling approximately \$946,000. The proposed plan recommended \$493,000 in infrastructure projects, \$200,000 for a proposed Park Ranger Program, and \$250,000 for a Parks and Facilities Master Plan. The Parks and Recreation Commissioners approved the expenditure plan by a vote of 4-0-3-0.

On May 16, 2019, staff provided the Parks and Recreation Commission a presentation of Measure A updates. Staff informed the Commission the expenditure plan had not yet gone to City Council for recommendation for several reasons. First, the passing of Measure A prompted a lawsuit against Los Angeles County jeopardizing the distribution of Measure A funding to cities. Though cities had the option of accessing funds during legal proceedings, the City opted to not access funds until the legal dispute was resolved. Second, staff confirmed with Measure A representatives that the proposed Park Ranger Program and preparation of a Parks and Facilities Master Plan may not qualify for Measure A funding. Also, the heavy rains earlier this year caused roof and structural damage to several City facilities that were either ranked lower on the priority list or were not on the priority list at all. The Commission was asked to consider that on May 6, 2019, City Council approved a CIP project "City Facilities – Roof Replacements and Repairs" in the amount of \$1,188,000, which could fund several roof projects on the Measure A Priority List.

These events led to staff reconvening to revise and reprioritize park projects. Staff presented an updated project list consisting of 14 total projects. The Parks and Recreation Commission approved 12 of 14 park projects and requested to discuss alternate park projects totaling \$100,000 at their next meeting. This motion passed by a vote of 4-1-2-0.

On June 20, 2019, staff presented the Commission with the recommendation to apply \$85,000 toward the replacement of two roofs at Philadelphia Park and \$15,000 toward the repairs of playground rubberized surfacing at Phillips Ranch Park and Country Crossings Park. The Parks

and Recreation Commission approved \$50,000 toward the replacement of one roof at Philadelphia Park, and \$50,000 toward the replacement of one playground surface at Phillips Ranch Park. The motion passed by a vote of 5-0-2-0.

Council Consideration

- The passage of the Safe Neighborhood Parks of 1992 and 1996 (Proposition A) provided funding for acquisition, development, restoration and maintenance of parks within the County of Los Angeles.
- Presently, the City must expend approximately \$245,000 in Proposition A funds before any Measure A funds can be utilized. Proposition A funds are restricted to specified, previously-funded projects. Staff will bring back recommendations to City Council for approval at a future date regarding expenditure of Proposition A funds.
- Recently, staff has learned that Measure A annual allocations can now be used to fund development of a Parks and Facilities Master Plan. This would be considered under the category of Planning and Design. It is estimated that a Master Plan can cost up to \$250,000 to develop. Staff requests that City Council provide direction to prepare a Request for Proposals (RFP) for professional consulting services to obtain a comprehensive assessment of maintenance, repairs, and associated costs of City-owned park facilities covering the next 20-year period. Although funding to develop such a plan would initially decrease the amount of Measure A funding available for projects, a Master Plan would provide the information necessary to prepare findings to support a possible increase in Park Development Impact fees, which in turn would provide an ongoing source of funding for park projects. It would also provide a strategic plan to address ongoing park facility maintenance as part of a greater plan for park usage.
- Staff acknowledges the desire for new park space, new park facilities, and new park equipment. However, before creating new parks and building new facilities that require long-term maintenance, staff is focused on maximizing current park space and facilities through addressing issues caused by years of deferred maintenance.
- In preparation of the Measure A annual allocations, staff conducted hours of groundwork to provide City Council a comprehensive and detailed list of park and facility projects that require immediate attention. Based on the City's values and priorities, park projects were determined to do the following: increase public safety, protect City resources and assets, mitigate costs and repairs, minimize exposure to liability, and adhere to ADA requirements.
- Staff brought recommendations to the Parks and Recreation Commission and they approved a Measure A Priority List as a guiding document to direct Measure A annual allocations toward high-priority park projects for City Council's consideration.

COUNCIL PRIORITIES AND GOALS

This item supports the following 2019-2020 City Council goals:

- Goal M: Improve safety and cleanliness and parks and public spaces

- Goal O: Improve Parks facilities in the following general order of priority: 1) Ensuring that existing amenities are functioning; 2) Rehabilitating bathrooms and other park facilities; 3) Adding trees; 4) Improving ADA accessibility of all park facilities and equipment; 5) Adding new bathrooms; and 6) Adding additional recreation and playground equipment.

Prepared by:

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