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# Final Draft Implementation Plan

Claremont Hills Wilderness Park



PREPARED BY THE CITY OF CLAREMONT  
ASSISTED BY MIG



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# IMPLEMENTATION PLAN

## IP 1 EXECUTIVE SUMMARY

This document outlines an Implementation Plan for initial and long term actions to realize the goals of the Claremont Hills Wilderness Park Master Plan. The Master Plan provides background information on the history of the City-owned hillsides, a baseline assessment of environmental conditions, and a series of guidelines, standards, and recommendations to operate and manage the Park as both an environmental resource and a passive recreational opportunity for the general public, while recognizing the need to minimize impacts to the adjacent neighborhoods. The Master Plan sets forth an overarching management philosophy and a series of guidelines to manage the Park from a long-term perspective. The Implementation Plan recommends specific actions to implement the goals of the Master Plan. To fully appreciate the context in which these recommended actions were developed, one should refer to the 2016 CHWP Master Plan.

### IP 1.1 Implementation Plan: Fundamental Assumptions

The Implementation Plan contains a variety of proposed actions and activities to achieve the Master Plan's goals. These recommendations are based on several fundamental conclusions reached as a result of research completed during the master planning process.

The baseline environmental assessment indicates that the CHWP contains many important biological resources and habitats and is generally considered to be in overall good condition. Some members of the public have expressed concern that the amount of human visitation in the CHWP is having a negative impact on the environment. While human impacts are evident (beyond the existence of the trail network itself); negative impacts are limited and for the most part can be mitigated with additional measures, which are included in the Master Plan.

***The City-owned hillsides are being utilized for their intended purpose.*** As noted in various recorded documents, plans and policies, the City's acquisition of hillside parcels stated the dual purpose of preserving the hillsides from development as an environmental resource and providing public access for passive recreational use, including hiking, biking and horseback riding.

***A sense of trail crowding is a subjective determination based on individual perceptions, experiences and values.*** Some community members believe that the main loop is "too crowded." No national standards exist to determine an appropriate number of trail users by type, size and length of trail. Capacity is generally determined by the unique set of social, physical and biological impacts, limitations or values specifically associated with individual facilities. In terms of physical capacity, the CHWP fire roads, which comprise the majority of the CHWP's trail network, can accommodate many more people than actually hike a particular segment at any given time. Physically, the trails are not overcrowded and are maintained by the LA County Fire Department according to its maintenance standards.

From the perspective of personal opinion, the main loop has more hikers and bikers than some people prefer. Results of the visitor intercept questionnaire in 2014 indicate, however, that only 9% of non-resident trail visitors consider trail conditions to be too crowded, although almost 31% of Claremont residents believe so. The CHWP does offer hiking opportunities, other than the main loop, in the areas of Johnson's Pasture, Gale Ranch, and Sycamore Canyon. Nearly half the Claremont residents who completed a visitor intercept survey enter the hillsides, including Pomona College's Evey Canyon, from an entrance other than Mills, whereas 85% of non-residents enter through Mills. It appears residents tend to find alternative trail routes better suited to their personal preferences.

***Both residents and non-residents have contributed to the acquisition and maintenance of the CHWP.*** The current City-owned hillside parcels total approximately 2,000 acres and cost nearly \$20 million to acquire. Of that amount, nearly 40% of the funding came from regional and state sources to support regional habitat and wildlife corridors and public access to open space, not specifically limited to Claremont residents. Although Claremont residents voted in support of a General Obligation Bond to fund the acquisition of 180 acres of Johnson's Pasture that acquisition represents only a portion of the total acreage owned by the City, and the bond revenue cannot be used to fund maintenance.

Prior to the regulated parking, the General Fund paid for the maintenance costs of the Park and the non-grant funded portion of the Park Rangers. Since regulated parking was established in April 2013, the City Council has dedicated temporary and annual permit revenue as well as citation revenue to fund CHWP maintenance and operations, while reimbursing the General Fund for the construction of the parking lot improvements and development of the Master Plan. For FY 14-15, the City budgeted \$350,000 for parking lot permit revenue. The vast majority of this revenue is generated by non-Claremont residents, since approximately 83% of Park visitors are not from Claremont and enter through Mills.

***Adequate parking opportunities have been provided to support reasonable CHWP access.*** To address insufficient parking opportunities and safety concerns, in April 2013, the City completed the construction of the new north lot, which provides 134 parking spaces in addition to the 43 spaces that existed in the south lot. Also, regulated parking was established for both lots, a new access path was provided on the west side of Mills to reduce impacts to the houses adjacent to the previous east side path, and no parking was implemented on Mills Avenue and Mt. Baldy Road, at a total cost of almost \$750,000. Sufficient parking lot capacity exists during most CHWP operating hours, except on many Saturday and Sunday mornings.

***Claremont is not alone in experiencing escalating use of its open space.*** The Master Plan consultant, MIG, contacted a number of other regional facilities to ascertain usage, impacts and potential management solutions. Claremont is not alone in experiencing significant impacts to adjacent neighborhoods associated with increasing visitation. Large open space parks have implemented a number of different programs and solutions for a host of reasons, largely dependent upon the priorities, values, funding and goals of the host community.

***The CHWP is first and foremost an environmental resource open to the general public for the enjoyment of all who enter, and should be protected and managed in a manner consistent***

***with its existence as natural open space.*** People visit the CHWP to experience the positive benefits of exercising, socializing, and enjoying nature. However, as a wilderness park, it includes potentially dangerous wildlife, rugged conditions, and inherent risk to pets and people. Its location in the wildland-urban interface, with easy access to freeways and regional arterials, provides convenient access for visitors with a broad range of expectations and experience, melding back country adventurers with urban dwellers sometimes unprepared for the rigors of back country trails. This Implementation Plan aims to provide a mix of recommendations to address the various needs of diverse visitors in concert with environmental and neighborhood preservation.

***Dedicated, sustainable funding to support Park management and operations is paramount, the basis of which should be parking and citation revenues generated by CHWP activities.*** In recent years the City's budget has been impacted by a number of mandates beyond its control, including storm water regulations, pension costs, competing priorities associated with urban forest management, water conservation, sustainability projects, and other Council priorities. The General Fund cannot currently absorb additional costs associated with expanding management and operations at the CHWP. However, regulated parking in the north and south lots has created a revenue stream to support Park operations, after refunding the General Fund for the construction of the north lot and the development of the Master Plan. In addition, the City Council directed that citation revenue generated from users violating Park hours or parking restrictions would also be considered revenues for operations and management. This revenue stream should serve as a sustainable funding source for CHWP operations.

The recommendations included in this Implementation Plan balance community goals with available funding generated by CHWP operations. City staff and consultants should also continue to monitor grant opportunities, which may fund special projects that may not otherwise have a funding source, such as habitat restoration, trail renovation and/or development, further environmental studies and research, and additional open space acquisition. While developing lists of potential projects will facilitate a more precise and strategic search for funding, these types of projects should only be considered after a funding source has been identified. While the Park operations should be supported by fees as describe above, nothing in this plan prohibits or seeks to constrain the ability of the current or future City Council to allocate General Fund dollars to the Park should funds be available and such a policy decision be directed by the City Council.

### **IP 1.2 Implementation Plan Recommendations**

The Implementation Plan includes both short-term and long-range activities and programming to address Master Plan goals. Many of the recommendations address more than one goal. Attachment A summarizes each recommendation and its relevance to a primary goal and desired outcome. A corresponding budget, Attachment B, is also attached and summarizes implementation costs compared to current service levels. Recommendations are not listed in any order of priority, but grouped together by relevance or topic as they relate to each other. **Unless otherwise noted, recommendations are numbered as a reference point only.** Costs noted below are estimates for discussion purposes, and do not include staff time to implement.

Some proposals entail a one-time cost to implement, while others will result in annual, ongoing recurring costs. The estimated timeline indicated for each recommendation is to complete the project. The recommendations are broken down into the following sections:

Governance and Staffing

Policy Considerations

Parking Issues

Physical Alterations

Future Planning

## **IP 2 GOVERNANCE AND STAFFING**

### **IP 2.1 Create a “Friends of the CHWP”**

As mentioned previously, numerous beneficial connections have been created during the master planning process, which have resulted in an improved understanding and mutual respect for different perspectives regarding CHWP management. Staff believes it is important to maintain that momentum and to create a forum to actively engage interested people to assist with caring for the Park and monitoring impacts to adjacent neighborhoods. The group could assist with recruiting volunteers for various projects, engage with visitors on the trail to promote positive compliance with rules and trail courtesies, discuss issues of concern, share observations and report to and coordinate with staff. T-shirts could be provided to identify “Friends” as active stewards of the CHWP and also as educators for the public during trail contacts.

Ultimately, the Friends of the CHWP should be an independent group with its own leadership and organization. However in order to ensure the organization gets started effectively, staff is recommending that Human Services staff, including the Senior Park Ranger, call the first meetings of the Friends, that the TAC members are approached and asked if they wish to serve, and that the Friends initially be constituted of three subcommittees: (1) docent and community interaction, (2) service projects and park maintenance, and (3) environmental preservation, resource management, and Master Plan implementation. Ultimately, the organizational structure and work plan will be determined by the membership and the specific goals of the Friends of the CHWP.

During the development of the Master Plan, staff has heard significant concern and discussion surrounding governance of the Park. Staff believes that additional formal oversight by a Brown Act City Committee would be redundant and unnecessary. Nevertheless, staff sees incredible governance possibilities with the Friends of the CHWP as previously presented. With dedicated and passionate volunteers, each subcommittee is focused on a specific area where change can be implemented to improve the Park and the experience of all who interact with it.

This group would not have oversight responsibility. The oversight function would continue to be provided by the existing advisory structure of the Parks, Hillsides and Utility Committee and the Community and Human Services Commission. In order to ensure the C&HS Commission is informed of CHWP issues, the Friends of the CHWP will provide an Annual Report which may include any recommendations on user experience and park culture to the Parks, Hillsides and Utility Committee as well as the Community and Human Services Commission. Final policy direction and current budget authority above \$25,000 would remain with the City Council.

*Total Estimated Costs: Staffing costs IP 2.2, t-shirts and supplies, \$500 initially, \$100 recurring.*

*Estimated Timeline: 6 – 9 months, ongoing*

*Related to Goals: Environmental Preservation, Access, Neighborhood Mitigation*

### **IP 2.2 Increase Staffing**

Staff proposes to increase Ranger staffing. Based on community input and staff evaluation, additional resources are necessary to achieve desired outcomes. Currently, the Human Services Department budgets \$33,000 for Ranger services, which at the time the budget was developed, included two part-time Rangers who worked only on weekends. These part-time employees were supplemented with volunteer Rangers, who also assisted primarily on the weekends or during emergency closures. To increase enforcement, enhance public outreach, and develop programming consistent with the goals and desired outcomes, staff recommends the addition of one full-time Senior Park Ranger to coordinate CHWP operations, (not including maintenance, which will remain with the Community Services Department) and serve as a liaison to the Friends of the CHWP. Staff recommends increasing part-time staffing to ensure a Park Ranger is stationed at the park during opening and closing times. Having a physical presence in the park is the best way for staff to truly understand activity in the Park and effectively implement the recommendations in this plan.

Additionally, part-time Rangers will provide enhanced enforcement and programming. This increase will fund 125 hours per week for part-time Rangers, in addition to the one full-time position. The additional staffing will require one-time costs associated with standard employment checks, mandatory citation training, uniform outfitting, and one new 4WD pickup truck. The additional benefits achieved with increased staffing are discussed below as individual recommendations. Attachment D includes more detail regarding staffing costs by position, suggested scheduling and a general overview of enhanced service levels. Staff will regularly monitor staffing levels and propose adjustments as appropriate to meet service expectations and needs.

In addition to the Ranger program, during the next budget development cycle, staff will be working to develop percentages of time for management and supervisory staff time related to the operations and maintenance of the wilderness park to fund with a portion of the revenues raised by the Park. This is consistent with the way that Enterprise Funds are managed in the city, with a portion of revenue going to fund management oversight. As the budget and specific percentage and dollar values are established in the budget process, the City Council will have the opportunity make a final determination on this funding.



*Total Estimated Costs: \$42,500 for one-time upfront costs, including a new truck.  
\$163, 00, in recurring, annual staff costs*

*Estimated Timeline: 3 – 6 months, ongoing*

*Related to Goals: Environmental Preservation, Access, Neighborhood Mitigation*

## **IP 3 POLICY CONSIDERATIONS**

### **IP 3.1 Modify the Municipal Code to prohibit combustibles on the Thompson Creek Trail. (NEW RECOMMENDATION)**

Currently, flammable liquids are prohibited in the CHWP; however, the same restriction does not apply to the Thompson Creek Trail (TCT). An incident recently occurred when individuals stopped on the TCT with gasoline and matches and said they were going to light the park on fire. Because they had not violated any ordinances, the police sent them on their way with no damage done to property. Without any code violation, there were no grounds under which they could be cited or arrested. Staff recommends changing the code so that should similar scenarios happen in the future, the police have additional tools to protect people and property.

*Total Estimated Costs: \$500 for legal services to draft the Municipal Code changes*

*Estimated Timeline: 3-6 months*

*Related to Goals: Environmental Preservation, Neighborhood Mitigation*

### **IP 3.2 Develop, Implement and Enforce Specific and Comprehensive Rules**

Many of the negative issues described by neighbors and users can be addressed with a comprehensive set of rules guiding behavior in and around the Park. Clearly posted and specific rules will allow for more consistent enforcement, help create a positive Park culture, and resolve known issues. Staff is recommending that, in coordination with the Park Rangers and the Friends of the CHWP, a specific and comprehensive set of rules be developed during the first year of the Master Plan's implementation. City staff will draft the first set of rules for consideration by the Friends of the CHWP.

The following requirements are currently missing from the Municipal Code and have been developed based on public input to address trail conflicts, maintenance considerations, and management concerns.

- Dogs shall be on a leash not more than 6' in length.
- No audible sound from electronic devices.
- Visitors enter at their own risk.
- Use of unauthorized trails is prohibited.

The following trail etiquettes have been developed, which should be disseminated and promoted as part of enhanced public information and outreach efforts.

- Visitors shall stay on authorized trails to avoid detrimental environmental impacts, such as damaging vegetation and disturbing wildlife.
- Only one ear bud shall be worn, rather than two, to maintain awareness of surroundings.
- Waste, including fruit peelings, trash and dog feces, should be disposed of properly in trash receptacles. (While a general litter prohibition is already in the Municipal Code, violations are a regular occurrence. Enhanced outreach and enforcement are necessary.)
- Hikers and bikers should walk or bike on the right side of the trail, leaving room for others to pass. Hikers in groups should not walk across the width of the trail.
- Bikers shall warn hikers of their approach either with a bell or a verbal “passing on your left.”
- Bikers shall maintain a safe downhill speed on the main loop and slow down at blind turns to avoid conflicts with others.
- Visitors should follow standard trail conventions of hikers and bikers yielding to horses and bikers yielding to hikers.

Once the initial draft is completed, staff will work with the Friends of the CHWP to revise and improve the rules before taking them through the normal City approval process, including changes to the Municipal Code to allow for enforcement. Rangers will be enforcing current rules during this period of review and development of new ones.

*Total Estimated Costs: Up to \$5,000 for legal services for any required Municipal Code changes and changes in signage.*

*Estimated Timeline: 6 months to develop and bring through the formal approval process*

*Related to Goals: Environmental Preservation, Access*

### **IP 3.3 Maintain Current Hours of Operation**

The current hours of operation noted below were approved by the City Council on January 8, 2013. At that time, the Council directed that the hours be reviewed during the master planning process.

January	6:30 a.m. – 5:00 p.m.
February	6:30 a.m. – 5:30 p.m.
March	6:30 a.m. – 6:30 p.m.
April	6:00 a.m. – 7:30 p.m.
May	5:30 a.m. – 8:00 p.m.
June	5:30 a.m. – 8:30 p.m.
July	5:30 a.m. – 8:30 p.m.
August	6:00 a.m. – 8:00 p.m.
September	6:30 a.m. – 7:00 p.m.
October	6:30 a.m. – 6:00 p.m.
November	6:00 a.m. – 5:00 p.m.

December 6:30 a.m. – 5:00 p.m.

Since approval, the public has become accustomed to these hours. They are advertised in numerous locations, online, and at the Park. The only significant public input received on this topic was from the Claremont Wildlands Conservancy, which recommended extending the hours by 30 minutes in March and October to closer align with dusk. During discussion of this option at the TAC meeting, there was substantial opposition from the representatives of the neighborhoods. Staff still believes that the current hours strike the best balance between access and limiting impacts to the neighbors and, therefore, recommends that the current schedule be maintained as the standard operating hours of the Park.

*Total Estimated Costs:* \$0

*Estimated Timeline:* N/A

*Related to Goals:* *Environmental Preservation, Access, Neighborhood Mitigation*

### **IP 3.4 Maintain Red Flag Emergency Closure Policy**

In November 2014, the City Council approved an interim policy to implement automatic closures of the CHWP during red flag conditions for the San Gabriel Valley. Attachment E includes specific information regarding red flag warnings and potential impacts to public access. Automatically closing during red flag conditions is the most effective way to inform the public and to implement the closure. In addition to Red Flag Warning closures the City Manager will continue to have discretion to close the CHWP based on storm events, or other conditions that put the users, nearby property owners, or first responders at risk. The Red Flag Warning policy, as well as specific closures, have been and will continue to be publicized onsite and online to minimize visitors being turned away at the gates upon arrival. Staff has also been utilizing the interest list for the Master Plan to email interested parties when the Park has been closed for red flag warnings. Trail Open/Closed signs have already been installed at entry points for easier notification. If approved, the Municipal Code will be updated to codify this policy.

*Total Estimated Costs:* \$0

*Estimated Timeline:* 3 – 6 months

*Related to Goals:* *Environmental Preservation, Access, Neighborhood Mitigation*

### **IP 3.5 Enhance Programming and Public Outreach**

During the master planning process, many valuable and beneficial connections were formed among neighbors, park users, and concerned environmentalists. Many neighbors care deeply about the park's environmental condition and believe in providing access, while many users are equally concerned about environmental conditions and managing neighborhood impacts. Again, the desire for balance and the need to continue encouraging a culture of mutual respect and consideration for all (habitat, visitors and neighbors) became a paramount priority for TAC members and other active participants in the master planning process. Staff proposes to maintain and enhance this effort by developing more robust public information and outreach to educate the public on environmental stewardship (habitat, wildlife, and watershed) and appropriate trail behavior and usage. Only with additional staff is it possible to regularly rotate

information in the kiosks, make greater contact with visitors at the main entrance, lead docent hikes, coordinate volunteer projects, develop litter abatement and trail maintenance projects, and assist with regular meetings of the proposed Friends of the CHWP (as described in IP 2.1).

*Total Estimated Costs:* Included in staffing costs in IP2.2.

*Estimated Timeline:* 6 – 9 months, ongoing

*Related to Goals:* Environmental Preservation, Access, Neighborhood Mitigation

### **IP 3.6 Create a Formal Signage Program**

The Master Plan includes recommendations related to signage within the CHWP, which include the use of consistent sign materials and styles, and signage strategically but discreetly placed to inform visitors without obstructing vistas. The goal is to provide critical information regarding rules, regulations and wayfinding without contributing to “sign pollution.” Signage should be consistent with the aesthetic of a wilderness setting. Where appropriate, implementation of new technology such as QR Codes and Geolocation Apps should be considered to reduce the physical footprint of signage while communicating more information to users through their smartphones. The costs associated with developing new signage and installing new signs in one effort are more significant than a phased approach. Staff proposes that a first project for the Friends of the CHWP and the Rangers to collaborate on is to develop standard sign styles and templates for approval by the Parks, Hillside, and Utilities Committee and Community and Human Services Commission, which would then be used as signs are replaced throughout the Park.

*Total Estimated Costs:* \$0 to implement; \$1,000 per year for replacement signs

*Estimated Timeline:* Ongoing

*Related to Goals:* Environmental Preservation, Access

### **IP 3.7 Maintain the Claremont Hills Wilderness Park Name (REVISED RECOMENDATION)**

The CHWP’s name was approved originally to recognize the adjacent, proposed Claremont Hills residential development, which was the genesis of the agreement to create the Park in the first place. The adopted name also recognized the wilderness aspect of this newest park in the City’s municipal park system. However, based on concerns that the term “park” may connote conditions contrary to natural open space areas, staff was directed to consider other options for names. In the original draft, staff recommended a name change to the Claremont Hills Wilderness Area. However, once the draft was published, concerns were raised from members of the community. Some did not want to change the name or did not think it was important enough to incur costs to replace the signs; others did not agree that “wilderness area” properly captured the nature of the facility. Because the 1964 Wilderness Act more narrowly defines wilderness, this term was not felt by some to be appropriate for the CHWP.

In order to address these concerns, staff looked at other options, reviewed the original naming documentation and Wilderness Park definitions in various parts of the General Plan. After

additional analysis, staff is recommending that the name remain the Claremont Hills Wilderness Park.

*Total Estimated Costs: \$0*

*Estimated Timeline: 0 months*

*Related to Goals: Environmental Preservation*

### **Alternative Recommendation**

The conceptual basis for changing the name of the Park was the desire to differentiate the CHWP from the rest of the City's urban park system because of the unique characteristics and nature of the Park. In order for additional discussion on whether the CHWP should be considered a part of the park system, staff is proposing an alternative recommendation that the City Council could establish policy that formally removes the CHWP from the rest of the park system and treats it as a unique facility with unique characteristics, usage patterns and revenue stream. Treating the CHWP as a facility separate from the park system would eliminate the potential for park development fees paid by developers to be used on the Park. While some concern has been noted since the release of the plan about the use of park dedication fees in the CHWP, both for and against, it is important to note the revenue raised from the meters, annual permits, and citations, has already been dedicated to the Park by prior City Council policy. It is also important to note that the amount of revenue raised through these mechanisms creates a more sustainable and significant funding stream than multiple years of accumulating park development fees paid on new development. Should the City Council decide to establish such a policy, staff would prepare a resolution stipulating the policy change for consideration.

*Total Estimated Costs: \$1,000*

*Estimated Timeline: 3 – 6 months*

*Related to Goals: Environmental Preservation*

## **IP 4 PARKING ISSUES**

### **IP 4.1 Implement a Specific CHWP Neighborhood Permit Parking Policy for the Mills Avenue Entrance (REVISED RECOMMENDATION)**

Parking impacts due to increasing visitation resulted in the implementation of parking restrictions to limit on-street parking only to neighborhood residents as early as 2008 for Via Santa Catarina and 2009 for Adirondack. At the main entrance at N. Mills, visitors continued to park along adjacent collector and residential streets to access the Park. When the north lot opened in 2013, the City established No Parking on portions of N. Mills Avenue and Mt. Baldy Road to eliminate the previous pedestrian – vehicular safety hazards and to encourage people to utilize the available parking lots. Although some level of parking migration was expected, what has been surprising is the distance people will park and walk, either because parking lots are full -- they are only at capacity on Saturday and Sunday mornings-- or to avoid paying the fee. In June 2014, after approving a series of continually expanding Residential Permit Policy

(RPP) zones, the City Council issued a moratorium on any additional RPP zones until the Master Plan was completed. Attachment F includes a map and timeline of the current restricted parking zones. Two RPP petitions are currently pending. Community members have asked if resident permits for the south lot could be used in the RPP zones. Based on the state law that allows for RPP type parking restrictions to be implemented, the resident parking lot permits cannot be used in the RPP zones.

Current RPP policy requires that more than 51% of the neighbors in any particular zone sign a petition agreeing to the restrictions. Both the Traffic & Transportation Commission and the City Council must review and approve the restrictions. Staff recommends that the City Council approve an RPP policy specifically for the neighborhoods adjacent to the main entrance at Mills and the Pomelo access point. This policy would authorize staff to approve RPP petitions meeting standard thresholds of neighborhood acceptance for specified streets.

After the release of the draft Master Plan, staff was asked by members of the public to update vehicle parking counts in the non-RPP areas around the Park, after residents had concerns about the large areas included in the proposed RPP zones. After performing these counts in October and November, staff found that while a significant number of cars are parked in two specific locations (Straussberg Court, Grand Avenue south of Mt. Baldy Road) there is not wide spread use of on street parking outside of the current permit zone. Based on these updated numbers and the current pending requests from residents, staff has revised the recommendation, which will only provide staff authority to issue permit parking for the street segments shown on the Revised Recommendation Map in attachment IP G.

Implementation of the revised recommendation is an incremental step to address the current level of usage without implementing RPP areas where neighborhoods are not being impacted by users of the CHWP. These more precise segments also clarify where on street parking must be maintained to allow for access to the two urban parks contained in the original zone.

Should additional segments need to be added into the RPP zone, the process to do so would still be allowed under the new CHWP RPP, but all requests outside of the recommended area would be required to go through the Commission and City Council review process.

*Total Estimated Costs: \$14,165*

*Estimated Timeline: 3 – 6 months for pending requests, ongoing for future.*

*Related to Goals: Neighborhood Mitigation*

***Alternative Recommendation:***

***As an alternative recommendation, staff is including the original areas proposed for Residential Parking Permits.***

*Parking on streets within a one mile walking distance of the main entrance, as delineated in the attached policy, Attachment G:2 (shown as zone 1 in the yellow), would be restricted from 5:30*

*a.m. to 8:30 p.m., 7 days per week to only neighborhood residents. Streets located one to one and a half miles from the main entrance would be restricted for neighborhood parking only from 6 a.m. to 10 a.m. on Saturday and Sunday (shown as zone 2 in the green boxes in Attachment G:2). Any streets beyond these general boundaries, and not listed in the proposed policy, would be subject to the standard review and approval process.*

*Implementation costs of this new policy will depend on which streets residents submit petitions. The estimated costs below include all streets in the proposed boundaries. Costs include supplying four parking permits per 870 households and installing 139 signs for the entire list of designated streets.*

*Total Estimated Costs: \$37,260*

*Estimated Timeline: 3 – 6 months for pending requests, ongoing for future.*

*Related to Goals: Neighborhood Mitigation*

#### **IP 4.2 Maintain the Current Parking Permit Fees for Parking Lots (REVISED RECOMMENDATION)**

Current parking permit fees for the parking lots are as follows: \$3 for a four-hour temporary permit available at on-site meters, free for a Resident permit (valid only in the south/TCT lot) and \$100 for an annual permit (valid in both lots). After the draft plan was released, the proposed parking fee increases were a major area of negative feedback. Concerns ranged from those who did not want to pay higher fees to those who believed that higher fees would encourage more parking migration to neighborhood streets. Based on this feedback, staff examined more recent data on parking meter usage and new parking counts. Based on these analyses, and in the context of the addition of a 12 month reexamination on all parking changes included in this draft of the plan (see section IP 6.4), staff has revised the recommendation to leave the current fee structure in place for non-peak times.

Staff believes that should the City Council choose this revised recommendation, along with the revised recommendation for congestion pricing (as described in section IP 4.3), revenue will increase over current levels but will be lower than the original recommendation. The revised revenue projections may result in extending the period of time it takes to repay the loan from the General Fund, which paid for the Master Plan. However, in all recommendations, the annual revenue requirement for the increases in operational costs can still be met. Please see the financial section below in IP 4.3 for details.

Additionally, staff believes there are more advanced parking meter technologies that exist, which could be implemented to allow for ease of use by the users of the Park, while providing additional and more robust parking data to better understand parking behavior at the CHWP. Following the adoption of the Master Plan, staff will begin working to identify and implement new parking meter technology.

Total Estimated Costs: \$0

Estimated Timeline: 3 - 6 months

Related to Goals: Environmental Preservation, Access, Neighborhood Mitigation

**Alternative Recommendation:**

**As an alternative recommendation, staff is including the original recommendation as presented in the draft Master Plan in July 2015.**

Staff has reviewed parking permit fees at other regional parks and proposes to increase the temporary permit fee to \$5 and the annual permit fee to \$140, which is in line with these parks, (Attachment H.) Annual permits are sold by calendar year, with fees prorated by quarter purchased. In 2014, the City sold 400 annual permits over the course of the year, totaling \$33,000 in revenue. At the proposed rate of \$140, staff anticipates \$30,711 in annual permit fees. For regular non-resident visitors, an annual permit is a more affordable option than paying temporary permit fees.

In FY 13-14, 108,302 temporary permits were sold, totaling approximately \$324,900. Factoring a possible 30% reduction in the number of temporary permits sold given the higher cost of \$5, staff estimates \$427,245 in temporary permit sales. This estimated revenue also factors in a congestion pricing program proposed in IP 4:3. Attachment I contains additional financial information regarding adjustments to permit fees as well as the congestion pricing proposed below.

Increased revenues will support enhanced enforcement, programming and management of the CHWP. Consequences associated with higher fees may include some reduction in visitation, potentially more parking migration to surface streets, or access to the CHWP through other entry points to avoid paying parking fees. Staff will closely monitor any negative consequences. There are no implementation costs associated with changing the permit fees, other than staff time associated with initial public information and outreach efforts and reprogramming the meters. If approved, new annual permit fees would go into effect in the quarter following the adoption of the Implementation Plan.

Total Estimated Costs: \$0

Estimated Timeline: 3 - 6 months

Related to Goals: Environmental Preservation, Access, Neighborhood Mitigation

**IP 4.3 Implement Congestion Pricing Program (REVISED RECOMMENDATION)**

Currently, the north and south parking lots have adequate capacity to accommodate visitors except during peak periods, many Saturday and Sunday mornings, when parking lots tend to be near capacity until 10 a.m. Staff recommends implementing a congestion pricing program to redistribute visitation. Again, based on concerns regarding the negative impacts a dramatic fee increase would have on both users and surrounding neighborhoods, staff analyzed the most recent data, which has resulted in a revised recommendation.



The new revised recommendation is to implement congestion pricing at peak times (from the opening of the Park to 10 AM) at a fee of \$5, rather than the originally proposed \$10. Based on current parking counts, which show an overall shortage of supply (considering number of cars on the street and empty spaces in parking lots) during peak periods, staff still believes that some redistribution of use needs to be done and that implementing congestion pricing will encourage this redistribution. However, using a lower fee for peak periods than originally proposed may reduce the negative impact to users and not cause significant overflow parking in neighborhoods.

Staff has revised the revenue models to show a \$5 fee with no drop off in usage. Staff anticipates that between the lower fee and additional enforcement with more Ranger presence, the number of permits sold will remain in line with current usage levels. While revenue is still anticipated to be less than was assumed in the original recommendation, sufficient funds for operations and debt service on the General Fund loan for the Master Plan are still anticipated.

2014-15 Parking Meter Revenue	\$300,000
Original Recommendation estimated revenue	\$427,245
Revised Recommendation estimated revenue	\$384,016

*Total Estimated Costs: \$1,000*

*Estimated Timeline: 3 - 6 months*

*Related to Goals: Access, Neighborhood Mitigation*

***Alternative Recommendation:***

***As an alternative recommendation, staff is including the original recommendation as presented in the draft Master Plan in July 2015.***

*Key details include the following:*

- \$10 per temporary permit from opening until 10 a.m. on Saturdays and Sundays (peak period). Annual and resident permits would still be valid.*
- The south/TCT lot is reserved for residents only during peak periods, requiring additional staffing.*
- Free parking in both lots on Sunday and Monday from 12 – 4 p.m.*

*Consequences associated with congestion pricing include possible reduced visits overall, or conversely, increased visits if more people visit during free periods than who typically visited during peak periods. More parking migration or access through other entrances may also occur. If congestion pricing is approved, potential impacts will be closely monitored. Costs associated with implementing this new pricing structure include additional signage at both parking lots and reprogramming the meters. Attachment J provides all financial information on congestion pricing.*

*Total Estimated Costs: \$1,000*

*Estimated Timeline: 3 - 6 months*

*Related to Goals: Access, Neighborhood Mitigation*

## **IP 5 PHYSICAL ALTERATIONS**

### **IP 5.1 Install Additional Plantings on Mills North of the Thompson Creek Trail Parking Lot (NEW RECOMMENDATION)**

When the north lot was first expanded, the plan included additional landscaping on the east side of Mills to block all access to the walking path that was removed on the east side of the street as all pedestrian traffic was directed to the west side. Planting of additional trees and shrubs between the road and the walking path on the west side of the street was also planned. Both of these plantings were reduced or eliminated at the end of the project due to timeline and budgetary constraints. Given the financial projections included in this implementation plan and concerns about these plantings from the residents, staff is recommending additional landscaping be installed on the east and west side of Mills north of the Thompson Creek Trail Parking Lot.

*Total Estimated Costs: \$30,000*

*Estimated Timeline: 12 months to ensure trees are planted at optimal season.*

*Related to Goals: Neighborhood Mitigation*

### **IP 5.2 Relocate Kiosks**

The current kiosks at the main entrance are no longer adjacent to the main route of travel to the Park by the majority of people who enter at the Mills entrance since this area has been dramatically modified with the installation of the new parking lot and the cul-de-sac. Staff proposes that the kiosks be located behind the main gate where all visitors pass by. The smaller kiosk is a pre-manufactured amenity with easy access to rotate information and can be relocated. However, the larger, original kiosk structure was custom built in place and was not designed to allow easy access. As a result, the facilities team must remove and remount the frame each time the information inside is updated. Staff proposes replacing the large kiosk with a pre-manufactured structure for easier access. The new location will greatly improve the visibility of public information and outreach material.

*Total Estimated Costs: \$3,000*

*Estimated Timeline: 6 – 9 month*

*Related to Goals: Environmental Preservation, Access, Neighborhood Mitigation*

### **IP 5.3 Implement North Parking Lot Access Control Devices (REVISED RECOMMENDATION)**

Originally, staff had recommended using spike strips to prevent cars from entering the Park during closures to limit the amount of staff time needed to affect a closure, as well as allow for better enforcement of the parking lot nightly closure. Based on feedback received during the

draft plan public review process, which included concerns with the look and feel of having spike strips, claims for damages by people who did not see the spikes, noise concerns driving over the spikes, staff is revising the recommendation in this section. The new recommendation is for the installation of "Parking Lot Closed" signs on the right or inbound lane gate of both entrances and a practice of the Park Ranger who is closing the park to close these gates nightly. While this will not prevent people from driving around the gate on the outbound traffic lane should they choose to ignore it, it will clearly delineate the parking lot is closed and prevent confusion for those users who have said they did not know the lot was closed. During a lengthy emergency closure, once the lot is fully emptied, both gates can be closed to prevent anyone accessing the parking lot.

*Total Estimated Costs: \$300 installation*

*Estimated Timeline: 3 - 6 months*

*Related to Goals: Neighborhood Mitigation*

#### **IP 5.4 Install Composting Toilet (REVISED RECOMMENDATION)**

Historically, the City has provided portable restrooms at the main entrance and the need to service these restrooms has increased through the years. Since April 2013, three standard and one ADA accessible portable restrooms have been located at the main gate and are serviced four times per week.

Sanitary facilities on the main loop have been the subject of some dialogue. Until early 2014, visitors requiring a restroom relieved themselves at approximately 10 heavily used locations along the main loop, prompting numerous complaints and obliging staff to clean these informal bush latrines. In early 2014, staff contracted for two portable facilities at mid-points on the main loop's Cobal and Burbank trail segments, with service scheduled once per week. This resulted in tremendous reduction in use of the informal latrine locations, although the maintenance service level at the portable toilet facilities became inadequate rather quickly. Photos of overflowing latrines became commonplace. The contractor refused to increase service due to the inefficiencies of navigating a five mile dirt road to service the facilities. The contract was rebid in July 2014, requiring Council authorization for a new \$35,000 contract for a new service provider to service both the parking lot units and two units on the trail. This contract was not approved, and the two portable facilities on the trail were removed after only several months in use. As a result, use at the informal latrines increased and staff returned to removing human waste at heavily used locations on a periodic basis. The City Council revisited this contract in November 2014 and approved the installation of two portable facilities in their previous locations. The new contractor is scheduled to service them twice a week, although staff is currently assessing this service level. The second contractor is experiencing the same inefficiencies and consistent service has been difficult to maintain. In addition, twice a week service may not be sufficient to meet the need. More recently porta-potties have been overturned creating unsanitary conditions.

The annual, recurring cost of servicing two temporary trail facilities twice weekly is estimated at \$17,000.

To address all of the problems with porta-potties, staff has determined that the best option for providing restroom facilities on the loop is composting toilets. Composting toilets have become common practice in backcountry trail facilities where sewer service is not economically feasible. (Attachment K includes a rendering of a pre-manufactured facility in common use at other wilderness facilities.) While this has proven to be the best option for the CHWP conditions, staff has some concerns about the volume of use that these toilets will have in the Park. Most of the locations where these facilities are installed do not have the number of users per day that the CHWP does. Based on cost and capacity concerns, staff is recommending that one composting toilet be installed on a trial basis. Should the unit prove it is capable of handling the required usage volume, up to three additional composting toilets may be purchased and installed. Staff estimates that how well the system will work will take 6 to 12 months to determine, as the usage needs to be observed on normal days, as well as peak periods, such as holiday weekends.

Parks that currently maintain composting toilets report no odor concerns. Given visitation levels at the CHWP, staff calculated weekly maintenance costs using staff resources at approximately \$10,000 in labor and \$2,000 per year for supplies. In addition to cleaning and restocking the restrooms, maintenance staff can inspect and mix the compost as necessary, empty trash cans, and perform minor repairs and graffiti abatement as they drive the main loop.

*Total Estimated Costs: \$40,000 installation for trial unit; \$12,000 recurring, annual costs*

*Estimated Timeline: 9 -12 months*

*Related to Goals: Environmental Preservation, Access*

### **IP 5.5 Replace Trash Cans (NEW RECOMMENDATION)**

Currently, the CHWP has seven trash cans located in the Park. One is located at the beginning of the loop and six are located approximately one mile apart along the Burbank and Cobal Trails. These trash receptacles are 55-gallon drums painted green, with lids clamped on to prevent birds and small rodents from scavenging. These receptacles are no longer in optimal working condition. Several of the cans are rusted through at the bottom, some no longer have lids, while other lids do not function properly because springs have become rusted and/or are broken. These types of trash cans are not aesthetically and functionally appropriate for the CHWP. Users have expressed concerns about trash on the trail, and cans being overturned and dumped either by wildlife or humans.

Staff recommends that 15 new trash cans be purchased for the CHWP. The current seven cans would be replaced and five more cans added to the Burbank and Cobal Trails, making trash receptacles available for users at approximately every half mile. The additional three cans would be placed along the Gale Mountain Trail where it intersects with Johnson's Pasture, another at the Gale Mountain trailhead, and one at the top of the Sycamore Canyon Trail. These additional trash receptacles will make it easier for users to find places to throw away water bottles, wrappers, and dog waste bags.

Staff examined options for bear resistant trash cans as some concern had been raised during the TAC meetings that trash cans needed to be robust enough to keep out bears. Since that meeting, staff has been monitoring the trash cans and has found very little bear activity. Most trash found around the cans appear to be pulled out by birds or small wildlife. Additionally, the bear resistant cans require users to open a heavy door to throw trash away and cost approximately two to three times the price of the recommended trash cans. (Attachment M.)

The recommended trash receptacles would be molded from fade-resistant, extremely durable polyethylene plastic that will not rust, crack, or fade, and can easily be maintained by Park Ranger staff. The cans also have a lid mechanism that closes automatically based on the way the lid is weighted, allowing for easy access while keeping animals out. Staff will monitor these new trash cans and if bears begin scavenging at these cans, the bear resistant style can be considered by the Parks, Hillside and Utilities Committee and the Community and Human Services Commission.

*Total Estimated Costs: \$4,500*

*Estimated Timeline: 3-6 months*

*Related to Goals: Environmental Preservation, Access*

### **IP 5.6 Integrate Informal Trail Network**

Currently, the formal CHWP trail network consists of primarily dirt fire roads maintained by LA County Fire and a deteriorated asphalt road to access the communications tower at the peak in Gale Ranch, which is maintained by the private tower owner. Users, primarily mountain bikers, have carved a series of single track trails that either run adjacent to main fire roads or cross ridge lines to connect with other areas of the Park. These single track trails have developed over time. Because they were not developed with an eye toward proper design, portions have experienced heavy erosion with winter rains and will continue to do so. Presently, staff does not maintain these trails and they are not included in any public maps of the Park. A small number of the informal trails are in conflict with environmental regulations, crossing into Waters of the US, and should be closed, as noted in Attachment N. Staff recommends that existing informal trails, which provide a diverse user experience, be adopted into the trail network for management purposes. Integration of trails will require additional field work and evaluation of not only the environmental impacts of the trails which were studied in this plan but also the extent to which the trails add to the experience of users. Members of the community have expressed a desire for the Friends of the CHWP take on the project of further evaluating the trails which were deemed allowable to remain from an environmental perspective and through this process developing a set of criteria for which trails should be integrated and which should be closed. As funds become available, the Friends of the CHWP should initiate a study of additional trail routes within the park, such as the Sycamore Canyon Trail, that would enhance the Master Plan's goals of preservation and access.

For safety purposes badly eroded trail sections should be temporarily closed until grant funds are obtained for restoration purposes to prevent contributing to further damage. In some

cases these trail segments could be rerouted to minimize erosion potential and the closed sections revegetated. In the interim, sections should be blocked and signs installed informing the public the trails are temporarily closed for environmental reasons. (Attachment N includes pictures of some eroded trail segments as an example.)

While LA County Fire performs maintenance on the fire roads, primarily scraping the dirt roads for emergency access, throughout the trail network there are areas where minor maintenance can be performed to improve drainage and address minor erosion. As part of integrating the single track trails into the formal network, staff proposes an annual budget of \$10,000 to fund minor maintenance, on those trails that are not fire roads. Any large scale trail projects, such as rerouting, restoring or re-vegetating trails would be brought forth as separate projects when appropriate to consider budgetary and environmental impacts. These types of projects typically require additional, very specific planning work to assess habitat and watershed impacts to secure regulatory agency approval.

*Total Estimated Costs: \$10,000 to implement closures  
\$10,000 annual contract trail maintenance*

*Estimated Timeline: 6 – 9 months, ongoing*

*Related to Goals: Environmental Preservation, Access*

### **IP 5.7 Pursue Easements for Access from Pomello Drive**

Currently, some CHWP visitors enter the Park by crossing the TCT wash bridge at the end of Pomello, and then access a small foot path over a berm to a fire road that connects with the Gale Ranch area of the Park. This path of travel crosses LA Country Flood Control property (the bridge) and PVPA land to the north, before reaching City-owned land a short distance down the fire road. Please refer to Attachment C for a map and Attachment L for pictures of this area. Sometimes visitors access the fire road by crossing privately-owned stable property directly across the wash, squeezing past a gate that periodically is vandalized to allow people to pass through it.

According to intercept survey counts, almost 7% of all CHWP visitors enter the Park from Pomello, or an estimated 34,200 visits. Of these visitors, 19% of residents enter the CHWP from Pomello compared to fewer than 5% of non-resident visitors. Regardless, the Pomello access is not an authorized entrance to the CHWP, although signage within Johnson's Pasture and Gale Ranch reference this access, and signage at the wash includes CHWP trail open/closed information.

Staff proposes to work with LA County Flood Control and PVPA to obtain easement rights across both properties to formally acknowledge this entrance point. There is no intention to improve this entrance, but rather to provide signage directing people over the berm rather than past the stables. If easements are not obtained, staff will remove signage along the trail system referring to this exit opportunity and the private property owners would be responsible for signage on their property to deter public access should they so desire. The estimated cost includes additional directional signage to inform visitors of the proper path to access the CHWP.

*Total Estimated Costs: \$1,000*

*Estimated Timeline: 9 -12 months*

*Related to Goals: Access, Neighborhood Mitigation*

## **IP 6 FUTURE PLANNING**

### **IP 6.1 Undertake an Integrated Watershed Management Plan and Additional Environmental Study (NEW RECOMMENDATION)**

The baseline environmental assessment performed as part of the Master Plan process has provided an important snapshot in time of the environmental conditions in the CHWP. While the overall findings do not point to major environmental concerns, a more detailed study is possible. Through the community dialogue during the Master Plan process, interest was expressed for undertaking additional study and planning to maintain and maximize the yield of the watershed. There was also interest in pursuing additional long-term wildlife and environmental studies. In order to consider these requests, staff reviewed the Plan to verify all work specified in the Scope of Work has been completed and determined that the type of work requested was above and beyond the current scope. In addition to the concerns of the community, the Resource Management Plan (Chapter 3 of the Master Plan) provides recommendations for several types of preservation activity which should be considered in the future including: 3.6.1 Invasive Species Management, 3.6.2 Habitat Restoration, 3.6.5 Water Quality and Recharge, 3.6.6 Biological Resource Protection, 3.6.7 Wildlife Movement, and 3.6.8 Cultural Resources Protection.

Due to the expense and complexity of the areas of study and action contemplated above, a multi-pronged approach is possible, allowing some work to be done by volunteers and community resources, while in other cases, a consultant would be necessary. As mentioned in IP 2.1 staff anticipates one of the subcommittees of the Friends of the CHWP to be specifically focused on environmental and preservation issues. Responsibility would fall to this group to develop scope of future study, prioritize areas of study and assist in finding grant programs to pay for study and projects.

*Total Estimated Costs: Unknown until scope of work is developed*

*Estimated Timeline: Unknown until scope of work is developed*

*Related to Goals: Environmental Preservation*

### **IP 6.2 Update Vegetation Management Plan**

The current Vegetation Management Plan adopted for the CHWP was approved in 2003 following the Grand Prix Fire. This plan was prepared by LA County Fire in collaboration with the City and met state-wide standards to manage fuel and mitigate fire risk in the wildland-urban interface. This plan is the basis for Community Services Department's annual brush clearing efforts at the perimeter of the Park adjacent to private structures. Staff proposes to

work with LA County Fire to update this plan to meet current conditions and community values. County staff, working collaboratively with City staff, will prepare this document at no cost.

*Total Estimated Costs:* \$0

*Estimated Timeline:* 2 years according to LAC Fire and given staff capacity

*Related to Goals:* Environmental Preservation, Neighborhood Mitigation

### **IP 6.3 Develop a Community Wildfire Protection Plan (CWPP)**

A Community Wildfire Protection Plan complements the CHWP Vegetation Management Plan as it focuses on community and personal preparedness and what individual property owners in the wildland-urban interface can do to mitigate fire risk and improve defensible space on their properties. An integral part of preparing this document is community outreach, engagement and education. The key is educating the residents to prepare themselves and their properties in the event of a nearby brush fire, which, given the vast open space adjacent to north Claremont, is a very real risk. LA County Fire takes the lead in preparing this document with support and assistance from City staff. The County does not charge for this service.

*Total Estimated Costs:* \$0

*Estimated Timeline:* 2 years according to LAC Fire and given staff capacity

*Related to Goals:* Environmental Preservation, Neighborhood Mitigation

### **IP 6.4 Implement Ongoing Review**

In order to have a truly living document that allows for adaptive implementation based on changes in conditions, it is important to have established systems and time frames to gather fresh empirical data. To that end, the following time frames are recommended for additional parking, user, and environmental survey and study. Gathering this information should be funded through parking meter revenue and/or in coordination with community resources, such as the Claremont Colleges. Results of studies and data-gathering efforts should be shared with the Friends of the CHWP, the community as a whole, the Traffic and Transportation Commission (Parking and Traffic Issues), the Community and Human Services Commission, and the City Council.

#### ***Parking***

Parking behavior and impacts should be measured throughout the **first year** of implementing any new parking fees/restrictions or other changes to how or where visitors park. Additionally, when no changes are made to parking policy or facilities, parking patterns should be reexamined **every two years**. Areas of study should include, but not be limited to, number of cars parking outside of the Residential Permit Parking (RPP) zone, empty spaces in the lots, parking meter usage data, and disruptive aspects of street parking reported by neighbors.

#### ***Usage Estimates and User Profile***

In order to ensure that proper implementation efforts are undertaken, it is vital to make sure that the community, staff and City Council have accurate and up-to-date information on how



many people are using the Park, how often, why, and who Park visitors are. To this end, user surveys and usage estimates should be performed **every two years**.

### ***Environmental Evaluation***

Chapter 3 of this plan presents the current baseline environmental study and the Resource Management Plan to guide the long-term preservation of the CHWP. As with usage, the natural environment is ever-changing, and impacts of usage, climate change, watershed concerns, and other factors need to be monitored regularly. In addition to the supplemental study described in Implementation Plan, environmental evaluation should be performed **every five years** in order to provide updated environmental data to guide decision making.

These schedules do not preclude interim reports or management modifications as deemed necessary, including reports from the Friends of the CHWP, the Rangers, and the City staff. Additionally, there may be costs associated with data gathering and analysis, which should be funded through parking revenue.

*Total Estimated Costs: Varies based on type of review*

*Estimated Timeline: Varies based on type of review*

*Related to Goals: Environmental Preservation, Access, Neighborhood Mitigation*

# **Implementation Plan Attachments A-N**

CHWP IMPLEMENTATION PLAN OUTLINE

IMPLEMENTATION PLAN - ATTACHMENT A

**Master Plan Primary Goals**

1. Preserve the Park as an Environmental Resource
2. Manage the Park as a Passive Recreational Opportunity
3. Minimize the impact park attendance has on surrounding residential neighborhoods

No.	ITEM	IMPLEMENTATION MEASURE		ADDRESSES PRIMARY GOAL			Recommendation/Comments	Alternate Recommendation (s)/Changes
		ESTIMATED 1 TIME COST	ESTIMATED ANNUAL COST	PRESERVE ENVIRONMENT	PASSIVE REC MGMT	MITIGATE IMPACTS		
<b>GOVERNANCE AND STAFFING</b>								
IP 2.1	Create "Friends of the CHWP"	\$ 500	\$ 100	YES	YES	YES	Costs included in staffing. Continue public-staff engagement & dialogue, develop & support clean up projects, Eagle Scout work, public information opportunities. NOT an oversight committee.	No alternative
IP 2.2	Increase staffing to 1 FT Sr Ranger, 5 PT Rangers, & Volunteer Rangers. Includes new 4WD Pickup.	\$ 42,500	\$ 163,000	YES	YES	YES	Estimated cost is <i>increased</i> in current budget for additional PT and new FT staffing. Proposal includes 1 new FT Senior Ranger and increasing the PT budget to fund 5 PT Rangers x 25 hrs / wk. Also increased recurring uniform and program supplies. Initial costs include uniforms for new staff, initial clearances, 1 new 4WD PU. Increased staffing to increase parking, hours & rules enforcement, continue public engagement with stakeholders, enhance programming, improve public info, trash service / restroom stocking.	No Alternative
<b>POLICY CONSIDERATIONS</b>								
IP 3.1	Modify Municipal Code to clarify prohibition of combustibles in the park and on TCT	\$ 500		YES		YES	To address identified need. Change to Municipal Code (\$500).	New Item
IP 3.2	Develop, Implement and Enforce Specific and Comprehensive rules	\$ 5,000		YES	YES		To address identified need. Creating and advertising a comprehensive set of rules to improve park culture and experience. Costs include legal services and signage changes.	No alternative
IP 3.3	Confirm hours of operation	\$ -	\$ -	YES	YES	YES	As directed, reconsidered hours. No changes recommended.	No alternative
IP 3.4	Confirm Red Flag closures	\$ -	\$ -		YES	YES	Confirming interim policy.	No alternative
IP 3.5	Enhance programming / public information	\$ -	\$ -	YES	YES	YES	Costs included in staffing. Includes more outreach and public information, docent led hikes, coordinating Eagle Scout projects.	No alternative
IP 3.6	Signage Program	\$ -	\$ 1,000	YES	YES		Wayfinding, informational, trail etiquette. Improved Information & appearance. Develop policies & branding, install new with projects, as replaced. Phased approach.	No alternative
IP 3.7	Maintain the Claremont Hills Wilderness Park Name	\$ -	\$ -	YES			Maintain CHWP as facility name.	Policy discussion about whether the CHWP should be considered separate from the urban park system based on unique characteristics and usage.

IMPLEMENTATION MEASURE		ADDRESSES PRIMARY GOAL				MITIGATE IMPACTS	Alternate Recommendation (s)/Changes
No.	ITEM	ESTIMATED 1 TIME COST	ESTIMATED ANNUAL COST	PRESERVE ENVIRONMENT	PASSIVE REC MGMT		
	PARKING ISSUES						
IP 4.1	Implement CHWP RPP Policy for Mills / Pomello	\$ 14,165	\$ -	YES	YES	YES	Implement a policy for restricted parking adjacent to CHWP Access points, Mills & Pomello Entrances. Upon request - 1 mile radius: 24/7, 1-1.5 mile radius: Sat / Sun 6-10 a.m. Beyond: standard petition process. Estimated Cost includes all streets in radius zones. Actual will depend on which ones submit petitions.
IP 4.2	Parking Permit Fees	\$ -	\$ -	YES	YES	YES	To increase revenue & support enhanced enforcement, programming, & management. Fees consistent with other parks. Annual permit would change 2016.
IP 4.3	Implement Congestion Pricing Program	\$ 1,000	\$ -		YES	YES	Regulate and redistribute capacity during peak times (Sat/Sun Opening - 10 a.m. \$5), TCT lot resident only during peak. Provide free parking option non-peak (Sun/Mon, 12 - 4 pm) Requires staff enforcement during peak & free times. Cost is for new signage
Physical Alterations							
IP 5.1	Additional Plantings on Mills North of TCT	\$ 30,000	\$ -			YES	New Item
IP 5.2	Relocate Kiosks	\$ 3,000	\$ -	YES	YES	YES	No alternative
IP 5.3	North Parking Lot Control Devices	\$ 300	\$ -			YES	Revised Recommendation
IP 5.4	Composting Toilet	\$ 40,000	12,000	YES	YES		Revised Recommendation
IP 5.5	Replace Trashcans	\$ 4,500		YES	YES		New Item
IP 5.6	Incorporate single-track trails into network and close non-conforming or heavily eroded trails	\$ 10,000	\$ 10,000	YES	YES		No alternative
IP 5.7	Obtain Easements for Pomello, Improve Signage	\$ 1,000	\$ -		YES	YES	No alternative

IMPLEMENTATION MEASURE		ADDRESSES PRIMARY GOAL				RECOMMENDATION/COMMENTS	ALTERNATE RECOMMENDATION (S)/CHANGES
NO.	ITEM	ESTIMATED 1 TIME COST	ESTIMATED ANNUAL COST	PRESERVE ENVIRONMENT	PASSIVE REC MGMT		
FUTURE PLANNING							
IP 6.1	Integrated Watershed Management Plan and Additional Environmental Study	Unknown	Unknown	YES			New Item
IP 6.2	Work with LAC Fire to Update 2003 Vegetation Management Plan	\$ -	\$ -	YES		YES	No alternative
IP 6.3	Develop Community Wildfire Protection Plan with LAC Fire	\$ -	\$ -	YES		YES	No alternative
IP 6.4	Ongoing Review	\$ -	\$ -	YES	YES	YES	Revised Recommendation
		\$ 152,465	\$ 186,100				

The Implementation Plan includes general cost information for discussion purposes only. These estimates have been presented in the attached budget format for comparison purposes. Please note the following:

#### CHWP Cost Centers

Human Services maintains a Cost Center (5098) to account for costs associated with providing ranger services in all municipal parks, including the CHWP, and managing the regulated parking lots at the CHWP main entrance. The majority of ranger time is spent in the CHWP, although they do monitor municipal park reservations.

Community Services maintains a Cost Center (4327) to account for recurring costs associated with operations and maintenance of the CHWP, including temporary sanitary facilities, landscape maintenance at the Mills entrance, and annual brush clearance activities. This Cost Center also accounts for one-time costs associated with reimbursing the General Fund for construction of the north parking lot and the Master Plan.

The primary revenue sources for these cost centers includes a recurring, annual Prop A grant of \$36,000 from LA County to support CHWP operations and maintenance (O&M), parking lot permit fees, and citation revenue for park and parking lot hours violations. The budgeted revenue represents conservative estimates given the variable nature of the majority of the revenue sources.

#### Budget Comparison

The attached budget comparison represents current activities on one side, compared to new or enhanced activities associated with implementing the recommendations of the proposed Implementation Plan. Recurring costs (O&M) are separated from one-time project costs.

From a revenue perspective, please note that citation revenue has been discounted 20% from the actual revenue received in 2014, which is what is included in the attached budget for current service levels. This revenue is highly variable and is directly dependent upon the level of enforcement by the City and the level of compliance by visitors. Staff is proposing increased enforcement and other measures to minimize after hours usage in the park, which may result in a temporary increase in revenue but eventually more compliance from regular visitors, which would result in lower citation revenue.

Staff also is assuming increased parking permit revenue due to the proposal to increase permit fees, even after assuming a 30% reduction in the *number* of temporary permits issued. The reduction in temporary permit sales and citation revenue was applied for conservative budgeting purposes to ensure revenue supported proposed increases in operating costs. No adjustments were made to annual permit sales, again a variable revenue source. An annual permit is actually a more affordable option for regular non-resident visitors and with increases in temporary permit fees, annual sales may increase despite a cost increase for this permit. Actual permit sales and citation revenue will be closely monitored to evaluate any impacts from increased fees and enforcement, if approved.

For expenditures, ranger services are listed at the current level and then the expanded level to fund proposed staff increases for enforcement, programming and maintenance. Program supplies and vehicle costs were also increased to reflect enhanced service levels. Currently the rangers have two pickup trucks. Staff is recommending additional ranger staffing to accomplish Implementation Plan recommendations, which would require a third truck to support the program. Cost adjustments have

been made for sanitary services, showing contract costs as currently budgeted, and a combination of contract and staff costs assuming the installation of composting facilities on the trail. Meter transaction fees, supplies and permits have been discounted by 30% in the implementation budget to reflect an assumed reduction in temporary permits issued as a result of increasing permit fees. Meter maintenance service is a fixed fee and remains unchanged. The net increase in expenditures for implementing the proposed recommendations included in the Implementation Plan is approximately 100,000, after factoring in some anticipated cost reductions.

One-time special projects and reimbursements are listed separately at the bottom of both budgets to segregate these costs. On the current budget side, the parking lot and related improvements cost a total of \$745,600. However, the City obtained a \$150,000 grant to offset those costs; therefore, the net cost to the General Fund is shown. On the implementation side, the staff outfitting item under projects includes a new 4WD pickup as well as background clearances, PC 832 / mandatory citation training, and complete uniform sets for new staff. Additional programming and uniform supplies are included in recurring expenses. The cost included for implementing restricted permit parking on all proposed streets is the total cost if residents on all these streets petitioned for restricted parking. Actual costs will depend on which streets wish to proceed with this option.

CHWP ANNUAL BUDGET CALCULATIONS

12/23/2015

<b>CURRENT BUDGET INFO: FY 14-15 Annualized</b>			<b>MASTER PLAN IMPLEMENTATION (Based on Recommendations*)</b>		
<b>DESCRIPTION</b>	<b>REVENUE</b>	<b>EXPENSES</b>	<b>DESCRIPTION</b>	<b>REVENUE</b>	<b>EXPENSES</b>
<b>REVENUE</b>					
<i>parking meters</i>	300,000		<i>parking meters</i>	384,016	
<i>annual permits</i>	50,000		<i>annual permits</i>	30,625	
<i>park hours citations</i>	22,900		<i>park hours citations</i>	18,300	
<i>parking citations</i>	35,500		<i>parking citations</i>	28,400	
<i>Prop A Grant</i>	36,000		<i>Prop A Grant</i>	36,000	
<b>TOTALS</b>	<b>\$ 444,400</b>			<b>\$ 497,341</b>	
<b>RECURRING EXPENSES</b>			<b>RECURRING EXPENSES</b>		
<i>rangers</i>		34,000	<i>expanded ranger program</i>		163,000
<i>admin / other staff OH</i>			<i>CS sanitary maintenance</i>		10,000
<i>brush clearance</i>		62,000	<i>brush clearance</i>		62,000
<i>landscape maintenance</i>		6,300	<i>landscape maintenance</i>		6,300
<i>portapotties</i>		33,500	<i>portapotties</i>		33,000
<i>uniform / program supplies</i>		3,100	<i>program supplies</i>		5,100
<i>meter transaction fees</i>		35,500	<i>meter transaction fees</i>		24,850
<i>meter service agmnt</i>		2,600	<i>meter service agmnt</i>		2,600
<i>meter supplies</i>		4,000	<i>meter supplies</i>		2,800
<i>resident / annual permits</i>		2,300	<i>resident / annual permits</i>		1,600
<i>training</i>		1,400	<i>training</i>		1,700
<i>vehicle R&amp;M / fuel</i>		8,200	<i>vehicle R&amp;M / fuel</i>		17,000
			<i>trail / facility maint</i>		10,000
			<i>composting restrooms</i>		12,000
			<i>signage replacement</i>		1,000
			<i>CHWP Friends</i>		100
<b>TOTALS</b>	<b>\$ 444,400</b>	<b>\$ 192,900</b>		<b>\$ 497,341</b>	<b>\$ 353,050</b>
			<i>Estimated Annual Revenue available for Debit</i>		
			<i>Service/Capital Costs</i>	144,291	
<b>SPECIAL PROJECTS / GF REIMBURSEMENTS (One Time Costs)</b>			<b>IMPLEMENTATION PLAN - PROJECTS (One Time Costs)</b>		
<i>parking lot / walkway</i>		595,600	<i>CHWP Friends</i>		500
<i>master plan</i>		242,400	<i>Additional Ranger Truck and Uniforms</i>		42,500
			<i>Muni-code Modifications</i>		5,500
			<i>RPP - Alternative Recommendation</i>		14,165
			<i>Congestion Parking Signs</i>		1,000
			<i>Additional Planting on Mills</i>		30,000
			<i>Relocate Kiosks</i>		3,000
			<i>North Parking Lot Control Devices</i>		300
			<i>Composting Restroom</i>		40,000
			<i>Close Non-Conforming Trails</i>		10,000
			<i>Pomello Access Signage</i>		1,000
			<i>Trash Cans</i>		4,500
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ 838,000</b>	<b>TOTALS</b>	<b>\$ -</b>	<b>\$ 152,465</b>

\*Adoption of Alternative recommendations on some items will impact this proposed budget.

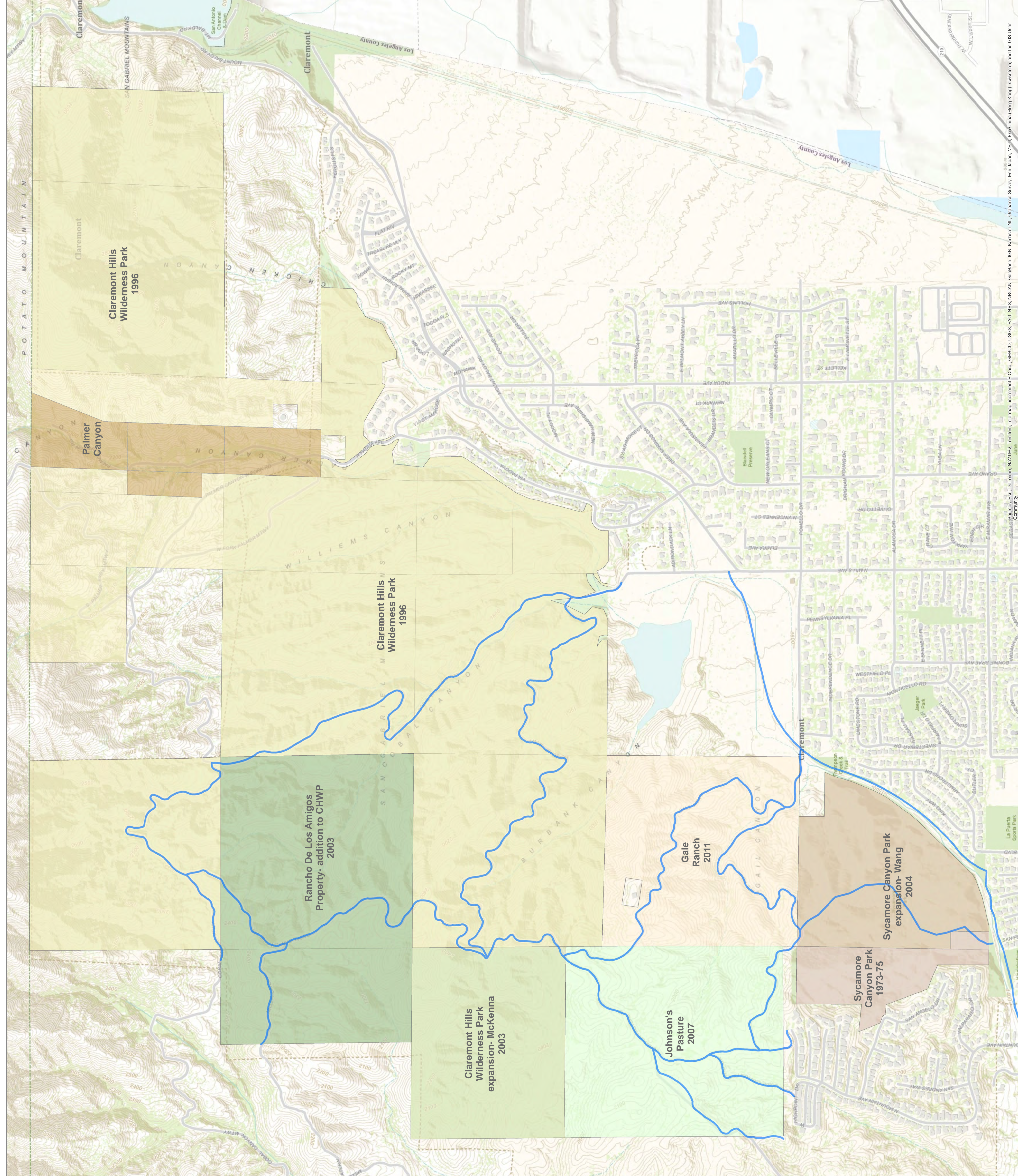
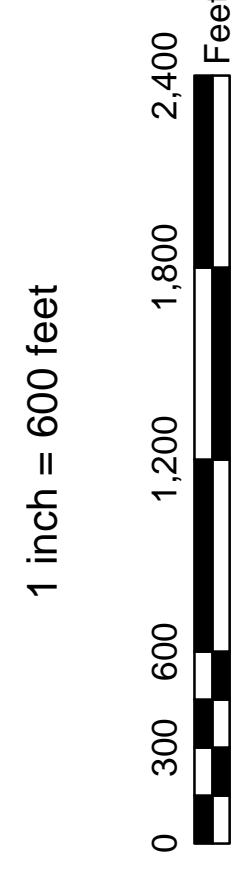
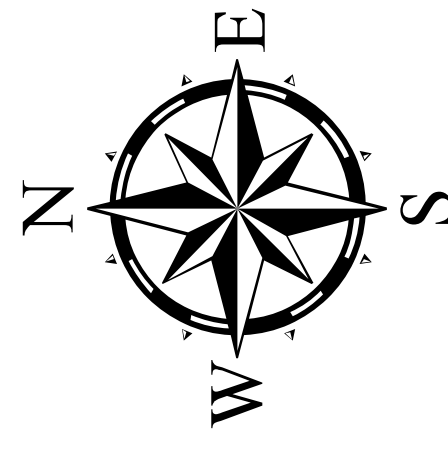


# Wilderness Area Land Acquisitions

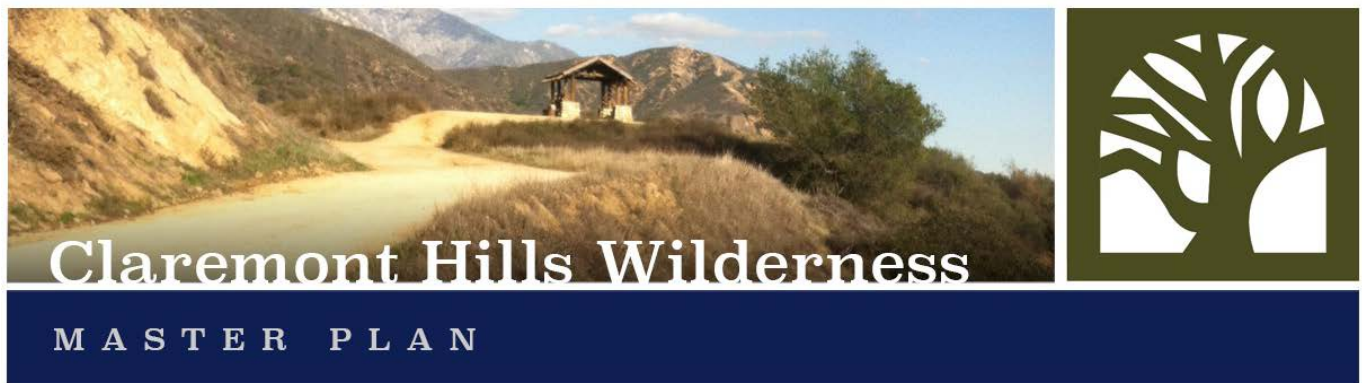


**Legend**

- CHWP TRAIL
- Sycamore Canyon Park
- Claremont Hills Wilderness Park
- CHWP Expansion- McKenna
- Rancho De Los Amigos Property- addition to CHWP
- Sycamore Canyon Park expansion- Wang
- Johnson's Pasture
- Gale Ranch
- Palmer Canyon Association - Vacation 2009
- Parcels



Map data: Esri, DeLorme, NAVTEQ, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri, Japan, METI, Esri, China (Hong Kong), Swisstopo, and the GIS User Community.



## Staffing Options

A key component to the successful implementation of the CHWP Master Plan is creating a culture in and around the park that allows for a quality park user and park neighbor experience. To find this balance, there must be robust programming as well as a strong enforcement of the Claremont Municipal Code. The Park Ranger program is responsible for these components and needs to be staffed to reflect the changing expectations as outlined in the Master Plan.

### History of the Claremont Park Ranger Program

The Park Ranger Program began when the CHWP opened in 1996 with 1,220 acres; at that time it was estimated there were 30,000 visitors per year (this is an estimate and not well documented). The CHWP was originally patrolled by Claremont Police Department Police Aides. By 1997, what would become the Claremont Park Rangers had been transferred to the Community Services Department. The first Park Ranger was hired in that same year. The expectations for the Park Rangers were to enforce the Park Permit Policy in the City's urban parks and to serve in a positive public relations function, meeting and greeting park users. In addition, the Park Rangers were to serve as "eyes and ears" in the parks for general park maintenance issues.

In 2002, Ginger Elliott (then the Executive Director of Claremont Heritage) and the Claremont Unified School District offered a curriculum that was being taught to approximately 500 third graders annually. This curriculum included a section on open space which featured a presentation from one of the City's Park Rangers on the CHWP thus further expanding their positive public relations function. From 2009-2012, the Park Rangers also led educational tours through the CHWP for Junior High and High School students.

Only 1,750 hours were budgeted for the Park Ranger Program, which limited two Park Rangers to 16.8 hours per week. The concentration of the hours was spent on Saturdays and Sundays which were peak usage times in the CHWP and when park permits were issued for the urban parks. Volunteer Park Rangers helped to support the program on the weekends, which allowed for part-time Park Rangers to engage in select activities during the week.

As the popularity and usage of the CHWP grew over the next five years, so did the role of the Park Rangers. While maintaining their responsibilities in the City's urban parks, there was an increase in demand for the Park Rangers to patrol the CHWP.

By 2011, a usage count by City staff estimated that the park visits had grown ten times in fifteen years or to approximately 300,000 visits annually. The Park Rangers roles were expanded to include assisting park users in navigating the CHWP, performing first aid, serving as the first responders in the CHWP, while enforcing the municipal code throughout the park as well as parking. In that same year, the Park Ranger Program moved from the Community Services Department to the Human Services Department. Originally, the Park Ranger Program consisted of one part-time Senior Park Ranger, one part-time Park Ranger, and five volunteer Park Rangers. With the reorganization of the Human Services Department, the Park Ranger Program has been adjusted to better serve CHWP users. In 2014, the City hired three additional part-time Park Rangers for a total of five part-time Rangers and five volunteer Park Rangers. Seven of these Park Rangers have PC 832 certification which allows them to provide greater enforcement in the parks such as issuing citations for parking and other Municipal Code violations. While the Park Ranger hours have remained budgeted at 1,750, the new organization of the program allows for more Rangers to learn the parks and ensures that there is always Park Ranger coverage on the weekends. These Park Rangers are responsible for not only covering the CHWP, but also the City's 22 urban parks every weekend.

### **Park Rangers and the CHWP Master Plan**

To effectively implement the spirit of the CHWP Master Plan, Park Rangers will be responsible for creating and implementing several programs which connect the community with the rich resources in the CHWP, both in education and stewardship of the CHWP. Some of these could include lessons on natural habitats, wildlife, and the flora and fauna in the CHWP, a wildlife management program, and the creation of a Natural Classroom. A robust volunteer program could be established and managed by the Park Rangers. Volunteers would work closely with Park Rangers to develop the curriculum for the educational and stewardship programs. With this newly expanded role in education, coupled with increased enforcement responsibilities, the Park Rangers will need to have a greater presence in our parks as well as administrative time in the Hughes Center. In order to meet community expectations for the program, increased staffing will be necessary.

When reviewing and evaluating the Park Ranger Program as part of the CHWP Master Plan process, one option that was researched was outsourcing the Park Ranger Program to the Mountains Recreation and Conservation Authority (MRCA). The initial proposal includes patrol services for 50 hours per week at \$74.50 per hour for one year at an estimated cost of nearly \$200,000. Each of these Rangers is a certified Peace Officer and can carry a weapon, write citations, and make arrests. These Park Rangers would have their own vehicles and uniforms. The \$74.50 is inclusive of all costs of the contract. In addition to the cost of this contract, there will also need to be a designated City staff person to oversee the contract to ensure contract compliance and customer service. Program oversight and contract compliance is a key element for the effectiveness of the program.

After thorough evaluation, the option to keep the Park Ranger Program in house and increase staffing is the most cost effective solution to meet community expectations. With an increase in hours it is possible to offer enhanced programming experience for users as outlined above, and expanded enforcement throughout the CHWP particularly parking regulations, littering, and noise reduction. Park Ranger staff would help to manage an active volunteer program and create a park culture for the CHWP in alignment with the "leave no trace philosophy." It would also allow for continued public engagement with CHWP stakeholders, enhance programming, improve the dissemination of park information, and

the general maintenance of the park itself.

Staff is proposing one full-time Senior Park Ranger supervising an average of 135 hours per week of part-time Park Rangers. The part-time hours would vary based on the park's hours of operation. These paid positions would also be supplemented by Volunteer Park Rangers supervised by the Senior Park Ranger, in addition to a robust community volunteer program.

### **Park Ranger Responsibilities, Equipment Needs, and Costs**

The suggested staffing for the program includes a full-time Senior Ranger position and 125 hours per week for part-time Ranger hours. This would allow for a total of 163 hours per week in coverage for the Wilderness Park and urban park enforcement and programming. To properly provide Park Ranger services, a proposal to increase the part time Park Ranger staff bank of available hours is also recommended. Costs and specific responsibilities are listed below:

#### **Senior Park Ranger (1), \$78,000 Per Year Including Salary and Benefits**

A robust CHWP management program including increased programming, public outreach, and enforcement with paid and volunteer staff resources would require a Senior Park Ranger to directly supervise those activities. The Senior Park Ranger would supervise park visitor management, park and parking enforcement at the CHWP and Urban Parks, and coordination with Claremont Police Department and Community Services Department. The position would be PC 832 certified for citation authority, and certified in CPR, and Basic First Aid. This position would supervise part-time staff, as well any volunteers or docent program. The Senior Park Ranger would develop and implement programming at the CHWP, assisting with public information, education programs, awareness, and outreach including "Leave No Trace."

- Administrative Responsibilities
  - Staff and volunteer scheduling
  - Timecards, evaluations, and related personnel duties
  - Incident reporting and follow up
  - Participation Reporting
  - Managing short and long term objectives for the program
  - Purchasing of uniforms, material, and supplies
- Parking Management
  - Parking Enforcement/ Ticketing
    - Parking (lots and adjacent streets)
  - Monitoring parking meters/ replacing paper/ responding to out of service calls
- Coordination with the Police Department on safety and enforcement
- Management of Volunteer/ Docent Program
  - Recruitment
  - Training
  - Development of programs that enhance awareness, education, and outreach
- Oversight of temporary/permanent/ educational signage
- Coordination of Maintenance Management with Community Services of the CHWP, vehicles, and bicycles
- Coordinate with all departments with Red Flag warnings

- First Responder to situations in CHWP and all Claremont Parks
- Customer interface including conflict resolution
- Parking Permit monitoring, ordering of permits, and general program operation.
- Monitor opening and closing times at the entrances into the park
- Drive the trails monitoring safety/amenities of park
- Monitoring Urban Park Permits, sports users, and reservations

*Park Rangers, Part-Time: \$85,000 Per Year for 6,500 Ranger Hours*

To ensure staffing coverage, the program would include part-time Park Rangers scheduled to supplement full-time staff for overall program management. Each part-time Park Ranger will be PC 832 certified for citation authority and certified in CPR, and Basic First Aid.

- Daily log reports of activities and issues
- Incident reporting and follow up
- Assist with short and long term objectives for the program
- Monitoring parking meters/ replacing paper/ responding to out of service calls
- Parking Enforcement/ Ticketing
  - Parking (lots and adjacent streets)
  - Citation of people/vehicles
- Coordinate with Senior Ranger on safety and enforcement
- Assist with the Human Services responsibilities with park closures- Red Flag Warnings
- First Responder to situations in CHWP and all Claremont Parks
- Customer interface
- Monitor opening and closing times at the entrances into the park
- Drive the trails monitoring safety/amenities of park
- Monitoring Urban Park Permits, sports users, and reservations

*Park Ranger, Volunteer: nominal cost for replacement uniforms*

These individuals currently work primarily on weekends and perform some of the functions listed for the part-time Ranger position outlined above. Volunteer Park Rangers are encouraged to become PC 832 certified, but it is not required.

*Estimated annual Personnel Costs are \$163,000.*

**Equipment Needs**

*4WD Pick Up* – Vehicles should be outfitted with light bars and lockable utility or storage boxes. Estimated cost is \$38,000, not including ongoing costs for fuel, regular service, and repairs.

*Uniforms* – Outfitting new staff with uniforms is estimated at \$4,500 the first year, with articles replaced as needed.

The estimated annual recurring cost for supplies and vehicles maintenance charges is \$22,100.

## **Red Flag Closure Policy**

In November 2014, the City Council approved an interim policy to authorize automatic closures of the Wilderness Park during red flag conditions as a pre-emptive safety measure, pending additional review and public consideration of a permanent policy during the master planning process. The interim policy was prepared in response to two primary concerns, the increasing frequency of red flag conditions throughout the year as noted below and the length of time necessary to close the CHWP to implement an unplanned closure. As evidenced by the Colby Fire in January of 2014, changing climatic conditions and the extended drought have resulted in a local fire season that is essentially year round.

Prior to the interim policy, in accordance with the current CHWP Management Plan, the City Manager authorized temporary closures due to elevated fire risk as publicized by the National Weather Service and the existence of a nearby fire that could travel to the CHWP. However, to implement the closures following such a decision would take staff upwards of four hours to implement the closure; not including time to drive the fire roads to expedite a park evacuation, depending on the day of the week. With the park's popularity well established, during the day and particularly on the weekends, several hundred people could be in the park during peak periods. If a brush fire were to start locally within the Claremont hillsides, the very real risk exists that City staff might not be able to evacuate the hillsides in sufficient time to avoid personal injury or loss of life.

Automatically closing the CHWP when the National Weather Service issues a Red Flag Warning is a more effective way to communicate CHWP closures and ensure a greater level of safety for visitors. Red Flag Warnings are well publicized by local media outlets and include an estimated duration for planning purposes. As is the temporary practice, closures will be implemented in the overnight hours when the park is empty, the north parking lot gates secured, and trail "open / closed" signs adjusted to inform the public. In addition, the closure information will be posted on the City's website. With additional public education and outreach informing visitors of this policy, visitors can plan accordingly.

## **Red Flag Warning Definition**

A Red Flag Warning, also known as a Fire Weather Warning, is a forecast warning issued by the United States National Weather Service to inform area firefighting and land management agencies that conditions are ideal for wildland fire ignition and rapid propagation. With drought conditions, very low humidity levels, high or erratic winds, which may include lightning, the Red Flag Warning becomes a critical statement for firefighting agencies. These agencies often alter their staffing and equipment resources dramatically to accommodate the forecasted risk. To the public, a Red Flag Warning means high fire danger with increased probability of a quickly spreading vegetation fire in the area within 24 hours.

The weather criteria for fire weather watches and red flag warnings vary with each Weather Service Office's warning area based on the local vegetation type, topography, and distance from major water sources. They usually include the daily vegetation moisture content calculations, expected afternoon high temperature, afternoon minimum relative humidity

and daytime wind speed. Outdoor burning bans may also be proclaimed by local law and fire agencies based on Red Flag Warnings.

**Red flag warnings issued for the greater San Gabriel/Pomona Valleys and Foothill Corridor years 2011-2014 per the National Weather Service:**

**2014**

Month	Number of Red Flag Warnings Issued	Number of Days CHWP Closed
January	5	0
February	0	0
March	1	0
April	1	0
May	6	4
June	0	0
July	0	0
August	0	0
September	-	-
October	-	-
November	5	5
December	-	-
<i>Total</i>	15	9

**2013**

Month	Number of Red Flag Warnings Issued	Number of Days CHWP Closed
January	0	0
February	0	0
March	0	0
April	1	0
May	1	0
June	1	0
July	3	0
August	10	0
September	4	2
October	3	0
November	2	0
December	3	0
<i>Total</i>	28	2

**2012**

<b>Month</b>	<b>Number of Red Flag Warnings Issued</b>	<b>Number of Days CHWP Closed*</b>
January	1	-
February	0	-
March	4	-
April	5	-
May	1	-
June	0	-
July	0	-
August	1	-
September	2	-
October	6	-
November	1	-
December	1	-
<i>Total</i>	<i>22</i>	<i>-</i>

**2011 – (only data from last 4 months of the year available)**

<b>Month</b>	<b>Number of Red Flag Warnings Issued</b>	<b>Number of Days CHWP Closed*</b>
September	3	-
October	4	-
November	4	-
December	6	-
<i>Total</i>	<i>17</i>	<i>-</i>

\*Number of days CHWP closed not available for years 2011 and 2012



**Parking Restrictions Adjacent to Claremont Hills Wilderness Park  
Summary of City Council Approvals and Installation Dates**

**2008 – 2011 Parking Restrictions on Via Santa Catarina and Adirondack Lane**

- July 8, 2008**            The City Council approves the installation of Residential Permit Parking (RPP) on Via Santa Catarina, to be in effect seven days a week, from Dusk to Dawn. To be in effect for a two-year period.
- March 24, 2009**        The City Council approves the installation of Residential Permit Parking on Adirondack Lane, from Dawn to Dusk. RPP to be in effect for a two-year period.
- Feb. 22, 2011**         Permanent RPP approved by the City Council on Via Santa Catarina.
- July 26, 2011**         The City Council approves the permanent installation of RPP on Adirondack, from Dawn to Dusk.
- Dec. 11, 2012**         The City Council denies request for hours of RPP on Via Santa Catarina to be extended to 24-hours a day.

**2013 – Present Parking Restrictions Adjacent to CHWP Main Entrance on Mills**

**March 2009- March 2013**

Park use increases, and the parking use expands, with parking occurring on Mills Avenue (from the park entrance to south of Pomello), Pomello Drive, and Mt. Baldy Road (Mills to Via Padova).

**March 22, 2013:**        The newly expanded and metered CHWP and TCT parking lots are opened. On-street parking is removed on Mt. Baldy Road (Mills to Via Padova) and Mills Avenue (Pomello to park entrance). The City Council approval date of parking removal on Mills and Mt. Baldy: January 28, 2013.

Parking meters become functional/ enforceable on April 15, 2013.

**Sept. 2013:**            New RPP signs are installed on the following street segments adjacent to the Claremont Hills Wilderness Park, to be in effect 24 hours a day, 7 days a week. City Council approval date: July 23, 2013. Enforcement begins on September 20, 2013.

1. Pomello Drive: Mills Avenue to westerly end.
2. Dillard Avenue
3. St. Gregory Street

**Parking Restrictions Adjacent to CHWP Main Entrance (cont.)**

4. Pennsylvania Place
5. Mills Avenue: Pomello Drive to Alamosa Drive
6. Brigham Young Drive: Mills Avenue to easterly end of cul-de- sac
7. Independence Drive
8. Alamosa Drive, Mills to Bonnie Brae
9. Elmira, north of Pomello
10. Vincennes, north of Pomello

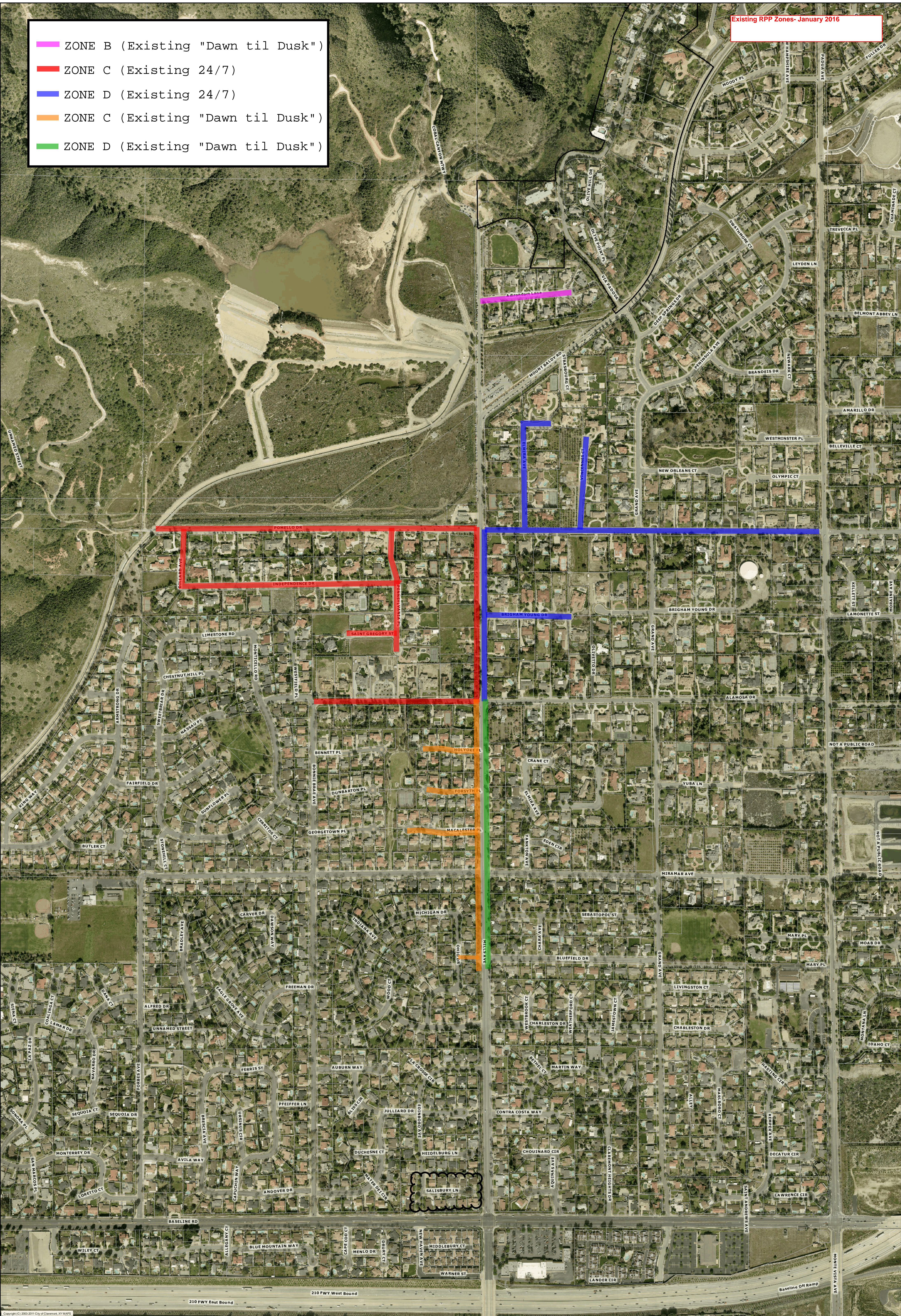
**October 2013** Staff begins to receive input from residents adjacent to the newly established RPP. The overflow parking has now relocated to these new areas and residents are informing staff of the negative impacts associated with this overflow parking.

**October 8, 2013** The City Council approves RPP on Pomello Drive (Grand Avenue to Padua Avenue).

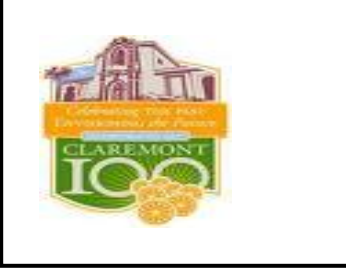
**July 16, 2014** New RPP installed on Holyoke Place, Macalester Place, and Forsyth Place. City Council approval date: April 22, 2014.

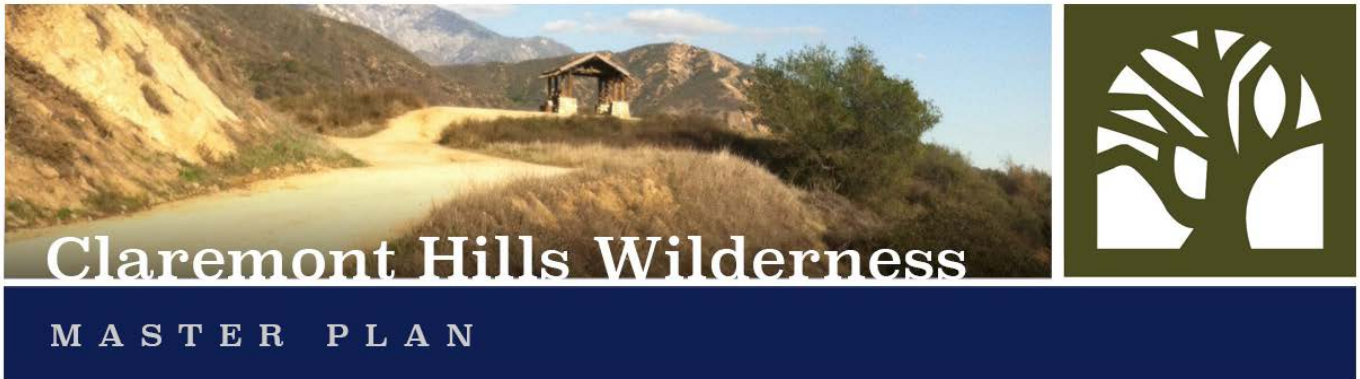
**Sept. 8, 2014** New RPP installed on Mills Avenue (Alamosa Drive to Charleston Drive) and Bluefield Drive (west of Mills). City Council approval date: June 10, 2014.

- ZONE B (Existing "Dawn til Dusk")
- ZONE C (Existing 24/7)
- ZONE D (Existing 24/7)
- ZONE C (Existing "Dawn til Dusk")
- ZONE D (Existing "Dawn til Dusk")



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## **RESIDENTIAL PERMIT PARKING (RPP) POLICY**

### *For the neighborhoods adjacent to the Main Entrance*

The Municipal Code provides for Residential Permit Parking in Chapter 10.68. Staff has developed a streamlined RPP policy specifically for the Wilderness Park to address migrating parking patterns as neighborhoods submit petitions for Residential Permit Parking on streets within walking distance of the CHWP main entrance.

During the nearly two years following the implementation of regulated parking in the lots serving the CHWP, and as nearby streets became restricted to resident parking only, some CHWP visitors have continued to locate on-street parking, adding an extra two to three miles round trip to their hike or bike around the five mile main loop to avoid parking in one of the lots. They do so either because the lots are full (which generally can happen early on Saturday and Sunday mornings), or they do not want or cannot afford to pay for on-site parking regardless of when they visit. The result has been visitors parking on nearby streets to varying degrees. Many of these streets, because of the adopted rural design standards, do not provide sidewalks for pedestrian usage. Roadside drainage improvements consist of cobble swales, which are not designed for intensive parking usage or pedestrian access.

#### **Current Process**

Currently, the City has a standard process to consider RPP requests, which begins with a petition circulated by neighbors on a given street. The petition must be signed by 51% or more of the property owners in support of parking restrictions. The petition is submitted to the Engineering Division, evaluated, and considered through the public approval process, which includes the Traffic & Transportation Commission and the City Council. Once approved, permits are ordered and distributed, and signs installed before the restrictions become effective. Generally, this process takes 4-5 months to complete.

#### **CHWP Process**

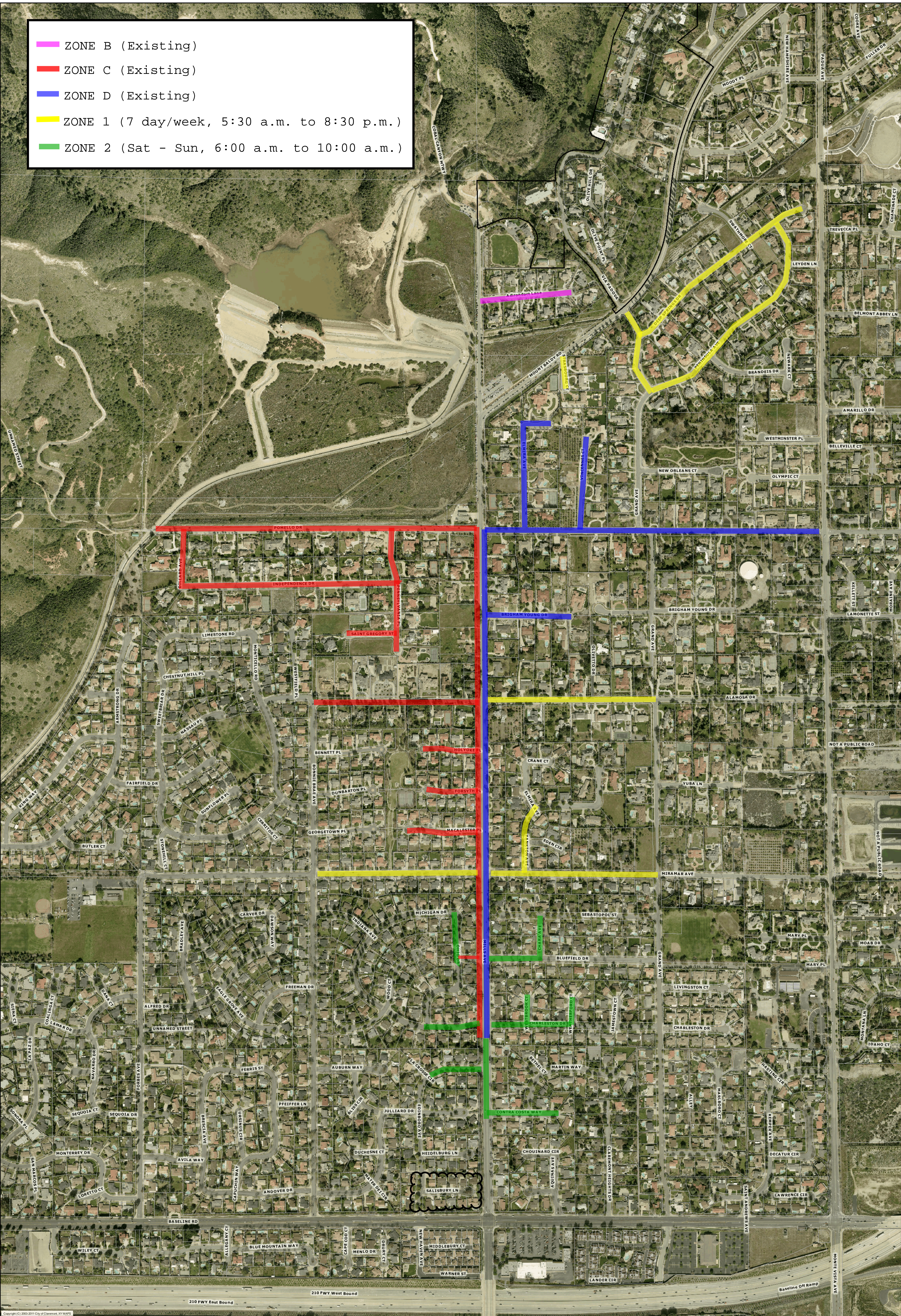
The CHWP RPP process allows for an expedited process for streets located near the CHWP main entrance. This process authorizes staff to approve RPP petitions meeting standard thresholds of neighborhood acceptance for specified streets (petition must be approved by a minimum of 51% of property owners located within the proposed zone). The streets eligible for this expedited process have been identified through parking surveys of streets adjacent to the park entrance where cars are currently parking on the street, as well as streets where residents had previously submitted petitions. Based on the vehicle counts and locations, as well as an analysis of where street segments could be logically split, the attached CHWP Residential Permit Parking Map (Attachment A) delineates specific segments around the park eligible for staff approval of the RPP zone. Those streets shown in Yellow are

## IMPLEMENTATION PLAN- ATTACHMENT G

eligible for 7 day a week RPP, from 5:30 a.m. to 8:30 p.m. Streets delineated in Green would be eligible for restricted parking during peak hours only, from 6:00 a.m. to 10:00 a.m. on Saturday and Sunday.

Streets outside of the area outlined on Attachment A may be added to the CHWP RPP zone; however, said streets must follow the Commission and City Council review process, as outlined in the Claremont Municipal Code Chapter 10.68, and pursuant to the City of Claremont Residential Permit Parking Policy.

- █ ZONE B (Existing)
- █ ZONE C (Existing)
- █ ZONE D (Existing)
- █ ZONE 1 (7 day/week, 5:30 a.m. to 8:30 p.m.)
- █ ZONE 2 (Sat - Sun, 6:00 a.m. to 10:00 a.m.)

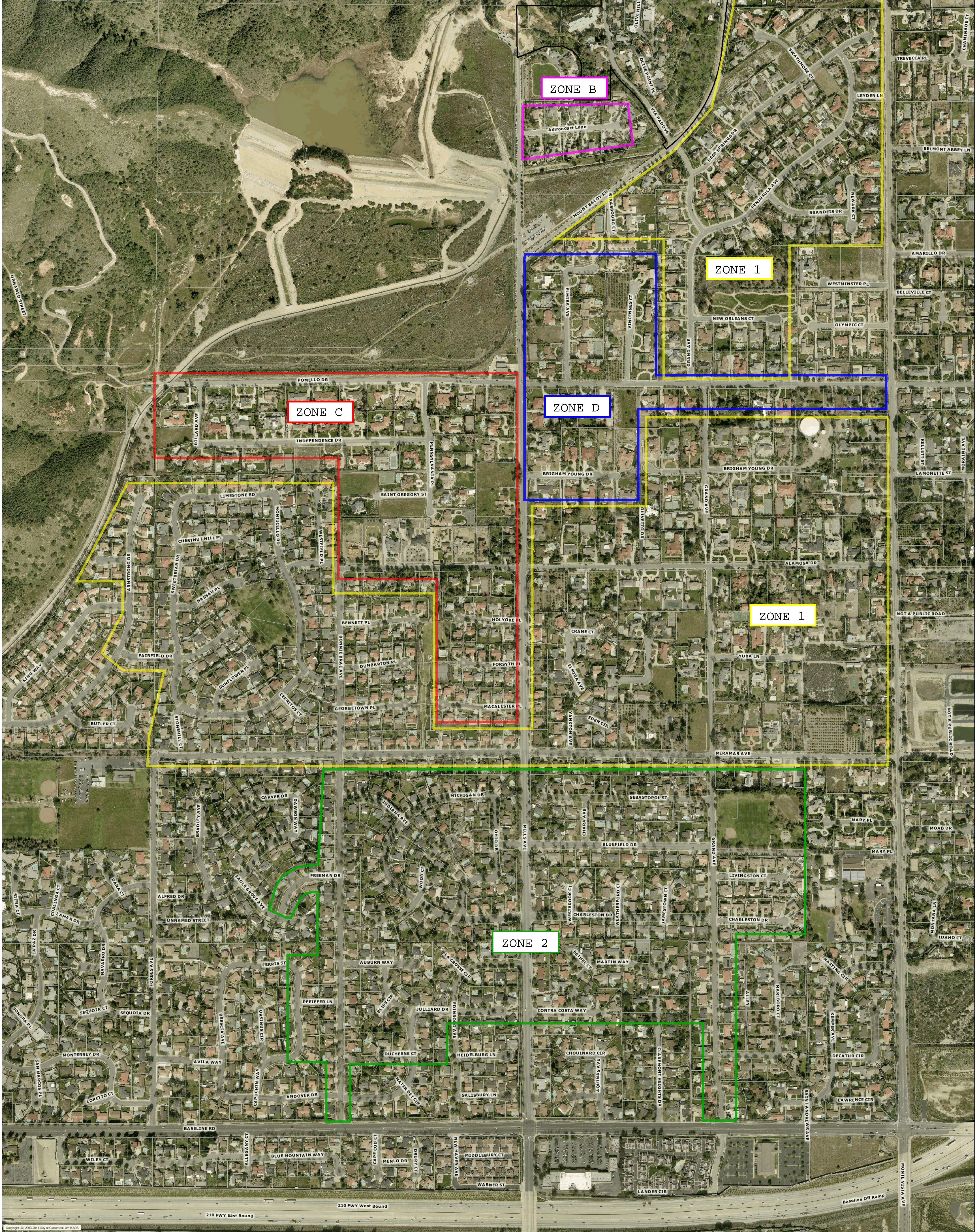


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Attachment G:2 Alternative- RPP Map  
This map presents RPP zones for the Alternative Recommendation noted in IP 4.1. Zones 1 is restricted parking from 5:30 am to 8:30 pm, 7 days a week. Zone 2 streets would be restricted parking from 6am to 10am Saturday and Sunday.

- ZONE B (Existing)
- ZONE C (Existing)
- ZONE D (Existing)
- ZONE 1 (7 day/week, 5:30 a.m. to 8:30 p.m.)
- ZONE 2 (Sat - Sun, 6:00 a.m. to 10:00 a.m.)



Staff contacted several other regionally serving open space parks regarding their parking fees, which are noted below. Many of these parks have different fee structures for weekday versus weekend and most offer an Annual Permit.

Regional Parks	Park Location	Weekday	Weekend	Annual
Bonelli Regional Park	San Dimas, CA	\$10	\$10	\$140
Chino Hills State Park	Chino Hills, CA	\$5	\$5	\$195
Glen Helen	San Bernardino, CA	\$8	\$10	\$190
Jurupa Hills Regional Park	Fontana, CA	\$0	\$0	\$0
Mojave Narrows	Victorville, CA	\$8	\$10	\$190
National Forests	Los Angeles & San Bernardino Counties	\$5	\$5	\$30
Orange County Wilderness Parks	Orange County, CA	\$3	\$5	\$55
Prado Regional Park	Chino, CA	\$8	\$10	\$190
San Bernardino County Areas	San Bernardino County, CA	\$8	\$10	\$190
Santa Fe Dam	Baldwin Park, CA	\$10	\$10	\$125
Whittier Narrows	Whittier, CA	\$0	\$6	N/A
Yorba Regional Park	Anaheim, CA	\$3	\$5	\$55

Staff proposes increasing the temporary permit to \$5 and \$10 for peak periods only on Saturday and Sunday mornings from opening until 10:00 a.m. Staff also proposes increasing the annual permit from \$100 to \$140 for a complete calendar year. The prorated cost would be \$105, \$70 or \$35 depending on the quarter purchased. These increases fall within similar fees charged at other regionally serving parks.

Off Peak Visitation at \$5		
Visits Per Week	Visits Per Month	Annual Cost
1		\$ 260
2		\$ 520
3		\$ 780
4		\$ 1,040
5		\$ 1,300
	1	\$ 60
	2	\$ 120
	3	\$ 180

For non-residents visiting the park more than an average of three times per month or at least weekly, an annual permit, even at the increased \$140 per year, is a more affordable option. Approximately 73% of non-resident visitation is from people who visit at least once per week or more. Staff does not believe the rate of annual permit sales will go down with the higher fees, and with the proposed increase in the temporary permit fee, sales may actually increase.

Attachment J contains additional information regarding the proposed congestion pricing noted above and Attachment I contains revenue projections for temporary and annual permit fees, including congestion pricing.





## **Introduction**

To address insufficient off-street parking opportunities in April 2013, the City opened the new north parking lot to provide an additional 136 parking spaces to support CHWP visitation. Combined with the 45 spaces available in the TCT / south lot, the City provides 181 parking spaces for the CHWP visitors. These parking lots provide adequate parking opportunities, except on Saturday and Sunday mornings when the lots can be full until mid-morning.

After monitoring parking lot usage, congestion pricing has been developed to encourage a redistribution of park visitation, a desired outcome of the Master Plan. By increasing parking fees during peak periods, and offering free parking during non-peak periods, the goal is to encourage visitors to visit the park during alternative time periods to better utilize parking lot capacity.

## **Revised Recommendation**

Based on the concerns heard during the public review of the draft plan, staff is providing the revised recommendation, which will maintain non peak parking fees at \$3, make peak period parking \$5, eliminate the free parking periods and eliminate the resident only parking in the TCT during peak hours. The financials of this alternative are shown in Attachment I.

## **Revised Recommendation Program Overview**

The congestion pricing program includes the following key features:

- Peak usage period: Saturday and Sunday from Park opening until 10:00 am.
- Increase parking meter fees to \$5 during peak periods.
- Visitors displaying an annual permit may continue to park in the north lot during peak periods.

## **Program Implementation**

The parking meters can be reprogrammed to reflect congestion pricing on Saturday and Sunday mornings up to 9:59 a.m. Prior to implementing the change, a public information campaign notifying visitors of the change will need to be undertaken, including temporary signage at all driveways and at the meters, on the City's website, via the City Manager's Weekly Update, and with press releases to local and regionally serving newspapers.

## **Alternative Recommendation**

*TCT / South Lot – Resident Permits Only During Peak Periods*

*Also factored into the Congestion Pricing Program is a proposal to restrict the TCT / south lot to resident permit holders only during peak periods. This option was developed in response to public comment that some residents are unable to use their resident permit in the TCT lot because it is full on weekend mornings. Staff monitored parking lot usage following the implementation of regulated parking in April 2013, and noted that many of the cars parked in the south lot did not display a resident permit. To address resident concerns, staff has included in the congestion pricing program the added benefit to residents of reserving the south lot for resident use during peak periods on Saturday and Sunday mornings.*

*To implement that restriction, staff will need to monitor both driveway entrances during a transition period and post signage informing visitors that the south lot is for resident permits only during designated times. This restriction is only enforceable with a Municipal Code amendment. Because staff is unable to determine resident parking needs during peak periods at this time, staff intends to monitor TCT / south lot utilization if the restriction is approved. If underutilized and deemed appropriate, the Municipal Code can be amended again to lift the restriction.*

*Free parking periods also address a concern expressed by some community members during public comment that parking fees in general are a deterrent to lower income visitors who cannot afford to pay for parking. Two free periods have been designated, one during Sunday afternoon and the other during Monday afternoon. An annual permit is also a more affordable option for frequent non-resident visitors than paying for a temporary permit, as outlined in Attachment H related to the proposed fee modifications.*

### **Alternative Recommendation Program Overview**

*The congestion pricing program includes the following key features:*

- *Peak usage period: Saturday and Sunday from Park opening until 10:00 am.*
- *The TCT lot is reserved for visitors whose cars display a resident permit.*
- *Increase parking meter fees to \$10 during peak periods.*
- *Provide free parking from 12:00 – 4:00 pm. on Sunday and Monday in both parking lots.*
- *Visitors displaying an annual permit may continue to park in the north lot during peak periods.*

### **Program Implementation**

*The parking meters can be reprogrammed to disallow the purchase of a temporary permit in the TCT lot on Saturday and Sunday mornings up to 9:59 a.m. Prior to implementing the change, a public information campaign notifying visitors of the change will need to be undertaken, including temporary signage at all driveways and at the meters, on the City's website, via the City Manager's Weekly Update, and with press releases to local and regionally serving newspapers. During the initial implementation, staff will also monitor both driveway entrances to the TCT / south lot during peak hours to verify visitors entering the south lot are resident permit holders. Staff will document vehicle counts in the south lot during peak times to monitor resident usage.*

*Staff recommends that Master Plan implementation be monitored for 12 months following adoption. Any impacts will be evaluated and a report forwarded to the City Council via the standard review and public participation process. If the TCT / south lot is underutilized, and the City Council deems lifting the weekend morning restriction is appropriate, the Municipal Code can be modified at that time.*

Currently, three standard and one ADA portable sanitary facilities are located at the main entrance of the CHWP and two portable facilities are located at mid-points on the Cobal and Burbank Trail segments. The placement of the trail facilities has generated some community dialogue. In the absence of these facilities, approximately ten informal latrine locations are regularly used by visitors, prompting Community Services staff to respond to complaints and clean these areas. The two facilities were initially scheduled for once a week service, which was inadequate based on usage levels. A new contractor was retained for twice a week service. That service level is being evaluated, but what is evident to staff is the difficulty in securing adequate service for these trail facilities given the time needed to navigate five miles of fire roads to service them. The annual cost for these two trail facilities for twice a week service is \$17,000 per year.



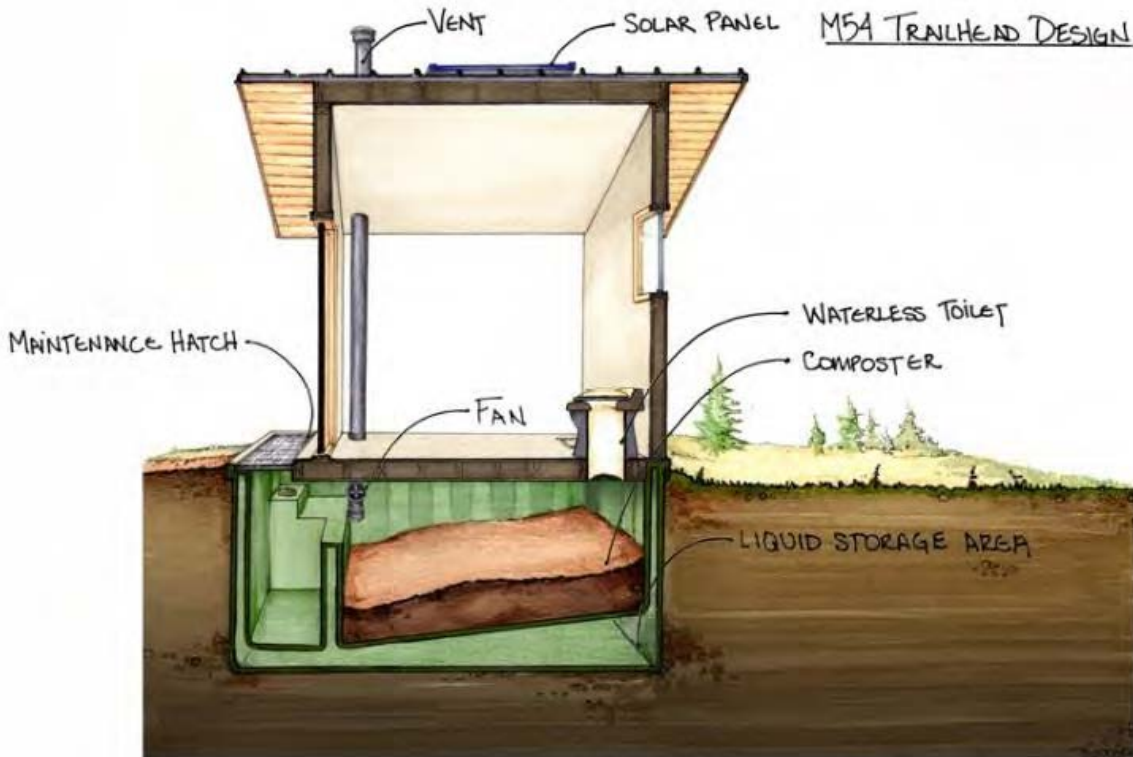
Instead, staff proposes the installation of a composting toilet facility that is commonly used at backcountry trail heads where sewer access is not available. One such manufacturer is Clivus Multrum. These M54 pre-manufactured facilities come in single or double units, and the exteriors can be custom finished. Each unit is ADA accessible and accommodates up to 22,000 uses annually. A solar powered option is available to power the ventilation system. Reference checks indicate the systems are odorless and far more welcoming than the temporary latrines. Staff proposes one trial unit at an estimated installation cost

of \$40,000. Based on the cost and capacity concerns, staff is recommending that one composting toilet be installed as a trial and should the unit prove it is capable of handling the required usage volume, that up to three more be purchased and installed. Staff estimates that how well the system will work will take 6 to 12 months to determine, as the usage needs to be observed on normal days, as well as peak periods, such as a holiday weekend. The recurring cost associated with this recommendation is \$12,000 per year for staff time and supplies.

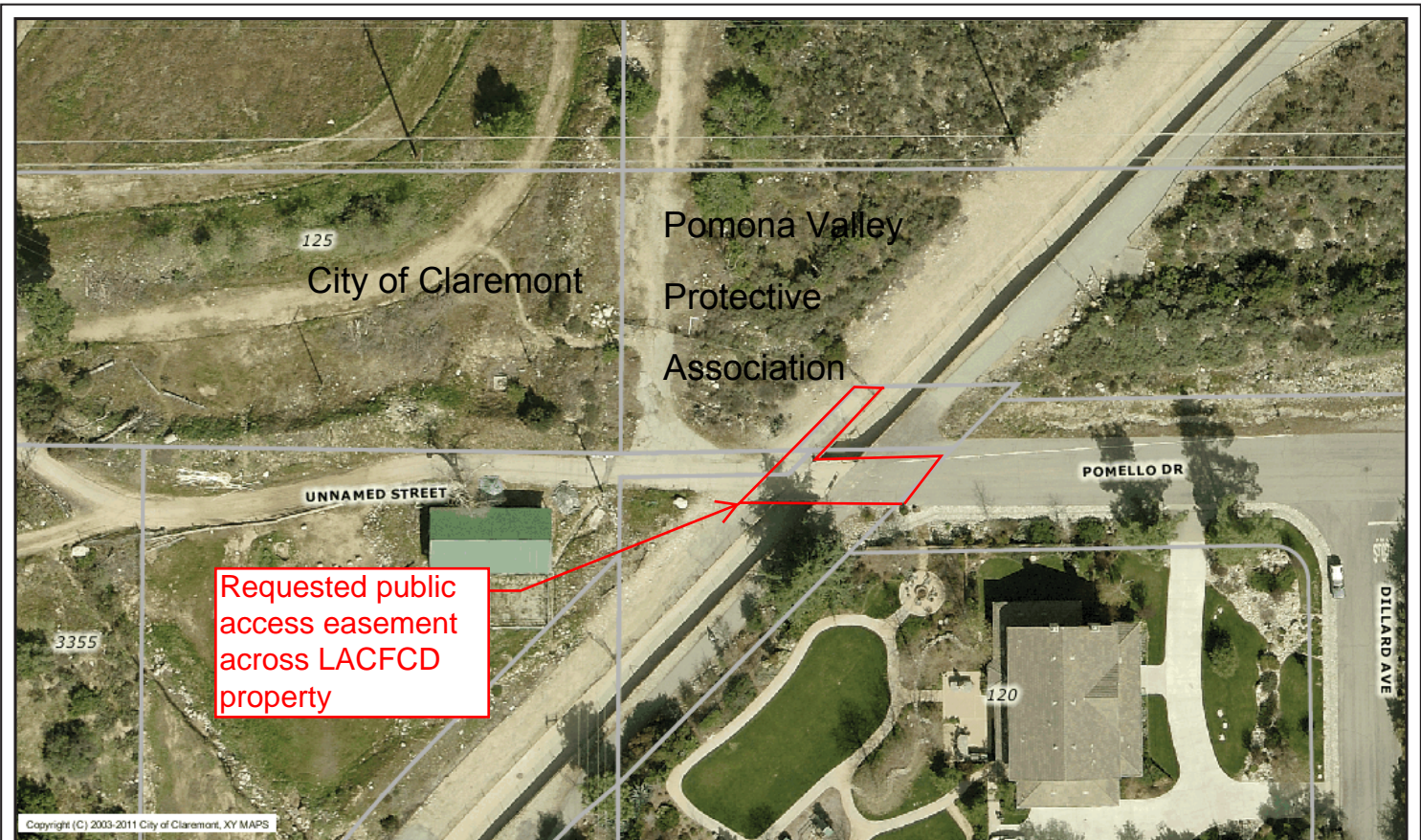
#### M54 Trailhead Series

Designed for relatively low use in remote locations such as parks and golf courses, the M54 Trailhead includes a complete composter-building package that offers a superior alternative to portable toilets and pit latrines. The composting unit is buried and serves as the foundation for the light-weight, ADA accessible toilet room structure. With foam-core panels for the floor and walls, the Trailhead is typically installed in less than two days. No concrete is necessary. When grid-power is not available, a custom-designed solar system is used to power the fan that keeps the Trailhead odorless. Both single and double-stall models are available in kit or pre-fabricated form; the base is also available separately. A variety of finish options are also available from cedar shakes to standing seam metal roofs. Larger M32 or M35 systems are also available.

From Clivus Multrum, Inc. <http://www.clivusmultrum.com/products-services.php>



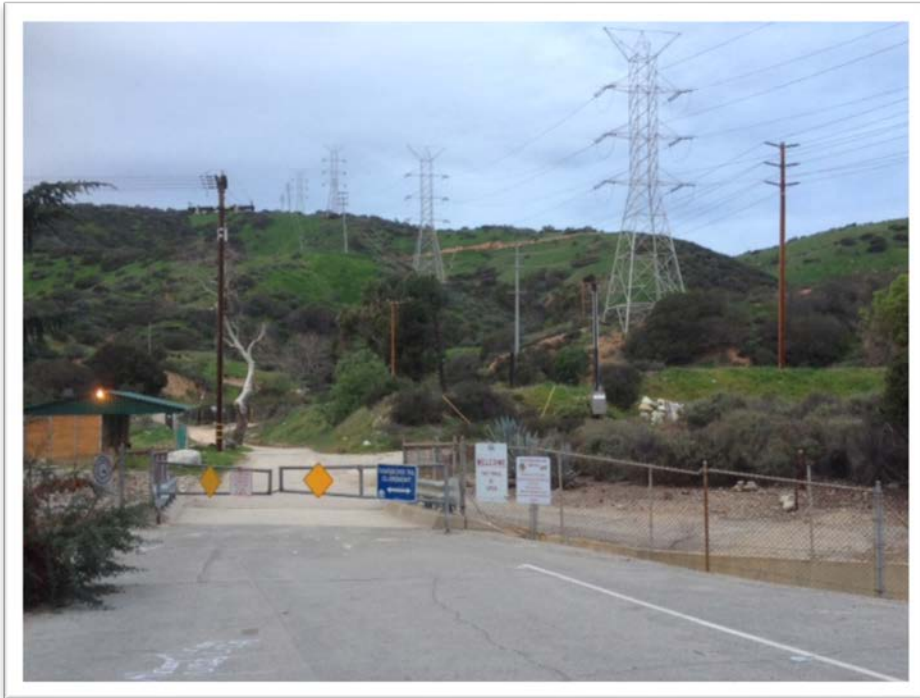
If approved, appropriate sites would need to be identified and coordinated with LA County Health and the environmental resource agencies. Enclosed pits, lined with the pre-manufactured tank, would need to be dug to accommodate waste and maintenance access. As a result, these facilities should be located in already disturbed areas to minimize habitat damage.



POMELLO ACCESS INFORMATION

Scale: 1 in = 60 ft  
Printed 3/11/2015

A north arrow pointing up, with 'N', 'S', 'E', and 'W' labels. Below it is a scale bar with markings for 0, 1, 2, 3, and 4 units.



West end of Pomello,  
approaching the TCT wash  
bridge.

Private stables have the  
green roof.



The road that veers right  
accesses PVPA property  
and is gated.

A narrow single track trail  
crosses the berm to  
access City-owned  
property.

Over the bridge, the road that proceeds  
north passes the stables and goes to the  
Girls Scouts La Casita.

## Trash Receptacle



The recommended trash receptacle for the CHWP is a Kolor Can Signature 42 Gallon Heavy Duty Trash Receptacle. While not bear resistant, this heavy duty trash can has a tight fitting swinging door keeping out birds and small animals, which are the primary sources of scattered trash in the park. With a swing top lid, users will be able to easily dispose of their trash, encouraging more use of the trash cans. There are also no springs, hinges, or metal on the can, which can rust or wear out.

The receptacle itself has dimensions of 27.25 inches Tall x 24 inch Diameter 28lbs, and holds approximately 42 gallons. It is rotationally molded from fade-resistant, extremely durable polyethylene plastic. The cans are virtually indestructible and will not rust, crack, or fade.





This picture is a view of a single track trail that is in acceptable condition on the first slope. It's meandering route minimizes erosion. However, on the second slope, the trail goes straight up the fall line, which has resulted in erosion (the wider area with indistinct edges is caused by hikers and bikers avoiding ruts and gradually increasing the width of the trail, allowing erosion to continue to expand. This segment of the trail should be temporarily closed until grant funds are obtained to reroute this section and revegetate the fall line.



A close up view of another trail segment that is heavily eroded. Hikers and bikers go around the bench installed by rangers to block the trail. This trail should also be temporarily closed and signage installed indicating the trail is closed for environment reasons.

Trail restoration would include re-routing the trail to meander up the slope, if possible (grading), filling in the abandoned rutted area, and re-vegetating to minimize continuing erosion.

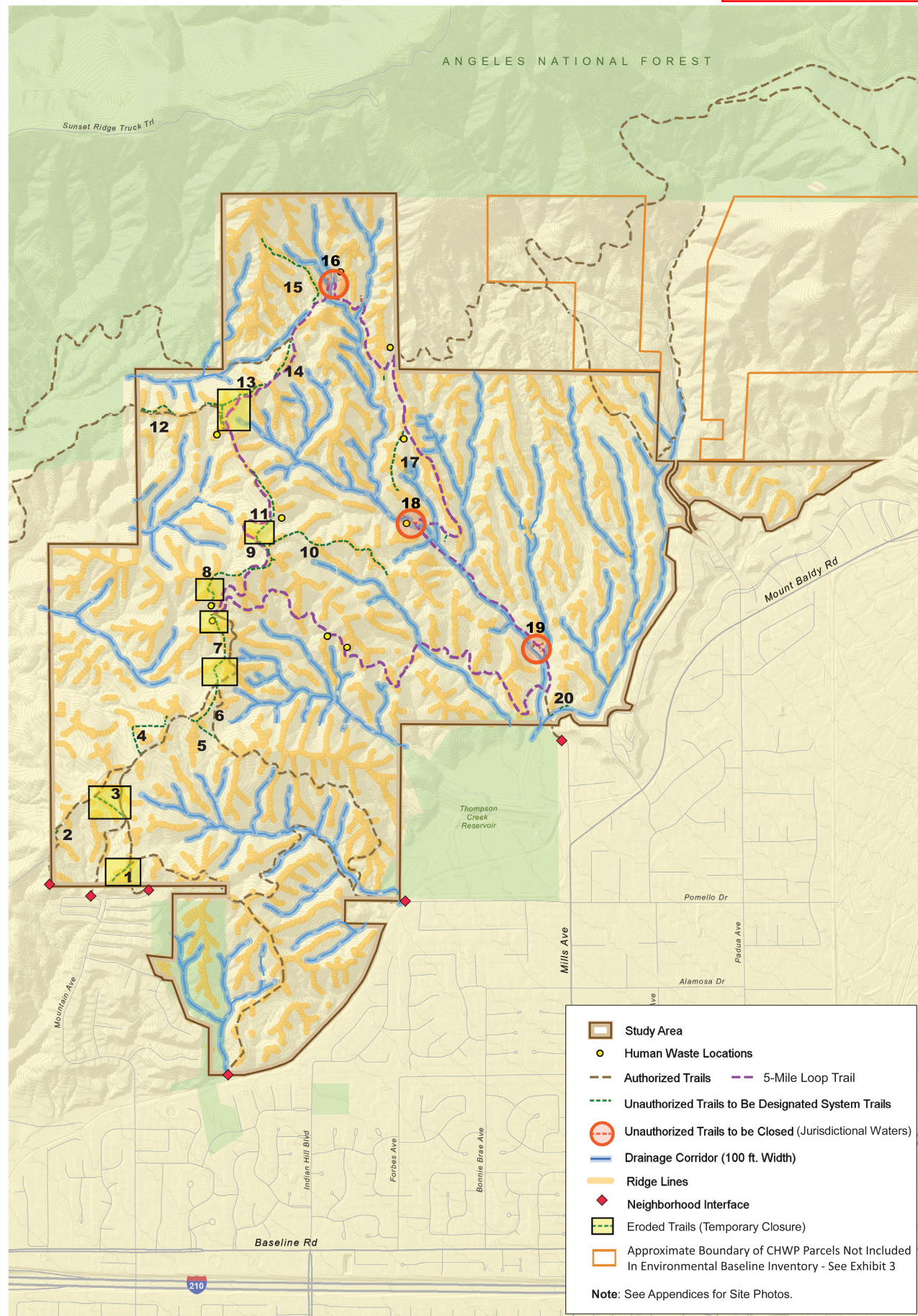


Exhibit 9: Recommended Actions for Unauthorized Trails  
 Claremont Hills Wilderness Park Master Plan



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