



**CITY OF MONROVIA
COMMUNITY SERVICES COMMISSION
AGENDA REPORT**

DEPARTMENT: Public Services

MEETING DATE: April 10, 2018

PREPARED BY: Katie Distelrath,
Recreation Manager

AGENDA LOCATION: AR-1

TITLE: Recommend Approval of the Citywide Park Master Plan

OBJECTIVE: To recommend approval of the Citywide Park Master Plan for City Council's consideration.

BACKGROUND: In early 2016, the City participated in the County of Los Angeles' Park Needs Assessment. The County funded two community engagement meetings which were hosted in Monrovia and facilitated by the Community Service Commission and Staff. The objective of these meetings included:

1. Gaining a better understanding of our current park assets, the quality / quantity of park amenities;
2. Gaining a better understating or our communities park needs; and
3. Developing a list of park priorities.

Following these meetings, it was determined that the next step towards providing Monrovia with premier park and recreational opportunities would be to develop a comprehensive Citywide Park Master Plan. Having a comprehensive Park Master Plan will provide the City with a roadmap to upgrade and improving our existing parks, better position Monrovia to be competitive for any available park grant funds, aide Staff in developing a 5 Year Capital Improvement Project list, and provide the community with a planning document for future park development.

In June 2016, Staff issued a Request for Qualification to solicit consultants to assist with the development of the Park Master Plan. Six (6) proposals were received and following a comprehensive review process including in person interviews, Conservation Technix, LLC. was selected.

On September 20, 2016, City Council approved the Consultant Services Agreement with Conservation Technix, LLC. Conservation Technix, City Staff, and the Commission worked together over the following twelve months to undertake the following six (6) tasks that were used in the development of the plan.

1. Project Initiation and Management
2. Reviewing and Assessing the Existing Park Conditions and Baseline Analysis
3. Robust Community Engagement
 - a. *Community Services Commission Discussion*

AR-1

- b. *Community Survey - Random selection of 2,500 households surveyed as well as a hearty distribution of the Community Survey*
- c. *Several Key Stakeholder Discussions*
- d. *Hosting Community Workshops*
- e. *Launch of mySidewalk, A Web based Community Engagement Tool*

4. Community Needs Assessment

5. Preliminary Plan Development

6. Plan Review and Approval

On August 8, 2017, Steve Duh from Conservation Technix, LLC. presented a draft of the Citywide Park Master Plan during the regularly scheduled Commission Meeting. The Park Master Plan outlines a framework for the improvements of the parks and amenities as it relates to the specific needs of the community. This framework clarifies the program objectives, development goals, and sets a long-range vision for the City with clear action plans and strategies for implementation over the next five to ten years.

The plan is broken down into six separate sections. The first section is an overview of the community and describes the steps used to build the Plan. The next step provides some background as it relates to historic park development plans as well as explores the benefits of parks and open space. In the third section, the report fully outlines the public involvement in the plan development. The fourth section outlines the park assessment, providing an inventory and description of all park amenities. In the fifth section, Strategic Goals and Action Items are provided, laying a foundation for Plan implementation. And the final section provides key project recommendations and summarizes estimated project costs.

The Commission heard the report from Mr. Duh and requested time to review the document over the following two weeks and provided Staff with revisions, questions, and comments.

On September 11, 2017, Staff presented to the Commission a revised draft of the Park Master Plan that incorporated the comments and revisions provided by the Commission. The Commission reviewed the revised plan and provided additional comments to Staff for inclusion in the document.

On March 12, 2018, Staff presented a third draft of the proposed Park Master Plan for the Commission's consideration. The Commission took no action and provided Staff with additional comments to be considered for inclusion into the Citywide Park Master Plan.

ANALYSIS: During the March 12, 2018 meeting, the Community Services Commission reviewed the revised Park Master Plan and provided Staff with final comments. Specifically, Staff was asked to realigned the photo captions on page 23 and reformat the paragraphs on page 34 to provide further explanation related to the listed items.

More substantial discussion was had related to the recommended standard of park acres per 1,000 residents in the Goals and Action section on page 40.

In assessing the recommendation, there were several factors being reviewed:

- *Currently, the City of Monrovia has 0.9 acres of urban park land per 1,000 people (or 33.5 acres for 37,285 residents).*
- *The Park Master Plan recommends a park standard of 1.1 acres of urban park land per 1,000 residents (or 41 acres for 37,285 residents).*
- *The proposed park standard would reflect over 7 additional acres of new dedicated urban park land assuming the population remained unchanged.*

- *This standard does not take into consideration the 1,400 acres of Hillside Wilderness Preserve or the National Forest within the City of Monrovia boundaries.*
- *A standard of 1.1 acres per 1,000 people is considered “Park Poor” and significantly below the National Standard of 10 acres of land per 1,000 people (Source: 2017 National Recreation and Park Association Agency Performance Review).*

Commission requested Staff provide a comparison of acre per 1,000 for cities in the surrounding area.

City	Acre / 1,000
Los Angeles County	3.3
Arcadia	1.3
Bradbury	0.5
Covina	1
Duarte	2.6
El Monte	0.4
Glendora	1.8
West Covina	1.4
Average for reference cities	1.2
Monrovia (recommended standard)	0.9 (1.1)

Source: Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment

Staff contacted Mr. Duh, from Conservation Technix, LLC. to provide further insight into the propose recommendation. Mr. Duh affirmed his recommendation and noted that he believed it to be the responsible action, taking into account that Monrovia is the fourth oldest incorporated city in the County of Los Angeles and is essential built out. Furthermore, Mr. Duh stated adopting anything more would be overly ambitious and not attainable. In his professional opinion, the recommended standard of 1.1 acres per 1,000 people is right for Monrovia. The proposed recommendation was also reviewed and approved by the Community Development Director and Planning Staff.

FISCAL IMPACT: There is no fiscal impact associated with this action. However, having the Park Master Plan will make the City more competitive for available grant funding.

RECOMMENDATIONS: The following options are provided for the Commission’s consideration:

1. Recommend approval of the Citywide Park Master Plan for City Council’s consideration.
2. Do not recommend approval of the Citywide Park Master Plan and provide Staff with further direction.

COMMISSION ACTION REQUIRED: Staff recommends Option 1, to approve the Citywide Park Master Plan for City Council’s consideration.