



**CITY OF SAN DIMAS  
PARKS AND RECREATION COMMISSION AGENDA  
TUESDAY, NOVEMBER 17, 2020 at 6:00 P.M.  
245 E. Bonita Avenue - Via Zoom**



**CORONAVIRUS (COVID-19) ADVISORY NOTICE**

Consistent with Executive Orders N-25-20, N-29-20, and N-35-20 from the Executive Department of the State of California and the County of Los Angeles Department of Public Health Safer at Home Order, the regular meeting of the Development Plan Review Board will not be physically open to the public and the meeting will take place via teleconference and video conference.

**To maintain public safety while still maintaining transparency and public access, members of the public can participate by using Zoom Meeting by using the link provided below:**

<https://zoom.us/j/97184508388?pwd=MGJHL3dzMG1saG96Qm45ZXB6TFZsZz09>

Meeting ID: 971 8450 8388 Password: 131767

**Or join by phone:**

1-669-900-6833

Meeting ID: 971 8450 8388 Password: 131767

For those wishing to speak during the public comment portion of the agenda, press \*9 and we will select you to speak from the meeting queue. *Please note that your phone number will appear on the screen unless you first dial \*67 before dialing the numbers as shown above. Please note: All members of the public calling or logging into the meeting will be muted so that the meeting can proceed.*

You may call (909) 394-6274 to provide comments or concerns to be passed along to the Parks and Recreation Commission. **All comments (written and verbal) must be received by no later than November 17, 2020 at 1:30 p.m.** to ensure that Staff has time to provide the emails and type verbal comments for the Commission prior to the beginning of the meeting. You may also submit comments via email to [LByars@sandimasca.gov](mailto:LByars@sandimasca.gov).

Comments will then be read and incorporated into the public record, with a maximum allowance of five minutes per individual comment, subject to the Chairman's discretion. If a comment is received after 1:30 p.m. but before the conclusion of the meeting, based upon its time stamp, the comment will still be included as a part of the record of the meeting but will not be read into the record.

---

**Call to Order and Flag Salute**

**Roll Call:**

1. **Special Agenda Item-** NONE
2. **Consent Calendar**  
-Approval of Minutes January 21, 2020 Meeting

3. **Audience Communication**

4. **Reports of Staff/Members**

**A. Manager's Report:**

-Discuss City Council Meeting: P&R Needs Assessment & Urban Graffiti

-SDRC Maintenance Update

-CivicRec Registration Platform Update

-CIP Status

1. Trail Rehab
2. SPLEX Field Rehab
3. Court Resurface
4. Playground Replacement
5. Arrow Highway Median
6. Brasada Trail

-StaLok Material

-2020 Holiday Events

**B. Chair's Report:**

**C. Commissioner's Report:**

**D. Councilmember's Report:**

4. **New Business-**

A. ACTION ITEMS: Appoint a new Chair for the Parks & Recreation Commission

B. DISCUSSION ITEMS: Pioneer Park Skatepark Lighting

5. **Continued Items-**

6. **Future Agenda Items-**

**Adjournment:**

The next scheduled commission meeting will be January 19, 2021 at 6:00 P.M.

Copies of documents distributed for the meeting are available in alternative formats upon request. An electronic version is also available on the City's website at <http://sandimasca.gov/agendas-minutes/> City Hall is open Monday through Thursday 7:30 a.m. to 5:30 p.m. and on Fridays from 7:30 a.m. to 4:30 p.m. If you are unable to attend, you may submit written comments prior to hearing. Any writings or documents provided to the Commission regarding any item on this agenda will be made available for public inspection at the office of the Director of Parks and Recreation at City Hall during normal business hours. In addition, most documents are posted on the City's website at [cityofsandimas.com](http://cityofsandimas.com).



**Notice Regarding Americans with Disabilities Act:** In compliance with the ADA, if you need assistance to participate in a city meeting, please contact the City Clerk's Office at (909) 394-6216. Early notification before the meeting you wish to attend will make it possible for the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II]. Copies of documents distributed for the meeting are available in alternative formats upon request.



**MINUTES  
PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
TUESDAY, JANUARY 21, 2020**

**MARCHANT PARK- MEETING STARTING TIME 6:00 P.M.**

The Parks and Recreation Commission meeting was called to order at 6:02 p.m.

**Roll Call:**

**Present:** John Margis, Chairperson  
Rebecca Pike  
Janice Bartolo  
Anthony Boulahoud  
Katie Smith- Mahoney  
Susan Davis

**Also Present:** John Ebner, Councilmember  
Hector Kistemann, Director of Parks and Recreation  
Tim Pagano, Recreation Manager  
Genevieve Amaro, Departmental Assistant

**Absent:** None

**1. Special Agenda Item- NONE**

**2. Consent Calendar-**

**A. Approval of Minutes November 19, 2019 Meeting**

COMMISSIONER DAVIS MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 19, 2019 PARKS AND RECREATION COMMISSION MEETING, SECONDED BY COMMISSIONER BARTOLO AND APPROVED UNANIMOUSLY.

**3. Audience Communication- NONE**

**4. Reports of Staff/Members**

**A. Director's Report:**

**- Discuss City Council Meeting: Urban Forestry Plan, P&R Needs Assessment & Urban Graffiti**

Mr. Kistemann presented to the Commission a PowerPoint presentation of what had been discussed at the City Council meeting beginning with the Urban Forestry Management Plan. He stated this presentation had been well received by the councilmembers and provided them with the current value of the urban forest for San Dimas which is over \$30,000,000.00.

Mr. Kistemann discussed the needs assessment for the Parks and Recreation Department. The goal of the assessment is to define the community's facility needs, compare the amenities and programs to industry standards as well as engage the public to solicit the facility demands.



The Graffiti Abatement Program was also discussed by Mr. Kistemann who provided a memo to the Commission that illustrated the purpose for the program. He stated Councilmember Ebner had been concerned with the response time for graffiti abatement by the previous vendor.

However, with Urban Graffiti Enterprises Incorporated, the response times have drastically improved since switching vendors. The contract required the removal of all reported graffiti within a 24-hour period. Mr. Kistemann also stated the contractor has been proactive by focusing on areas where higher concentrations of graffiti have occurred to manage the number of incidents reported. During the trial period from October through December there had been over 300 graffiti abatements completed.

Councilmember Ebner praised the graffiti abatement program. He stated they had promised same day service response times and have delivered.

Chair Margis inquired if there had been any recommendations from the contractor to mediate certain hot spots for graffiti.

Mr. Kistemann stated this would be something the Sheriff's department and City would need to look into to mediate the potential trends.

#### **- Holiday Extravaganza Report**

Mr. Pagano provided a recap of the Holiday Extravaganza event. This event had transitioned to a later afternoon parade and consisted of a tree light ceremony which featured thirty-five community groups. There were also twenty-six craft vendors who participated as well as performances by five different groups. Attendance at this event was over 7,500 people.

#### **- SDRC Maintenance Update: Interior Paint & Pool Filter Maintenance-DEC 2019**

Mr. Kistemann reported the maintenance has been completed.

#### **-CivicRec Registration Platform**

Mr. Pagano also informed the Commission of the transition that will be made for the current recreation registration software from ActiveNet to CivicRec by the summer of 2020. In addition, the use of performance measures will allow optimizing of the current programming for our facilities department, aquatics programming and customer care.

#### **- CIP Status Update**

Mr. Kistemann provided the Commission with a Capital Improvement Project update for the current projects being executed this fiscal year.

#### **- Update on Urban Forest Sub-Committee Meeting**



Mr. Kistemann stated the first meeting of the sub-committee was held on January 15, 2020. During the meeting a discussion of the goals and expectations of the committee were mentioned.

### **-2020 Calendar of Special Events**

Mr. Pagano listed the following upcoming events:

- March 14, 2020 – City Wide Olympics
- Kids Fun Club Spring Camp – March 23 -27, 2020
- San Dimas Farmers Market – April 1 – September 9, 2020
- Family Festival – April 4, 2020
- Heart of the Foothills – April 19, 2020
- Arbor Day/I Heart San Dimas Day – April 25, 2020
- April 28/29 (tentative) – Students in Government Day
- Bowser Bash – May 2, 2020
- Swinging for Seniors Dance – May 15, 2020
- San Dimas Recreation Center Open House – May 16, 2020
- Summer Programming Begins – June 8, 2020
- Movies in the Park Begin – June 10, 2020
- Summer Concerts Begin – June 16, 2020
- Family Campouts- June 12 -13 & July 24-25, 2020
- City Birthday BBQ – August 1, 2020
- August San Dimas Parks and Recreation Surprise (TBA)
- Halloween Spooktacular & Family Fun Weekend – October 23-24, 2020
- Holiday Extravaganza- December 5, 2020

### **- What's New in the P&R Dept.**

Mr. Pagano listed the department goals for 2020 which included a greater collaboration with the San Dimas community-based organizations and formalizing special event committees. The frontier magazine will also be getting a new look come this spring as the department is using a new publishing company called The Sauce.

### **B. Chair's Report:**

Chair Margis stated he has been serving as the active Chair for this Commission for about a year now and would like it to be put on this next meeting's agenda to select a new Chair. He also inquired if it would be possible to move the election to the Bonita Center of the Arts building instead of the Stanley Plummer Community Building.

Mr. Kistemann stated it could be suggested but at this time it has been solidified to be held in the Stanley Plummer Community Building for this year's election period.

### **C. Commissioner's Report:**

Commissioner Davis stated she enjoyed volunteering at the Holiday Extravaganza event and helped at the beer gardens issuing out wristbands.

Commissioner Bartolo stated she was pleased to be apart of the sub-committee and looks forward to what's to come.



**D. Councilmember's Report:**

Councilmember Ebner reported on the Holiday Extravaganza event and how well attended it was. He stated he received nothing but positive feedback for the event and was pleased with the staging company that was utilized this year. He also informed the Commission of a new BBQ restaurant that is coming soon to San Dimas. Councilmember Ebner mentioned a project called the Tree Potential Project where Microsoft is helping to protect the world's forest.

Councilmember Ebner discussed the upcoming election which is set for March as well as the candidates forum that will be held in February at the Stanley Plummer Community Building.

**5. New Business-**

- A. ACTION ITEMS: NONE
- B. DISCUSSION ITEMS: NONE

**6. Continued Items-NONE**

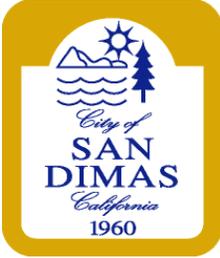
**7. Future Agenda Items:**

- Discuss Arbor Day April 25, 2020
- Update of Urban Forest sub-committee
- Selection of new Chair

**Adjournment:** The meeting was adjourned by Chair Margis at 7:00 p.m. Next meeting for the Parks and Recreation Commission will be in March 25, 2020.

---

Genevieve Amaro, Departmental Assistant



## Parks & Recreation Commission Staff Report

**To:** Parks and Recreation Commission  
*For the meeting of November 17, 2020*

**From:** Steve Farmer, Landscape Manager

**Initiated by:** Lesa Byars, Administrative Aide

**Subject:** Public Communication-Request for Improvements of Pioneer Park Skate Park

### SUMMARY

San Dimas Resident Request from San Dimas Resident for Lighting Improvements and Modifications to the Hours of Operation to the Skate Park Located at Pioneer Park

### **BACKGROUND**

During the Public Comment period of the August 25, 2020 City Council meeting, San Dimas resident Savannah Spillman expressed her desire of extended hours of operation and lighting improvements to the skate park located at Pioneer Park. Following her comments to the City Council, the following day, Ms. Spillman sent a letter via email to every Councilmember, Acting City Manager and Parks and Recreation Department.

Ms. Spillman, a 23-year resident of San Dimas, describes herself as a skateboarder who has been using the skate park for the past three years. In her letter, Ms. Spillman requests the City:

- Invest in light fixtures
- Keep the skate park open to a later time

The skate park was designed by the City's design consultant Purkiss-Rose and constructed by California Landscape Design in 1999.

## **DISCUSSION**

Pioneer Park serves the community with a variety of recreational opportunities and activities. Park amenities include; (1) baseball field, (2) tennis and (1) basketball court, a playground, restrooms, picnic shelter, outdoor exercise equipment and a skate park.

### **Skate Park**

Skate parks are community spaces that serve the recreation needs of individuals, especially the sometimes-overlooked teen demographic. They can help to develop community and a sense of pride and ownership in public space. They also encourage outdoor recreation and an active lifestyle. There is growing demand for a better-quality public skate facility to serve skaters and others who have not been able to adequately, safely, and legally practice their action sports in San Dimas public parks. San Dimas has not kept pace with neighboring or comparable cities throughout the U.S. Skaters without adequate facilities have often turned to skating on public infrastructure, causing property damage and leading to controversy and tension.

The skate park was constructed in 1999 by California Landscape Design, following a series of workshops conducted by design consultant Purkiss-Rose. The construction cost was \$93,600 though the total project cost is undetermined due to missing design costs.

Skate Parks provide skate boarders a variety of challenging elements to skate on. Though not designated for any specific age demographic, the skate park at Pioneer Park is primarily used by local teenagers.

Purkiss-Rose's design was intended to meet the needs of most, if not all of San Dimas skate boarding community. Purkiss-Rose, held community workshops for the purpose of:

- Educating community members about skate parks;
- To provide community/neighbors' an opportunity to express their comments and concerns;
- Allow staff members to review the site designation and a variety of designs and layouts

Though most of the skate parks in neighboring cities are either fenced, and/or lit, the skate park at Pioneer Park has neither lights or fence, and the establish hours of operation are from dawn to dusk, in accordance to Chapter 10.19.020 of the Municipal Code.

### *10.19.020 Skate park regulations*

*The following regulations shall apply within the designated skate park:*

- A. No person shall skate or skateboard at times other than those established as the hours of operation. The hours of operation shall be dawn to dusk.*
- B. No person shall skate or skateboard when the designated skateboard park area is wet*

Because there is no fence around the skate park, skateboarders are regularly observed using the skate park well past dusk. Ms. Spillman's request to add lights to the skate park would also require the City Council modify the City's current Municipal Code.

As indicated in the letter from Ms. Spillman, the skate park at Pioneer Park does not have a dedicated lighting system. The skate parks used as comparisons do have dedicated lights. Ms. Spillman is requesting the following;

- Installation of lights
- Modification to hours of operation

The objective behind the request by Ms. Spillman is for "*San Dimas youth have a safe space to exercise, instead of going to the streets and looking for skating locations that remain lit*". In addition, she feels this is also a great opportunity for adults who work all day to have a well-lit space to exercise.

Ms. Spillman notes that that San Dimas "parks close at dusk" and states that she "would like to extend the hours until 9:00 PM", and cites hours of operation of surrounding cities that are open until 9:00 and 10:00 PM. Additionally, she cites surrounding skate park hours of 8:00, 9:00 and 10:00 PM. It is worth noting that Chapter 13.16 of the Municipal Code separates lighted from non-lighted facilities.

***Chapter 13.16 Parks-Rules and Regulations, Section 190 Hours***

A person may enter, be or remain in any park, or in any building in any park, as expressly permitted as follows:

A. Parks Without Lighted Facilities, Athletic Fields, or Courts. A person may enter, be and remain in any park without lighted facilities, athletic fields or courts between sunrise and sunset of each day.

B. Parks with Lighted Facilities, Athletic Fields, or Courts. A person may enter, be and remain in any park which has lighted facilities, athletic fields or courts between sunrise and up to ten p.m. if in the park after sunset for the purpose of use of such lighted facilities, athletic fields, or courts.

C. The director may in his or her discretion change the hours of use as stated above for any individual park. All persons shall comply with such changed hours. (Ord. 1248 § 1, 2016; Ord. 446 § 1, 1973; prior code § 26A-56).

Staff identified that due to the lit tennis courts, Pioneer Park should be open until 10 P.M. The City's Municipal Code sets a different closing time for the skatepark's hours, which is only open until dusk.

## ANALYSIS

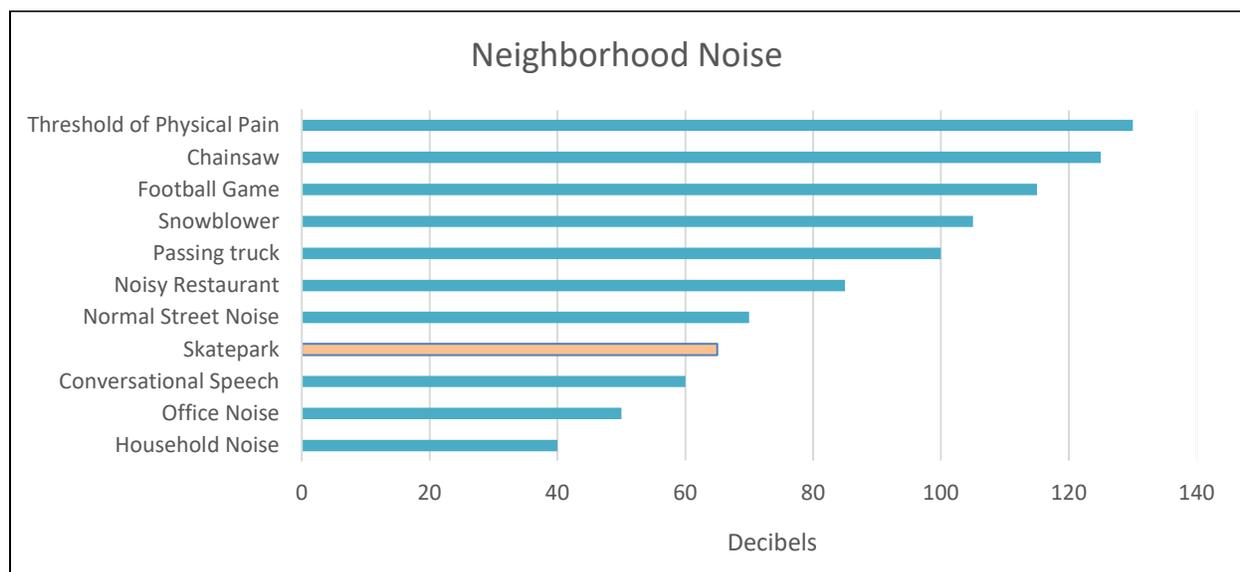
### Cost Impacts

There is the cost of designing a proper lighting system and ensuring that the existing infrastructure along with additional system loading will need to be considered. In addition, there would be impacts to the surrounding neighbors and there would have to be public outreach prior to any change to the existing facility.

There has been no cost analysis or review conducted at the present time, and unless the Parks and Recreation Commission recommends further review or analysis on this matter, staff would not seek further action. Should the Commission have interest in further discussions on the matter, staff would pursue cost estimates and a plan of action to discuss at a future meeting. In consideration of lighting, Staff suggests a site-specific evaluation should be conducted by involving the neighbors in the engagement process. Currently, there are no funds available to install lights and would require City Council fund appropriation.

### Noise Impacts

Staff understands noise is a concern for extending park hours, but through research, it was found that skateparks are not as noisy as one would expect. One of the earliest and most comprehensive skatepark noise studies was conducted by the City of Portland, Oregon in 2001. The Chief Noise Officer for the Portland Sheriff's Department concluded that skateboarding noise was negligible at 50 feet. It is to be noted that the nearest residence to the skatepark is 160 feet away, in the easterly direction. Additionally, sharp sounds from some tricks (e.g., ollies) could reach 65 to 71 decibels, about the sound of a bat hitting a ball, other tricks (e.g., grinds) reach between 54 to 65 decibels. Therefore, a skatepark is about as noisy as a playground. Light and noise pollution are reasonable concerns and should be balanced with recreation needs. For context, the chart below exhibits sounds found within a neighborhood setting.



### Safety

Skate park lights and lighting systems differ in many ways from the typical, flat athletic field systems. Often times, lower level, street-type lighting adds to the overall user experience, resembling an urban plaza or that of skating in a "real street" environment. Additionally, an appropriately scaled skate park lighting system generally increases the aesthetics to the general public as a public place. Ramps, stairs, ledges, pools, bowls and other features within a skate park create shadows. These shadows, if left unaddressed, may become a safety concern. Taller pole fixtures provide wider lighting coverage with less shadowing. Shorter fixtures typically have higher light levels, but the light levels far away from the pole drops significantly. It may be the case that a balance of taller and shorter fixtures be implemented to accomplish the goals of park, including park aesthetics, appropriate light levels, neighbor considerations. A photometric study should be performed as part of the lighting scope to ensure these areas are all areas safely lit.

“Lighting will protect local skaters against being harmed or harming other locals (due to providing a continuously specified location to skate and preventing motor vehicle accidents), light fixtures will also protect skaters at the park. Pioneer Park hosts beginner and female skaters so they may all have a chance to practice and feel safe when at the park. Lighting the skatepark will also allow more visibility for local law enforcement and will keep unwanted participants away from the skatepark, such as vandals or drug users. Previous research on opportunistic crime states that proper lighting is a simple way to decrease the rates of sexual assault, vandalization, and other criminal behavior” (Clarke, 1997; Felson & Clark, 1998).

### Relation to Mission Statement

The City of San Dimas is committed to the preservation, proper maintenance, and continued enhancement of the park facilities. The City recognizes the value of parks within our community as assets; which contribute to an enhanced quality of life to the residents of San Dimas

The City of San Dimas is *committed to excellence* in the planning of the community with due consideration for the physical and social environment. *The City Council and all city employees are committed to well- maintained facilities and being responsive to the needs of the residents by providing necessary programs.*

Respectfully submitted,



Steve Farmer