

MINUTES OF THE PARKS AND RECREATION COMMISSION

**CITY OF POMONA
WILLIE WHITE PARK COMMUNITY CENTER
3065 BATTRAM STREET
POMONA, CA 91767**

**THURSDAY, NOVEMBER 15, 2018
6:00 P.M.**

I. CALL TO ORDER

Chair Ayala called the Parks and Recreation Commission meeting to order at 6:05 p.m.

II. FLAG SALUTE

Chair Ayala led the flag salute.

III. ROLL CALL

Chair Ayala asked staff to call roll.

Present:

Melissa Ayala, Chair	District 1
Lauren DeMott, Commissioner	District 2
Remington Cordova, Vice Chair	District 5
Ion Puschila, Commissioner	Mayoral Appointee

Absent:

Joshua Heredia, Commissioner	District 3
Jeff Sanchez, Commissioner	District 4
Jessica Gonzalez, Commissioner	District 6

Staff:

Meg McWade, Public Works Director
Michael Sledd, Parks and Facilities Manager
Matt Sampson, Facilities Maintenance Supervisor
Monica Belloso, Technical Specialist II

IV. APPROVAL OF MINUTES

Chair Ayala presented the draft minutes of September 20, 2018. **Chair Ayala made a motion to approve the minutes, seconded by Commissioner Puschila and carried by a vote of 4-0-3-0.**

V. COMMISSIONER COMMUNICATION

Vice Chair Cordova stated he attended the multi-cultural festival and said M. Joyce did a really good job with it. He advised staff that homeless are storing their belonging under the air conditioning unit at Willie White Community Center and requested that the HEART team patrol more and place notices to deter this. Vice Chair Cordova stated that gang activity has been seen at a home across the street from Willie White Park and that the resident there is allowing the homeless to store their belongings at the home. Vice Chair asked that the police or Code Enforcement investigate this.

Commissioner DeMott stated she participated in the second annual Pomona 5K run. She attended the Dia de Los Muertos event hosted by the dA Center for the Arts and volunteered in the children's arts and crafts area. She stated she volunteered at the Chalk Art Festival. She stated she has been getting together

with volunteers to do several cleanups at Martin Luther King Jr. Park and commented there are many old pine needles along the fence. She said she noticed the maintenance crew makes piles of the pine needles, but does not pick them up. She said she also called for several shopping carts to be removed.

Chair Ayala welcomed the public and thanked everyone for being there. She said she attended the first Indigenous People's Day at Ganesha Park and was happy to see a big crowd there. Chair Ayala said she attended the Chalk Art Festival and it turned out really great. She said there was a Day of the Dead event and ceremony at Shaun Diamond Plaza and said it also had a good turnout. She said she went on a tour with Three Valleys Water District to learn about water in California and she looks forward to learning more. She said she visited Cesar Chavez Park and it looks good, but noticed the free community library was missing the glass. She said she spoke with Councilman Gonzalez and it is now fixed.

Commissioner Puschila stated he participated in many events; he attended Dia de Los Muertos, he ran the 5K and participated in the City of Pomona Library's Trivia Bee.

VI. PUBLIC COMMENT – NON AGENDA ITEMS

There were no public speakers during this time.

VII. OLD AND/OR NEW BUSINESS

1. Street Tree Master Plan

Parks and Facilities Manager Michael Sledd presented a progress update to the current City of Pomona Tree Master Plan. Mr. Sledd stated the purpose of updating and maintaining the tree palette and matrix is to provide guidance to City administrators, facilities staff and designers for a wide range of improvement strategies from day-to-day maintenance, short-term plant replacement projects to longer term capital improvement projects. A program of replenishment and replacement of trees will provide clear direction related to species selection and placement that is tailored to the various conditions of the City.

Mr. Sledd explained the planting guideline will follow a "30/20/10" diversity goal that is considered an industry standard in landscape planning and management to effectively limit disease outbreaks and losses. The rule recommends that 30% of trees or less be from the same family, 20% of trees or less be of the same genus, and 10% of trees or less be from the same species.

Mr. Sledd advised the Commissioners the next steps include presenting a finalized palette and matrix for City Commissions and City Council to review and approve, revise the current tree policy, then draft a comprehensive plan using the approved palette and matrix.

Commissioner Puschila made a motion to support the progress updates to the City of Pomona Tree Master Plan, seconded by Chair Ayala and carried by a vote of 4-0-3-0.

2. Measure A Updates

Public Works Director Meg McWade and staff member Monica Belloso presented a proposed Measure A expenditure plan for FY 2018/19 and FY 2019/20 created by staff from Community Services, Public Works, Facilities, and Risk Management.

Ms. Belloso provided an overview of the Los Angeles County Safe, Clean Neighborhood Parks and Beaches Measure of 2016. Ms. Belloso stated Measure A is dedicated to local funding for park, recreation, and open space projects through an annual special tax of 1.5 cents per square foot of building

floor area on all taxable property in the County. Measure A makes funding available to recipients for projects that repair and upgrade parks and recreation facilities, preserve and protect open spaces, and support recreational programming. Ms. Belloso informed the Commission that as part of the countywide park needs assessment, staff from Community Services and Public Works verified conditions of the parks and amenities during the inventory phase of the project. The City hosted two community engagement meetings and compiled a list of potential park projects and recreational improvements. The outcome of the meetings established a top ten list of projects by residents emphasizing safety, facility repairs and improvements, and playground upgrades.

Ms. McWade stated that input was collected from the community and staff prioritized park projects based on safety, mitigating costs, protection of City property, exposure to potential liability, and adhering to the American with Disabilities Act (ADA). McWade discussed proposed projects that would be funded with \$946,000 allocated for two fiscal years. Ms. McWade discussed a proposed Park Ranger Program using \$200,000 from the FY 2019/20 allocation if approved by Los Angeles County. She stated the goal is to fund this as a pilot program in its first year in order to become eligible for additional grants and funding in the different categories of Measure A. Ms. McWade proposed utilizing Measure A funds for a Parks and Facilities Master Plan with a one-time allocation of \$250,000 from the FY 2018/19 allocation. Development of this Master Plan will involve public input and be designed to guide future actions in the City.

Ms. McWade discussed and presented photos of community centers with structural damage, deteriorating sports courts and playgrounds. Ms. McWade provided estimates of costs for repairs for each project and stated projects are located in both south and north study areas.

Location	Project	Amount
Washington Park	Patio/front entrance	\$65,000
Westmont Park	Roof	\$245,000
Willie White Park	Pavilion structure	\$30,000
Martin Luther King Jr. Park	Restroom roof	\$150,000
JFK Park	Roof	\$20,000
Willie White Park	Roof	\$20,000
Palomares Park	Deck	\$40,000
Phillips Ranch Park	Roof (restroom/closet)	\$30,000
Martin Luther King Jr. Park	ADA/sand to woodchips	\$125,000
Ted Greene Park	ADA/sand to woodchips	\$105,000

**** Estimates do not reflect actual costs or additional structural work that may be needed.**

Commissioner Puschila made a motion to approve the recommended Measure A expenditure plan, seconded by Chair Ayala and carried by a 4-0-3-0 vote.

3. Free Community Library at Esperanza y Alegria Park

Staff member Monica Belloso presented resident Nora Garcia’s request to install a free community library at Esperanza y Alegria Park. Ms. Belloso informed the Commission that staff considers factors such as park location, safety, accessibility, lighting, and stewardship when a request to install a “library” is received. Ms. Belloso stated a “library” is preferably installed at a location where there is a high volume of park visitors and/or staff. Also, a steward is identified to ensure the “library” is used for its intended purpose and for maintaining and regularly restocking material. Ms. Belloso stated accessibility, lighting, and location are also carefully evaluated to ensure the “library” is easily accessible to pedestrians,

wheelchairs, and vehicles. Staff verified that there is adequate lighting for safety and visibility and that electrical, irrigation and water lines would not be impacted or damaged with the “library” installation.

Ms. Belloso stated the location of the “library” will be placed inside the park and will have dimensions similar to other free community libraries at City parks. Ms. Garica was unable to attend the meeting; therefore Ms. Belloso read a letter provided by Ms. Garcia seeking approval to install a free community library at Esperanza y Alegria Park.

Commissioner Puschila made a motion to install a free community library at Esperanza y Alegria Park, seconded by Chair Ayala and carried by a vote of 4-0-3-0.

4. Portable Toilets at Parks

Commissioner Puschila stated to the Commission that he requested to discuss portable toilets at parks. He stated many parks like Cesar Chavez Park do not have restrooms, while other parks do have restrooms, but are locked during the day. Commissioner Puschila asked to discuss this item with staff to place portable toilets at parks.

Mr. Sledd responded that portable toilets have been discussed as a potential solution, but there are factors to consider such as cost, aesthetics, and potential vandalism. Mr. Sledd provided a copy of a bid sheet for one portable toilet with a monthly rate up to \$1,060 per month to maintain.

Commissioner Puschila proposed drafting a passage on the City’s website explaining the City’s decision for why park restrooms are closed and why portable toilets are not feasible at this time.

VII. STAFF COMMUNICATION

Ms. McWade presented the following updates:

1. The Lincoln Park project is underway on the east side and the sidewalk handicap ramps have been installed. There are community discussions for options and solutions due to the ramps not matching the curvilinear aesthetics of the surroundings.
2. The day that construction began at Phil and Nell Soto Park, the Native American Chief asked that the equipment and land be blessed by the forefathers and Mother Earth for a successful project.
3. The Phillips Ranch ad-hoc committee had its first public meeting to discuss a potential assessment increase.

Mr. Sledd reported the following updates:

1. The first beautification day meeting was today and he looks forward to working on potential ideas and concepts to improve the community and parks.
2. The Phillips Ranch ad-hoc meetings began yesterday and will meet on the second and fourth Tuesday of the month at City Hall in the Administrative Conference room at 5:00 p.m. Mr. Sledd stated he is unsure for the schedule in December due to the holidays.
3. Mr. Sledd said he had the opportunity to speak with Los Angeles County Fire Assistant Chief and there may be opportunities to work together on brush clearance in areas of Phillips Ranch and Ganesha.

4. The Street Tree plan is currently being worked on to present to Commissions and City Council.
5. The CCC is completing cleanups of encampments at Ganesha Park and clearing out bushes at Phillips Ranch.
6. The landscaping project at South Garey is underway and a similar median landscaping project at University Corporate Center is being considered, as well as Towne Avenue for drought tolerant planting.
7. Google Inc. has corrected the name of Willie White Park from Harrison Park.
8. An RFP will be worked on for expiring landscaping contracts and a one-year extension for West Coast.
9. A second HEART team has been added to serve 7 days a week.
10. There will be a tree lighting ceremony at City Hall on December 3, 2018 at 6:00 p.m.

IX. ADJOURNMENT

There being no further discussion, Chair Ayala adjourned the meeting at 7:51 p.m.

The next regular meeting of the Parks and Recreation Commission is Thursday, December 6, 2018 at 6:00 p.m. at Kiwanis Park Community Center, 954 Weber Street, Pomona, CA 91768.



Michael Osoff
Community Services Manager



Chairperson
Parks and Recreation Commission