

**PARKS, RECREATION
AND CULTURAL ARTS
COMMISSION AGENDA**



**WEDNESDAY, MAY 26, 2021
701 East Carson Street
Carson, CA 90745**

REVISED

6:30 PM

Commissioners:	William Cowens DeAnthony Langston	Cesar Dahilig Oscar Ramos	Walter Gonzalez
Alternates:	Kimberly Cortado Alternate 1	Vacant	Vacant
Staff:	Robert Lennox Director Luchie Magante Principal Administrative Analyst Evelyn Castaneda Administrative Secretary	Tim Grierson Recreation Superintendent Adrian Reynosa Community Center Manager	Mike Whittiker Human Services Manager Jason Jo Transportation Services Supervisor

“In accordance with the Americans with Disabilities Act of 1990, if you require a disability related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Recreation Department office at 310-847-3570 at least 48 hours prior to the meeting.” (Government Code Section 54954.2)

PUBLIC INFORMATION

DUE TO CORONAVIRUS COVID-19, NO MEMBERS OF THE PUBLIC WILL BE ALLOWED INTO THE EXECUTIVE CONFERENCE ROOM DURING PARKS AND RECREATION COMMISSION MEETINGS. THE MEETING WILL BE CONDUCTED VIA REMOTE TELECONFERENCING USING THE ELECTRONIC “ZOOM” APPLICATION.

Any members of the public wishing to provide public comment for the items on the agenda may do so as follows:

1. *Live via Zoom Application – Members of the public wishing to provide public comment in real-time will be invited to join the Zoom meeting remotely to provide their public comment live with their audio/video presented to the Parks and Recreation Commission. Members of the public wishing to do so must email p&rcommission@carsonca.gov, providing their real name and the phone number they will use to call in from, no later than 3:00 p.m. on the date of our meeting. For further details/requirements and meeting invite information, please email p&rcommission@carsonca.gov no later than 3:00 p.m. on the date of the hearing.*

2. *Email – You can email comments to p&rcommission@carsonca.gov no later than 3:00 p.m. before the meeting. Please identify the Agenda item you wish to address in your comments. Your comments will be read into record.*

3. *Telephone – You can record your comments at (310) 847-3581 no later than 3:00 p.m. before the meeting. Please identify the Agenda item you wish to address in your comments. Your comments will be read into the record.*

NOTE: Members of the public wishing to observe the meeting live without providing public comment will be able to do so by watching it on the City’s PEG television channel (Channel 35 on Charter or Channel 99 on AT&T for Carson Residents) or via live streaming on the City’s website, <http://ci.carson.ca.us>.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATIONS

PUBLIC ORAL COMMUNICATIONS ON AGENDA ITEMS

The public may address the Commission on any matters within the jurisdiction of the Carson Parks and Recreation Commission or on any items on the agenda of the Carson Parks and Recreation Commission, prior to any action taken on the agenda. Speakers are limited to no more than three minutes, speaking once. Oral communications will be limited to one (1) hour unless extended by order of the Chair with the approval of the Parks and Recreation Commission. Due to the threat of COVID-19 (aka the "Coronavirus"), you are urged to take all appropriate health safety precautions.

CONSENT CALENDAR

1. Community Services Department monthly report (March 2021, April 2021)

CONTINUED BUSINESS

NEW BUSINESS

1. Community Services Department FY 21/22 Budget Requests
2. Parks Capital Improvement List FY 21/22
3. COVID19 Task Force Update
4. Parks Master Plan RFP

PUBLIC ORAL COMMUNICATIONS FOR MATTERS NOT LISTED ON THE AGENDA

The public may at this time address the members of the Parks and Recreation Commission on any matters within the jurisdiction of the Parks and Recreation Commission. No action may be taken on non-agendized items except as authorized by law. Speakers are requested to limit their comments to no more than three minutes each, speaking once.

COMMISSIONERS' ORAL COMMUNICATIONS

STAFF ORAL COMMUNICATIONS

ADJOURNMENT

This Commission is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Commission agenda be posted at least 72 hours in advance of each meeting and that the public be allowed to comment on agenda items before the Commission and items not on the Commission agenda but are within the subject matter jurisdiction of the Commission. The Commission may limit public comments to a reasonable amount of time, generally three (3) minutes per person.



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 Luchie Magante, Principal Administrative Analyst
 Evelyn Castaneda, Administrative Secretary

Tim Grierson, Recreation Superintendent
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 Jason Jo, Transportation Services Supervisor

The Community Services Department is comprised of five divisions: Administration, Community Center, Transportation, and Recreation and Human Services. The Department delivers services and programs to support citizens' diverse interests in parks, recreation, and culture. This includes operating and maintaining twelve (12) parks and four (4) mini-parks, two (2) aquatic centers and two (2) pools, a sports complex, and a boxing and weightlifting center. The Community Center offers 40,000 square feet of versatile meeting and event space including 12,000 square foot ballroom and meeting rooms that accommodate between 5 and 1,200 guests, and state-of-the-art visual services. And the Transportation Services Division provides citywide transportation programs related to improving the fixed-route public transit system, specialized elderly and disabled transit, transit support of city park programs, and regional air quality issues.

RECREATION DIVISION

PARK FACILITY RESERVATIONS

The Reservations Section has been updating Rules and Regulations to include COVID-19 information. Staff is awaiting guidelines from Los Angeles County Public Health about gatherings indoor and outdoor so staff can commence reserving park facilities.

ADULT SPORTS

Adult Soccer leagues will begin on Monday, April 12, 2021 and currently have 6 teams. Adult Sports Baseball has had the most interest and success. There are 23 teams continuing from the previous season that were put on hold in March of 2020 and another dozen teams interested in starting the new season which will begin Sunday, April 18, 2021. The teams have currently been holding practices at the parks as they gear up for the season. Adult Basketball has received a lot of inquiries. There are over 30 teams waiting to begin the season when LA County authorizes basketball to resume.

YOUTH SPORTS

T-ball/Baseball/Softball leagues are in the process of finalizing sign ups and tryouts with practices starting after April 10, 2021. Tentatively, games will begin around May 8, 2021. This will mark the first City of Carson run youth sports season since the conclusion of Youth Basketball in February of 2020.

ENRICHMENT CLASSES

WEEK	ENRICHMENT CLASSES			PARK CLASSES
	Guitar	Piano	CSUDH Praxis Studio Art	Zumba
3/1 - 3/5	0	10	0	2
3/8 - 3/12	0	0	31	5
3/15 - 3/19	0	0	31	7
3/22 - 3/26	0	0	31	9
Month Total	0	10	93	23

The Enrichment Virtual Winter session ended on March 5th and the new session starts on April 12th. California State University Dominguez Hills (CSUDH) offers free art classes through the CSUDH Praxis Art Program for children ages eight through eleven. The class takes place Tuesdays and Thursdays from 4:00 p.m. to 5:00 p.m. The new session started on March 9th.

Staff is in the process of finalizing virtual park programs for commencement at the end of April, a date has not been determined. The virtual park programs will include the following; Arts & Crafts, Cheer, Cooking and Yoga. In-person Zumba classes have begun at Calas Park outdoors on Mondays at 3:30 p.m. and Tuesdays at 6:00 p.m.

PREVENTION AND AFTERCARE SERVICES

Week	New Clients	Open Cases	Closed Cases	Referrals Received	Extra Linkages
3/1 - 3/5	0	13	0	4	4
3/8 - 3/12	1	14	0	2	2
3/15 - 3/19	0	13	1	2	5
3/22 - 3/26	0	13	0	7	4
3/29 - 3/31	1	13	0	1	1
Month Total	2	66	1	16	16
FYTD Total	15	26	12	73	61

Prevention and Aftercare services consist of case navigation, resources and referrals to families with children under the age of 18 in the home. These families are referred by the Department of Children and Family Services (DCFS), other organizations or can be self-referred. Extra linkages can be provided to families who do not need case navigation. These linkages may include but are not limited to food giveaways, counseling services, tutoring or housing services. Case navigation takes place via phone/virtually, due to COVID restrictions, but is normally in person. Social connection groups are on hold until further notice due to COVID.

KIDS CLUB AND DAY CAMP

Week	Calas	Carson	Del Amo	Dolphin	Veterans	Total
3/1 - 3/5	16	7	5	12	25	65
3/8 - 3/12	16	7	5	12	25	65
3/15 - 3/19	16	8	7	12	25	68
3/22 - 3/26	19	10	5	13	26	73
3/29 - 3/31	0	0	0	12	26	38
Month Total	67	32	22	61	127	309
FYTD Total	397	156	134	367	593	1647

Special Hours of Operation

Prior to the pandemic Kids Club operated four hours, five days per week from 2:00 p.m. to 6:00 p.m. During the pandemic the State permitted Kids Club to open from 8:00 a.m. to 6:00 p.m. due to schools shut down. Distant learning at our State licensed sites (Veterans Park, Del Amo Park, Carson Park, Dolphin Park and Calas Park) is offered with an operating capacity of 50 percent.

COVID Protocol

Los Angeles County requires temperature checks daily along with questions answered before children enter rooms. Parents are not allowed in the rooms during this time. Children and staff wear masks all day and equipment / supplies are sanitized before and after every activity. Social distance of 6 feet is required and implemented throughout the day.

Staffing Challenges

As a result of the pandemic, Kids Club staff has worked more hours than usual. Under normal circumstances Kids Club is an afterschool program which runs August – June, open 2:00 p.m. to 6:00 p.m. This year due to the pandemic and school closures, all day child care services have been provided to families while children participate in long distance learning at the parks. Kids Club staff are assisting children all day with schooling and also providing a safe and fun environment.

Program Participant Capacity

Kids Club State licensed sites capacity during pandemic is as follows:

Carson Park – 20 participants	Veteran Park – 25 to 30 participants
Calas Park – 20 participants	Del Amo Park – 30 participants
Dolphin Park – 25 participants	

Day Camp capacity during the pandemic is NOT monitored by the State:

Anderson Park – 30 participants	Dominguez Park – 40 participants
Carson Park – 50 participants	Foisia Park – 50 participants
Calas Park – 20 participants	Hemingway Park – 40 participants
Del Amo Park – 50 participants	Mills Park – 20 participants
Dolphin Park – 30 participants	Veterans Park – 50 participants

AQUATICS

The Aquatics programming commenced on Monday, March 1, 2021 at Dominguez and Hemingway Aquatic Centers. Residents of the City of Carson were able to take advantage of exercise programs such as Lap Swim, Fitness Swim, and Aqua Aerobics. Families were also able to enjoy their own space in the pool during Family Swim. Lastly, level 3 and above swimmers were able to join the instructor led Swim Conditioning classes to develop or maintain their swimming skills.

The Aquatics exercise programs have become popular during the Spring Season. Residents are reported to be participating in Lap Swim and Fitness Swim to train for an upcoming Ironman, Triathlon, and/or to simply stay physically active. During Lap Swim, patrons are creating their own 1-hour workout; while Fitness Swim is an instructor-led 1-hour workout. Lap Swim is available at various hours of the day at both Aquatic locations and Fitness Swim is held at 5:30 a.m. at Hemingway Aquatic Center. Also held at Hemingway Aquatic Center is our Aqua Aerobics program, which is largely participated by our local seniors.

During the pandemic, Aquatics ensured that families were safely able to continue their visit at Aquatic Centers. The pool was divided in various sections to ensure proper social distancing and separation from other households. Families enjoyed their own sections and some have commented that having designated sections was a better way to enjoy the pool. Family Swim is held at both Aquatic locations during various hours, with a maximum of 8 people, and a length of 1 hour.

The Swim Conditioning program is held at Hemingway Aquatic Center for higher level swimmers (level 3 and above) for 1-hour sessions on either Monday and Wednesday or Tuesday and Thursday. Many participants are from the Tigershark Swim Team who wanted to continue to improve their swimming skills. A maximum of two swimmers, starting and stopping at opposite ends of the pool, are allowed in each lane.

With the warmer weather and the LA County Department of Health's easing of COVID-19 restrictions, Aquatics is starting to see an increase of resident participation in the Aquatics programming as a whole. As of now, the following statistics reflect the first month in March:

FACILITY	LAP SWIM (A)	LAP SWIM (SR)	FAMILY SWIM (A)	FAMILY SWIM (C)	AQUA AEROBICS (A)	AQUA AEROBICS (SR)	FITNESS SWIM (A)	SWIM CONDITIONING (C)
Dominguez Aquatic Center	17	-	39	33	-	-	-	-
Hemingway Aquatic Center	17	5	40	19	10	25	57	23
Month Total	34	5	79	52	10	25	57	23

(Sr) Senior, (A) Adult, (C) Children

Furthermore, throughout the month of March, Aquatics was able to certify 120 Community Services employees with the American Red Cross CPR/AED and Standard First Aid. The course was provided through a Blended Learning format with both an online and in-person portion.

CAPITAL IMPROVEMENT PROJECTS

Non-Competitive Prop 68

On February 24, 2021, a site visit at Mills Park was conducted with an on-call architect, Engineering and Recreation staff. The scope of the project was discussed which included shading for three (3) picnic areas, shading around three (3) entrances to the main building and shading around the outdoor fitness area. Also discussed, was the installation of an outdoor restroom facility. The on-call architect will need approximately two to three weeks to provide the scope and cost of the project. Next step will be to identify additional funding sources in addition to the \$235,000 available to the City through the Prop 68 non-competitive grant. Once funding sources are identified, a staff report and resolution will be presented to City Council for approval of project. The deadline to submit the project to the Office of Grants and Local Services (OGLAS) Project Officer is December 2021. The City will use California Consulting Services to submit the grant application. As of end of March, the architect is still working on the scope of the project and a meeting has been set to go over the first draft on the first week of April.

Transportation Development Act (TDA) Article III

An Invitation for Bid (IFB) was completed and staff report was approved on consent at the City Council meeting on March 16, 2021, to approve the purchase of concrete picnic benches, concrete barbeques, and concrete coal collectors for a total of \$85,760. A total of 79 pieces will be divided between Stevenson Park, Mills Park and Anderson Park which are all located along the Carson Master Plan of Bikeways. Part of the funding, \$61,000, will come from TDA and has to be expended before May 31, 2021 and the remaining \$27,000 will come from the Development Impact Fee (DIF). A purchase order has been completed and sent to the vendor; staff is currently waiting on ETA of delivery. Additional prep work will be needed and coordination with the Public Works Department for the removal of old benches and installation of new concrete items.

Prop 68 Outreach

The City of Carson is pursuing funds from the Prop 68 State-wide Program to renovate Carriage Crest Park and Foisia Park. To facilitate input to improve the facilities, the Recreation Division hosted several events within the community to gain resident conceptual contributions. Interwest, City grant writer, finalized the grant applications and submitted the two grants on the Friday, March 12, 2021 deadline. Notifications of grant recipients are expected to be announced in late summer of 2021.

SPECIAL EVENTS

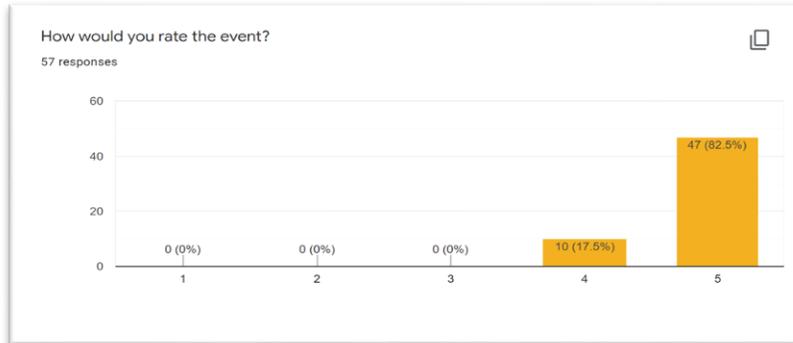
MARCH EVENTS

Contactless Egg Hunt

The Contactless Egg Hunt took place from March 19 through March 27, 2021. Participants were invited to hunt for five hidden eggs at their local park, scan each egg's QR code and be entered into a raffle to win a goodie basket after locating all five eggs. In order to win raffle prizes, participants must be Carson residents.

A survey for the Contactless Egg Hunt event was sent to 207 households and 57 responses were received. Of the 57 responses received 96.5% would recommend this event to someone in the future and 96.5% would participate in an event similar to this in the future. Total Participation for this event was 207 households, which parallels to approximately 600 individuals.

Contactless Egg Hunt survey result presented below:



Egg Decorating Contest

The Egg Decorating Contest took place from March 1 through March 29, 2021. Participants were encouraged to use a real or plastic egg, an egg-shaped cookie, a rock, play dough or clay, and decorate it by painting, coloring, drawing or bedazzling their egg. Award categories included: Traditional, Funniest, Most Original, Best Look Alike, Most Colorful, Prettiest, Most Creative, Best Scramble (messiest), and Best Overall. Judging for each of the categories was broken down into the age groups of 0-4, 5-10, 11-15, and 16+.

UPCOMING EVENTS

The following May events will be held VIRTUAL;

- Cinco de Mayo – Wednesday, May 5, 2021 at 6:30 p.m.
- Memorial Day – Monday, May 31, 2021 at 6:00 p.m.

HUMAN SERVICES

STROKE CENTER

Dr. Paul Penoliar and his interns from California State University of Dominguez Hills (CSUDH) provide daily Occupational Therapy to stroke survivors via Telehealth. The Telehealth program began on January 25, 2021. There are currently 15 student interns; 8 interns work on Monday and 7 interns work on Tuesday. Presently his interns provide Occupational Therapy via Telehealth on a weekly basis to 9 stroke survivors to assist them in regaining their independence. The length of each treatment session averages 50 minutes. Additionally, his contract expires in June 2021; therefore, staff has begun working with the city attorney’s office to renew this contract and complete a blanket Memorandum of Understanding (MOU) for all programs that involve CSUDH.

SENIOR RECREATION

Senior Recreation continues to offer ZOOM fitness and dance classes, Monday through Thursday, from 9:30 a.m. - 10:30 a.m. Class attendance fluctuates with approximately 5 to 30 students per class. In-person classes begin Monday, April 12th, at Carson Park on the outdoor basketball court area that includes Zumba, Yoga, and Hula Hoop Fitness. These outdoor classes will continue running Monday through Thursday at 9:30 a.m.

SENIOR CLASSES

WEEK	ZUMBA	FUNCTIONAL FITNESS	SALSA	YOGA
3/1 – 3/5	5	20	9	18
3/8 – 3/12	NO SESSION	19	10	16
3/15 – 3/19	7	14	NO SESSION	13
3/22 – 3/26	5	17	11	17
3/29 - 4/1	5	13	NO SESSION	14
Month Total	22	83	30	78
FYTD Total	126	318	73	257

SENIOR SOCIAL SERVICES

In Senior Social Services, assisting the most vulnerable population of homebound seniors has continued to be the priority. The Geriatric Aides continue to assist with meal delivery, grocery shopping, and other essential errands. Although many seniors 65 plus have been vaccinated, they are still staying close to home during the pandemic. The call center and Human Services office continues to get many calls for information and referrals; more recently most calls have been regarding tax programs and vaccine clinics. The senior pen pal program has expanded slightly including those seniors that would be in our Intergenerational program during normal programming. Carson Essentials 2.0, Meals on Wheels through the YMCA, and Grab N Go assistance are all utilized with assistance for seniors still isolated at home.

EARLY CHILDHOOD

Early Childhood continues to provide Educational ZOOM classes for 77 children. To enhance our program and the needs of the children, Spanish lessons have been added to our daily curriculum. The children have been learning Spanish and getting familiar with essential everyday words. They sing songs, recite colors, recite shapes, count numbers 1-12, recite weather and also do show and tell in Spanish. The children are enjoying a new language in the most natural way possible.

EARLY CHILDHOOD EDUCATION

WEEK	AM	PM
3/1 – 3/5	43	33
3/8 – 3/12	43	33
3/15 – 3/19	43	33
3/22 – 3/26	43	33
3/29 - 4/1	43	33
Month Total	215	165
FYTD Total	1066	824

THERAPEUTIC RECREATION

Skill Builders Occupational Therapy (in partnership with the CSUDH OT program) is still ongoing and will run until April 12th. This program is held every Monday for an hour and is broken up into 2 different class times to accommodate maximum registration and the need for this valuable service. So far this session's participants have been able to partake in activities such as cooking, slime making, Valentine's card project, finger painting, chair Zumba, and strength exercises with therapy putty/exercise bands to name a few.

THERAPEUTIC RECREATION

WEEK	SKILL BUILDERS (O.T.) ENDS APRIL 19	SOCIAL CLUB	EXERCISE	ART & CRAFTS
3/1 – 3/5	10	6	8	7
3/8 – 3/12	8	5	6	6
3/15 – 3/19	NO SESSION	6	8	5
3/22 – 3/26	8	NO SESSION	NO SESSION	NO SESSION
3/29 - 4/1	NO SESSION	NO SESSION	NO SESSION	NO SESSION
Month Total	26	17	22	18
FYTD TOTAL	37	40	88	81

SPECIAL INTEREST CLASSES

Special interest programs are classes that provide educational instruction in a specialty field. These classes are offered during non-school hours to focus on concentrated areas of learning to provide additional instruction in various areas. Classes often consist of Mommy and Me, Early Start Education, Start Smart beginner sports programs, sign language, guitar, etc. Start Smart T-Ball for kids 2-5 years old will begin in a limited capacity (5 kids, 5 adults) this April. Classes will be held at Calas Park.

COVID TASK FORCE

The COVID Task Force was originally created to assist the community with emergency programs and resources needed for the COVID-19 pandemic. Over the past year the needs of the community have evolved from assisting and feeding many residents, providing COVID testing, supporting homebound seniors, collaborating with outside organizations, to providing vaccinations.

Staff's biggest challenge was creating innovative ways to deliver these services to an elderly population with little technical knowledge. To solve this issue, staff created call centers to answer questions from the community, provided welfare checks to homebound seniors, and distributed flyers of all current programs, including our daily Grab-N-Go lunch program. Currently, the infection rate has decreased thereby reducing the amount of testing days and increasing the amount of vaccination pop ups.

WEEK	CALL CTR	GRAB & GO MEALS	TEST SITE CALL CTR	TEST SITE TEST GIVEN	TEST SITE HOME VISITS	CETG 2.0
3/1 – 3/5	142	3,500	62	587	4	90
3/8 – 3/12	152	3,500	18	121	0	60
3/15 – 3/19	135	2,800	17	554	0	82
3/22 – 3/26	53	2,750	22	115	0	63
3/29 - 4/1	141	3,300	64	428	0	4
Month Total	623	15,850	183	1,805	4	299
FYTD Total	15,920	154,573	8,170	34,884	90	762

Discontinued Programs - Carson Essentials to Go: 1,656; Food Distribution: 300; Meals on Wheels: 11,146

COMMUNITY CENTER

RENTALS

Currently, the Community Center Operations are shut down through the end of May due to the pandemic. This has severely impacted rentals for the facility. However, the Community Center is conducting inter-departmental rentals for Human Resources such as testing/interviews. Data for the month of March is as follows:

Inter-Departmental:
No. of Bookings – 5

CATERING

No catered events

Catering Request For Proposal

The current catering contract ends on December 31, 2021. As such staff will begin drafting the Request for Proposal (RFP) for prospective vendors. It is anticipated a vendor(s) will be secured no later than the start of the new FY 21-22.

MARKETING PLAN

The draft marketing plan is in the process of being finalized with a final draft by the end of April.

UPGRADES

Staff is in the process of completing the East Wing Kitchen refurbishment with the purchase and installation of new appliances. In addition, Public Works is the lead on the restroom upgrades, coiling wall replacement, and the installation of automated doors exiting the main lobby. Community Center staff will be scheduling a follow up with Public Works regarding the timeline and progression of the upgrades.

Audio Visual and Lighting

Staff is finalizing AV & Lighting RFP to refurbish & update the AV & Lighting in the Main Halls and Carson-Dominguez Room. The RFP will go out to prospective vendors the week of April 26th to ensure the project is complete before the end of the current FY in June.

TRANSPORTATION

The City of Carson’s Transportation Division provides city-wide transportation programs including: fixed-route public bus service, first mile/last mile ride-hail services, specialized elderly and disabled transportation (Dial-A-Ride/Access), and bus transportation in support of City parks and youth programs. Transportation also works directly with LA Metro, South Bay Cities Council of Government (SBCCOG), and South Coast Air Quality Management District (AQMD) on a variety of transportation policies, new initiatives, and funding opportunities.

CARSON CIRCUIT

The Disaster Council suspended the Carson Circuit effective March 28, 2020 out of safety concerns related to the COVID-19 pandemic, and the possibility of spreading the virus to passengers and bus operators. To better prepare for future return of services, staff has worked with consultants to finalize the City’s very first Comprehensive Operations Analysis (COA) of the Carson Circuit. The report assesses the inefficiencies of the current program, and provides recommendations for future improvements.

Contingent upon future COVID-19 case numbers, fixed-route bus services may return in Fall 2021, in the form of an interagency agreement with Long Beach Transit. During the meantime, residents and visitors of Carson have access to on-demand ride hail services through Lyft and Dial-A-Ride (Yellow Cab). Riders receive a 50% discount on rides that stay within Carson proper through subsidies from local Prop C returns.

CARSON CIRCUIT RIDERSHIP^[1]

	Cash Fare (\$1)	Wheel-Chairs (Free)	Seniors (Free)	Transfer/EZ/TAP	Total Trips
Feb 2021	(Services currently suspended)				
Feb (2019 comparison)	5,358	127	5,863	2,720	14,068
FY 20-21 YTD	(Services currently suspended)				

DIAL-A-RIDE

During the declared COVID-19 pandemic, Dial-A-Ride services are now available to Carson residents of all ages, with or without disabilities. Participants can order on-demand taxi service and receive a 50% discount off their ride. As of early March, Carson residents can take advantage of complimentary no-cost taxi rides To and From any City-designated vaccination site that falls within three (3) miles from City boundaries. Taxi drivers will stay with the rider throughout the entire process to ensure a safe worry-free return.

With the onset of the county-wide COVID-19 lockdowns, ridership took a sharp dip towards the end of March 2020. At its lowest point in April 2020, ridership dropped by over 72% comparatively to the beginning of 2020. As of February 2021, ridership has recovered by nearly 53%, and is on an upward swing of gradual recovery.

DIAL-A-RIDE RIDERSHIP^[1]

	Total Rides	Total Passengers	Avg Trips per Day	Avg Cost per Trip
Feb 2021	1,321	1,778	47	\$12.55
Feb 2020 comparison	2,737	4,344	94	\$10.66
FY 20-21 YTD	9,030	12,717	37	\$13.00

LYFT

Carson residents are eligible to receive a 50% discount off the cost of their Lyft ride. Riders pay half and City pays half, up to a maximum City subsidy of \$10. Participants must be 18 years of age or older to ride alone. Rides must start AND end within City boundaries.

LYFT RIDERSHIP^[1]

	Total Rides	Avg cost per trip	Avg subsidy per trip
Feb 2021	492	\$8.21	\$4.10
FY 20-21 YTD	3,086	\$7.42	\$3.61
March 2020 – Present	3,612	\$7.43	\$3.58

*Majority of rides took 5-10 minutes in duration, 0-2 miles in distance.

FUTURE PLANS

Transportation staff is currently in the planning stages of developing a City-operated on-demand Senior Transit Program for Carson residents, 60 years of age or older, with or without ambulatory, vision, or hearing impairments. Wheel-chair accessible transportation is currently offered through Access and Dial-A-Ride (Yellow-Cab), but participants are required to plan ahead and reserve their ride at least 24 hours prior to the trip. As a solution to this constraint, City staff will provide on-demand senior transit with .5 to 1-hour turnarounds. Participants will be able to travel to and from any location within city limits. All buses are equipped with ADA-compliant wheelchair lifts. Funding requests for the use of City staff and buses through Prop A and/or C will be presented to Metro for approval before presenting the proposed program to City Council.

Additionally, staff is working on the purchase of new bus shelters and benches. The shelters will be similar to the newer silver models along Carson Street and CSUDH, and feature side windows for advertising space. With a goal to replace the remaining aged blue shelters by FY 23-24, staff hopes to create a modern and much-needed uniform look throughout the City.

^[1] Data received directly from contractor; statistics delayed due to internal review by contractor before release



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RECREATION DIVISION

PARK FACILITY RESERVATIONS

The Reservations Section has been updating Rules and Regulations to include COVID-19 information and will begin taking reservations for outdoor picnic shelters at all parks beginning in May. The current guidelines from Los Angeles County Public Health regarding gatherings outdoors allow for up to 50 people. As the health guidelines lift, we will look to commence reserving indoor facilities for private gatherings.

ADULT SPORTS

ADULT SPORTS TEAMS

WEEK	BASEBALL	BASKETBALL	COED SOFTBALL	MEN'S SOFTBALL
3/29 - 4/2	0	0	0	0
4/5 - 4/9	0	0	0	0
4/12 - 4/16	23	0	14	7
4/19 - 4/23	23	0	14	7
4/26 - 4/30	23	0	14	7
Month Total	69	0	42	21
FYTD Total	69	0	42	21

Adult Soccer leagues began on Monday, April 12, 2021. The Adult Sports section has the most interest and success in Adult Baseball. There are 23 teams continuing from the previous season that was put on hold in March of 2020. Currently, there are another dozen teams interested in starting the new season which will begin Sunday, April 18, 2021. Staff has received a lot of inquiries for Adult Basketball regarding the basketball league and when it will resume. There are over 30 teams waiting to begin the season when we are authorized to resume.

YOUTH SPORTS

T-ball/Baseball/Softball leagues are in the process of finalizing sign ups and tryouts, with practices starting after April 10, 2021. Tentatively, games will begin around May 8, 2021.

ENRICHMENT CLASSES

WEEK	ENRICHMENT					PARK CLASSES
	GUITAR	PIANO	DRAMA	SPANISH	CSUDH PRAXIS STUDIO ART	ZUMBA
3/29 - 4/2	0	0	0	0	31	10
4/5 - 4/9	0	0	0	0	31	12
4/12 - 4/16	6	14	4	6	31	12
4/19 - 4/23	5	14	4	6	31	13
4/26 - 4/30	5	14	5	6	31	14
Month Total	16	42	13	18	155	45
FYTD Total	76	172	13	18	359	68

The Enrichment Virtual Spring session started on April 12th. California State University Dominguez Hills offers free art classes through the CSUDH Praxis Art Program for children ages eight through eleven. The class takes place Tuesdays and Thursdays from 4:00 p.m. to 5:00 p.m.

PREVENTION AND AFTERCARE SERVICES

Week	New Clients	Open Cases	Closed Cases	Referrals Received	Extra Linkages
4/5 - 4/8	4	11	6	4	6
4/12 - 4/15	0	11	0	1	4
4/19 - 4/22	0	11	0	2	8
4/26 - 4/29	0	10	1	1	5
Month Total	4	11	7	8	23
FYTD Total	19	N/A	19	81	84

Prevention and Aftercare services consist of case navigation, resources, and referrals to families with children under the age of 18 in the home. These families are referred by the Department of Children and Family Services (DCFS), other organizations, or can be self-referred. Case navigation consists of one on one communication between the case navigator and the family on a weekly basis to discuss struggles, accomplishments and goals. Extra linkages can be provided to families who do not need case navigation. These linkages may include but are not limited to food giveaways, counseling services, tutoring or housing services. Case navigation takes place via phone/virtually due to COVID restrictions, but is normally in person. Social connection groups that include, Zumba, Yoga, Community Garden and Crafty Club are on hold until further notice due to COVID.

KIDS CLUB AND DAY CAMP

WEEK	CALAS	CARSON	DEL AMO	DOLPHIN	VETERANS	TOTAL
April 5, 2021	17	8	4	13	23	44
April 12, 2021	17	8	4	12	24	45
April 19, 2021	17	5	4	9	23	44
April 26, 2021	17	6	4	10	24	45
Month Total	68	27	16	44	94	178
FYTD Total	465	183	150	411	687	1825

Special Hours of Operation

Prior to the pandemic Kids Club operated four hours, five days per week from 2:00 p.m. to 6:00 p.m. During the pandemic the State permitted Kids Club to open from 8:00 a.m. to 6:00 p.m. due to schools shut down. Distant learning, at our State licensed sites (Veterans Park, Del Amo Park, Carson Park, Dolphin Park and Calas Park), is offered with an operating capacity of 50 percent.

COVID Protocol

Los Angeles County requires temperature checks daily along with questions answered before children enter rooms. Parents are not allowed in the rooms during this time. Children and staff wear masks all day and equipment/supplies are sanitized before and after every activity. Social distance of 6 feet is required and implemented throughout the day.

Staffing Challenges

As a result of the pandemic, Kids Club staff has worked more hours than usual. Under normal circumstances Kids Club is an afterschool program, which runs August – June, open 2:00 p.m. to 6:00 p.m. This year due to the pandemic and school closures, all day child care services have been provided to families while children participate in long distance learning at the parks. Kids Club staff are assisting children all day with schooling while also providing a safe and fun environment.

Program Participant Capacity

Kids Club State licensed sites capacity during pandemic is as follows:

Carson Park – 20 participants	Veteran Park – 25 to 30 participants
Calas Park – 20 participants	Del Amo Park – 30 participants
Dolphin Park – 25 participants	

Day Camp capacity during the pandemic is NOT monitored by the State:

Anderson Park – 30 participants	Dominguez Park – 40 participants
Carson Park – 50 participants	Foisia Park – 50 participants
Calas Park – 20 participants	Hemingway Park – 40 participants
Del Amo Park – 50 participants	Mills Park – 20 participants
Dolphin Park – 30 participants	Veterans Park – 50 participants

AQUATICS

The Aquatics program participation has been increasing due to the LA County Guideline restrictions being lifted. Guidelines are changing week by week and more people are coming out to enjoy the aquatic centers. The residents of the City of Carson have been taking advantage of the programs we offer: Family Swim, Lap Swim, Aqua Aerobics, Fitness Swim and Swim Conditioning.

The Fitness Swim program has become more and more popular during the spring session. Residents are enjoying swimming before they start the day. Participants are led by an instructor on deck, during which the instructor corrects swimming form and technique for an hour class workout. Hemingway Aquatic Center has been helping out our seniors with the Aqua Aerobics class in the morning from 7:20 a.m. to 8:20 a.m. This is also getting popular with our seniors. Participant numbers have doubled during the month of April.

As the pandemic continues, the Aquatic facilities have ensured families are safe during their visit at the Aquatic Centers; cleaning at the bottom of each hour, after each program to make sure the facility is clean and safe as well as having patrons properly social distance during family swim. The pool is divided in sections with a maximum of 8 members of the same household per section. Families are able to enjoy the section of the pool they reserved.

With summer approaching and with COVID-19 restrictions being lifted, an increase of resident participation has been seen in each program. The newest update on the Public Health Guidelines allow the use of the shower and changing areas in the locker rooms. Residents may now rinse off prior to

going to work after the early morning workouts or before heading back home. All must continue to wear face masks and remain 6 feet apart while indoors. As of now, these statistics reflect the month of April:

POOL	LAP SWIM (A)	LAP SWIM (SR)	FAMILY SWIM (A)	FAMILY SWIM (C)	AQUA AEROBICS (A)	AQUA AEROBICS (SR)	FITNESS SWIM (A)	SWIM CONDITIONING (C)
Carson Pool	-	-	-	-	-	-	-	-
Dominguez Aquatic Center	26	-	49	64	-	-	-	-
Foisia Pool	-	-	-	-	-	-	-	-
Hemingway Aquatic Center	30	11	60	63	20	80	120	22
Month Total	56	11	109	127	20	80	120	22
FYTD	184	104	1060	1482	30	105	177	52

(SR) Senior, (A) Adult, (C) Child

Furthermore, throughout the month of March, Aquatics was able to certify 120 Community Services employees with the American Red Cross CPR/AED and Standard First Aid. The course was provided through a Blended Learning format with both an online and in-person portion.

CAPITAL IMPROVEMENT PROJECTS

Non-Competitive Prop 68

On February 24, 2021, a site visit at Mills Park was conducted with an on-call architect, Engineering and Recreation staff. The scope of the project was discussed which included shading for three (3) picnic areas, shading around three (3) entrances to the main building and shading around the outdoor fitness area and permanent concrete sign. Also discussed was the installation of two (2) outdoor restrooms (unisex). Staff suggests using the Quimby and Development Impact Fee (DIF) account in the amount of \$302,000 in addition to the \$235,000 available to the City through the Prop 68 non-competitive grant. The deadline to submit the project to the OGLAS Project Officer is December 2021. As of end of April, the architect has provided the scope of work for the project. A staff report has been drafted and the \$537,000 Mills Park project will be submitted for Council review/approval on Tuesday, May 18, 2021.

Transportation Development Act (TDA) Article III

An Invitation for Bid (IFB) was completed and staff report was approved on consent at the City Council meeting on March 16, 2021, to approve the purchase of concrete picnic benches, concrete barbecues, and concrete coal collectors for a total of \$85,760. A total of 79 pieces will be divided between Stevenson Park, Mills Park and Anderson Park which are all located along the Carson Master Plan of Bikeways. Part of the funding will come from TDA in the amount of \$61,000 and has to be expended before May 31, 2021 and the remaining \$27,000 will come from the Development Impact Fee (DIF). A purchase order has been completed and sent to the vendor; staff is currently waiting on ETA of delivery. Additional prep work and coordination with the Public Works Department will be needed for the removal of old benches and installation of new concrete items.

Prop 68 Outreach

The City of Carson is pursuing funds from the Prop 68 State-wide Program to renovate Carriage Crest Park and Foisia Park. To facilitate input to improve the facilities, the Recreation Division hosted several events within the community to gain resident conceptual contributions. Interwest, City grant writer, finalized the grant applications and submitted the two grants on the Friday, March 12, 2021 deadline. Notifications of grant recipients are expected to be announced in late summer of 2021.

SPECIAL EVENTS

Upcoming Virtual Events

- Memorial Day – Monday, May 31, 2021 at 6:00 p.m.
- Philippine Independence Day – Saturday, June 12, 2021 at 11:00 a.m.
- Juneteenth – Saturday, June 19, 2021 at 6:00 p.m.

HUMAN SERVICES

STROKE CENTER

The Stroke Center remains closed, but virtual Occupational Therapy appointments continue. Dr. Paul Penoliar and his student interns are treating 9 stroke survivors on a weekly basis. Treatment began in January 2021, and each session lasts between 45-60 minutes. Additionally, the Stroke Center Volunteer Association has expressed an interest in leading a ZOOM Social Hour until the Stroke Center itself reopens. Staff is exploring this option.

SENIOR RECREATION

Senior Recreation continues to offer ZOOM fitness and dance classes, Monday through Thursday from 9:30 a.m. - 10:30 a.m. Class attendance fluctuates with approximately 2 to 17 students per class. In-person classes began on Monday, April 12th at Carson Park on the outdoor basketball court area. Classes include Zumba, Yoga, and Hula Hoop Fitness. These outdoor classes will continue running Monday through Thursday at 9:30 a.m. to 10:30 a.m. Two designated staff members take participants temperatures, releases waivers and sign-in sheet. Staff members enforce social distancing and that masks are worn properly during the duration of the class.

SENIOR VIRTUAL CLASSES

WEEK	ZUMBA	FUNCTIONAL FITNESS	SALSA	YOGA
4/5 - 4/9	2	15	No class	14
4/12 - 4/16	8	15	No class	16
4/19 - 4/23	5	13	6	16
4/26 - 4/30	4	15	11	17
Month Total	19	58	17	63
FYTD Total	145	373	90	320

SENIOR IN-PERSON CLASSES AT CARSON PARK

WEEK	HULA HOOP FITNESS	ZUMBA TUESDAY	YOGA	ZUMBA THURSDAY
4/5 - 4/9	8	25	11	29
4/12 - 4/16	5	29	19	37
4/19 - 4/23	10	36	19	39
4/26 - 4/30	7	39	7	44
Month Total	30	129	56	149
FYTD Total	30	129	56	149

SENIOR SOCIAL SERVICES

Senior Social Services continues to assist virtually and by reaching out through telephonic communication. Through contactless visits, the Geriatric Aides continue to provide lunches to seniors throughout the week, as well as run errands including trips to the grocery store and pharmacy. Keeping abreast of resources being developed through the county, state, and federal programs has been essential in providing seniors with the latest programs they may be eligible for. Staff continues to do everything possible to ensure older adults can stay at home safely while having their essential needs

met. Welfare checks continue in collaboration with the county’s adult protective services and the Carson Sheriff. Many organizations and community partners are offering increasingly more virtual programming that residents can benefit from. Staff works closely with PIO to update information regarding programs and services that will be listed in the Recreation Guide. Seniors of the community were very pleased to see the Silver Cheer program featured in the Recreation Guide. Vaccine administration continues, including assisting seniors with registration and transportation to clinics.

EARLY CHILDHOOD

Early Childhood provided educational ZOOM classes for 77 children for the month of April. Early Childhood Education (ECE) staff has been working diligently to prepare the classrooms to meet all new Centers for Disease Control (CDC) guidelines. Teachers have hosted Meet-and-Greet opportunities with parents and students. During the Meet-and-Greet, parents were able to ask questions and get a virtual tour of the classrooms. The Meet-and-Greet was a great opportunity for the students to meet their teachers, feel comfortable, and know what to expect on the first day of school.

EARLY CHILDHOOD EDUCATION

WEEK	AM	PM
4/5 - 4/9	43	34
4/12 - 4/16	43	34
4/19 - 4/23	43	34
4/26 - 4/30	43	34
Month Total	172	136
FYTD Total	1066	824

THERAPEUTIC RECREATION

The spring session of virtual programming began this month with classes consisting of Social Club, Exercise, and Art. Registration turnout has been outstanding, reaching maximum enrollment numbers for all programs. To meet the demand of the Exercise program, an additional class time has been added to include more participants. Therapeutic Recreation also held a Virtual Autism Awareness 5K in support of Autism Awareness/Acceptance Month. Over 100 registered participants were able to complete the 5K at their leisure between April 1st – April 8th by walking, running, biking or any other form of movement.

THERAPEUTIC RECREATION

WEEK	SKILL BUILDERS (O.T.)	SOCIAL CLUB	EXERCISE	ART & CRAFTS
4/5 - 4/9	5	No class	No class	No class
4/12 - 4/16	6	6	9	10
4/19 - 4/23	No class	9	10	8
4/26 - 4/30	No class	8	9	9
Month Total	11	23	28	27
FYTD TOTAL	37	40	88	81

SPECIAL INTEREST CLASSES

Start Smart T-Ball classes for kids age 2-5 began on April 12th. Class size was limited to 5 children and 5 adults, and two additional classes had to be added to meet demand. Currently classes are offered Monday-Thursday at Calas Park. A total of 20 children and 20 adults are enrolled.

COVID TASK FORCE

The COVID Task Force was originally created to assist the community with emergency programs and resources needed for the COVID-19 pandemic. Over the past year the needs of the community have evolved from assisting and feeding many residents, providing COVID testing, supporting homebound seniors, collaborating with outside organizations, to providing vaccinations.

Staff's biggest challenge was creating innovative ways to deliver these services to an elderly population with little technical knowledge. To solve this issue, staff created call centers to answer questions from the community, provided welfare checks to homebound seniors, and distributed flyers of all current programs, including the daily Grab-N-Go lunch program. Currently, the infection rate has decreased thereby reducing the amount of testing days and increasing the amount of vaccination pop ups.

WEEK	CALL CTR	GRAB & GO MEALS	TEST SITE CALL CTR	TEST SITE TEST GIVEN	TEST SITE HOME VISITS	CETG 2.0
4/5 - 4/9	193	3,000	85	94	0	81
4/12 - 4/16	134	3,000	33	456	12	121
4/19 - 4/23	112	3,000	30	63	0	81
4/26 - 4/30	61	3,000	30	401	0	50
Month Total	500	12,000	178	1,014	12	333
FYTD Total	16,606	169,573	8,970	35,992	102	1,095

Discontinued Programs - Carson Essentials to Go: 1,656; Food Distribution: 300; Meals on Wheels: 11,146

COMMUNITY CENTER

RENTALS

Currently, the Community Center Operations are shut down through the end May 2021 due to the pandemic. This has severely impacted rentals for the facility. However, the Community Center is conducting Inter-Departmental rentals for the various Departments/Divisions such as testing and training. Data for the month of April is as follows:

Inter-Departmental:

No. of Bookings – 5 Human Resources – Testing/Interviews
 No. of Bookings – 2 Public Safety - CPR/AED Training
 No. of Bookings – 1 Public Works – HVAC Training

CATERING

There are no catered events at this time.

Catering Request for Proposal

Staff is beginning to draft the request for proposal for prospective caterers for calendar year 2022. The current contract with Choura Venue Services expires on December 31, 2021. Staff anticipates the selection of vendor(s) by early July.

UPGRADES

Audio Visual and Lighting

Staff completed the audio visual and lighting upgrade request for proposal and it was posted to Planet Bids on April 29th. A site walkthrough is scheduled for May 4th and appointments thereafter will be taken until May 11th. All proposals will be due on May 27th for review, scoring and selection of a vendor and contract for City Council approval at a future meeting.

East Wing Kitchen

Staff has created a requisition for a purchase order through KaTom Restaurant Supply to complete the East Wing Kitchen. Once the items are received, Public Works will install and the kitchen will be fully functionally.

Restroom

A meeting was held on April 21st with Public Works staff to discuss the progress of the Community Center restroom upgrades. Based on the discussion it is anticipated construction will not begin until mid-summer.

Main Halls Coiling Wall

At the April 21st meeting with Public Works staff, an update was asked on the status of the replacement of the coiling walls. Public Works staff stated they were working on costs but the project was one year away from completion. In the interim Public Works staff will retract all the coiling walls to maximize the available space for rentals. This will allow only one booking to occur during a defined time period as opposed to three simultaneous bookings occurring at once. As a result revenues will be impacted.

TRANSPORTATION

The City of Carson’s Transportation Division provides city-wide transportation programs including: fixed-route public bus service, first mile/last mile ride-hail services, specialized elderly and disabled transportation (Dial-A-Ride/Access), and bus transportation in support of City parks and youth programs. Transportation also works directly with LA Metro, South Bay Cities Council of Government (SBCCOG), and South Coast Air Quality Management District (AQMD) on a variety of transportation policies, new initiatives, and funding opportunities.

CARSON CIRCUIT

The Disaster Council suspended the Carson Circuit effective March 28, 2020 out of safety concerns related to the COVID-19 pandemic, and the possibility of spreading the virus to passengers and bus operators. To better prepare for future return of services, staff has worked with consultants to finalize the City’s very first Comprehensive Operations Analysis (COA) of the Carson Circuit. The report assesses the inefficiencies of the current program, and provides recommendations for future improvements.

Contingent upon future COVID-19 case numbers, fixed-route bus services may return by early Fall 2021, in the form of an interagency agreement with Long Beach Transit. During the meantime, residents and visitors of Carson have access to on-demand ride hail services through Lyft and Dial-A-Ride (Yellow Cab). Riders receive a 50% discount on rides that stay within Carson proper through subsidies from the City’s Prop A and C returns.

CARSON CIRCUIT RIDERSHIP^[1]

	Cash Fare (\$1)	Wheel-Chairs (Free)	Seniors (Free)	Transfer/EZ/TAP	Total Trips
Mar 2021	(Services currently suspended)				
Mar (2020 comparison)	6,064	178	6,293	2,809	15,344
FY 20-21 YTD	(Services currently suspended)				

DIAL-A-RIDE

During the declared COVID-19 pandemic, Dial-A-Ride services are now available to Carson residents of all ages, with or without disabilities. Participants can order on-demand taxi service and receive a 50% discount off their ride. As of early March, Carson residents can take advantage of complimentary no-cost taxi rides TO and FROM any City-designated vaccination site that falls within three (3) miles from City boundaries. Taxi drivers will stay with the rider throughout the entire process to ensure a safe worry-free return.

With the onset of the county-wide COVID-19 lockdowns, ridership took a sharp dip towards the end of March 2020. At its lowest point in April 2020, ridership dropped by over 72% comparatively to the beginning of 2020. As of March 2021, ridership has recovered by nearly 52%, and is on a steady upward swing of recovery.

DIAL-A-RIDE RIDERSHIP^[1]

	Total Rides	Total Passengers	Avg Trips per Day	Avg Cost per Trip
Mar 2021	1,527	2,105	49	\$12.37
Mar 2020 comparison	1,873	3,035	60	\$11.25
FY 20-21 YTD	10,557	14,822	38	\$13.13

LYFT

Carson residents are eligible to receive a 50% discount off the cost of their Lyft ride. Riders pay half and City pays half up to a maximum City subsidy of \$10. Participants must 18 years of age or older to ride alone. Rides must start AND end within City boundaries.

LYFT RIDERSHIP^[1]

	Total Rides	Avg total cost per trip	Avg trip cost to rider
Mar 2021	461	\$8.97	\$4.48
FY 20-21 YTD	3,547	\$7.73	\$3.71
From April 2020 – Present	4,073	\$7.69	\$3.65

Majority of rides took 5-10 minutes in duration, 0-2 miles in distance. Average trip costs are on a rise due to increased ride times stemming from traffic returning to pre-pandemic levels.

FUTURE PLANS

The City is currently in the planning stages of an interagency agreement with Long Beach Transit (LBT) by early Fall 2021, which would mark the return of fixed-route bus services in Carson. Based on findings and recommendations of the COA route study, LBT routes will greatly improve regional travel within Carson for work or pleasure by running exclusively on the City’s main roads in both directions, improving service frequency between stops, and providing more connections to other transit providers. However, compared to the neighborhood-centric routes of the former Carson Circuit, the new routes may require some riders to walk further to a main street in order to access the service. In particular, seniors and/or the disabled may be disadvantaged as a result of challenges related to reaching the bus stop or transit hub.

To help bridge this potential gap, staff is looking into establishing a “middle ground” by creating a new City-operated shuttle service for seniors and/or the disabled. Riders would be shuttled to and from local transit hubs. Examples of transit hubs include, but are not limited to: major intersections in Carson (ex: Del Amo and Avalon), Harbor Gateway Transit Center (access to Metro Silver line for DTLA, six Metrolink rail lines, LADOT DASH, Torrance Transit, Orange County transit + more), and Metro Blue Line Del Amo station (rail service between DTLA and Long Beach). The combination of LBT and the City-operated shuttle would not only help to achieve a newfound level of regional travel for Carson, but allow for equitable mobility all around.

Additionally, staff is working on a capital improvement plan to purchase new bus shelters and benches. The shelters will be similar to the newer silver models along Carson Street and CSUDH. They will also feature side windows for advertising space. With the goal to eventually replace all of the existing blue shelters by FY 24, staff hopes to create a modern and much-needed uniform look throughout the City.

^[1] Data received directly from contractor; statistics delayed due to internal review by contractor before release

Report to Parks, Recreation and Cultural Arts Commission

Wednesday, May 26, 2021

New Business

SUBJECT:

FY 2021/22 COMMUNITY SERVICES BUDGET REQUESTS

I. SUMMARY

For the last few months, Community Services staff has been developing the Fiscal Year 2021/22 Department budget. In addition to supporting regular programming, a number of proposals are presented annually to ensure that both the appearance and functionality of Community Services facilities are maintained, while new initiatives are meant to enhance operations.

II. RECOMMENDATION

RECEIVE and FILE report.

III. ALTERNATIVES

TAKE any other action the Commission deems appropriate.

IV. BACKGROUND

Each winter, Department staff commence the process to develop and ultimately approve the following fiscal year's budget. In addition to supporting regular operations, i.e. programs and services, the Department proposes measures to ensure that all facilities are maintained to the highest level in terms of appearance and functionality. For FY 2021/22, the Community Services proposed Operations & Maintenance budget (salaries are not included) is approximately \$3.1 million, an increase of almost \$1 million from the current fiscal year. This increase is largely attributed to requests to replace site furnishings at the parks and the purchase of a mobile stage; the contract services agreement for ActiveNet, the Department's online registration/reservation software; other software licenses, and adjustments intended to meet program and service needs. The table below details the Department's budget by Division:

Division	FY 2020/21 Budget	FY 2021/22 Proposed Budget
Administration*	\$77,899	\$328,965
Community Center	\$473,149	\$491,795
Transportation	\$70,000	\$6,000
Recreation	\$1,273,565	\$2,034,034
Human Services	\$308,168	\$281,330
Department Total	\$2,202,781	\$3,142,124

*Includes a one-time adjustment of \$41,549 from FY 2019/20

As this budget season has progressed, some proposals have been revised, and new initiatives added. These additions have included:

- Recreation Facilities: Replacement of Site Furnishings - \$210,000
- Non-Capital Purchase of New/Replacement of Park Equipment - \$750,000
- Mobile Stage: \$220,000
- ADA-mandated Pool Lifts: \$25,000
- Pool Covers: \$26,000

V. FISCAL IMPACT

See above.

VI. EXHIBITS

None.

Prepared by: Luchie Magante, Principal Administrative Analyst

Report to Parks, Recreation and Cultural Arts Commission

Wednesday, May 26, 2021

New Business

**SUBJECT:
PARKS CAPITAL IMPROVEMENT LIST FY 21/22**

I. SUMMARY

The current Community Services Capital Improvement Project (CIP) list has been updated and submitted to Public Works for inclusion into the City 5-year CIP. These plan forms will be updated on an as-needed-basis as funding and grant opportunities arise. Draft list of current identified CIP projects for Community Services is attached (Exhibit 1).

The City has submitted two competitive Prop 68 state grants applications for Carriage Crest Park and Foisia Park with expected grant awardees being announced in late Summer 2021. A non-competitive Prop 68 grant for Mills Park will be submitted before the December 2021 deadline once staff receives Council approval to move forward on the project.

Transportation Development Act (TDA) grant money was used along with Park Development Impact Fees (DIF) to purchase new concrete picnic tables for Mills Park, Anderson Park and Stevenson Park. Expected installation by Public Works is in the months of June and July 2021.

The Community Center is currently going through two upgrades: restrooms and the audio visual & lighting in the main halls and Carson-Dominguez room. With City Council approval of the restroom plans, specifications and estimates, the advertisement for bids will go out in June 2021 and award of contract in July 2021. Anticipated construction would begin in August and completion by January 2022. The project includes five sets of restrooms.

The Request for Proposal (RFP) for the audio visual & lighting is out and due on May 27, 2021 with award of contract in June 2021. The upgrade will include all three main halls and the Carson-Dominguez room.

II. RECOMMENDATION

RECEIVE and FILE report

III. ALTERNATIVES

TAKE any other action the Commission deems appropriate.

IV. BACKGROUND

Prop 68 Outreach

The City of Carson is pursuing grants from the Prop 68 State-wide Program to renovate Carriage Crest Park and Foisia Park. To facilitate input to improve the facilities, the Recreation Division hosted several events within the community to

gain resident conceptual contributions. Interwest, City grant writer, finalized the grant applications and submitted the two grants on the Friday, March 12, 2021 deadline. Notifications of grant recipients are expected to be announced in late summer of 2021.

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V. FISCAL IMPACT

Pending City Council review and approval in upcoming Council budget workshop for FY21/22 funded projects.

VI. EXHIBITS

1. CS_CIP Projects as of 5-11-21 (pg. 3-39)

Prepared by: Tim Grierson, Recreation Superintendent and Adrian Reynosa, Community Center Manager

Community Services - Capital Improvement Projects

as of 5-11-21

STATUS	PHASE	PROJ #	TYPE	PROJECT NAME	DESCRIPTION	Estimated Balance or FY21-22 Estimate Budget	FY20-21 Funded	FY21-22 Proposed	FY22-23 Estimate	FY23-24 Estimate	FY24-25 Estimate	FY25-26 Estimate	Possible Funding Source
Urgent/Compliance	Const.		Buildings	Park Facility HVAC Installation	\$750k per Gymnasium and Facility	\$6,000,000			\$1,200,000	\$1,200,000	\$1,200,000	\$2,400,000	FEMA
Urgent/Compliance	Const.		Buildings	Park Facility Restroom Remodel	\$350k per restroom remodel	\$20,100,000		\$4,020,000	\$4,020,000	\$4,020,000	\$4,020,000	\$4,020,000	FEMA
Health & Safety	Const.	PW1632	Buildings	Community Center Coiling Wall & Seismic Analysis	Repair coiling wall at Community Center Main Hall - Seismic Analysis, Install Lighting and AV Equipment	\$1,500,000	\$0	\$1,500,000					General Fund
Health & Safety	Design	PW1656	Buildings	Community Center Upgrades	Upgrade community center restrooms	\$1,450,000	\$696,000	\$1,450,000					General Fund
Aesthetics	Const.		Buildings	Community Center Upgrades - Halls and Kitchen	Upgrades to facility kitchen and halls at community center	\$1,870,000			\$1,870,000				General Fund
Aesthetics	Const.		Buildings	Refurbishment of City Hall and Community Center	Repair all bricks and planters at entrance of City Hall \$350 Repair cracks, stucco, peeling paint, rotted wood beams at City Hall \$750 Repair Building Exterior at Community Center \$750k	\$1,850,000		\$1,850,000					General Fund
Urgent/Compliance	Const.	PW1630	Parks	Anderson Park Electrical Panel	Replace and upgrade main electrical switch gear and lighting control panel.	\$75,000		\$75,000					Local: Quimby, County Pk
Urgent/Compliance	Const.		Parks	Dolphin Park Electrical Panel Upgrade	Replace and upgrade electrical panels and lighting control for field lights	\$100,000		\$100,000					Local: Quimby, County Pk
Urgent/Compliance	Const.	PW1637	Parks	Foisia Park Pool Renovation	Foisia Park Pool Renovation to Minimum Standards	\$450,000	\$0	\$450,000					Park Development (Restricted) Reso 18-124
Health & Safety	Const.		Parks	Foisia Pool Remodel	Complete pool renovation	\$3,000,000		\$3,000,000					Local: Quimby, County Pk
Urgent/Compliance	Study		Parks	Anderson Park ADA Path of Travel	Install ADA compliant path of travel throughout the Anderson Park	\$220,000	\$220,000						CDBG
Health & Safety	Design	PW1445	Parks	Sidewalk Repair for ADA in City Parks	Repair walkways for ADA in city parks (All)	\$1,200,000				\$600,000	\$600,000		TDA Article 3, CDBG
Urgent/Compliance	Const.		Parks	Pool Slides Replacement at Dominguez and Hemingway Parks	Replace and install new pool slides for Dominguez Aquatic Center and Hemingway Aquatic Center	\$900,000		\$450,000	\$450,000				Local: Quimby, County Pk
Urgent/Compliance	Const.		Parks	Wading Pool Demo	Demo/Make Wading Pools inoperable. Replace wading pool with Splash Paf (Anderson, Calas, Veterans)	\$2,000,000		\$100,000			\$1,900,000		Local: Quimby, County Pk, DIF
Health & Safety	Design	PW1416	Parks	Calas Park & Foisia Park Roof Repair	Repair and replace roofing material at Calas and Foisia park	\$492,495		\$492,495					Local: Quimby, County Pk
Health & Safety	Const.	PW1633	Parks	Dominguez Park Re-plaster Pool	Repair and refurbish the interior of the pool	\$160,000		\$160,000					Local: Quimby, County Pk
Health & Safety	Const.	PW1634	Parks	Dominguez Pool Heater	Replace the pool heater system (2) for the pool	\$200,000	\$200,000	\$200,000					Local: Quimby, County Pk
Health & Safety	Const.		Parks	Exterior Court Resurfacing in Parks	Resurfacing, repair, and maintenance to indoor and outdoor courts - Year 2	\$200,000		\$100,000	\$100,000				Local: Quimby, County Pk
Health & Safety	Closing	PW1602	Parks	Exterior Court Resurfacing in Parks	Resurfacing, repair, and maintenance to indoor and outdoor courts. - Year 1	\$60,000		\$24,600					Local: Quimby, County Pk
Health & Safety	Const.		Parks	Pool Deck Repair at Dominguez and Hemingway Park	Repair Pool Decks at Dominguez and Hemingway	\$100,000		\$100,000					Local: Quimby, County Pk
Health & Safety	Const.		Parks	Replace Playground Surfaces	Replace Playground Surface at Parks and Mini Parks	\$4,320,000		\$864,000	\$864,000	\$864,000	\$864,000	\$864,000	
Health & Safety	Const.		Parks	Security Cameras	Install security cameras at parks	\$200,000		\$200,000					Local: Quimby, County Pk
Health & Safety	Const.		Parks	Stevenson Park - North End	Removal of bungalow "North End"	\$60,000		\$60,000					DIF: Park & Related Facilities
Aesthetics	Const.		Parks	Parks Picnic Shelters/Shade Structures	Installation of Shade Structures (2-3) per site	\$1,000,000		\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	Park Development
Aesthetics	Const.	PW1368	Parks	Carriage Crest Park - Refurbishment	Refurbish entire facility, parking lot, playground, and development of 10 acres	\$11,800,000		\$2,360,000	\$5,190,000	\$4,250,000			Local: Quimby, County Pk
Aesthetics	Const.		Parks	Carson pool shade structure	Create outside seating area for the patrons to watch kids and playground area	\$45,000		\$45,000					DIF: Park & Related Facilities
Aesthetics	Design	PW1484	Parks	Dugout Cover Installation at 9 Parks	Repair and or replace dugout roof material (calas, carriage crest, del amo, dolphin, dominguez, foisia, hemingway, stevenson, veterans) 26 total	\$75,000		\$75,000					Local: Quimby, County Pk
Aesthetics	Procurement	PW1610	Parks	Foisia Park Grant - Grant not awarded.	Design - Various upgrades to park facility	\$8,500,000		\$1,700,000	\$3,400,000	\$3,400,000			Local: Quimby, County Pk, DIF
Aesthetics	Const.	PW1635	Parks	Mills Park Improvements	Construct 2 new unisex restrooms (pre fabrication) for public use, shade structure for main building, outdoor fitness equipment, 3 picnic pads, wading pool modification, monument dign, ADA pathways to picnic pads	\$537,000							DIF: Quimby, Park & Related Facilities, Prop 68
Aesthetics	Design	PW1388	Parks	New Veterans Park-Electronic Marquee	Install a new electronic marquee	\$75,000			\$75,000				Local: Quimby, County Pk

STATUS	PHASE	PROJ #	TYPE	PROJECT NAME	DESCRIPTION	Estimated Balance or FY21-22 Estimate Budget	FY20-21 Funded	FY21-22 Proposed	FY22-23 Estimate	FY23-24 Estimate	FY24-25 Estimate	FY25-26 Estimate	Possible Funding Source
Aesthetics	Const.		Parks	Pool Building Shelter Cover	Provide covering over open slots in the locker rooms to prevent debris and water from entering (Carson & Foisia pool)	\$50,000		\$50,000					Local: Quimby, County Pk
Aesthetics	Const.		Parks	LED Gym Lights	Replace gym lighting to led fixtures. Both gyms at Veterans SportsComplex and Stevenson Park	\$40,000		\$20,000	\$20,000				Local: Quimby, County Pk
Aesthetics	Const.	PW1639	Parks	Veterans Park Meeting Room & Kitchen Refurbishment	Replace counters, counter tops, cabinets and plumbing fixtures, flooring in Activity rooms and remodel Kitchen with new floor/cabinets/appliances. Replace flooring in Park office.	\$98,000			\$98,000				Local: Quimby, County Pk
Health & Safety	Design	PW1536	Roadways	Replace old bus shelters and benches throughout the City	10 Bus Shelters/25 Benches per year (150k) Prop A or Prop C. Ongoing	\$600,000		\$600,000					MTA Call for Projects, PROP A, Measure M, Net Toll Revenue, Dignity Health
Aesthetics	Const.		Energy	Athletic field lighting	Upgrade athletic field lights to central control lighting system (Musco) Calas Park, Carriage Crest, Del Amo, Dolphin, Dominguez, Foisia, Hemingway, Stevenson and Veterans	\$2,000,000							



CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: N/A
 Project Name: Park Facility HVAC Installation
 Project Description: \$750k per Gymnasium and Facility

Total Project Cost is \$6,000,000

PROJECT COST AND FUNDING SOURCE(S)

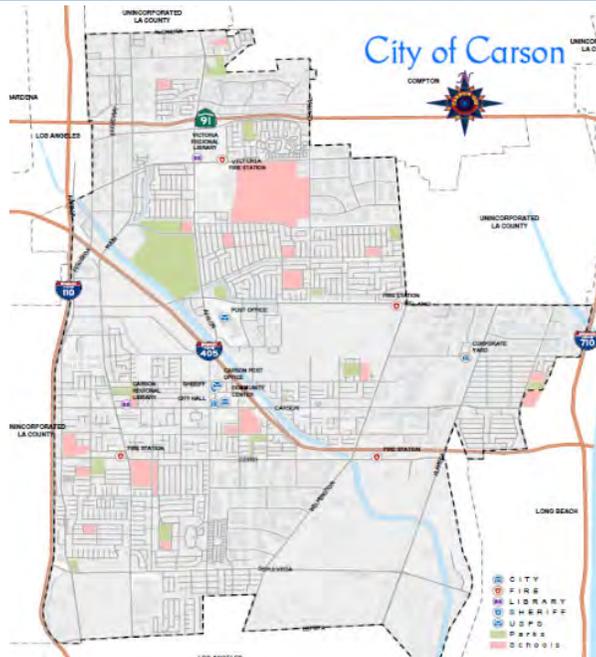
PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 6,000,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
FEMA		\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 2,400,000	\$ 6,000,000
						-
						-
						-
						-
Total by Fiscal Year	\$ -	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 2,400,000	\$ 6,000,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: N/A
 Project Name: Park Facility Restroom Remodel
 Project Description: \$350k per restroom remodel - new fixtures

Total Project Cost is \$20,100,000

PROJECT COST AND FUNDING SOURCE(S)

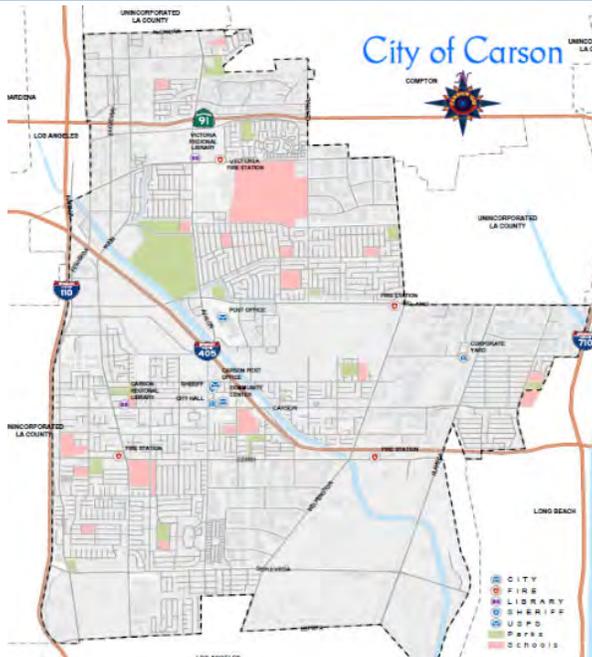
Estimated Project Cost	\$ 20,100,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
FEMA	\$ 4,020,000	\$ 4,020,000	\$ 4,020,000	\$ 4,020,000	\$ 4,020,000	\$ 20,100,000
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 4,020,000	\$ 20,100,000				

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1632

Project Name: Community Center Coiling Wall & Seismic Analysis

Project Description: Repair coiling wall at Community Center Main Hall - Seismic Analysis, Install

Lighting and AV Equipment

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 1,500,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
General Fund	\$ 1,500,000					\$ 1,500,000
						-
						-
						-
						-
Total by Fiscal Year	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1656
Project Name: Community Center Restroom Upgrades
Project Description: Upgrade Community Center restrooms

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 1,450,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
General Fund	\$ 1,450,000					\$ 1,450,000
						-
						-
						-
Total by Fiscal Year	\$ 1,450,000	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** N/A
Project Name: Community Center Kitchen and Hall Upgrades
Project Description: Upgrades to facility kitchen and halls at community center

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 1,870,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
General Fund		\$ 1,870,000				\$ 1,870,000
						-
						-
						-
Total by Fiscal Year	\$ -	\$ 1,870,000	\$ -	\$ -	\$ -	\$ 1,870,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** N/A

Project Name: City Hall and Community Center Entrance Refurbishment

Project Description: Repair all bricks and planters at entrance of City Hall \$350k

Repair cracks, stucco, peeling paint, rotted wood beams at City Hall \$750k; Repair Building Exterior at Community Center \$750k

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 1,850,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
General Fund	\$ 1,850,000					\$ 1,850,000
						-
						-
						-
Total by Fiscal Year	\$ 1,850,000	\$ -	\$ -	\$ -	\$ -	\$ 1,850,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1630

Project Name: Replace Outdoor Electrical Panel at Anderson Park

Project Description: Replace and upgrade main electrical switch gear and lighting control panel on the west side of the park just north of the Tennis courts.

PROJECT COST AND FUNDING SOURCE(S)

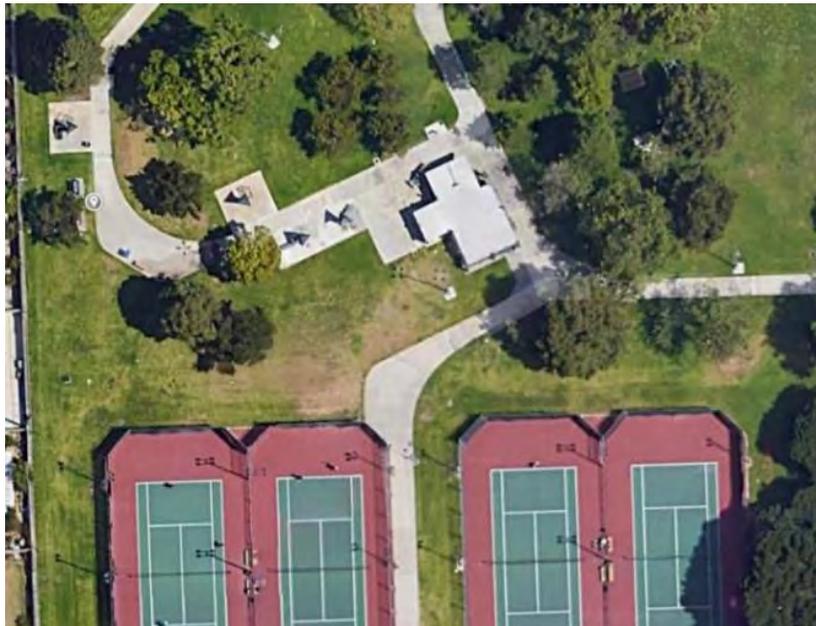
Estimated Project Cost	\$ 75,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby/DIF 216-80-969-8008	\$ 75,000		\$ -	\$ -	\$ -	\$ 75,000
						-
						-
						-
Total by Fiscal Year	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** N/A

Project Name: Replace Outdoor Electrical Panel at Dolphin Park

Project Description: Replace and upgrade electrical panels and lighting control for field lights

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 100,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby/ County Pk 216-80-969-8008	\$ 100,000		\$ -	\$ -	\$ -	\$ 100,000
						-
						-
						-
						-
Total by Fiscal Year	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1637
Project Name: Foisia Park Pool Renovation
Project Description: Foisia Park Pool Renovation to Minimum Standards

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 450,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
(Restricted) Reso 18-124	\$ 450,000		\$ -	\$ -	\$ -	\$ 450,000
						-
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** N/A
Project Name: Foisia Park Pool Complete Remodel
Project Description: Foisia Park Pool Complete Remodel

PROJECT COST AND FUNDING SOURCE(S)

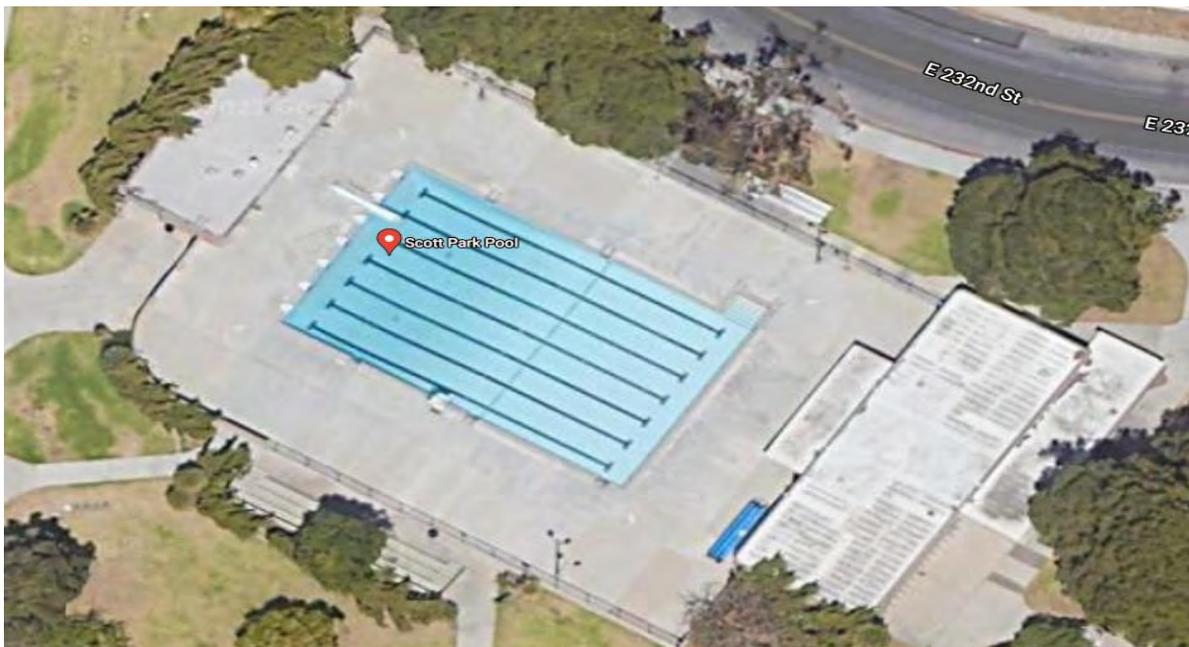
PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 3,000,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby, County Pk	\$ 3,000,000		\$ -	\$ -	\$ -	\$ 3,000,000
						-
						-
						-
Total by Fiscal Year	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: N/A
 Project Name: Anderson Park ADA Path of travel
 Project Description: Install ADA compliant path of travel throughout Anderson Park

PROJECT COST AND FUNDING SOURCE(S)

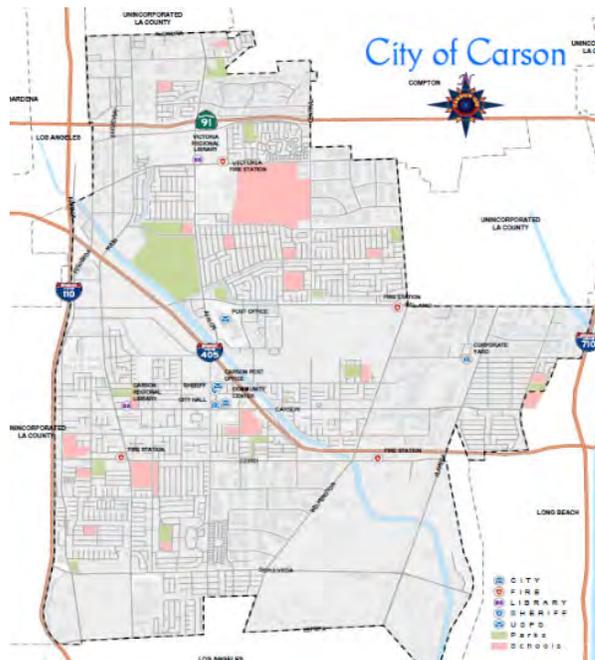
PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 220,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CDGB		220,000				220,000
						-
						-
Total by Fiscal Year	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: PW1445
 Project Name: ADA Walkways at Park
 Project Description: Repair walkways for ADA in city parks (All)

PROJECT COST AND FUNDING SOURCE(S)

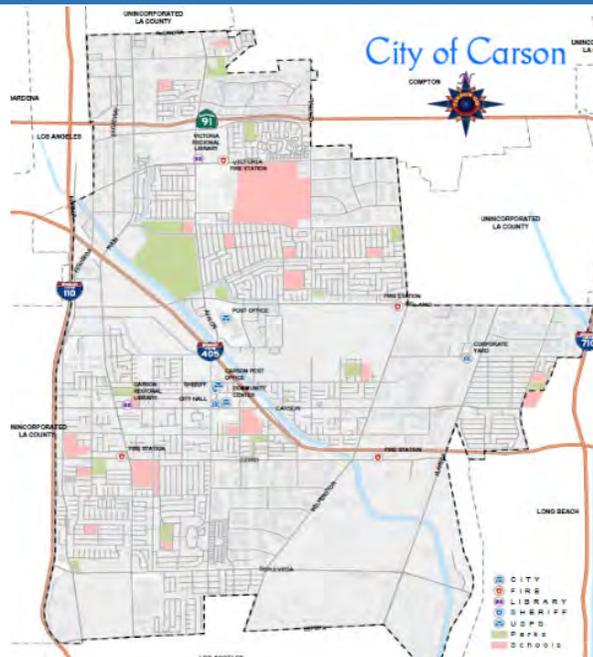
Estimated Project Cost	\$ 1,200,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
TDA Article 3, CDBG			\$ 600,000	\$ 600,000		\$ 1,200,000
						-
						-
						-
Total by Fiscal Year	\$ -	\$ -	\$ 600,000	\$ 600,000	\$ -	\$ 1,200,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021 THRU 2025 Project No: _____

Project Name: Pool Slide Replacement

Project Description: Replace one tan open flume slide along with railings at Dominguez Aquatic Center

Replace one open flumed slide and one closed flume side along with railings, flooring and repainting at Hemingway Aquatic Center.

PROJECT COST AND FUNDING SOURCE(S)

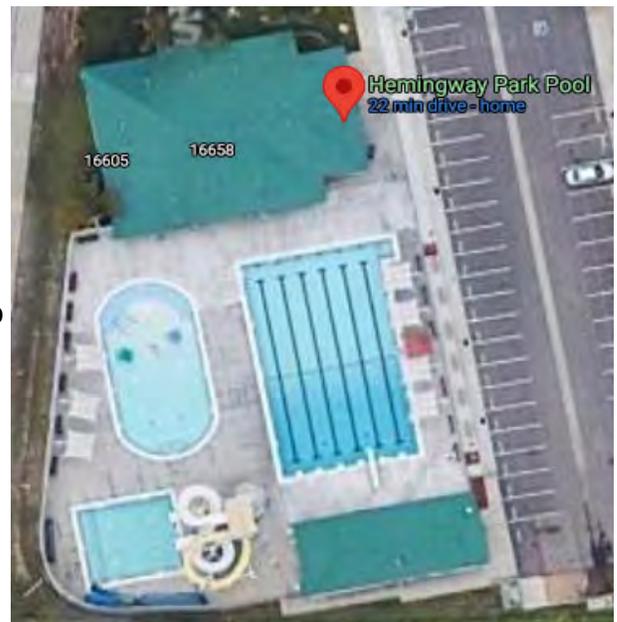
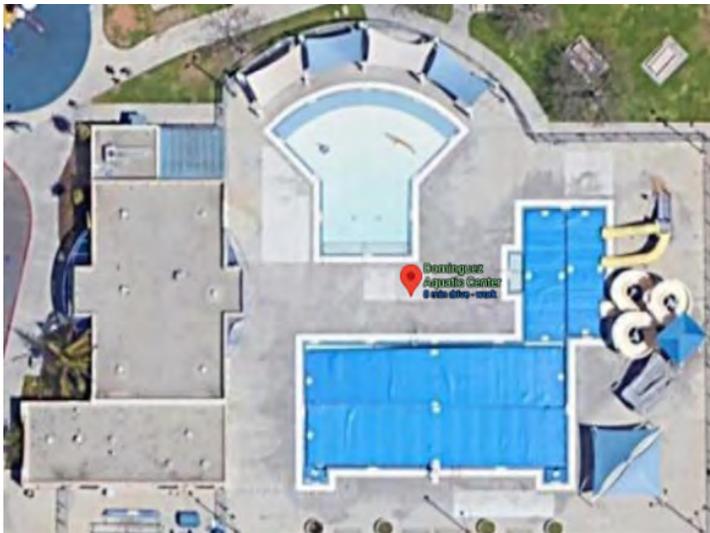
Estimated Project Cost	\$ 900,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
DIF/QUIMBY	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 900,000
						-
						-
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 900,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: N/A

Project Name: Wading Pool Demo

Project Description: Demo/Make Wading Pools inoperable. Replace wading pool with Splash Pad (Anderson, Calas, Mills, Veterans)

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 2,000,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby, County Pk, DIF	\$ 100,000			\$ 1,900,000		\$ 2,000,000
						-
						-
						-
Total by Fiscal Year	\$ 100,000	\$ -	\$ -	\$ 1,900,000	\$ -	\$ 2,000,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1416
Project Name: Calas Park & Foisia Park Roof Repair
Project Description: Repair and replace roofing material at Calas and Foisia park

PROJECT COST AND FUNDING SOURCE(S)

PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 492,495					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby, County Pk	\$ 492,495					\$ 492,495
						-
						-
						-
Total by Fiscal Year	\$ 492,495	\$ -	\$ -	\$ -	\$ -	\$ 492,495

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1633

Project Name: Dominguez Aquatic Center Re-plaster Pool

Project Description: Repair and refurbish the interior of the activity and wading pool

Replace spray features in wading pool at Dominguez Aquatic Center

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 260,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby, County Pk	\$ 260,000					\$ 260,000
						-
						-
						-
						-
Total by Fiscal Year	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1634

Project Name: Dominguez Pool Heater

Project Description: Replace the pool heater system (2) for the activity and wading pool

PROJECT COST AND FUNDING SOURCE(S)

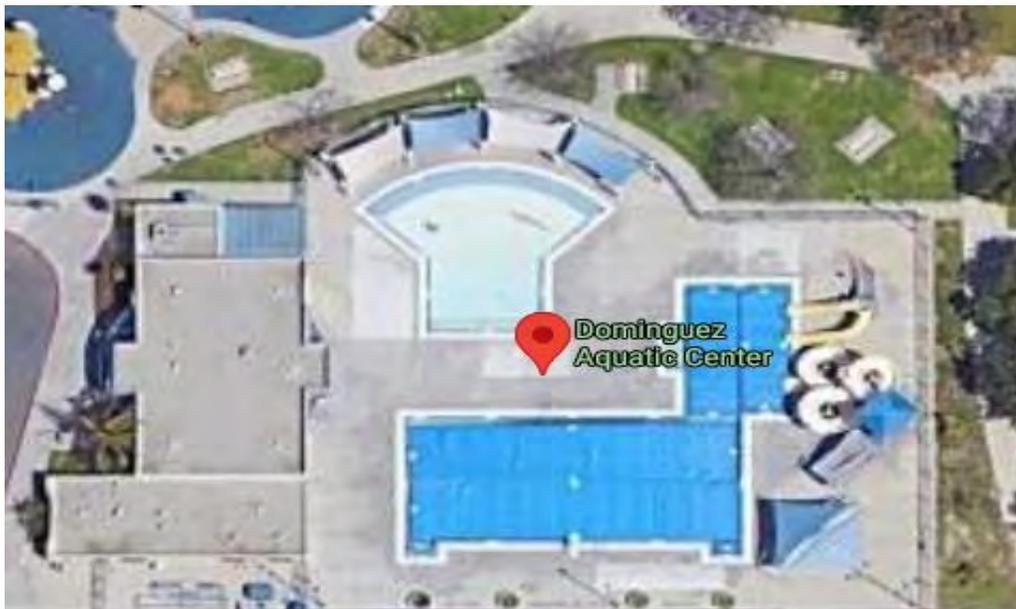
Estimated Project Cost	\$ 200,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby, County Pk	\$ 200,000					\$ 200,000
						-
						-
						-
Total by Fiscal Year	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: N/A

Project Name: Exterior Court Resurfacing in Parks

Project Description: Resurfacing, repair, and maintenance to indoor and outdoor courts - Year 2

PROJECT COST AND FUNDING SOURCE(S)

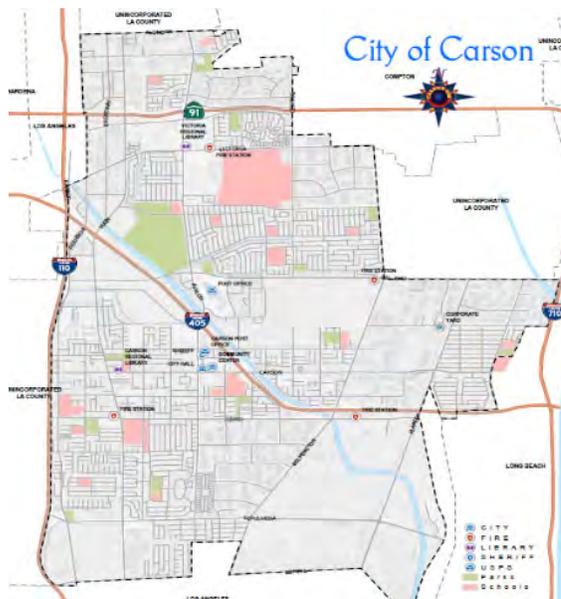
Estimated Project Cost	\$ 500,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby, County Pk	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
						-
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 100,000	\$ 500,000				

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1602
Project Name: Exterior Court Resurfacing in Parks
Project Description: Resurfacing, repair, and maintenance to indoor and outdoor courts. - Year 1

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 24,600					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby/DIF	\$ 24,600		\$ -	\$ -	\$ -	\$ 24,600
						-
						-
						-
Total by Fiscal Year	\$ 24,600	\$ -	\$ -	\$ -	\$ -	\$ 24,600

PROJECT SCHEDULE

<u>Milestones</u>	<u>Date</u>
Request For Proposal (RFP/RFQ) - PSE	_____
Approve Plans, Specifications & Estimates (PSE)	_____
Advertise Project Construction	_____
Award of Construction Contract	_____
Construction Start Date	_____
Project Completion Date	_____

INSERT MAP HERE



CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: _____
 Project Name: Pool Deck Repair at Dominguez Park and Hemingway Park
 Project Description: Repair Pool Decks at Dominguez and Hemingway

PROJECT COST AND FUNDING SOURCE(S)

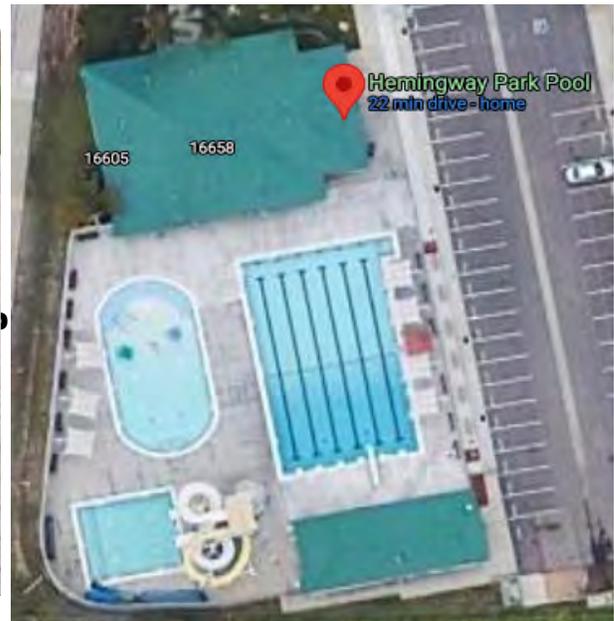
Estimated Project Cost	\$ 100,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby	\$ 100,000		\$ -	\$ -	\$ -	\$ 100,000
						-
						-
						-
Total by Fiscal Year	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** _____

Project Name: Replace Playground Surfaces

Project Description: Replace Playground Surface at Parks and Mini Parks

Veterans Park and Stevenson Park (North) Playground is targeted to be replaced in FY 21/22. City is currently applying for a Cal Recycle grant. The Tire-Derived Product Grant (TDP) Program is a reimbursement grant designed to use TDPs for repurposing projects such as pathways, landscaping, mats, playground surfacing, curb stops, and ramps. Grant awards in August 2021

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 3,706,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
DIF/QUIMBY	\$ 100,000	\$ 864,000	\$ 864,000	\$ 864,000	\$ 864,000	\$ 3,556,000
Cal Recycle Grant	150,000					150,000
						-
						-
Total by Fiscal Year	\$ 250,000	\$ 864,000	\$ 864,000	\$ 864,000	\$ 864,000	\$ 3,706,000

PROJECT SCHEDULE

<u>Milestones</u>	<u>Date</u>
Request For Proposal (RFP/RFQ) - PSE	_____
Approve Plans, Specifications & Estimates (PSE)	_____
Advertise Project Construction	_____
Award of Construction Contract	_____
Construction Start Date	_____
Project Completion Date	_____

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CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: _____
 Project Name: Security Cameras
 Project Description: Install security cameras and alarms at parks

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 200,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
DIF/QUIMBY	\$ 200,000		\$ -	\$ -	\$ -	\$ 200,000
						-
						-
						-
Total by Fiscal Year	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

PROJECT SCHEDULE

<u>Milestones</u>	<u>Date</u>
Request For Proposal (RFP/RFQ) - PSE	_____
Approve Plans, Specifications & Estimates (PSE)	_____
Advertise Project Construction	_____
Award of Construction Contract	_____
Construction Start Date	_____
Project Completion Date	_____

INSERT MAP HERE



CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** _____
Project Name: Stevenson Park - North End
Project Description: Removal of bungalo "North End"

PROJECT COST AND FUNDING SOURCE(S)

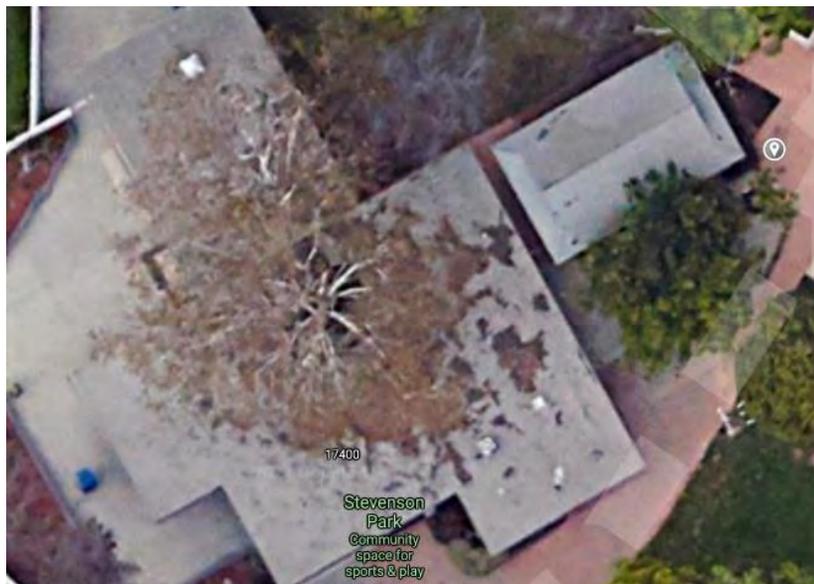
Estimated Project Cost	\$ 60,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
DIF/QUIMBY	\$ 60,000		\$ -	\$ -	\$ -	\$ 60,000
						-
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2022/2023 Project No: _____

Project Name: Stevenson Park - North End

Project Description: Installation of two picnic shelters for the following parks: Calas Park, Veterans Park, Stevenson Park (North side), Hemingway Park, and Del Amo Park

PROJECT COST AND FUNDING SOURCE(S)

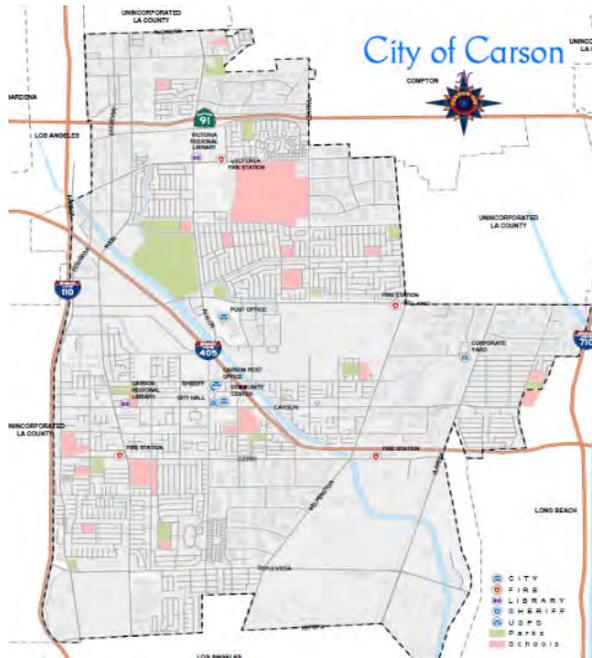
Estimated Project Cost	\$ 1,000,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Park Development	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 200,000	\$ 1,000,000				

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: PW1368

Project Name: Carriage Crest Park - Refurbishment/Expansion

Project Description: Refurbish entire facility, parking lot, playground, and development of 10

acres.

PROJECT COST AND FUNDING SOURCE(S)

PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 11,800,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Prop 68 State Grant		\$ 4,250,000	\$ 4,250,000	\$ -	\$ -	\$ 8,500,000
General Fund	2,360,000	940,000				3,300,000
						-
						-
Total by Fiscal Year	\$ 2,360,000	\$ 5,190,000	\$ 4,250,000	\$ -	\$ -	\$ 11,800,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: _____

Project Name: Carson pool shade structure

Project Description: Create outside seating area for the patrons to watch kids and playground

area.

PROJECT COST AND FUNDING SOURCE(S)

PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 80,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
	\$ 80,000		\$ -	\$ -	\$ -	\$ 80,000
						-
						-
						-
Total by Fiscal Year	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1484

Project Name: Dugout Cover Installation at 9 Parks

Project Description: Repair and or replace dugout roof material (Calas, Carriage Crest, Del Amo, Dolphin, Dominguez, Foisia, Hemingway, Stevenson, Veterans) 26 total

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 75,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby	\$ 75,000		\$ -	\$ -	\$ -	\$ 75,000
						-
						-
						-
Total by Fiscal Year	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

PROJECT SCHEDULE

<u>Milestones</u>	<u>Date</u>
Request For Proposal (RFP/RFQ) - PSE	_____
Approve Plans, Specifications & Estimates (PSE)	_____
Advertise Project Construction	_____
Award of Construction Contract	_____
Construction Start Date	_____
Project Completion Date	_____

INSERT MAP HERE



CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: PW1610

Project Name: Foisia Park Renovation

Project Description: Athletic field renovation, Outdoor Pool Restrooms ADA, Park Restrooms ADA, Outdoor Amphitheater, playground, security lighting, ball field lighting, and marquee.
Engineering and Design in Year 1.

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 8,500,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Prop 68 State Grant	\$ 1,700,000	\$ 3,400,000	\$ 3,400,000	\$ -	\$ -	\$ 8,500,000
						-
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ 1,700,000	\$ 3,400,000	\$ 3,400,000	\$ -	\$ -	\$ 8,500,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____



FINAL CONCEPT DESIGN



CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: PW1635

Project Name: Mills Park Improvement

Project Description: Install 2 unit unisex restroom (pre fabrication) for public use, install shade structure around main building, fitness equipment and three picnic pads, modify wading pool, monument sign, and install ADA pathway to three picnic pads

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 537,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Prop 68 - Per Capita Grant	\$ 235,000		\$ -	\$ -	\$ -	\$ 235,000
DIF/QUIMBY	302,000					302,000
						-
						-
Total by Fiscal Year	\$ 537,000	\$ -	\$ -	\$ -	\$ -	\$ 537,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2025/26 **Project No:** PW1388
Project Name: New Veterans Park-Electronic Marquee
Project Description: Install a new electronic marquee

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 75,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby			\$ -	\$ -	\$ 75,000	\$ 75,000
						-
						-
						-
Total by Fiscal Year	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000

PROJECT SCHEDULE

<u>Milestones</u>	<u>Date</u>
Request For Proposal (RFP/RFQ) - PSE	_____
Approve Plans, Specifications & Estimates (PSE)	_____
Advertise Project Construction	_____
Award of Construction Contract	_____
Construction Start Date	_____
Project Completion Date	_____

INSERT MAP HERE



CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 Project No: _____

Project Name: Pool Building Shelter Cover

Project Description: Provide covering over open slots in the locker rooms to prevent debris and water from entering (Carson & Foisia pool)

PROJECT COST AND FUNDING SOURCE(S)

PROJECT COST AND FUNDING SOURCE(S)						
Estimated Project Cost	\$ 50,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby	\$ 50,000		\$ -	\$ -	\$ -	\$ 50,000
						-
						-
						-
Total by Fiscal Year	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** _____

Project Name: Stevenson Park and Veterans SportsComplex (VSC) Gym Lighting

Project Description: Replace gym lighting to led fixtures. Both Small gym and Main gym for VSC

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 40,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 40,000
						-
						-
						-
Total by Fiscal Year	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 40,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021/22 **Project No:** PW1639

Project Name: Veterans Park Meeting Room & Kitchen Refurbishment

Project Description: Replace counters, counter tops, cabinets and plumbing fixtures, flooring in Activity rooms and remodel Kitchen with new floor/cabinets/appliances. New flooring in Park office

PROJECT COST AND FUNDING SOURCE(S)

Estimated Project Cost	\$ 98,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Quimby		\$ 98,000	\$ -	\$ -	\$ -	\$ 98,000
						-
						-
						-
Total by Fiscal Year	\$ -	\$ 98,000	\$ -	\$ -	\$ -	\$ 98,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021 THRU 2025 Project No: _____

Project Name: Install Bus Shelters

Project Description: Purchase and Installation of 28 bus shelters and 28 benches throughout the City of Carson.

PROJECT COST AND FUNDING SOURCE(S)

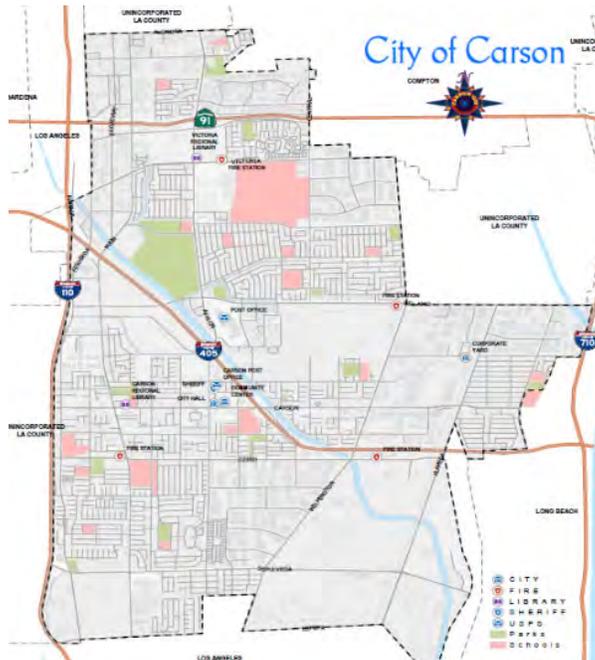
Estimated Project Cost	\$ 600,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Prop A	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Prop C	300,000					300,000
						-
						-
Total by Fiscal Year	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____





CITY OF CARSON

CAPITAL IMPROVEMENT PROGRAM

Proposed Fiscal Year: 2021 THRU 2025 **Project No:** _____

Project Name: Athletic Field Lights

Project Description: Upgrade athletic field lights to central control lighting system (Musco) similar to Carson Park: Calas Park, Carriage Crest, Del Amo, Dolphin, Dominguez, Foisia, Hemingway, Stevenson and Veterans Park.

PROJECT COST AND FUNDING SOURCE(S)

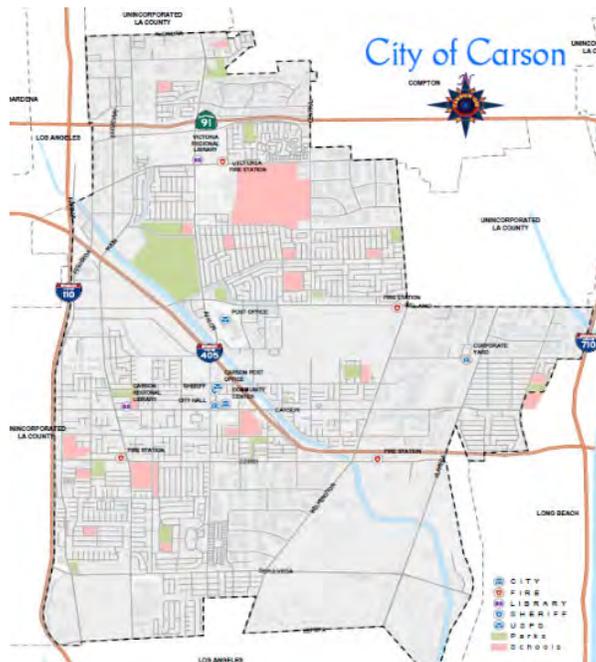
Estimated Project Cost	\$ 2,000,000					
Funding Source(s)	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Fiscal Year 2024/25	Fiscal Year 2025/26	Total By Funding Sources
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
						-
						-
						-
						-
						-
Total by Fiscal Year	\$ -					

PROJECT SCHEDULE

Milestones

Date

- Request For Proposal (RFP/RFQ) - PSE _____
- Approve Plans, Specifications & Estimates (PSE) _____
- Advertise Project Construction _____
- Award of Construction Contract _____
- Construction Start Date _____
- Project Completion Date _____



Report to Parks, Recreation and Cultural Arts Commission

Wednesday, May 26, 2021

New Business

SUBJECT:
CITY OF CARSON TASK FORCE UPDATE

I. SUMMARY

The Carson COVID-19 Task Force was originally created to meet the immediate needs of the community that were created by the pandemic. Over the past 14 months, the needs of the community have fluctuated, and the Task Force has responded in a timely manner to each new challenge. The solutions include a resource call center, collaborating with The Lighthouse to provide a free drive-through lunch distribution, offering COVID testing, supporting homebound seniors with a grocery delivery program, and providing vaccinations. Thousands of Carson residents have benefitted from Task Force programs, and the totals to date can be found in Exhibit No. 1. Fortunately, the infection rate has decreased over time, so the amount of testing days has decreased while the frequency of vaccination pop-up events has increased.

The biggest challenge was creating innovative ways to deliver these services to an elderly population with limited technical access. To solve this issue, staff created call centers to answer questions from the community and provide welfare checks to homebound seniors. In an effort to communicate with isolated seniors, staff worked with PIO to create a special edition of the Carson Report that focused on pandemic resources. Task Force members also distributed program flyers through the daily Grab and Go lunch program as needed.

I. RECOMMENDATION

RECEIVE and FILE this report

II. ALTERNATIVES

TAKE any other action the Commission deems appropriate

III. BACKGROUND

The Carson COVID Task Force was created in March of 2020 to coordinate and oversee the administration efforts to monitor, prevent, contain, and mitigate the spread of coronavirus disease (COVID-19) in the City of Carson. This Task Force was created to aid the most vulnerable residents in the Carson community. This includes homebound seniors, people with disabilities, families with young children, and any other population that needs additional resources.

IV. FISCAL IMPACT

Funds to support the Task Force have come from the general fund provided by the City of Carson, grants, CDBG funding, and donations from local businesses and individuals.

V. **EXHIBITS**

1. Task Force Totals (pg. 3)

Prepared by: Michael Whittiker, Jr., Human Services Manager

Carson COVID Task Force Totals (March 2020-May 2021)

Resource Call Center	Carson Essentials To Go	Food Kit Distribution	Grab & Go Meals	Meals on Wheels	Testing Site Call Center	COVID Tests Administered	COVID Tests Home Visits	Carson Essentials To Go 2.0	Vaccines
17,059 calls received	1,656 grocery packages purchased	300 food kits delivered	178,573 meals distributed	11,146 meals delivered	9,041 calls received	36,454 tests administered onsite	102 tests administered in homes	1,261 free grocery packages delivered	2,813 administered

Report to Parks, Recreation and Cultural Arts Commission

Wednesday, May 26, 2021

New Business

SUBJECT:

**PARKS, RECREATION, AND COMMUNITY SERVICES MASTER PLAN,
REQUEST FOR PROPOSALS, SCOPE OF WORK**

I. SUMMARY

In an effort to assess the current condition of the City's parks infrastructure and programming opportunities, staff has issued a Request for Proposals to solicit bids from qualified research firms to conduct a comprehensive study of parks, recreation, and community service programs within the City of Carson. The study is intended to be a 9-month long intensive assessment of existing conditions and services being offered to the residents of Carson. Additionally, the study will solicit feedback from the community on desired park amenities, deferred maintenance, and enhancements to recreation and social programs that are current delivered by city staff.

II. RECOMMENDATION

RECEIVE and FILE report.

III. ALTERNATIVES

TAKE any other action the Commission deems appropriate.

IV. BACKGROUND

Since its incorporation in 1968, the City of Carson has never pursued the opportunity to conduct a comprehensive study of the City's network of parks, programs, and services offered to the community. Additionally, limited attention has been given to the assessment of facility conditions and interests residents may have in existing and potentially new program offerings.

In 2015, the County of Los Angeles, Department of Parks and Recreation conducted the LA Countywide Comprehensive Park and Recreation Needs Assessment to catalogue park amenities throughout the region. Although the assessment did include a section dedicated to the City of Carson, the engagement effort lacked the level of detail necessary to fully document the entire need of the city. The final report identified \$77.7 million in improvements needed to bring the community the facilities required for the population of residents. The document was also silent on the need for program enhancements as it focused largely on critical infrastructure.

The City of Carson Community Services Department seeks written responses to a Request for Proposal (RFP) for the selection of a consultant to conduct an extensive assessment of Recreation facilities, operations, programs, services, and staffing of the Department, as well as a study of Recreational community

needs in the near and long term. An invitation inviting bids was published on Monday, May 17, 2021 and an RFP package was posted on Thursday, May 20, 2021. All bids proposals are due by Thursday, June 10, 2021 by 5:00 PM.

Anticipated Procurement Schedule		
1	Award of Contract	7/6/2021
2	Contract Execution & Notice to Proceed	7/20/2021
3	Begin Engagement	8/2/2021
4	Complete Engagement	4/30/2022

The Scope of work for the study will include ten tasks as follows and detailed more thoroughly in the attached Scope of Work (Exhibit 1):

- Task 1: Work Plan
- Task 2: City Policy and Standards Review Regarding Park infrastructure
- Task 3: Existing Parks, Recreation and Community Services Facilities and Programs Inventory/Analysis
- Task 4: Demographic Analysis
- Task 5: Gather & Assess Community Needs
- Task 6: Facility Master Plans & Opportunity Sites
- Task 7: Draft Parks, Recreation, and Community Services Master Plan Report
- Task 8: City Boards and Commissions Study Session
- Task 9: Community Master Plan Review Meeting
- Task 10: Parks, Recreation, and Community Services Master Plan

V. FISCAL IMPACT

The master plan study is anticipated not to exceed \$250,000 for the full scope of work and deliverables outlined in the RFP. Sufficient funding has been budgeted in the Fiscal Year 2021-2022 operating budget and staff intends to utilize Park Development Impact Fees and Quimby Fund accounts for this expense.

VI. EXHIBITS

1. Scope of Work (pgs. 3-10)

Prepared by: Robert Lennox, Community Services Director

PROJECT SCOPE AND SPECIFICATIONS
RFP 21-022 PARKS, RECREATION AND COMMUNITY SERVICES MASTER PLAN

PROJECT DESCRIPTION

The City of Carson is requesting proposals to hire a consultant to prepare a comprehensive Parks, Recreation and Community Services Master Plan. The City seeks a master plan document that is concise, user-friendly, and visionary with regards to the health and vibrancy of the City's parks, recreation programs and open spaces.

The City of Carson operates 12 full-service parks, 4 mini parks, 2 swimming pools, 2 aquatic centers, 4 gymnasiums, a Boxing Center, fitness centers, and a Skate Park. City parks utilize 126.5 acres of property, containing a total of over 240,000 square feet of building space in the City. In addition, all full-service parks are staffed seven days a week with full and part-time personnel. The goal of this proposal is to solicit qualified consultants to review and analyze the City's parks, recreational spaces, and facilities to create a comprehensive Master Plan that will prioritize and guide future maintenance and improvement projects. The selected consultant will work closely with City staff and the Parks and Recreation Commission in preparing the Master Plan document. The process will include the creation of a comprehensive inventory of all Carson parks and recreational facilities, as well as an analysis of current and forecasted community recreation needs, a prioritization of necessary renovations and improvements, and an implementation timeline and funding strategies. The goal of the Parks, Recreation, and Community Services Master Plan is to reflect Carson's strong commitment to provide high-quality recreational opportunities for the community, with the support of and adoption by the Parks and Recreation Commission and the City Council.

OBJECTIVES

The purpose of the Master Plan is to create a clear set of objectives that will provide direction to City staff, the Parks and Recreation Commission (PRC), the Planning Commission, and the City Council for development, re-development, expansion and enhancement of the City's parks system, recreation facilities, and Recreation/Community Services programs and services for the short-term (2025), mid-term (2035), and long-term (2045).

Specific items in the Master Plan must include, but are not limited to, the following:

1. Park Analysis/Assessment Study – Analyze and assess the current conditions of all of Carson's Parks and Recreation facilities (gymnasiums, exercise rooms, basketball courts, pools, etc.). This assessment will include a review of recreational services and programs offered at all recreation centers, other City locations, and various County and area Unified School District fields, courts, and facilities.
2. Recreation Program and Services Analysis/Assessment Study - Analyze and assess the current Recreation/Community Services programs and services provided by the City, and identify opportunities and deficiencies for future recreation programs and services.
3. Demographic Analysis Study– Review and interpret demographic trends and characteristics of Carson using available statistical information from the City of Carson Community Profile available at: (<https://ci.carson.ca.us/CommunityDevelopment/demographics.aspx>)
4. Community Needs Study – Determine the community's interests and needs for enhancements to the parks system through community meetings/outreach (topics of interest to review but

not limited to: dog parks, skate parks, pickle ball, bocce ball, number of athletic fields needed, synthetic turf vs natural grass turf fields, etc).

5. Capital Development Study - Identify and prioritize important capital issues and projects to be considered and incorporated in the short term (2025), mid-term (2035), and long term (2045) capital improvement program time table.
6. Costs and Funding Sources Study - Identify probable costs, operations and maintenance costs, and potential revenue and funding sources, including an evaluation of the best use of Park Development Impact Funds

SCOPE OF WORK

TASK 1: Work Plan

Prior to embarking on the tasks to be performed under this Scope of Work, the consultant will meet with City Staff to finalize a more detailed work scope, discuss the consultant's methodology and approach for all tasks detailed in this RFP, develop a clear timeline that includes work benchmarks and anticipated due dates for all deliverables, preparation and submission of progress reports & meeting summaries, and identify all information and data to be provided by City Staff.

Meetings to Include:

- City Staff review meeting of scope, timeline, benchmarks, deliverables (both consultant and City staff), and work plan

Deliverables

- Work Timeline, updated periodically (if needed)
- Updated and detailed work scope (if necessary)
- Identify information and data needed from City staff
- Identify relevant stakeholders

TASK 2: CITY POLICY AND STANDARDS REVIEW REGARDING PARK INFRASTRUCTURE

The Consultant shall assemble and review all existing City of Carson strategic planning documents to confirm relevance and value with the final Parks, Recreation and Community Services Master Plan recommendations. The consultant shall also conduct a meeting with a facility walk-through with City Staff to review current park conditions and maintenance practices, as well as City standards and policies in order to collect and utilize City staff's existing documentation effectively regarding park infrastructure.

Meetings to Include:

- Intra-Department City Staff Meeting
- Staff meetings to review findings

Materials to be provided:

- City Comprehensive Plan (General Plan): To include the new and updated document
- Park & Open Space 'As-Built' Plans and/or GIS base maps
- Maintenance policies, procedures, handbooks, and schedules
- List of Recreational Services/Programs
- City details and specifications

Deliverables

Consultant shall provide a Draft and Final Report summarizing existing infrastructure; proposed improvements and associated plans; and recommendations related to improved/enhanced maintenance practices and policies. This report shall also identify facility and program gaps, and provide suggestions for the most feasible means to address these gaps through new projects, alternative services delivery approaches, new/updated policies and/or procedures, or modification to existing capital improvement projects.

TASK 3: Existing Parks, Recreation and Community Services Facilities and Programs Inventory/Analysis

The consultant is to compile a comprehensive inventory and analysis of all programs/services offered by the City. The inventory should include an analysis of the user groups and times of usage for primary facilities.

An analysis of the City's recreational programs is to be performed as part of this task to determine the level of recreational needs currently being served by the City, and to identify those recreational areas that are lacking or not being offered in Carson. This task is also to include a review and analysis of existing recreation locations (city/county/state – public) to expand the City's recreational facilities, related operating/maintenance requirements, and identifying potential revenue sources, and operating /maintenance requirements. The inventory and analysis are to include (for each individual park and recreational facility):

1. Locations – Update City Plan
2. Size and boundary
3. Use – Neighborhood or Regional
4. History – Provided by City (history and past renovations)
5. Current condition
6. Facilities – Inventory of all park and recreational facilities (playgrounds, playfields, ball courts, pools, gyms, restroom, structures, parking capacity)
7. Recreation programs - Scheduled programs throughout the year (services provided by City)
8. Compliance with ADA requirements
9. Constraints - Consultant to identify the constraint that minimize the park/facilities ability to be maximized.
10. Opportunities – Consultant to identify opportunities to expand or enhance recreational opportunities
11. Operations and Maintenance – Consultant to review with the City & contracted maintenance staff overall maintenance practices, as well as provide recommendations for required/enhanced maintenance requirements, including a review of trash collection at the parks.
12. Potential revenue sources – Consultant to identify areas of potential revenue of Parks and Recreation facilities, including any City easements.
13. School Facilities – Consultant to review school playfield facilities and potential uses
14. Evaluate suitable locations for dog parks
15. Evaluate opportunities to increase sustainability practices such as reducing turf, energy and water consumption, etc.

Meetings to Include:

- (2) City Staff and maintenance review meetings

- Los Angeles/Compton Unified School District(s) review meetings

Deliverables

- LA/CUSD meeting agenda
- Existing and Potential Recreations Facilities and Programs Inventory/Analysis Draft Final Report

TASK 4: Demographic Analysis

The consultant shall analyze demographic trends in the region from the Community Profile report for the City of Carson that may impact or affect the needs and demands on the Carson parks and recreation system for the next 25 years. A demographic analysis report is to include an overview of all the major demographic elements that will impact Carson’s park system, recreational facilities, and recreational programs. The analysis should also identify underserved user groups, including the disabled and dog owners. The method and approach proposed for analyzing and incorporating the information from the demographic study into the Master Plan should be detailed in the proposal.

Demographics to review:

- City Demographic Information: 2010/20 US Census data
- Los Angeles/Compton Unified School district data
- National Parks and Recreation Society survey data
- California Parks and Recreation survey data

TASK 5: Gather & Assess Community Needs

Community outreach and public input is integral to developing a Master Plan that responds to both the short and long-term needs of the Carson community. Specifically, this task solicits feedback to assist with determining how the City’s parks, trails, open spaces, programs, services and recreation facilities can better serve the community. Given the importance of this aspect of the Master Plan, the Department has developed a multiprong approach – community meetings, a Commission study session, and internet-based needs assessment survey - to obtain the information it needs. With this strategy as a guide, the consultant must provide a detailed methodology in its proposal. The proposal must include a means of attracting community involvement from park users who reside outside Carson.

The initial step of this task is to facilitate a series of community and stakeholder meetings. The consultant shall prepare a community outreach agenda, and hold (3) community meetings and (2) stakeholder meetings to gather input. Stakeholder groups are to be identified by City Staff. The method and approach proposed for the community and stakeholder meetings should be discussed in detail in the proposal. The proposal should also discuss methods of attracting community involvement in the process from park users who reside outside Carson.

The consultant shall next prepare a study session presentation with the City of Carson’s Parks and Recreation Commission to review the goals and objectives of the Master Plan Project, and to receive input and feedback from the Commissioners. The presentation should include the feedback and recommended priorities obtained from the community meetings.

Thirdly, the consultant is to develop a web-based Citywide community needs assessment survey to identify community needs and issues related to recreation/park programs and facilities. The survey should accurately represent a sampling of the community population, with a return rate sufficient to provide statistically-valid results. The survey will be used as a baseline to determine park and recreation needs and desires of the larger community. A survey analysis report will be required to summarize the

survey and its findings. The survey document is to be bilingual. Vovici, Survey Monkey, or another comparable web-based survey software shall be utilized to construct the survey. A notice is to be mailed out to all Carson residents as part of the City's activity guide that allows those without web access the opportunity to complete and submit a paper survey. The survey data – paper and electronic versions - are to be compiled in an electronic format that allows for cross tabulation comparative analysis. The method and approach proposed for developing and implementing the survey should be discussed in detail in the proposal. Specific projects selected to be included in the survey shall have a cost estimate noted for the cost of the proposed work.

** A sample community survey should be reviewed with the PRC at this time if the add service for the survey is agreed upon. The consultant shall coordinate the community survey with the polling firm overseeing the community survey efforts for a potential infrastructure bond measure to insure compatibility.

Meetings to Include:

- City Staff review community meeting agenda, questions, and presentation
- (3) Community meetings
- (2) Stakeholders meetings
- (2) Parks and Recreation Commission presentations
- City Council presentation
- (2) City Staff review survey
- PRC Ad Hoc Committee – Survey and Proposed Projects Review

Deliverables

- Community Meeting Agendas – one for each meeting
- Community Meeting Report – one for each meeting
- Stakeholders Meeting Agendas – one for each meeting
- Stakeholders Meeting Report – one for each meeting
- Parks and Recreation Commission study session agenda and presentation
- Parks and Recreation Commission study session report including a list and cost of potential projects over the short, medium and long-term
- Community Survey Sample and final Draft for Parks and Recreation Commission Review
- Survey results
- Survey analysis report

TASK 6: Facility Master Plans & Opportunity Sites

The Consultant is to create a site master plan (bubble diagram of proposed renovations/modifications) and a written summary for each individual park. Consultant to identify "Opportunity Sites", areas within Carson where parkland or open space could be acquired to expand recreational areas. (i.e. parking lots, easements, open space, etc.). Consultant to identify Parks that should be considered for size expansion, where possible.

Each site plan and summary shall identify:

- New facility or amenities components
- Potential for expansion: Size or facilities
- Components to be removed
- Site improvements

- Timing – Schedule of improvements/renovation over the next 25 years (short, medium- and long-term improvements)
- Cost analysis of operations, maintenance, and capital improvements
- Operations and maintenance recommendations
- Sustainable upgrade recommendations
- Other items the consultant feels the City should consider

Meetings to Include:

- City Staff initial review of plans
- City Staff to finalize plans

Deliverables

- Site Master Plans

TASK 7: Draft Parks, Recreation, and Community Services Master Plan Report

The Draft Park, Parks, Recreation, and Community Services Master Plan Report is to analyze all of the data from the previous tasks and synthesize that information into a comprehensive report. The consultant is to make recommendations which consider the current and future needs related to parks; conditions of existing facilities; and cost estimates of modifications related to how the current parks, trails, open space and recreational facilities should be maintained, modified, or enhanced to serve short, medium and long term needs of the community. The recommendations and prioritization of recreational needs will be reviewed and discussed at a community meeting and with the Parks and Recreation Commission. The consultant is to work with City staff and a Parks and Recreation Commission Ad Hoc committee in preparing the draft Master Plan Report. The report should include a matrix that summarizes the findings for each park, trail, open space and recreational facility in a clear a concise format. The method and approach proposed for developing the draft master plan should be discussed in detail in the proposal.

Analysis Section

The report is to gather and summarize the analysis aspect of the Master Planning process.

This Section is to include information from:

- Overview of the approach and methodology used to obtain the information/data acquired and the analysis, and a brief explanation of why they were selected
- Development of a priority matrices that assists in the selection of short, medium- and long-term improvements
- Analysis, prioritization and assessment of the parks and recreational facilities
- City Comprehensive Plan
- City staff input
- Demographic analysis
- Community meetings input
- Community survey (possible additional service)
- Parks and Recreation Commission input

Development Study of Short, Medium and Long-Term Projects

The report is to include the identification of short, medium and long –term capital projects, including both standard renovations and installation of new facilities.

- Areas where certain outdated or underutilized facilities should be redeveloped

- New specialized facilities (Skate Park, dog parks, gymnasium, etc.) that should be considered.
- New large-scale facilities (pool, gymnasium, play fields ext.) that should be considered.
- Playgrounds or facilities that are not in conformance with ADA standards
- A timeline phasing plan and budget to accomplish the goals of the Parks and Recreation Master Plan
- Develop a cost analysis for future capital, operational and maintenance costs for all expansions and improvements that are recommended in the Master Plan

Management and Implementation Section

The report is to include a Management and Implementation section. This section is to include:

- Goal, strategies, priorities and action items
- Identify areas of possible revenue generation
- Identify potential sources of funding
- Identify the responsible party or group for achieving the goals and objectives of the Master Plan
- Identify items that will require additional staff time needed for operations and maintenance
- Establish a time frame for accomplishing each task
- Establish cost analysis for future capital, operational and maintenance recommendations for all expansions and improvements that are recommended in the Master plan

Meetings to Include:

- (2) City staff review of draft and final reports
- Community Meeting
- Stakeholders Meeting
- PRC Ad Hoc Committee
- PRC Meeting

Deliverables

- Cost and funding sources draft and final study
- Capital development study
- Community Meeting Agenda
- Community Meeting Report – one for each meeting
- Stakeholders Meeting Agenda
- Stakeholders Meeting Report – one for each meeting
- Parks and Recreation Commission study session #1 agenda & presentation
- Parks and Recreation Commission study session report
- Parks, Recreation and Community Services Master Plan Draft Report

TASK 8: City Boards and Commissions Study Session

The Consultant is to present the Draft Master Plan Report and Park Master Plans to the City's Boards and Commissions as a Study Session for input and feed-back.

Meetings to Include:

- Parks and Recreation Commission Study Session #2
- Planning Commission (Study Session)
- City Council (Study Session)

Deliverables

- Meeting Agenda & Presentations
- Meeting Summary Reports – one for each meeting

TASK 9: Community Master Plan Review Meeting

The Consultant is to present the Draft Master Plan Report and individual Park Master Plans to the Community for feed-back and input.

Meetings to Include:

- Community meeting

Deliverables

- Community Meeting Agenda
- Community Meeting Report

TASK 10: Parks, Recreation and Community Services Master Plan

Upon final comment by all City boards, commissions and the community, the consultant is to revise the Draft Master Plan Report and individual Park site plans to reflect the input received. This revised document shall be finalized as the complete Parks, Recreation and Community Services Master Plan. Upon its completion the consultant shall present the Master Plan to the Parks and Recreation Commission for their review and recommendation and to City Council for adoption.

Meetings to Include:

- Parks and Recreation Commission Presentation and Approval of Master Plan (2 meetings max.)
- City Council - Adoption of Plan

Deliverables

- Parks, Recreation and Community Services Master Plan (Draft and Final) - 5 copies each

PROJECT TIMELINE

1. Task 1: Project Kick off - June 2021
2. Task 2-4: (Data Collection & Analysis) - Summer 2021
3. Task 5: Community & Boards and Commissions input meetings – Fall 2021
4. Task 5: Community Needs Assessment and Surveys – Fall 2021
5. Task 6: Facility Master Plans & Opportunity Sites – January 2022
6. Task 7: Draft Master Plan Report & Plans - Winter 2022
7. Task 8 & 9: Draft Master Plan Review - Spring 2022
8. Task 10: Parks, Recreation and Community Services Master Plan adoption late Spring 2022