

CITY OF ARCADIA

Recreation and Parks Commission Regular Meeting Agenda



Wednesday, July 10, 2024, 6:00pm

Location: Recreation Conference Room, 375 Campus Drive, Arcadia

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the Recreation and Community Services at 626.574.5113. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

根据《美国残障人法案》，需要调整或提供便利设施才能参加会议的残障人士（包括辅助器材或服务）可与市书记官办公室联系电话：626-574-5455。请在会前 48 小时通知市书记官办公室，以便作出合理安排，确保顺利参加会议。

Pursuant to the City of Arcadia's Language Access Services Policy, limited-English proficient speakers who require translation services in order to participate in a meeting may request the use of a volunteer or professional translator by contacting the City Clerk's Office at (626) 574-5455 at least 72 hours prior to the meeting.

根据阿凯迪亚市的语言便利服务政策，英语能力有限并需要翻译服务才能参加会议的人可与市书记官办公室联系（电话：626-574-5455），请求提供志愿或专业翻译服务，请至少在会前 72 小时提出请求。

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Valerie Cheung, Chairperson
Gregory Vanni, Vice-Chairperson
Roberto Ayala, Commission Member
Sonny Mediana, Commission Member

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

1. PUBLIC COMMENTS (5 minute time limit per person)

Any individual wishing to speak before the Recreation and Parks Commission is limited to five (5) minutes per person, unless waived by the Recreation and Parks Commission. Under the Brown Act, the Recreation and Parks Commission is prohibited from discussing or taking action on any item not listed on the posted agenda. The matter may automatically be referred to staff for appropriate response or action or may be placed on the agenda of a future meeting.

REPORTS FROM RECREATION AND PARKS COMMISSIONERS

REPORT FROM CITY COUNCIL MEMBER LIAISON

Any writings or documents provided to a majority of the Recreation and Parks Commission regarding any item on this agenda will be made available for public inspection at the Recreation and Community Services Department, 375 Campus Drive, Arcadia, CA 91007 during normal business hours.

2. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the Commission, staff, or the public request that a specific item be removed from the Consent Calendar for separate discussion and action.

- a. Regular Meeting Minutes of June 12, 2024
Recommended action: Approve

3. REGULAR ITEMS

- a. Report of Public Works Services Department
 - I. Project Updates
- b. Report of Director of Recreation and Community Services
 - I. Monthly Reports
 - II. Financial Statements

ADJOURNMENT

The Recreation and Parks Commission will adjourn this meeting to August 14, 2024, at 6:00pm in the Recreation and Community Services Department Conference Room, 375 Campus Drive, Arcadia.

**RECREATION AND PARKS COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, June 12, 2024**

RECREATION AND PARKS COMMISSION REGULAR MEETING

CALL TO ORDER – Commissioner Chu called the meeting to order at 6:04pm.

PLEDGE OF ALLEGIANCE – Commissioner Ayala

ROLL CALL OF COMMISSIONERS

PRESENT: Ayala, Chu, Mediana
EXCUSED: Cheung, Vanni

A motion was made by Commissioner Chu, seconded by Commissioner Ayala, and unanimously carried on roll call vote to excuse Chairperson Cheung and Vice-Chairperson Vanni.

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

1. PUBLIC COMMENTS

REPORTS FROM RECREATION AND PARKS COMMISSIONERS

Commissioner Ayala reported he attended the Volunteer Appreciation Dinner on May 16, 2024. Commissioner Ayala reported he has been playing pickleball at the Camino Grove Park courts with the growing pickleball community. Commissioner Ayala reported the pickleball community is looking forward to the new pickleball courts coming to Newcastle Park with hopes of more courts being added around the City. Commissioner Ayala reported he would like to see the Community Bike ride happen more than once a year.

Commissioner Chu reported he has observed the abundant use of the City's tennis courts, most notably at Tierra Verde Park.

Commissioner Mediana – No Report

REPORT FROM CITY COUNCIL MEMBER LIAISON

Mayor Verlato reported she participated in an evening of Pickleball at the Camino Grove Park tennis courts. Mayor Verlato reported participants are eager to have more courts available for pickleball use in the City of Arcadia. Mayor Verlato proposed the possibility of utilizing outdoor basketball courts for pickleball. Mayor Verlato reported the current pickleball courts at Camino Grove Park need re-painting and there is a light out on the courts. Mayor Verlato reported she will be giving the State of the City address at the La Meridien Hotel on Thursday June 13, 2024.

2. CONSENT CALENDAR

- a. Approve the Regular Meeting Minutes of April 10, 2024.

It was moved by Commissioner Chu, seconded by Commissioner Ayala, and unanimously carried on roll call vote to approve consent calendar 2a.

3. REGULAR ITEMS

a. Report from Public Works Services Department

I. Project Updates

Deputy Director Public Works Services (DDPWS) Carmen Masud reported the Newcastle Park Renovation Project is under way. DDPWS Masud reported the Public Works Services Department will be meeting with the Federal Emergency Management Agency (FEMA) to discuss funding opportunities including preventative mitigation efforts for future planning.

I. Monthly Reports

Director Recreation Community Services (DRCS) Sara Somogyi reported on the new indoor Pickleball courts at the Dana Gym and passed out a flyer with information on the summer classes. DRCS Somogyi reported Concerts and Movies in the Park begins Thursday, June 20 at 6:30p on the City Hall Lawn. Concerts and Movies will continue each Thursday through August 8. DRCS Somogyi passed out a flyer with information on the new Arcadia Merchandise the Department of Recreation and Community Services Department will be selling. DRCS Somogyi reported the merchandise will be sold in the gift shop, at the concert during Concerts in the Park, and at special events.

DRCS Somogyi reported on several senior programs in the month of May. DRCS Somogyi reported Coffee with the Mayor had 37 in attendance. DRCS Somogyi reported the gift shop had 87 visitors. DRCS Somogyi reported Mahjong had 152 participants on Tuesday's and Friday's. DRCS Somogyi reported Sing-Along with James had 87 participants. DRCS Somogyi reported Taste the Town had 27 participants enjoy lunch at Shabu Lin restaurant in Arcadia.

DRCS Somogyi reported on several recreation programs and activities in the month of May. DRCS Somogyi reported the Adult Basketball League had 408 participants. DRCS Somogyi reported the Afterschool program ended in May with 5,803 children attending. DRCS Somogyi reported Summer Fun 'N Play and Sports Camps begin soon and are full with extensive waitlists. DRCS Somogyi reported the Community Bike ride took place on May 4 with 300 people participating. DRCS Somogyi reported Arcadia Law Day took place on May 11. Local Attorneys with different areas of legal expertise gave 20-minute, free consultations to 108 people. DRCS Somogyi reported the Community Center classes had 1,444 participants in the various classes offered.

II. Financial Statements

DRCS Somogyi reported the Fiscal Year 2023/24 April percentage for expenditures is approximately 71%. DRCS Somogyi reported revenue is at approximately 78% and expecting to climb with summer programs starting. DRCS Somogyi reported the Parks and Recreation Facilities Fund will begin to see movement now that the Newcastle Park Renovation project has begun.

ADJOURNMENT

Chairperson Cheung adjourned the meeting at 6:56pm to July 10, 2024, at 6:00pm in the Recreation and Community Services Conference Room, 375 Campus Drive, Arcadia.

Valerie Cheung
Chairperson

By:

Sara Somogyi
Secretary



STAFF REPORT

Recreation and Community Services Department

DATE: July 10, 2024

TO: Honorable Chairperson and Members of the Recreation and Parks Commission

FROM: Sara Somogyi, Director of Recreation and Community Services &

SUBJECT: PROGRAMS & ACTIVITIES – June 2024

SENIOR SERVICES DIVISION

Arcadia Senior Services plays an integral part in the wellness of the senior community. The multitude of programs, services, and activities offered supports the healthy and independent lifestyle of the participants. A brief description with program attendance is listed below.

PROGRAM	DESCRIPTION	ATTENDANCE
Billiard Room	Three pool tables are available Monday through Friday from 7:30am-4:30pm for seniors to enjoy and make new friends.	314
Blood Pressure Check	Free blood pressure check is available the second Tuesday of each month, from 10-11am in the Community Center.	12
Bridge	Bridge is available on Wednesdays from 10am-1pm. Card games help improve memory and cognition, enhance motor skills, and promote socialization.	136
Chess Club	Chess is available every Thursday from 9:30-11:30am. The game of chess can help increase creativity, critical thinking skills, improve concentration, and improve reading skills.	6
Classes	Exercise plays a vital role in health and contributes to bone density improvement, increased muscle strength, flexibility, and can also reduce stress. Some classes offered are line dance, cardio plus, art, chair yoga, and Zumba.	2,350
Coffee with the Mayor	On the third Tuesday of the month, seniors listen and chat with the Mayor about City issues and topics of personal interest.	34
Fit & Talk	On Thursdays, Fit & Talk meets for a fun and easy workout. Once per month, the group enjoys a leisurely walk around different areas of Arcadia.	61 Average/Week 15
Gift Shop	The gift shop provides a venue for senior crafters to sell their creations and allows the community to purchase one-of-a-kind items at a great price. Arcadia logo merchandise is now available for purchase during gift shop hours.	87 Visitors Monthly Revenue \$291
HICAP	Every third Tuesday of the month, the Center for Healthcare Rights provides free, monthly, in person counseling through the Health Insurance Counseling & Advocacy Program (HICAP).	3

Information & Referral Intakes	The I&R program assists seniors and their families with issues that affect their quality of life by providing information and referral that address their daily living concerns.	25
Lions Sight	The Lions Sight program is offered in conjunction with the Arcadia Lions Club. The program offers low-income seniors free vision care. Prospective clients are screened to make the necessary arrangements for the free service.	4
Legal Assistance	The Neighborhood Legal Services of Los Angeles Organization is available once a month at the Community Center to provide seniors with legal insight.	4
Mahjong	Mahjong is a game of Chinese origin played by four people with 144 tiles that are drawn and discarded until a player secures a winning hand. American Mahjong is held on Tuesdays, at 1pm and Traditional Chinese Mahjong on Fridays at 12:30pm.	128
Monday Dance	The Monday Dance is held the first, third, and fifth Monday of each month. This program provides live music entertainment for everyone to dance to and enjoy.	228
Monthly Bus Pass	Dial A Ride bus passes are sold at the Community Center and can also be mailed to seniors. Bus passes are \$5 per month.	20
Notary Services	Free notary services are offered by appointment on the second and fourth Tuesday of the month. Services are limited to three signatures or thirty minutes per appointment.	12
Senior Meals Program	A nutritious meal is provided Monday-Friday. For many seniors this is the only hot meal they have daily.	1,385 Average/Day 76
Senior Seminars	Free seminars on diverse topics are available each month. The following topics were presented June: Chronic Obstructive Pulmonary Disease (COPD) and Recycling 101.	57
Sing Along with James	Sing along with James meets Wednesdays from 1-3pm. James is one of our volunteers who plays his guitar and sings with a group of seniors for fun and socialization.	96
Table Tennis	Table Tennis is available Monday-Friday, from 8am-4pm. Equipment is available at the front desk for seniors to play and meet new friends.	211
Taste the Town	Each month, participants meet at different restaurants to have lunch and socialize. In June, participants had lunch at BJ's Brewhouse & Restaurant in Arcadia	22
Weekly Movie	New movie releases or classic movies are shown on a theater size screen every Wednesday for free.	81
You've Got a Friend	This program provides a weekly phone call to individuals who live alone, feel lonely, or need someone to check on them. New friends are made, and great conversations are enjoyed.	4
Bunco	Bunco was held on Friday, June 14, with 22 participants. Participants enjoyed three sets of Bunco, a light lunch, and tea.	22
Senior Luau	On Friday, June 21, the Summer Luau took place with 153 participants. Participants enjoyed lunch, a candy bar, and a Polynesian performer who had participants up and dancing.	153
Senior Social Hour	Senior Social Hour was held on Friday, June 28, with 12 participants. Everyone had the opportunity to meet and talk, while enjoying refreshments.	12

Arcadia Travelers Club	Support services include registering members for trips, signing up new members, and managing the club's correspondence. A monthly club meeting is held to discuss future trips and provide a social gathering.	Meeting: 69 Passes Sold: 44 Passengers: 74 Total: 187
Cumulative total for senior services		5,654
Connection	Total number of monthly newsletters distributed this month.	1,400

RECREATION SERVICES DIVISION

The Recreation Services Division is responsible for providing programs and activities which meet the recreational needs of the community. A diverse selection of programs is offered for youth, adults, and families to provide the opportunity for positive recreation experiences and to promote health and wellness. A brief description and attendance totals for the programs and services is listed below.

PROGRAM	DESCRIPTION	ATTENDANCE
Adult Basketball	The Adult basketball league has 28 teams participating in the spring league. The league takes place at the Dana Gym on Sundays from 8am to 10pm. The spring league runs from April 7 through June 30.	606
Summer Fun 'N Play	The Summer Fun 'N Play Program provides children from ages 5-12 with weekly recreational activities in a group environment. The program runs for nine weeks from June 10 through August 9. The children enjoy a variety of games, crafts, and a weekly demonstration from outside organizations.	CG 992 LW 783 Total 1,775
Specialty Camps	Weekly Specialty Camps are offered in the Summer from June 10 through August 2 at various facilities in the City. June Specialty Camps offered a total of 14 camps. Eight camps of tennis, soccer, and art with six camps in Science, Technology, Engineering, and Mathematics (STEM) that took place at the Dana Gym.	214
Summer Concerts & Movies in the Park	On June 20, the Summer Concerts and Movies in the Park series kicked off with a bang. The energetic band, The Answer, entertained 884 fans with their interactive show and fun give aways. The movie, Trolls Band Together, had 320 people in attendance. On June 27, the Kelly Boyz performed to 730 participants and 462 people watched the movie Migration. Concerts will continue Thursdays, through August 8 (no concert July 4).	Concerts/Movies 1,614/782
City-Wide Health Education Series	On Wednesday, June 26, 19 people attended the City-Wide Health Education Series seminar on Benign Prostatic Hyperplasia: Symptoms, Diagnosis, & Treatment.	19
Volunteen Program	The Volunteen Program provides teens with valuable volunteer experiences to help prepare them for college and future jobs. During the month of June, a total of 624.5 hours were completed by 46 volunteers.	46 Volunteers 624.5 hours
Community Center Classes	Examples of classes offered at this location include exercise classes, karate, cooking, chess, table tennis, yoga, lip reading, painting, and line dancing.	1,453
Dana Gym Classes	Examples of classes offered at this location include exercise classes, youth basketball classes, volleyball, and badminton.	797
MEC Classes	Examples of classes offered at this location include guzheng, karate, tai chi, and line dancing.	296

Off-Site & Virtual Classes	Examples of classes offered off-site or virtually include tennis, art, exercise, music, and more.	984
Community Center Rentals	The facility is available for rent to Arcadia civic and non-profit organizations for activities and programs.	1,305
Cumulative total for Recreation classes and youth programs		9,891
TOTAL for Recreation and Senior Services		15,545

SUMMER CONCERTS & MOVIES IN THE PARK

DATE	BAND/MOVIE	ATTENDANCE
June 20, 2024	The Answer/Trolls Band Together	884/320
June 27, 2024	Kelly Boyz/Migration	730/462

COMMUNITY CENTER RENTALS

DATE	ORGANIZATION	PARTICIPANTS	FEEES
June 2, 2024	The Well SGV	150	\$225
June 2, 2024	Galilee Foundation	15	\$140
June 2, 2024	Galilee Foundation	50	\$180
June 8, 2024	Thai Rotary Foundation	250	\$1,352
June 9, 2024	Nak Mvay Foundation	80	\$1,267
June 16, 2024	The Well SGV	150	\$225
June 22, 2024	Dawn of Hope	60	\$225
June 23, 2024	JCUAA	150	\$1,014
June 29, 2024	The Town Council of Los Angeles	250	\$1,437
June 30, 2024	The Well SGV	150	\$225
Total		1,305	\$6,290

WILDERNESS PARK – CLOSED UNTIL FURTHER NOTICE DUE TO STORM DAMAGE.

Normal % Expended

Personnel Related: 92.31%

Supplies & Services: 91.67%

RECREATION DEPARTMENT FINANCIAL STATEMENT

May 2024

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>PERCENTAGE</u>
5501 Administration	\$ 934,200	\$806,443	86.32%
5502 Community Center	\$ 386,700	\$322,784	83.47%
5503 Dana Gym	\$ 340,600	\$248,369	72.92%
5504 Fee & Charge	\$ 729,640	\$544,966	74.69%
5505 Nature	\$ 76,500	\$ 47,213	61.72%
5506 Recreation/Fields	\$ 136,200	\$ 71,470	52.47%
5507 Senior Citizens	\$ 508,900	\$396,410	77.90%
5508 Camp	\$ 122,300	\$100,706	82.34%
5510 Youth Programs	\$ 559,360	\$442,765	79.16%
5520 Museum Education Center	\$ 61,900	\$ 67,436	108.9%

Total Report **\$3,856,300** **\$3,048,562** **79.05%**

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>REVENUE</u>	<u>PERCENTAGE</u>
5502 Community Center Rentals	\$ 68,600	\$ 39,451	57.51%
5503 Dana Gym	\$ 253,500	\$280,689	110.7%
5504 Fee & Charge Classes/ Activities	\$ 630,200	\$469,132	74.44%
5505 Nature	\$ 29,700	\$ 6,864	23.11%
5506 Recreation/Fields	\$ 64,200	\$ 47,490	73.97%
5507 Senior Citizen Classes/ Activities	\$ 268,900	\$189,145	70.34%
5508 Day and Sports Camps	\$ 93,200	\$134,404	144.2%
5509 Special Events	\$ 0	\$ 2,000	0.00%
5510 Youth Programs	\$ 118,700	\$113,431	95.56%
5520 Museum Education Center	\$ 31,300	\$ 37,556	119.9%

Total Report **\$1,558,300** **\$1,320,162** **84.72%**

Park and Recreation Facilities Fund

	FY22-23 Actual	FY23-24 Actual as of 5/31/2024	FY23-24 Budget
Beginning Fund Balance	\$7,826,989	\$8,742,647	\$8,470,100
Estimated Revenue:			
Dwelling Unit Fees	\$550,784	\$568,157	\$1,400,000
Grant Revenues	\$0	\$0	0
Interest Earnings	\$138,073	\$199,167	\$259,100
Total Revenues	\$688,857	\$767,324	\$1,659,100
Estimated Funds Available	\$8,515,846	\$9,509,971	\$10,129,200
Proposed Expenditures:			
General Fund Overhead	\$32,900	\$31,350	\$34,200
Capital Projects	\$12,863	\$683,139	\$6,061,100
Total Expenditures	\$45,763	\$714,489	\$6,095,300
Ending Fund Balance	\$8,470,083	\$8,795,482	\$4,033,900
Net Change in Fund Balance	\$643,094	\$52,835	