

## Valley Plaza Volunteer Park Advisory Board

### Meeting Notes and Supplemental Information

Regular Meeting, June 10, 2024, 12240 Archwood Ave., North Hollywood, CA

In attendance were Stephen Joyce, Park Director, Ron Bitzer, president, Jennifer Clark, North Hollywood NE Neighborhood Council representative, D.J. Gervais, West of 170 representative, Paula Velasco, Teen Center, Jonathan Durante, and Monica Moyne, vice resident. Carol Rose and Leslie Ann Myrick were excused.

Ron called the meeting to order at 7 pm.

Budget for 2024-2025

Stephen Joyce

- The fiscal year for the City Rec and Parks ends every June 30<sup>th</sup>.
- The next budget (2024-2025) does not appear to suffer the initial \$20 million cut. City Charter specification of annual funding for RAP is reduced by as much as \$100 million a year for “cost recovery” as defined by the City ---resulting in a reduced total of \$250 million (draft projected budget).
- International Olympics provides a pledge of \$160 million that funds the PLAY LA program. Disadvantaged communities charge program participants \$10 per session. For example, North Hollywood is “disadvantaged” because the median annual income is less than 80% of the State median income.
- Part-time staff --- Fees generated by RAP programs subsidize the income of part-time staff.
- Neighborhood Council grants --- Three NCs could provide grants to RAP as two do. The annual funding for these grants is \$32,000 per NC.
- **Outright gifts --- Monica Moyne reported the missing match from Walt Disney Co. following her 2023 gift; furthermore, she received no receipt for her gift.**

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City-Wide Funding Developments of Interest

Over, please

1. CD#10 --- Councilmember Hutt directs RAP Park Fee funds (\$805K) to a specific capital improvement project (23-0866) at 2803 Reynier Ave., 90034.
2. \$100K community donation from a business, Yaamava Resorts, was accepted by Commissioners for a festival (24-146).
3. City Port budget funds a senior gardener position among others at 582K.
4. Councilmember McOsler secured philanthropic funding for one RAP position in Watts.
5. RAP awarded \$1.5M by City to conduct a Citywide Community Needs Assessment to include a **"Decision-Making Framework,"** a highly touted need to prioritize projects. See attachment. **The Nevin Ave. School park under review for 10 years serves as one example.**
6. NoHo Neighborhood Council lobbies Council President Krekorian for a new public park in a May 13, 2024, letter. This is vacant property west of the off-leash dog park.
7. RAP has suggested that Park Advisory Boards provide some engagement on the issue of proposals to name a park (June 6<sup>th</sup> draft).

#### Old Business

- **Public Safety**


Stephen Joyce, Director

1. City clean up of St. Clair (6600 block and north) begins June 12, 2024.
2. City Nights begins July 3<sup>rd</sup> and ends at 11 PM on Weds. through Sat.
3. Public use ( not abuse) of the Rec Center is key to maintaining the reputation of safety for park assets. Six paddle tennis courts to be added north of Victory.
4. Stephen Joyce was thanked by all for his leadership in this regard.

Submitted 6/25/24  
R. Sitzer

CITY OF LOS ANGELES  
Department of Recreation and Parks

June 6, 2024

TO: Board of Recreation and Parks Commissioners  
FROM: Jimmy Kim,  
General Manager   
SUBJECT: Park Needs Assessment

SUMMARY

It is anticipated that the Department of Recreation and Parks (RAP) will be awarded \$1,500,000 in the Fiscal Year 2024-2025 City Budget in order to conduct a Citywide Community Needs Assessment (henceforth referred to as "Park Needs Assessment"). A Citywide Community Needs Assessment has not been conducted by RAP since 2009 (Report No. 09-247).

RAP's Planning Division will draft a Request for Proposal (RFP) to bring on a consultant to prepare a Park Needs Assessment (PNA). Staff aims to publish the RFP in August 2024 and award the contract by December 2024.

The goals of the proposed PNA are as follows:

1. Evaluate the current park needs of the City and its residents.
2. Evaluate past park investment, growth and development over the last 25 years (2000-2025).
3. Model future City population growth and future park needs.
4. Develop a Decision-Making Framework to objectively inform how RAP should be prioritizing overall park investment, including future capital improvement projects.

In conjunction with the Consultant, RAP anticipates that the following will be crucial and necessary to accomplish the aforementioned goals.

Park Condition Assessment (PCA)

RAP needs to conduct a Park Condition Assessment of all existing parks and amenities prior to the issuance of a Notice to Proceed (NTP) for the PNA. The assessment data will be shared with the Consultant in order to establish a baseline for the condition of RAP's assets and help identify a projected rate of depreciation and timelines for planned replacement. It is anticipated that the Consultant will also be tasked with identifying a method, format, and best practice to make the park inventory and assessment data open and available to stakeholders and the general public.

### Technical Advisory Committee (TAC)

As a part of the Needs Assessment process, RAP will establish a project TAC to develop a decision-making framework for prioritizing future capital improvement projects and overall park investment, as well as informing how to assemble a potential organizational structure to award funding. In order for the subsequent tasks to be completed, the most accurate maintenance and recreation mapping information would need to be provided to the TAC. The TAC will be responsible for creating a model of the future demand of RAP services within the city, as well as advising RAP on the most effective method for defining planning areas to be used in the development of the PNA. The decision-making framework would infer the future needs of new and existing parks and recreation assets based on the historical demands on RAP infrastructure and projected population trends per planning area.

The TAC shall be composed of representatives from the State Parks office, professional city planners, GIS experts, and experienced academics. The TAC is anticipated to meet a total of three times prior to the completion of the PNA Draft Report.

### Steering Committee (SC)

RAP will establish a project steering committee to oversee the Needs Assessment process, to define planning areas for the PNA, and provide guidance on the development of the Final Report and associated deliverables. The Steering Committee will provide input regarding the processes for the implementation of the Needs Assessment, which include, but are not limited to establishing criteria for the development of priority project areas, and providing review of the Draft and Final Reports and associated deliverables.

The Steering Committee may be composed of representatives from the Council Offices, representatives from the Mayor's office, non-profit organizations and community groups involved in parks and recreation advocacy, advocates of youth specific programming, environmental justice groups, park equity groups, and public health advocates. The Steering Committee is anticipated to meet a total of seven times over the course of the PNA's development.

### Community Engagement

RAP will coordinate with the Consultant to establish a community outreach plan for a range of communities throughout the City. Multiple surveys will be conducted in order to identify the baseline needs of respective communities. Additionally, specific focus groups will be surveyed in coordination with community-based organizations to understand the needs for certain recreation user groups. The Consultant will be required to provide translation services for all phases and methods of community outreach.

Community engagement is anticipated to be conducted across the city in three phases: 1) An introductory phase designed to survey the public's understanding of RAP and its role in the City, and assess the public's general opinion about the department; 2) Provide an opportunity for the public to qualitatively describe and rank existing park amenities in order of importance to gauge the priorities of user groups, and; 3) Share preliminary results and analysis with the public as a part of the review and finalization of the PNA documents.

The Consultant will also be tasked to create a website for ongoing transparency of the Park Needs Assessment process with the public during outreach phases. The website will be utilized

to disperse updates, meeting information, as well as hosting online surveys necessary to support the PNA.

#### Schedule/Timeline

RAP aims to publish the RFP for the PNA in Summer 2024 with the goal of selecting a consultant and awarding the contract by early 2025. Following the issuance of the Notice to Proceed to the selected consultant, the PNA will be completed and adopted in approximately 12 months in early 2026.



# LOS ANGELES COUNTYWIDE COMPREHENSIVE PARKS & RECREATION NEEDS ASSESSMENT



we all need  
**PARKS**  
for healthy, thriving and engaged communities

## INVENTORY

Accurate data about the size and location of all existing parks in the county were critical to completing the Parks Needs Assessment. These data were not available in a single database; therefore, the Los Angeles County Department of Parks and Recreation collaborated with 86 cities to complete the first ever Countywide inventory of existing parks.

**LOCAL PARKS** are under 100 acres and contain active amenities such as athletic courts and fields, playgrounds, and swimming pools.

**REGIONAL RECREATION PARKS** are over 100 acres and contain active amenities such as athletic courts and fields, playgrounds, and swimming pools.

**REGIONAL OPEN SPACE** includes facilities that are more than 5 acres and generally contain only passive amenities such as visitor centers, trails, picnic shelters, or restrooms.

**NATURAL AREAS** are generally larger than 100 acres and contain no reported amenities.

## PARK METRICS



Park Condition



Park Land



Park Amenities



Park Access

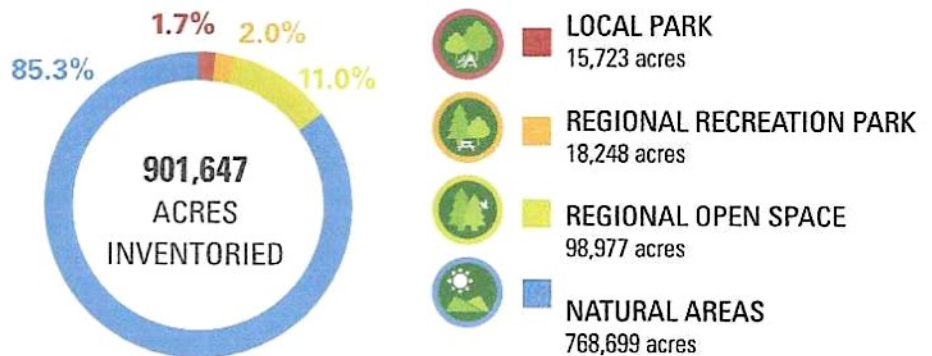


Park Pressure

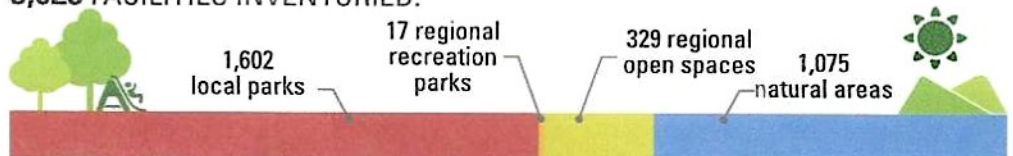
For more information, visit  
[LACountyParkNeeds.org](http://LACountyParkNeeds.org)

The Parks Needs Assessment establishes a new way to understand and think about parks, recreation, and open space by:

- ◆ Considering **parks as key infrastructure** needed to maintain and improve the quality of life for all County residents
- ◆ Using a **new series of metrics** to determine park need
- ◆ Supporting a **need-based allocation of funding** for parks and recreation
- ◆ Emphasizing both **community priorities** and **deferred maintenance projects**



3,023 FACILITIES INVENTORIED:



How much park land is in the County?



**3.3 ACRES**

Local & Regional Recreation Park per 1,000 people



**86.2 ACRES**

Regional Open Space & Natural Areas per 1,000 people

How much land is available to residents in the area around each park?



How much of the population has access to parks?

