



The monthly meeting of the Inglewood Parks and Recreation Commission was convened on Wednesday, April 7, 2004, in Community Room A, located on the 1st floor of Inglewood City Hall. Commissioner Henry Brown presiding called the meeting to order at 6:04 p.m.

Roll Call

Present:

Commissioner Cindy Giardina – District I
Commissioner Jamie Gutierrez – District III
Commissioner Henry Brown – District IV
Commissioner Willie Agee – At Large

Absent:

Commissioner Norma Smith – District II

Staff:

Kevin Hawkins, Director
Sandra Green, Administrative Secretary
Skip Halloran, Human Services Superintendent
Sabrina Barnes, Recreation Superintendent
Michelle Jordan, Program Assistant
Mark Martinez, Tree Maintenance Supervisor

APPROVAL OF MINUTES – APRIL 7, 2004

A motion for approval of the minutes from April 7, 2004 was made by Commissioner Agee and seconded by Commissioner Gutierrez. Motion passed.

Public Comments

Ms. Bell, Inglewood resident stated she would like to thank the Senior Center for the Meals on Wheels Program. Her mother really enjoys the meals. This is the first time I attended the Commission Meeting and during the Tuesday, April 6, 2004, Council Meeting Commissioner Agee stated that he was resigning and I'm here to see if Commissioner Agee is going to retire like he stated at the April 6, 2004, Council Meeting.

Communications

None.

Directors Report

Skip Halloran, Human Services Superintendent gave a PowerPoint Presentation about the services and activities at the Inglewood Senior Center. It was created by students from USC as a class project.

Mark Martinez, Tree Maintenance Supervisor stated in the Park Maintenance Section things are being kept in order as much as possible. The swimming pool resurfacing project is almost complete. Park maintenance and general irrigation are going well. The soccer fields at Vincent Park are under construction. The section is dealing with a lot of trees throughout the City and the Tree Master Plan is pretty much adopted.

Commissioner Gutierrez asked Mr. Martinez to share with the Commissioners the status of the Tree Maintenance equipment.

Mark Martinez stated the chipper trucks are worn out, they are from the late 80's, and are high maintenance machinery used daily. Out of the 9-hour workday they work properly for 6 ½ hours. The trucks have been pushed to their limit. A replacement chipper truck was taken away due to budget cuts. The City Garage has a new Superintendent who has different ideas about equipment and hopefully things will get better.

Commissioner Giardina asked if there is a timetable for the replacement of ficus trees that are a significant problem. There have been a number of reports that tree roots from the ficus trees break the sidewalks and cause plumbing problems.

Mark Martinez stated the ficus trees are on a repeated damage report. Once it shows progressive damage the trees are removed. We do not remove all ficus trees because neither the timetable nor the budget will allow for it. In special cases when damage occurs, and a resident has paid a lot of money for repairs, we try to work with them to remove trees.

Mark Martinez stated tree roots will not damage the sewer line, but will invade the sewer lateral if given a way to get into the line, which adds to sewer problems. The old sewers consist of clay pipes and are not made to last forever. They have a useful life of 50 to 75 years and that is where we are with most of the sewer lines. Residents are responsible for the laterals from their house to the center of the street. This is standard practice throughout Southern California. The surface roots that are seen on top are the support roots that cause problems to the surface, sidewalk, and water service lines. The feeder routes can drop down 6 to 9 feet in depth and can invade the sewer lateral that has a break or separation. Root Destroyer is used for preventive maintenance. If used regularly, it deters the roots. When a tree is removed we stump it, if there is a sidewalk problem, we root prune for that. We inform Public Works of the problem; they'll either go out and grind the raise or put a temporary patch over the raise to eliminate any accidents until it is fixed permanently. When trees are to be planted back in various locations we are sticking to the recommendations of the Tree Master Plan because they are specialist in the field. They check and assess each location to see what species of tree is best suited for that site. Ficus, elm and liquid amber trees are the biggest problem trees because they have large lateral roots that cause sidewalk damage. These trees are not being replanted as we are adhering to the Tree Master Plan recommendations. Each site has five recommended species.

Commissioner Gutierrez stated that he reviewed the Tree Master Plan and each site has 5 good recommended species to choose from.

Commissioner Giardina stated that she reviewed the Tree Master Plan and would like to amend the Tree Master Plan to incorporate another species of tree to replace the ficus. I would like to make a motion to amend the Tree Master Plan to include another species to replace the ficus.

Commissioner Brown stated the Commission already voted on the Tree Master Plan.

Kevin Hawkins, Director stated he will direct staff to look at adding another species to the Tree Master Plan and forward the recommendation to West Coast Arborist.

Commissioner Giardina recommended that palm trees should be considered because it was not included in the Master Plan.

Mark Martinez stated cocoas palm trees are incorporated in areas that do not have suitable parkways large enough to handle a tree. Palm trees grow fine in small areas and do not need fibers. If there is a break in the sewer line they would also get in the sewer line. Is Commissioner Giardina requesting to replace all ficus trees with palm trees throughout the City or in a particular area?

Commissioner Giardina stated her request is for specific areas. Most of the beach cities have palm trees in their communities. Century Boulevard is a good example of how palm trees beautify the community.

Kevin Hawkins, Director stated at this time there is a group of trees that are recommended and fall under the approved range of suggestions to be forwarded to West Coast Arborist (further review and approval), so they can be added to the list of recommended trees.

Commissioner Agee asked how is work prioritized for tree trimming.

Mark Martinez stated we generally try to keep a crew in each district. Once an area is found to be a hazard, (and hazards consists of a tree overhanging streets, or a structure hitting it at the ends, hanging over sidewalks where branches hit pedestrians on the head, blocking stop signs, and traffic lights it does not have to be a big tree, it can be a small tree), then we try to respond immediately. We prioritize all hazards and then we go back to the monthly schedule.

Commissioner Agee asked is there a list of each area that is established for maintenance.

Kevin Hawkins, Director stated each month a Tree Trimming Schedule is prepared and posted on the web, and will be mailed to Commissioners.

Mark Martinez stated most trees are scheduled for trimming according to their species because each species is different. Magnolias do not need

trimming every year. Ficus and elm trees need trimming annually because they grow very fast. Palm trees need trimming every 3 to 4 years.

Mark Martinez stated as a result of 2 positions being eliminated from the budget, (Tree Trimmer and Senior Tree Trimmer). The Tree Maintenance Section lost its 5th crew (at-large crew).

Intergenerational Center

Michelle Jordan, Program Specialist stated the Senior Center received a bequest of \$119,500.24 from the estate of Joseph Howard Price. Mr. Price was an active participant and volunteer for many years. In 2002, Mr. Price performed over 500 volunteer hours and was honored by the Los Angeles County Older Americans Recognition Day, May 2002. He also served as vice-chairperson of the Project Advisory Council (PAC), and was a member of the Inspirational Senior Choir and "Friends of Inglewood Senior Center". The funds have been deposited in a special interest-bearing account and earmarked for the new Intergenerational Center.

Inglewood Neighborhood Action Council

Michelle Jordan stated the mission of the Inglewood Neighborhood Action Council (NAC) is to facilitate networking between citizens through increased community empowerment, child advocacy and parent involvement. Participants meet at Rogers Park on the first Tuesday of each month at 7:00 p.m. A guest with success writing grants for project funding has been invited to share tips with preschool teachers at the March meeting. The NAC was created out of the 2002 SPA (Service Planning Area) School Readiness Conference. The sixth School Readiness Conference is scheduled for May 1, 2004 at the Carson Community Center, with the theme "Making our Voices Heard."

S.H.A.P.E

Michelle Jordan stated students continue to thrive in the Students Heightening Academic Performance through Education (SHAPE) program. SHAPE, a student organization based at UCLA, in which UCLA students provide homework assistance and mentoring to youth ages 13 – 19. This term, two (2) additional students signed up increasing enrollment to a total of forty-two (42) students. In a proactive measure to assist with funding for

the SHAPE program Saturday, May 1, 2004 students will host a run a thon to raise funds.

Commissioner Brown asked for background information on the RISE/Freedom Fridays Program.

Michelle Jordan stated approximately 40 students attend the program every Friday evening from 4:00 to 7:00 p.m. at Rogers Park. Staff and volunteer mentors work with teenagers on life skills such as values, time management, budgeting, goal setting, social etiquette, computer training, jobs and college counseling.

Commissioner Brown asked if the information was shared with Mrs. Miles.

Michelle Jordan stated yes, and would like to extend the welcome to Commissioners for mentoring.

Commissioner Brown volunteered along with Mrs. Miles to do a workshop on resumes and job applications.

Kevin Hawkins, Director stated we need you and you need us.

Commissioner Giardina donated \$50 for refreshments for the R.I.S.E./Freedom Fridays program and agreed to do a life skills workshop in the future.

Commissioner Agee stated I belong to an organization called Leadership Council which has funds for Inglewood and Morningside High School graduates.

Commissioner Gutierrez stated he sees a need for the information to be provided to juniors and seniors and provided with Ms. Jordan contact information.

Michelle Jordan invited everyone to the "College, Career and Health Fair" to be held on Saturday, April 24, 2004, from 10:00 a.m. to 3:00 p.m. at Rogers Park. Featured will be representatives from colleges and universities, information on scholarships and financial aid and options for careers.

Recreation Activities

Training and Research Foundation Head Start Program

Sabrina Barnes asked for a recommendation regarding the Training and Research Foundation Head Start Program. The contract expires on Wednesday, June 30, 2004, and the Department would like to renew the contract for 3 years.

Commissioner Brown stated he visited the facility and it has “spearheaded funds from the sky” to upgrade the whole facility.

Commissioner Giardina stated engaging the City in a three-year plan is kind of presumptive in terms of use of space and suggested that the City consider other places to locate them.

Sabrina Barnes stated it becomes impractical for the City to maintain the agreement due to budgetary restraints or the need for space for City programs, or if there is a violation of a material provision of the agreement, grounds for termination of the agreement exists. When the matter was originally presented to the Mayor and Council Members last year it was for three years, and Council recommended that it run for one year, to see how it goes and to also make sure that it is compatible with the environment and that both of the programs work well together. The program did not impact our Pre-School Program during the course of the year. By talking to our staff, their staff, and parents we found that to be the case. However, we did want the agreement to allow for us to retrieve our space in the event that our program growth demanded it.

Kevin Hawkins, Director stated the whole purpose is to provide a service that will be a benefit to the community. A one-year pilot project was decided upon, and from there the success of the project was going to be evaluated... Not only from Head Start, but also, at our existing pre-school program. From their presence we had the pre-school classes renovated, which we have been trying to get done for years. Once they saw the quality of the programs and the work done they renovated our classrooms within 3

months. Teachers and parents are very pleased. Parents on both sides are raving about our City sponsored programs and there is a slight profit that goes back to the general fund with no expectation or any desire for TRF to spread to other locations. We would like to take advantage of their funding sources to do other things. It is not going to negatively impact any of our operations. It has been better than anticipated thanks to the Commissioners. If those renovations had not been done the pre-school programs would have been the ones to suffer.

Commissioner Agee stated he happened to be on the Commission when it voted to approve the Head Start Program and that is one of the most upscale projects we have had in the City. Competition brings out the best in people. It is a win-win situation for the kids and staff is to be commended for doing a good job.

A motion to approve the contract renewal with Training and Research Foundation Head Start Program was made by Commissioner Brown and seconded by Commissioner Gutierrez. Motion passed.

Sabrina Barnes extended an invitation to Commissioners to the Grand Re-Opening of pre-school classes on Thursday, April 15, 2004, from 12:00 p.m. to 2:00 p.m. at Rogers Park.

Health Fair

Sabrina Barnes stated for the last twenty years the City has held a Health Fair which started at the Senior Center with just a senior component. For the last 12 years it has been City-wide event addressing all age groups (from ages 2 to 100 years). In the past, program sponsors included American Red Cross, Channel 4, and Sav-On who will not be doing the Health Fair Expos this year. Human Services and Recreation will hold a wellness event that deals with the soul, body, and mind and with that, we will offer the health component, which will include up to 5 medical units ranging from mammograms, AIDS, dental, chiropractic, and vision. Events will be held for children and inside, the Community Center college information will be provided.

Vincent Park Swimming Pool Grand Opening

Sabrina Barnes stated the Vincent Park swimming pool has recently been renovated. A grand opening will be held on the Memorial Day holiday, it will

be a pre-summer splash, and more information will be provided by the next Commission Meeting.

Los Angeles County Health Week

Sabrina Barnes stated this is health week throughout the County of Los Angeles. The Department will be holding a Health Fair and will have information on health components in our programs. Yoga will be offered to participants in the Boys and Girls Club as well as other health and fitness activities that are designed to address childhood obesity issues. The City is looking to see how it can be actively involved in helping to reduce the risk of obesity among children.

New Business

None

Unfinished Business

Vincent Park Restroom Renovation Project

Kevin Hawkins, Director stated that Khanh Chu from Public Works Department is the Project Manager of the Vincent Park Restroom Renovation Project and is present to answer any questions. The project has been discussed, planned, and revised for some time due to the cost of the project. Commissioners have expressed concerns regarding the price and funding source. Commissioners need to make a decision.

Khanh Chu, Supervising Engineer of Public Works Department stated the Vincent Park Restroom Reconstruction Project needs approval from Commissioners before it is presented to the Mayor and Council. In April 2000 the Parks and Recreation Commission approved the project and recommended staff to seek approval from the Mayor and Council Members. The scope of work involves reconstruction of an existing restroom next to the ball diamond field, which will be 875 square feet, and the construction a 1,400 square feet restroom next to the soccer field. In October 2002 the Mayor and Council Members awarded a contract for the design with a concession stand. Attached to one restroom will be 14,016 square feet but the concession stand is 302 square feet by itself. The

design is based on information received by the Parks, Recreation and Community Services Department staff regarding use during peak season.

Commissioner Brown stated one of the biggest concerns is the cost of the project. Is there any way a lower bid may be obtained?

Khanh Chu responded no and stated the information obtained from Parks, Recreation and Community Services Department staff is from the 2001 bid process. In August and September of 2001, the total rental use of the diamond fields and soccer fields is 1,075. The park is looked at during peak season and the ratings of the two restrooms were from 800 to 1000 people. That is why there is a need for the restroom.

Commissioner Agee asked what is the basic reason for changing the restrooms?

Khanh Chu replied because of the increase use of the restrooms.

Commissioner Agee asked how many toilets would the new restroom have.

Khan Chu stated the new restroom will have 4 urinals, 2 toilets and 2 sinks in the men's side.

Commissioner Agee asked isn't that what already exists.

Khanh Chu stated no we only have one restroom next to the soccer field.

Commissioner Agee asked what is the offset.

Khanh Chu stated the offset is the concession stand.

Commissioner Brown stated the last update provided to Commissioners included a canteen area.

Khanh Chu stated that is correct.

Khanh Chu stated the size of the new restroom is bigger than a 3 bedroom house and the lowest bid received was \$790,000.

Commissioner Giardina stated that she made a number of walk-thrus at Vincent Park and these restrooms date back to the 60s' and are in a state of dilapidation. The restrooms are not in compliance and do not accommodate people with disabilities, but once renovated they will be in compliance. There is a kitchen by the first restroom that is used as a concession stand, but is unusable because of the state of dilapidation. In the plan of the renovation the concession stand area will be expanded and making it user-friendly and capable for vendors to use and money will be used to go back to the City?

Kevin Hawkins stated if it is a City event, funds usually go to the City or a nonprofit. For example funds from the amphitheater or the Jazz Festival would go back to the City to be utilized for programs.

Commissioner Gutierrez stated the reason that Khanh Chu is at the meeting is to get approval from Commissioners.

Khanh Chu stated that is correct.

Commissioner Agee stated is there something in the charter indicating that an old building needs to be retrofitted to assist handicapped persons.

Khanh Chu stated when there is a publicly accessible building, handicap access needs to be provided.

Commissioner Agee stated all restrooms at Vincent Park need to be torn down.

Khanh Chu stated eventually that needs to be done.

Kevin Hawkins, Director stated when making any renovations or reconstruction it must meet current code and ADA compliance. We want everything to be uniform and any recommendation ultimately goes to the City Council and they usually base their opinion and recommendation on this body. There are issues that we have, but one thing that we all are in agreement is that we need a new restroom or something done to the existing one. There is a mandate that we are not to look at general funds, but to seek grant funds, so that is where we started. The funds that we are trying to use are from Prop A, so when we are looking at the design we have estimated along with Public Works about \$625,000 up to \$700,000, so we're talking about doubling the size of the restrooms, making them

ADA compliant and have added value by trying to incorporate the snack bar component. We have been working with Public Works to find out exactly what renovations we need in order to accommodate current park usage to bring it up to something that we feel confident in and represents the community. We are looking at a number of options and the plans, designs elements and dollars that we currently allocated were short. What drew us past the budget was adding the snack bar component. So, we budget \$700,000 and part of that was design for actual construction. It was about \$625,000 for construction, so we had that budget, and now we are saying we are over budget what we initially anticipated the project cost would be. So what we did was to look at alternate funding sources in order to cover the gap. Recently Supervisor Yvonne Burke provided the City with \$348,000 of excess funds for park related activities and we found out that these funds may also be used for this purpose. What we are proposing is allocating the balance of those funds from that particular allocation to take care of this project. I want to make it perfectly clear that I am not sure that Council will support what you recommend as a selling point. We know that we need something if and we choose not to go with this scale, we have to send this back out to find new modifications and scale it down. If we go ahead and proceed we have to have a decision made of how we are going to allocate this by June 30, 2004. The fact is a half a million dollars is a lot to spend for restrooms, no matter how you package it, especially given our fiscal challenges.

Commissioner Gutierrez stated that is the Prop A money and Yvonne Burke's money to cover the costs and by June 30 we need to be showing some type of progress.

Kevin Hawkins, Director stated we need to make sure that those funds are encumbered.

Commissioner Brown asked how much is the difference that is needed for the original project?

Kevin Hawkins, Director stated we need about \$240,000, but we are flexible. The industry says that is the norm, that is what we deal with and that is the investment. Staff wants to present both sides, lay it out and try to provide you with good information.

Commissioner Giardina stated this appears to have been floating around since April 2000, so if this project goes out again, the price will only go up because plans, and architectural designs will have to be modified. Based on that I would like to make a motion to adopt the project for the \$790,000 to complete the restrooms and bring them up to code and incorporate the snack bar area.

A motion to adopt the Vincent Park Restroom Renovation Project was made by Commissioner Brown and seconded by Commissioner Gutierrez. Motion passed.

Commissioner Brown stated to let the record show that the count for the approval of the Vincent Park Restroom Renovation Project was 3 to 1.

Commissioner Agee's Resignation

Commissioner Agee stated Mrs. Bell came to the Commission Meeting to see me resign. There have been a lot of changes since I became a commissioner, black kids did not have a place to play then, but now they do. Pools were in bad condition and there has been a lot of change since I've been a Commissioner. Even if I resign I've left my mark in Parks and Recreation in the City of Inglewood and don't have any shame. Yes it was my intention to resign tonight because I feel very strongly about what took place. But since this individual wants to celebrate my resignation I refuse to resign because I am not a quitter and will fight strong for these kids. I am not a felon and I've never been in jail, so I'm here to stay.

Circle Park Project

Commissioner Giardina stated we have been trying to locate funds for the Circle Park Project from Yvonne Burke. Can staff provide Commissioners with a report by the next meeting regarding this project?

Kevin Hawkins, Director stated staff will check with Public Works to obtain information and come together with the Commission.

Commissioner Brown stated he had an opportunity to sit in the Management Staff Meeting and one of the biggest concerns in District 4 is the outlaw soccer matches at Center Park, which the Director and staff have ensured will be dealt with. I know that Commissioner Agee patrols the area and provided ideas on how Commissioners may be more active in

assisting staff. The field at Center Park is terrible and we have to utilize all the resources to make sure that there will be some type of action.

Meeting was adjourned at 7:46 p.m.

c:\nsw\mydocuments\commission\april 2004