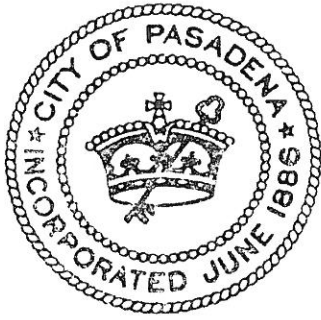


ATTACHMENT A

September 16, 2013

City Council Agenda Report

(10 pages)



Agenda Report

September 16, 2013

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: PROPOSAL FOR LOWER ARROYO ARCHERY RANGE AND DEAL POINTS FOR NEW AGREEMENT WITH PASADENA ROVING ARCHERS

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the actions proposed herein are exempt from environmental review pursuant to the California Environmental Quality Act, pursuant to State CEQA Guidelines Sections 15301 and 15302 (minor alteration – archery range), Section 15301 (licensing – Pasadena Roving Archers), and 15061(b)(3) (general rule – PMC amendment, rules for archery use and text correction to LAMP);
2. Amend the Pasadena Municipal Code to authorize the City Manager to determine where archery is permitted and promulgate rules for archery activities on public lands consistent with those discussed herein;
3. Approve the development of a new license and operating agreement with the Pasadena Roving Archers (PRA) using the deal points contained in this report; and
4. Approve a correction of language in the Lower Arroyo Master Plan (LAMP) to remove references to the number of targets in the southern archery range.

RECOMMENDATION OF THE RECREATION AND PARKS COMMISSION:

On May 21, 2013, the Recreation and Parks Commission considered the Department of Public Works recommendation to divide the archery range into two areas with different designated uses. The area which includes existing targets 1-19 was proposed as a full-time archery range that would be available for archery activity during park hours. A second area, containing existing targets 20-28, was proposed to be available for archery activity on Sundays from 8 a.m. until 1 p.m. and passive recreational activities at all other times. The proposal also included a provision for indoor archery activities at the Rosemont Pavilion. The Commission voted unanimously not to support the Department of Public Works recommendation as presented by staff and recommend that the City Council ensure that

public access to the southern archery range continues and direct staff to work with the PRA to reach an agreement that would include the following as key elements:

1. Maintain use of the entire existing southern archery range for archery purposes;
2. Install and maintain hard barriers (consisting of rocks and natural plantings) to prevent access to the archery range for uses other than archery;
3. Permanent signage should be developed and installed;
4. Eliminate proposed requirement for a photo credential;
5. Safety training and on-site monitoring should be provided;
6. Analyze project adequately for any environmental impacts; and
7. Implement additional safety measures consistent with the Pasadena Police Department recommendations to ensure safety of the archery range when not being operated by the Pasadena Roving Archers.

RECOMMENDATION OF THE DESIGN COMMISSION:

On June 24, 2013, the Design Commission reviewed design concepts for archery related signage, natural barriers and target enclosures. The Design Commission requested additional information to allow for a more detailed review of these project elements. Additional information about the design of signage and natural barriers will be presented to the Design Commission subsequent to the City Council's action.

EXECUTIVE SUMMARY:

The City has developed a proposal to enhance safety within the area of the Lower Arroyo Seco between the Colorado and La Loma Street bridges which has been used for archery for many years. Following the expiration of the purchase order use agreement with the PRA covering Fiscal Year 2010, safety concerns pertaining to mixed use of the archery range were raised. Since that time staff has been working to enhance the safety of the area and develop an agreement with PRA which contains stronger safety and operational provisions. Items related to the use of this section of parkland and the City's agreement with the PRA have been presented to the Recreation and Parks Commission on multiple occasions, reviewed by an ad hoc subcommittee developed to assess this specific issue and elicited considerable public input.

The proposal submitted for City Council consideration seeks to: 1) Maintain archery as the only permitted activity within the boundaries of the southern archery range and 2) Establish deal points to be used in the development of a new license and operating agreement with the PRA. The proposal involves the implementation of specific components of the LAMP and is consistent with the recommendations of the Pasadena Police Department and City's Risk Management Division. Implementation of the proposal would require an amendment to the Pasadena Municipal Code (PMC) to authorize the City Manager, in consultation with appropriate departments, to identify areas where archery is permitted and develop or revise regulations for use of such areas.

BACKGROUND:

The Lower Arroyo Seco Archery Range is located on the west side of the Los Angeles County flood control basin between the La Loma Street and Colorado Street bridges. The range is a public facility included in the LAMP, adopted by City Council in 2003 and is divided into northern and southern sections, each with different permitted uses. The PRA utilizes both sections of the range for organized archery activities pursuant to a City-approved use schedule. The southern range is currently open to the public outside of times reserved for PRA use.

The City has reviewed the use of this area to enhance safety and assess the appropriate use of this portion of the Lower Arroyo. Items related to the use of this park area and the City's agreement with the PRA have been presented to the Recreation and Parks Commission on multiple occasions, reviewed by an ad hoc subcommittee developed to assess this specific issue and elicited considerable public input. The item was most recently presented to the Recreation and Parks Commission on May 21, 2013.

The report presented to the Recreation and Parks Commission on May 21, 2013 (Attachment A) included a proposal to divide the southern range into two areas. That proposal sought to maximize use of this portion of the Lower Arroyo by allowing non-archery uses of the southern-most portion of the range. The area which encompasses existing targets 1-19 was proposed as a full-time archery area, wherein non-archery activities would be prohibited. A second area, where existing targets 20-28 are located, was proposed for archery use on Sundays from 8:00 a.m. until 1:00 p.m. for PRA-sponsored activities. Under this proposal, this second area would be open and available for passive recreational activities at all other times. The proposal also included a provision for indoor archery activities at the Rosemont Pavilion for six months of the year.

Based on feedback from the Recreation and Parks Commission and to maximize safety, the proposal has been revised to disallow dual use of the subject area. The current proposal is consistent with the recommendations of the Pasadena Police Department and Risk Management Division, both of which sought to minimize risk and maximize safety.

Changes in Use

The northern and southern ranges are divided by the site of the former archery clubhouse building. This facility, which was destroyed by a fire in the spring of 2002, was located north of the pedestrian bridge that leads from the parking lot to the west side of the Arroyo Seco. The current proposal, illustrated by attachment B, calls for the continued use of the southern range for archery activities and proposes a prohibition of all other uses in that area.

An unofficial path which bisects the archery shooting lanes garnered significant public comment and served as a main point of discussion. In addition to the Westside perimeter trail and hiking trail adjacent to the eastern boundary of the archery range, this unofficial path, noted by the magenta line on Attachment B, has been used to travel through this section of the Lower Arroyo. The path consists of approximately 1,630 linear feet and is not included in the 131,649 linear feet of established City trails within the Arroyo Seco. Under the current proposal, this path would be eliminated to discourage unauthorized use of this area.

Use of all range areas will require that archers prominently display City-issued credentials, reflecting completion of a PRA-provided safety training class or competency exam. Archers will be required to immediately produce photo identification upon the request of a Police Officer, Park Safety Specialist, Park Ranger or other city official with enforcement powers. The City will issue credentials no less than 15 calendar days after completion of the safety training class or competency exam. Credentials shall be valid for a period of three years. Renewal will be contingent upon successful completion of the safety training class or competency exam.

Park Safety Specialists and Park Rangers will provide periodic patrols of all archery range areas and will have citation authority. Persons not displaying credentials while using the range and those violating range rules will be subject to citation. Penalties for violations of established range rules will be subject to PMC 1.24. Experienced, visiting archers participating in PRA tournaments and students, under the supervision of instructors certified by USA Archery or other nationally recognized archery organizations, will be exempt from this requirement.

Southern Range

The entirety of the southern archery range will continue to be available for archery activity during open park hours (dawn to dusk). This range will be designated as a full-time archery area and used exclusively for that purpose. The area shall be permitted to the PRA during dates and times listed on a bi-annual use schedule approved by the City and available for public archery use by individuals displaying required credentials at all other times. Organized activities not constituting PRA-sponsored events shall be subject to City permit or separate agreement. Persons seeking to offer instruction shall be certified by USA Archery or other nationally recognized archery organization.

The proposal includes a realignment of approximately 150 linear feet of the hiking trail on the eastern border of the range, as illustrated by the yellow line on Attachment B. This realignment is necessary to allow target 15, which was removed from use after a land survey, determined that it was situated on private property, to be located on public property and accommodate regulation-shooting distances. City will review realignment options with PRA to maximize safety and, as can be reasonably accommodated, desired target configurations. Reconfiguration of the southern range would also include the relocation of three bow hangers to the west side of the hiking trail. The unofficial path which bisects the shooting lanes will be removed.

All targets will be located on public property and situated to enhance safety and minimize encroachment onto private property.

Signage and Natural Barriers

Sections of the LAMP that pertain to the archery range call for the development of permanent signage and natural barriers. The Arroyo Seco Design Guidelines (ASDG) state that permanent physical barriers and signage, which are intended to improve safety by keeping archery and non-archery uses separated, shall be reviewed by the Design Commission. Staff will present additional information about the design of these project elements to the Design Commission subsequent to the City Council's action on the larger proposal. Habitat

restoration which will allow for the development of natural barriers and the development of an Arroyo Seco signage program are current Capital Improvement Program projects.

Permanent signage will be used to inform the public of the existence of this full-time archery area and advise park users of regulations associated with this area. The proposal includes three sign types: directional, regulatory and a map of the range. Examples of directional and regulatory signage are provided as attachments C and D. This proposal seeks to formalize directional signs that were installed as a temporary measure to notify all park users of the archery range boundary. These signs are mounted on wood posts along the western edge of the hiking trail that borders the full time archery range. Regulatory signs would be located at entry points to the southern range. The final sign type would be a map of the range which would be centrally located, in the area between the pedestrian bridge and archery practice area.

A natural barrier consisting of boulders and plantings will be located along the edge of the southern archery range and will provide a consistent barrier between archery and other park uses. The barrier will be comprised of Arroyo stones and/or boulders and appropriate native plantings as described in the LAMP, ASDG, and Arroyo Seco Public Lands Ordinance. Attachment E represents an exhibit from page 4-11 of the LAMP which contains a cross section of the approved barrier type, also known as a landscape buffer, between the archery range and hiking trail.

Northern Range

The LAMP states that the targets in the northern range will be removed, the number of shooting lanes will be reduced and that this range will be authorized for no more than 13 uses per year. This range is only used in connection with PRA scheduled events and when in use consists of 14 temporary targets. When authorized for PRA use, PRA will be required to provide an on-site monitor and temporary signage.

Correction to Language in the LAMP

Discussions about the configuration and use of the southern archery range have highlighted confusion regarding the number of allowable targets in the southern range. Page 4-9 of the LAMP states that the layout of the southern range shall remain the same and references 14 as the number of targets in the southern range.

The reference to 14 targets describes the number of targets studied for the northern range and its inclusion within the section related to the southern range appears to have been made in error. Section 2.3.4.6.2 of the Arroyo Seco Master Plan Master Environmental Impact Report (MEIR) references 14 targets in the northern range. The MEIR indicates that the southern range shall consist of the same elements as the northern range but does not specify the number of targets.

During the June 2, 2003 City Council meeting, a memorandum from the City Manager regarding a reduction in the space and use of the northern archery range, and map of the northern and southern archery ranges was distributed (Attachment F). The map attached to the memorandum, which includes 28 targets in the southern archery range, represents the map that was attached to prior agreements between the City and PRA, and represents the existing condition at the time the LAMP was adopted. Additionally, aerial photographs from

2003 and 2011 (Attachment G) demonstrate that the configuration of the southern archery range has not substantively changed since the adoption of the LAMP.

For these reasons and based on the recollection of staff members involved in the development of the LAMP, it is believed the reference to 14 targets was intended to describe the reduction in targets at the northern range and was erroneously listed as the number of targets in the southern range. It is therefore recommended that the number "14" be deleted from references to the southern range found in the LAMP.

Deal Points for License and Operating Agreement with PRA

The deal points listed below are proposed for use in an agreement between the City and PRA. The agreement term is proposed as a one-year agreement with four one-year renewable options at the discretion of the City Manager. The agreement shall govern PRA-sponsored activities in the Lower Arroyo archery range. Private, commercial or other organized activities not covered by this agreement are subject to separate permits or fee agreements.

An assessment of the effectiveness of the new agreement will be presented to the Recreation and Parks Commission approximately six months after the agreement is executed.

Agreement Deal Points

1. Revenue Basis and Calculation

PRA shall pay to the City a portion of revenues collected pursuant to membership, tournaments, instructional classes (other than safety training classes) and other archery activities conducted by PRA. Revenue provided to the City will be determined on a quarterly basis. If 66% or more of the PRA membership live, work or attend school in Pasadena (PUSD schools), revenue shall be allocated: 70% to PRA and 30% to the City. If less than 66% of PRA membership live, work or attend school in Pasadena (PUSD schools), revenue shall be allocated: 60% to PRA and 40% to City. Payment will be due within 30 days of the end of each quarter.

2. Maintenance Allowance

A maintenance allowance for the costs associated with the purchase and refurbishment of bales in the southern range, not to exceed \$2,000 annually, may be deducted from the total revenues.

3. Provision of Documents

Upon execution of the agreement and thereafter as indicated below, PRA will provide the following documents to the City:

- a. PRA membership roster (including youth/adult designation, names, addresses, zip codes and (if not a Pasadena resident) whether the member works in Pasadena or attends a PUSD school. This document shall be provided quarterly.
- b. Participant activity reports. Such reports shall include the demographic information listed in 3.a. for individuals participating in PRA activities and will be provided on a quarterly basis.

- c. List of user fees charged for activities described in deal point 1. This shall be provided annually or more frequently if mid-year changes are proposed.
- d. Financial reports including all revenues and expenses received or incurred as a result of use of the range. This information will be provided quarterly.
- e. Archery range safety inspection certifications and/or other safety reports and PRA rules governing member use of the archery area. This information shall be provided on an annual basis. The City shall have a representative present during any range inspection or safety review conducted by the NFAA or other archery organization.
- f. Bi-annual use schedule for PRA-sponsored activities in the southern and northern ranges. This information will be provided prior to January 1 and July 1 of each year.

4. Safety Training Class

PRA shall provide a class on range safety and basic archery instruction ("safety training class") to all interested parties. This class will be offered not less than weekly (weather permitting).

5. Safety Training Class Exemptions

Archers with exceptional experience may forgo the safety training class by successfully completing a competency examination. PRA will be responsible for administering such examination.

6. Credential Issuance

PRA will provide the City with a list of the names of persons completing the safety training class (or examination) not less than 2 working days after completion. The City will be responsible for issuing archery range credentials within 15 days of notification from PRA

7. Storage Container

PRA will downsize or remove the storage container located adjacent to the practice area upon execution of the agreement and identification of a reasonable alternate storage location(s) by the City.

8. Vehicular Restriction

Vehicular access to the west side of the flood control channel will be limited to maintenance activities. To facilitate equipment loading, unloading and event coordination, one parking space in the Lower Arroyo parking lot will be designated for PRA use.

9. Insurance

Provide liability insurance naming the City as additional insured for an amount not less than \$1,000,000 combined single limit per occurrence for all PRA-sponsored activities on City lands. With respect to properties where there is a reasonable expectation of encroachment during authorized and appropriate archery activities, PRA shall include as additional insured abutting property owners with respect to PRA's liability arising from PRA events, activities, and programs. Expectation of encroachment shall be determined by the distance and topography of land between the target location and adjacent private property. City retains the right to close any or all shooting lanes should it determine at its sole discretion that the use of such lane or lanes poses a hazard to the general public or adjacent property owners..

10. Target Maintenance

PRA shall be responsible for the maintenance of all permanent targets, bales and other archery facilities.

11. Temporary Targets

PRA shall be responsible for the installation and removal of all temporary targets. Temporary targets used in the Lower Arroyo archery range shall be removed after each authorized use.

12. Monitor

PRA shall provide an on-site monitor for all PRA-sponsored activities. Monitors shall be required to have visible identification denoting their role, ensure that range rules are observed and report violations to the Pasadena Police Department. PRA shall be required to hire a Pasadena Police Department officer for "invitational" tournaments. These tournaments involve experienced PRA and non-PRA archers and represent the tournaments with the largest number of participants.

13. Instruction

All instructors used in the performance of PRA classes and training activities shall be certified by USA Archery or another nationally recognized archery organization. Instructional classes shall conform to an instructor to student ratio of no greater than 1:10 for beginner classes and 1:15 for intermediate classes.

14. Liability Waiver

PRA will be responsible for ensuring that individuals participating in PRA authorized activities complete and sign a document releasing the City from liability arising out of the performance of archery activity.

15. Marketing and Outreach

PRA will be responsible for actively marketing its programs to the Pasadena community and providing information about the sport of archery to the general public.

Northern Range

1. Authorized Use

Available for PRA-sponsored activities no more than 13 Sundays per year according to City approved use schedules.

2. Notification of Use

Dates of use will be posted on-site and online.

3. Targets

Only temporary targets, to be removed after each use, are permitted.

4. Temporary Signage

PRA shall install temporary signage as approved by the City, prior to Sunday use.

Southern Range

1. Authorized Use

Available for PRA-sponsored activities according to a City approved use schedule.

2. Sighting-In Target

One temporary "sighting in" target located north of target #1 shall be available for use on Sundays only. This target will be removed after each Sunday use.

City Review

The proposal incorporates feedback from various City Departments including Pasadena Police, City Attorney, Human Services and Recreation and Risk Management Division. The recommendations contained in the proposal are consistent with the recommendations and comments received from those Departments.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goals to 1) Improve, maintain and enhance public facilities and infrastructure and 2) Ensure public safety. The proposal requires the implementation of projects within the Lower Arroyo Seco Master Plan.

ENVIRONMENTAL ANALYSIS:

The Pasadena Arroyo Parks and Recreation District, which includes the Central and Lower Arroyo Seco, is listed in the National Register of Historic Places. The Lower Arroyo Seco contributed to the historical significance of the area as a result of its historic use for recreation. The configuration of the archery range is not identified as a contributing element. In any event, the configuration will not change under this proposal, and instead the informal path will be removed to return the overall Archery range to its intended configuration. Therefore, the projects described herein will not cause a substantial adverse change to the historic significance of this area and are exempt from further environmental review pursuant to the State CEQA Guidelines, as follows:

- The minor alteration of the archery range is exempt pursuant to State CEQA Guidelines Section 15301. That section exempts minor maintenance, repair and alterations of existing public structures involving negligible or no expansion of the use. The minor alteration described herein returns the trail system to its intended configuration by removing an informal path through the range, maintains the general area as an archery range, and does not expand the trail system, number of targets or substantially expand the area to be used for archery.
- The new agreement with the Pasadena Roving Archers is exempt pursuant to State CEQA Guidelines Section 15301. That section exempts the licensing and minor alteration of existing public structures involving negligible or no expansion of the use. The new agreement does not expand the area that is already being used by the Archers.

- The proposed amendment to the PMC, rules for archery activities, and correction of the language in the LAMP are exempt pursuant to State CEQA Guidelines Section 15061 (b)(3). This text correction is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This correction does not increase the number of allowable targets beyond what currently exists, and indeed makes clear that the current level of use is authorized.

FISCAL IMPACT:

The City received \$3,976 from the Pasadena Roving Archers as General Fund Revenue in calendar year 2012. This sum represents 35% of the membership fees collected during 2012. Based on the revenue arrangement proposed in the deal points contained herein, it is anticipated that the execution of this agreement will result in annual revenues of approximately \$10,000 from the Pasadena Roving Archers. These funds would be deposited as General Fund Revenue in account number 6627-101-765300.

Respectfully submitted,



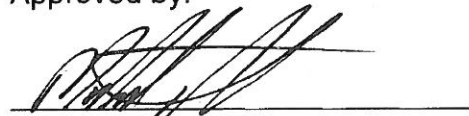
SIOBHAN FOSTER
Director of Public Works

Prepared by:



Charles Peretz
Public Works Administrator

Approved by:



MICHAEL J. BECK
City Manager

- Attachment A – May 21, 2013 Report to Recreation and Parks Commission
- Attachment B – Lower Arroyo Seco Archery Range Exhibit
- Attachment C – Sample of Archery Directional Sign
- Attachment D – Sample of Archery Regulatory Sign
- Attachment E – Natural Barrier Exhibit from LAMP
- Attachment F – City Manager Memorandum dated June 2, 2003
- Attachment G – Aerial Photographs of the Lower Arroyo Archery Range

ATTACHMENT B

**Additional Information Requested by the
City Council on September 16, 2013**

(9 pages)

ADDITIONAL INFORMATION REQUESTED BY THE CITY COUNCIL

1. Data Regarding the Number of Users in the Subject Area

Beginning September 30 and concluding on October 13, a consultant that specializes in traffic data collection services compiled data pertaining to the use of three areas in the Lower Arroyo: Westside Multi-use Trail (which runs along the Flood Control Channel), Hiking Trail adjacent to the boarder of the archery range and the Southern Archery Range (data includes archery and non-archery activity). Data was collected in 15 minutes intervals during 9 one-half day observations which included 3 weekday mornings (7:00 a.m. until 1:00 p.m.), 2 weekday afternoons (1:00 p.m. until 6:30 p.m. and 1:00 p.m. until 6:00 p.m. respectively) and 4 weekend half-days, which together cover the time period of 7:00 a.m. until 6:30 p.m. The data from this survey is included as Attachment G.

2. PRA Membership List and Participant Information

In follow up to prior verbal requests, on September 30, 2013 the City formally requested the current PRA membership list and list of individuals that participated in PRA programs since the start of the calendar year. In response to that request, on October 17, 2103, PRA provided copies of "PRA – Archery Class Logbook" documents. Each logbook contains participant registration data for an individual or individuals that participated in instructional classes offered by PRA between January 1 and August 31, 2013. The Logbook document affords each participant the opportunity to indicate whether they live, work or attend (or have a child that attends) school in Pasadena, Sierra Madre or Altadena. The City tabulated data for 5,203 participants and found that 1,217, approximately 23.4%, of those participants live or work in Pasadena or attend school in Pasadena, Sierra Madre or Altadena. On October 29, 2013 the City requested a membership list with only the names and zip codes of PRA members. On February 3, 2014 PRA submitted a membership roster. This roster provides a listing of the last name of all members, the type of membership and zip code associated with members' place of residence. Forty-five of the 264 family names provided, approximately 17%, have zip codes associated with property within the City of Pasadena (91101-91109). The membership roster did not include information about the number of members that work in Pasadena or attend school in the PUSD.

3. Consider Ways to Mitigate Parking Issues and Account for Growth of Archery Activity

Due to the popularity of various activities in the Lower Arroyo, the Lower Arroyo parking lot commonly fills up during weekend use and is regularly filled when large events are held. When parking lot capacity is met, visitors commonly park on streets in the neighborhood adjacent to the parking lot. To mitigate this issue, the deal point for an agreement with PRA require that materials which market PRA activities include information about offsite parking and carpooling and note that offsite parking/carpooling is encouraged for all archery events and is especially important for PRA invitational tournaments.

To account for the growth in archery use, the City will continue to investigate alternate locations that may be suitable for archery activity. Use of the Rosemont Pavilion (for a maximum of 6 months annually) was included in the recommendation presented to Recreation and Parks Commission on May 21, 2013. The City will continue to assess the amount of time available for use within facilities such as gymnasiums within community centers and joint use school sites or other lands available for recreational use by City user groups. Further, the City continues to review the potential use of the "B" range at Eaton Canyon. The City obtained a grant from the Department of Toxic and Substance Control (DTSC) to conduct an assessment of the "B" range's site conditions and subsequently included a project which involves the remediation of soil contamination at the B range in the FY 2015-FY 2019 Capital Improvement Program. The assessment has been completed and the City is now working with DTSC to develop a plan for work that would be needed to render the site suitable for future use.

4. Compare Agreement Language for Consistency with Other Sports Providers

The City authorizes sports groups to utilize public lands in a variety of ways. Typically these include the issuance of facility and use permits (e.g. Little League group), using independent contract class instructors (e.g. martial arts class offered by the City), entering into professional service agreements (e.g. Instructional tennis program using city courts) and license agreements with non-profit clubs using public facilities (e.g. Casting Club and Lawn Bowlers).

The City's relationship with PRA has most recently been handled via a license agreement and is comparable to the type of relationship the City has with the Pasadena Casting Club and Pasadena Lawn Bowling Club. Unlike professional service agreements or independent contract classes, instruction and supervision of Club activities are performed by Club volunteers and fees collected pursuant to PRA activities are primarily used to support maintenance of the public range and associated archery facilities, the Club's operating expenses and a capital fund for large improvements (e.g. a Clubhouse). For these reasons, the City is proposing to use a license agreement to administer PRA's use of the archery range. The agreement model

developed for PRA is intended to be used with the Pasadena Casting and Pasadena Lawn Bowling clubs.

5. Information about the Future of the Clubhouse

The LAMP allows for the construction of a new Roving Archers' Clubhouse. The plan indicates that the facility should contain 1,000 square feet for club activities and 600 square feet for storage. This project is presently listed as an unfunded future Capital project. In 2010, a proposal for a new Clubhouse was submitted by PRA. The City conducted an informal review and provided suggested changes to the proposed design concept. Given the uncertainty of the future of archery in this area, PRA has advised that it not prepared to submit a new proposal at this time. If an alternate location for weekday archery is identified, the City would work with PRA to determine the most appropriate location for a Clubhouse.

6. Ensure Strict Enforcement of Rules and Provide More Information About Remedies and Enforcement of Violations

Signage included in the proposal is intended to educate the public about permitted and prohibited activities in this area. In addition to requiring monitors during PRA authorized activities, the City proposal requires a PPD officer (at PRA expense) for all invitational tournaments. Additionally, Police Officers, Park Safety Specialists, Park Rangers and other city officials with enforcement powers will provide periodic patrols of archery range areas and will have citation authority. Persons violating range rules will be subject to citation. Penalties for violations of established range rules will be subject to PMC 1.24. The level of penalty administered will depend on the type of violation and will be subject to the discretion of the enforcement official. PMC 1.24 allows violations to be treated as infractions, misdemeanors or felonies.

7. Explain Requirements for Monitors and Explore Concept of a Range Master

Monitors used during PRA instructional activities must be USA Archery certified instructors. During tournament activity, monitors may be certified instructors, Club officers or experienced archers designated by a Club officer. In all cases, monitors will have completed the safety training program, be familiar with range operations and wear clothing that allows all park users to identify these individuals as range monitors.

The Lower Arroyo is open from dawn until dusk. As noted above, the current proposal includes periodic monitoring of activities in the subject area and on site monitors (and PPD officers for specific events) during days and times of PRA events (which represent the periods of greatest archery use). If it is determined that a paid Range Master that is

unaffiliated PRA is necessary during scheduled and unscheduled use of the range, revenue collected from the City's portion of PRA activities and other City funds could be used to fund such a position.

8. Address Issues Noted in Letter Dated September 16, 2013 from Mr. Christopher Sutton

The City received several public comments on the September 16, 2013 staff report. Based on the City Council's request, the Department of Public Works has conferred with the City Attorney's Office in addressing a letter (Attachment O) submitted by Attorney Christopher Sutton on behalf of the Lower Arroyo Protection Association (LAPA). The following discussion responds to LAPA comments.

CEQA

In large part, LAPA's letter is a comment on the use of exemptions under CEQA. LAPA calls for the drafting of an initial study as the starting point for CEQA analysis. The first step in CEQA compliance is not preparation of an initial study, but is rather the following three-step process.

First, a lead agency (here, the City) must determine whether the proposed action is a "project," that is, an activity which may cause either a "direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (State CEQA Guidelines Section 15378.) The City determined the actions proposed herein are a "project."

Second, the lead agency must consider whether the project is exempt from compliance with CEQA under either a statutory exemption or a categorical exemption. A categorically exempt project is one that has been determined "not to have a significant effect on the environment," and therefore is not subject to further environmental review. (State CEQA Guidelines Section 15300.) If the project is not exempt, the agency must undertake the third step, which is to determine whether the project may have a significant effect on the environment.

Only at this third step is an initial study required, as the initial study will guide a lead agency's determination of whether the project will not have such an effect (and therefore a negative declaration or mitigated negative declaration is appropriate), or whether it will have such an effect (and therefore an EIR is required).

LAPA may be confusing the impacts of the project with existing baseline. Under CEQA, the impacts to be analyzed are those that are added to the existing baseline. There is

no requirement under CEQA to address the effects of ongoing actions, even if they are illegal or harmful. Instead, those ongoing actions may be addressed through other laws or enforcement actions. Accordingly, the three step analysis discussed above starts with the incremental effect added by the actions proposed herein to that which is already existing. As discussed in the previous staff report, those incremental effects do not have the potential for significant environmental effects.

LAPA lists 12 points which it contends will be the potential environmental effects of the actions described herein. Grouping the comments into categories, the three primary points raised are: (1) the actions proposed herein will intensify the use such that there will be environmental effects arising from overcrowded parking in neighborhoods and at Rosemont Pavilion, increased lead arrows in the watershed, human intrusion resulting in trampled vegetation and trash, safety conflicts, and overuse of the Arroyo in general; (2) increased burden on City resources, particularly without requiring adequate payment for services; (3) there will be impacts from the physical changes proposed from plantings/re-plantings, "hundreds" of signs, postings, barriers, and changing trails.

First, the actions proposed herein do not intensify the use to such an extent that these effects will rise to a level of potentially significant under CEQA. For example, the proposal presented to the City Council on September 16, 2013, pertained to the removal of a path that is not part of the City's trail system, a minor alteration to an existing trail, the relocation of targets onto public property and the formalization of an agreement with the Pasadena Roving Archers. None of these proposed actions would have a significant impact on existing environmental conditions, and none of them intensify the use. In response to the claim that the proposal would increase the use of poisonous lead tipped arrows, the City communicated with PRA about the types of arrows used at the Lower Arroyo range and consulted local and national archery suppliers regarding the production of such equipment. PRA reports that its members do not use lead tipped and that it is not familiar with the use of such equipment in the Lower Arroyo range or other archery ranges. The archery suppliers contacted by the City were not familiar with the production of lead tipped arrows and indicated that material would not be appropriate as it is too soft.

Second, City services will not be drained or otherwise suffer from the actions proposed herein. CEQA is not concerned with economic effects unless those effects will have secondary environmental impacts. There is no evidence that this will occur here. In any event, any additional resources devoted to the oversight and control of this area will represent an enhancement to the baseline condition. The comment raised about adequate payment for services will be evaluated as part of the larger proposal.

Finally, the physical work discussed herein is relatively minor in scope and is planned to be done in such a way that it will be sensitive to the area and will not cause potentially significant impacts. This portion of the proposal pertains primarily to the development of a natural landscape buffer/barrier and installation of signage, both of which are included in the LAMP. As noted in the staff report, the natural barrier will consist of Arroyo stones and native plantings that are consistent with the LAMP, Arroyo Seco Design Guidelines and Arroyo Seco Public Lands Ordinance. The signage portion of the project does not involve hundreds of signs as is suggested in the letter from LAPA. It is anticipated that the City would install a handful of regulatory signs proximate to the entrances to the archery range area and a small number of additional directional signs (matching those that currently exist).

Accordingly, the environmental effects discussed herein, when measured against the existing baseline, do not have the potential for a significant effect. Therefore, the use of categorical exemptions is appropriate.

Other Laws

LAPA incorrectly asserts that the City Charter, Article XVI (Park Preservation) prohibits the type of agreement provided herein. Article XVI does not address such agreements, and in its entirety provides:

Section 1601. USE AND DISPOSITION OF PARK PROPERTY.

All dedicated park land owned by the City shall be used only for park and recreational purposes, and shall not be sold, transferred or used for other purposes, except upon the approval of a majority of the voters at an election held for such purpose. The city Council shall adopt by ordinance regulations to preserve and protect such dedicated park land. For purposes of this Charter, "dedicated park land" means property now owned or hereafter acquired which has been dedicated by ordinance and used for park and recreation use.

Nothing in this Article shall supercede the provisions of Article XIV of this Charter, nor shall it prohibit or preclude the transfer between the funds or the general fund of real property paid for out of the Water or Light and Power Funds of City without a vote of the people, so long as the use is compatible with park and recreation use in the discretion of the City Council.

As used in this Article, "park and recreation use" means and includes active recreation uses such as organized and leisure athletic and sports activity and unorganized play; cultural activities such as plays, concerts, festivals, exhibitions and shows; passive recreational activities such as picnics and public gatherings; the use of existing structures by community organizations; commercial activities incidental to park and recreational activities such as the sale of food and beverages; and parking.

Section 1602. STREETS—OPENING AND WIDENING.

The City Council may, without a vote of the people, authorize by resolution the opening and widening of streets or the installation of public utilities or sanitary sewers through dedicated park land by the City. After notice and hearing and upon a finding that the public interest requires such action, said resolution shall be adopted by vote of not less than 2/3rds of the members of the City Council. The City Council may impose terms and conditions upon the authorization consistent with this Article.

Section 1603. PRESERVATION OF PARK PROPERTY.

When dedicated park land is sold or its use changed pursuant to the provisions of Section 1601, land of comparable area or value in the same region of the City shall be acquired or dedicated for park purposes, unless otherwise approved by the voters at said election. If replacement is impractical, the market value of such land shall be placed in a "Park Acquisition Fund" for park acquisition or development as the City Council may determine.

LAPA could be claiming that the Pasadena Municipal Code, in the "Arroyo Seco Public Lands Ordinance" (PMC Chapter 3.32), prohibits such an agreement, but is mistaken. The Arroyo Seco Public Lands Ordinance provides in part, "No portion of lands within the Arroyo Seco shall be used for any commercial, industrial or institutional purposes other than those which existed at the effective date of the ordinance codified in this chapter." (Section 3.32.060.C.) The effective date thereof was in 1990, and the use of the Lower Arroyo by the PRA substantially predates that time. Accordingly, if this section of the Municipal Code were applicable, it would not impact the PRA use. Finally, the PRA use discussed herein would not ban other users, but instead seeks to regulate uses such that they are compatible and safe for all.

LAPA further claims that the Lower Arroyo Seco Master Plan prohibits exclusive use of any part of the Lower Arroyo. The proposal presented at the September 16, 2013 City Council meeting did not seek to provide exclusive use to a specific park user. The proposal intended to identify the area for a specific use, much like the casting pond (another facility in the Lower Arroyo) and tennis courts throughout the City are identified for specific uses.

Finally, LAPA claims that federal laws prohibit poisonous lead arrow tips and increased human waste and litter into a watershed. LAPA has not presented evidence that there will be increased human waste and litter in the Arroyo, but instead simply makes the assertion. The City does, and will continue, to provide adequate restroom and trash facilities for the area. LAPA has further not provided a basis for the claim that poison arrows will be used in the Lower Arroyo, particularly under the circumstances where no

game is being hunted. To address this concern, however, the City could ban the use of any poisonous or explosive pods on arrows discharged within the Arroyo.

9. Address Issue of Safety to Adjacent Properties

The proposed safety training and credentialing program, regulatory signage and enforcement seek to enhance safety conditions within and adjacent to the archery range. Onsite supervision during periods of greatest use and ongoing monitoring during off-peak hours seek to prohibit rule violations which would impact the safety of adjacent residences. This is accomplished by having onsite monitors during PRA events, a PPD officer onsite during invitational tournaments and periodic patrols by Police Officers, Park Safety Specialists, Park Rangers and other city officials with enforcement powers. Incidents which create unsafe situations on adjacent properties should be immediately reported to the PPD so that an assessment of the situation may be conducted and an appropriate remedy identified if needed.

10. Evaluate Fees Collected and the Revenue Benefit to City

The City uses a cost recovery model to determine the amount of revenue to be collected from independent contract class and professional service providers. It does not appear appropriate to use this model with non-profit Clubs which have previously been granted license agreements to use use-specific public areas.

In calendar year 2013, the City received \$3,952 as revenue from the PRA. This amount represents 35% of membership fees collected during that period. The proposal seeks to broaden the basis of revenue to include all classes, tournaments, and other activities in addition to membership fees. The City will work with the PRA to establish membership and program fees that are consistent with fees charged for similar archery programs. The anticipated increase in fees, coupled with proposed changes in the revenue basis and method of calculation will result in an increase in the amount of annual revenues provided to the City. In addition to providing revenue to the City, PRA is responsible for maintaining all archery facilities, performing weed removal in shooting lanes and providing equipment and instruction to members of the public interested in archery.

Two other 28-target field ranges located on municipal lands in the region are administered similarly. These include agreements between the City of Los Angeles and the Verdugo Hills Archers, and the County of Ventura and the Canejo Valley Archers. Unlike the situation in the Lower Arroyo, both agreements afford the clubs exclusive use of the subject areas at all times. The ranges are fenced and allow for archery use only. Both clubs have maintenance responsibilities for the land and facilities located on the

range. The agreement between the Verdugo Hills Archers and the City of Los Angeles does not require that the archers remit any fee for the use of the land. The terms of the agreement between the County of Ventura and the Canejo Valley Archers includes a monthly payment of \$225.

11. Evaluate Different Options for Utilizing the Subject Area

During the review of this issue various land use and operational models have been evaluated. Attachments F and M provide matrixes listing various options considered throughout this process.

ATTACHMENT C

**November 1, 2011 Recreation and Parks
Commission Staff Report**

(6 pages)



DEPARTMENT OF PUBLIC WORKS

DATE: NOVEMBER 1, 2011
TO: RECREATION AND PARKS COMMISSION
FROM: CHARLES PERETZ, ACTING ADMINISTRATOR
SUBJECT: RECOMMENDATION ON THE USE OF THE ARCHERY RANGE IN THE LOWER ARROYO SECO AND DEAL POINTS FOR A NEW AGREEMENT WITH THE PASADENA ROVING ARCHERS

RECOMMENDATION:

It is recommended that the Recreation and Parks Commission support the following recommendations to the City Council:

1. Approve the deal points contained in this report to develop a new agreement with the Pasadena Roving Archers (PRA);
2. Correct language in the Lower Arroyo Master Plan to remove all references to 14 targets in the southern archery range and replace with up to 28 targets;
3. Establish Monday through Friday between noon and 6 p.m. (or dusk if earlier) unless reserved for organized archery use by City permit or agreement, as the days and times that the southern archery range is available for use by members of the public for archery purposes only;
4. Amend the Pasadena Municipal Code (PMC) to require that all persons wishing to use the archery range must complete a city approved safety and certification training course and display an identification badge received after completing this course; and
5. Amend the PMC to prohibit archery activity other than at times established for public archery use and authorized by permit or agreement and permit passive recreational use of the subject area when archery activity is prohibited.

BACKGROUND:

Last year the City was advised that the use of a portion of the Lower Arroyo Seco between the Colorado St Bridge and the La Loma St Bridge by both archers and passive recreational users had created potential safety issues. In the Fall of 2010, staff met with PRA members and passive recreation users. Since January 2011, items related to the use of this area and the City's agreement with the PRA, have been discussed by the Recreation and Parks Commission on a number of occasions.

At the February 1, 2011 Recreation and Parks Commission meeting, the commission created a nine-member ad hoc subcommittee (comprised of three commissioners, three members of the PRA and three park users interested in passive recreational uses in the Lower Arroyo) to provide users of this area the opportunity to meet and discuss issues pertaining to the area's use. The subcommittee held its first two meetings on March 25 and 29 and a verbal report of those meetings was shared with the Recreation and Parks Commission at its regular meeting in April.

Staff presented deal points for the agreement between the City and PRA at the Recreation and Parks Commission meeting of May 17, 2011. At that time, the commission expressed the desire to review recommendations pertaining to the concept of shared use and the general public's use of the area for unorganized archery activities before taking action on the proposed deal points. Subsequent to that meeting, the Lower Arroyo ad hoc subcommittee met on June 29 and August 24. These meetings were coordinated by a meeting facilitator hired by the City. A summary of those meetings and the recommendations created through that process is attached (Attachment A). Subsequently, the subcommittee met on October 27 to discuss the possibility for joint use of the archery ranges. While no vote was taken at this meeting, three joint use proposals were discussed: 1) Use plantings at key locations which would act as a physical obstacle, cause people to be aware of their surroundings and allow for simultaneous archery and passive recreational use of the area, 2) Targets 1 through 19 be available for archery activity when the park is open and targets 20 through 28 be used only for PRA events and 3) The archery range be open only at times when PRA members can provide supervision.

As part of staff's review of this issue, and consistent with PMC 9.76.020 and City Ordinance (4309 § 2, 1953), the Police Department was asked to review, evaluate and, if appropriate, set conditions for archery use in the designated area. The Police Department findings, provided in the attached memorandum (Attachment B), concluded that archery activity may continue subject to specific conditions. The most significant of these conditions is that simultaneous use of the area for archery and other passive recreation be prohibited.

Additionally, to obtain accurate information about the location of all archery facilities, the city commissioned a property survey of both ranges (Attachment C). The survey indicated that, in the southern range, targets 14 and 15 are outside of the park property boundary and target 22 is located on the boundary. To establish a buffer of no less than 10 feet from private property, these three targets as well as targets 23 and 25, respectively, 9.5 feet and 8.8 feet within the park boundary, would need to be relocated. All target locations in the northern archery range are more than 10 feet from the adjacent private property boundary.

The use of specific targets is subject to modification should there be an indication that arrows are unreasonably encroaching upon or creating a hazard on adjoining private property. Letters will be sent to applicable property owners notifying them of the action and inquiring whether they have any objection.

Lower Arroyo Master Plan and Archery

The Lower Arroyo Master Plan (LAMP), adopted by the City Council in 2003, defines the Archery Range as an “approximately 18-acre area on the west side of the flood control channel from just south of the Colorado Street Bridge, south to the La Loma Street Bridge.” A recent analysis of the archery area currently being used indicates that the southern and northern archery ranges comprise approximately 13 acres of the Lower Arroyo. The LAMP divides the archery area into two separate sections, the northern and southern ranges, and specifies different uses for each.

The LAMP states that the targets in the northern range will be removed, the number of shooting lanes will be reduced and that this range will be authorized for no more than 13 uses per year. This range is only used in connection with PRA scheduled events and when in use consists of 14 temporary targets.

Discussions about the configuration and use of the southern archery range have highlighted confusion stemming from language found in the LAMP. Page 4-9 of the LAMP states that the layout of the southern range shall remain the same and subsequently references 14 as the number of targets in the southern range. The current configuration of the southern archery range includes 28 targets and 6 practice butts. Based on staff’s historical knowledge, aerial photographs and maps attached to the agreement in existence at the time the LAMP was adopted, the southern range included 28 targets and 6 practice butts at the time the LAMP was adopted. Ariel photographs from 2003 and 2011 (Attachment D) demonstrate that the configuration of the southern archery range has not substantively changed since the adoption of the LAMP.

During the June 2, 2003 City Council meeting, a memo from the City Manager regarding a reduction in usage of the northern archery range and map of the southern and northern archery ranges was distributed and discussed (Attachment E). Based on input received during the meeting, the memo was

amended to increase the maximum number of events in the northern range from 6 to 13 annual events. The map attached to the memo, which includes 28 targets in the southern archery range, represents the map that was attached to the agreement in place when the LAMP was adopted. After discussion of this memorandum, the Council approved an amendment to the LAMP to reflect the reduction in use of the northern archery range.

For these reasons, and the recollection of staff members involved in the development of the LAMP, it is believed the reference to 14 targets was intended to describe the reduction in targets at the northern range and was erroneously listed as the number of targets in the southern range.

Agreement with Pasadena Roving Archers

In the past, the use of the archery areas by the PRA was permitted through the administration of an operating agreement. In 2007, the agreement process was changed and has been administered through the use of a purchase order with terms and conditions specific to the use of that area. The LAMP authorizes the City Manager to execute an annual agreement with the PRA to govern the use of the area identified in the Plan. Staff is proposing the execution of a one-year agreement with four one-year extensions to be authorized at the discretion of the City Manager.

In addition to maintaining and/or making minor modifications to language used in prior agreements, the following deal points are proposed for use in the next agreement between the City and PRA. Activity authorized by the agreement will be permitted only on city-owned property and all archery targets shall be located a minimum of 10 feet from any private property lines. The use and location of specific targets is subject to modification should there be an indication that arrows are unreasonably encroaching upon or creating a hazard on adjoining private property. With City Council approval, staff will work with the PRA to implement the conditions included in the memorandum from the Pasadena Police Department.

The agreement shall govern official activity of the PRA and shall not include any private or commercial use. Such activities would be subject to separate permits or fee agreements.

Deal Points for the Agreement with the Pasadena Roving Archers

1. The northern archery range shall be defined as having 14 temporary targets to be used no more than 13 times annually. The southern range shall be described as including up to 28 targets and 6 practice butts. The southern range shall be available for official activity of the PRA on Saturdays, Sundays and one weekday. Specific days and times of use will be dictated by a City approved use schedule. One temporary "sighting

in" target located immediately north of target #1 may be present and available for use only on Sundays.

2. Vehicular access to the west side of the flood control channel will be limited to maintenance activities. In order to facilitate equipment loading, unloading and event coordination, one parking space in the main parking lot on the east side of the Flood Control Channel will be designated for a representative of the Pasadena Roving Archers.
3. PRA shall provide a class on range safety and basic archery instruction to members and non-members. Completion of this class will be prerequisite for all individuals wishing to use the range. The City will be responsible for issuing identification cards entitling those who have successfully completed the safety and training class to use the range. PRA will be required to document and submit the safety and certification training program to the City for approval. Identification badges must be prominently displayed when using the archery area.
4. PRA shall be required to provide specific documents for City approval including, but not limited to: 1) PRA membership roster, 2) participant information from activities conducted by the PRA, 3) A list of fees to be charged for classes, tournaments and activities conducted by the PRA, 4) archery range safety inspection certifications, 5) Rules governing members use of the archery area, 6) List of membership dues, 7) Annual financial report and 8) Bi-annual use schedule. Information about program participants and members shall include names, addresses, zip codes and will indicate whether the individual is a youth or adult.
5. All monies collected pursuant to membership, tournaments, instructional classes or other archery activity offered or conducted by the PRA shall be allocated as follows: 70% to the Pasadena Roving Archers and 30% to the City (or as otherwise established by the most current Council approved fee resolution). Consistent with the documents noted in bullet point 4, the PRA shall furnish a report which includes participant and membership information and the fees collected therefrom. The City shall have the right to conduct an audit of PRA's records and method of determining fees to be paid to the City. PRA shall not have the ability to sublet use of the archery range.
6. PRA is required to have a qualified instructor/monitor on site during all PRA organized activity permitted by the terms of their agreement and during dates and times authorized for public archery use. PRA shall submit written standards for qualified instructors/monitors to the City for approval. Instructors shall be required to have visible identification denoting their role. These individuals shall be responsible for ensuring that range rules are properly observed and will report violations to the Pasadena Police Department. The PRA will be required to secure archery

targets when the area is not open for archery use. This will be done in a manner consistent with Arroyo Seco Design Guidelines and will render the targets unusable.

7. All individuals participating in archery activities will be required to complete and sign a document releasing the City from liability arising out of the performance of archery activity and the PRA will supply proof of liability insurance naming the City as additional insured.

Use of the Archery Range by General Public

At present, the southern archery range is used by the PRA for classes, events and tournaments on Saturdays, Sundays and Thursdays and is open for use by the general public during park hours and outside of PRA events.

When not in use for a PRA event, the targets and archery facilities are open to the general public. In the deal points, the City is proposing to require that PRA provide a safety and training program to all persons wishing to use the range. The City would require that this class be completed prior to an individual's use of the range. As part of the safety and training program, individuals wishing to use the southern archery range would be required to complete and sign a waiver releasing the City from liability arising from their use of the range. The northern archery range would continue to be available only for a limited number of PRA events and would not be available for general public use.

To facilitate the City's ability to regulate the use of the subject area, archery use would be limited to Monday through Friday between noon and 6 pm (or dusk if earlier) unless otherwise permitted for an organized event. The PRA would be responsible for providing a monitor during PRA events and when the area is authorized for public archery. Conditions included in the Police Department memorandum would be implemented and archery activity would be authorized pursuant to those conditions.

FISCAL IMPACT:

The City received \$1508 from the Pasadena Roving Archers for membership fees collected during calendar year 2010. It is anticipated that the execution of this agreement will result in annual revenues of approximately \$7,000 from the Pasadena Roving Archers.

Respectfully submitted,



Charles Peretz, Acting Administrator
Parks and Natural Resources

ATTACHMENT D

**May 21, 2013 Recreation and Parks
Commission Staff Report
(10 pages)**



PARKS AND NATURAL RESOURCES

DATE: MAY 21, 2013
TO: RECREATION AND PARKS COMMISSION
FROM: CHARLES PERETZ, ADMINISTRATOR
SUBJECT: PROPOSAL FOR LOWER ARROYO ARCHERY RANGE
AND DEAL POINTS FOR NEW AGREEMENT WITH
PASADENA ROVING ARCHERS

RECOMMENDATION:

It is recommended that the Recreation and Parks Commission recommend that the City Council:

1. Find that the actions proposed herein are exempt from environmental review pursuant to the California Environmental Quality Act, pursuant to State CEQA Guidelines Sections 15301 and 15302 (minor alternation, replacement or reconstruction – archery range), Section 15301 (licensing – Pasadena Roving Archers), and 15061(b)(3) (general rule – PMC amendment, rules for archery use and text correction to LAMP);
2. Approve the proposal to reconfigure the Lower Arroyo Seco Archery Range and amend permitted uses;
3. Amend the Pasadena Municipal Code to authorize the City Manager to determine where archery is permitted and promulgate rules for archery activities on public lands consistent with those discussed herein;
4. Approve the development of a new license and operating agreement with the Pasadena Roving Archers (PRA) using the deal points contained in this report; and
5. Approve a correction of language in the Lower Arroyo Master Plan (LAMP) to remove references to 14 targets in the southern archery range.

BACKGROUND:

The Lower Arroyo Seco Archery Range is located on the west side of the Los Angeles County flood control basin between the La Loma Street and Colorado Street bridges. The range is a public facility included in the LAMP, adopted by City Council in 2003 and is divided into northern and southern sections, each with different permitted uses. The Pasadena Roving Archers (PRA) utilize both sections of the range for organized archery activities pursuant to a City-approved use schedule. The southern range is currently open to the public outside of times reserved for PRA use.

The City has reviewed the use of this area to enhance safety and maximize use of this portion of the Arroyo. Items related to the use of this park area and the City's agreement with the PRA have been presented to the Recreation and Parks Commission on multiple occasions, reviewed by an ad hoc subcommittee developed to assess this specific issue and elicited considerable public input. The November 1, 2011 report to the Recreation and Parks Commission and summary of the ad hoc committee meetings are provided as attachments A and B, respectively.

The proposal presented for consideration seeks to: 1) Reconfigure the southern range and amend the permitted use of this area and 2) Establish deal points to be used in the development of a new agreement with PRA. The proposal presented to City Council will include a request to amend the Pasadena Municipal Code to authorize the City Manager, in consultation with appropriate departments, to identify areas where archery is permitted and develop regulations for use of such areas.

Range Reconfiguration and Changes in Use

The northern and southern ranges are divided by the site of the former archery clubhouse building. This facility was located north of the pedestrian bridge that leads from the parking lot to the west side of the Arroyo Seco. The current proposal, illustrated by attachment C, includes dividing the southern range into two areas; a full-time archery area (Area A) and a second area (Area B) where archery will be permitted only on Sundays from 8:00 a.m. -1:00 p.m. for PRA-sponsored activities. No change in the configuration of the northern archery range is proposed.

Use of all range areas will require that archers display credentials, reflecting completion of a PRA-provided safety training class or competency exam. The City will issue credentials no less than 15 calendar days after completion of the safety training class or competency exam. Credentials shall be valid for a period of 3 years. Renewal will be contingent upon successful completion of the safety training class or competency exam. City park security will provide periodic patrols of all archery range areas and will have citation authority. Persons not displaying credentials while using the range will be subject to citation.

Experienced, visiting archers participating in PRA tournaments and students, under the supervision of instructors certified by USA Archery or other nationally recognized archery organization, will be exempt from this requirement.

Southern Range - Area A

Area A will be defined as the portion of the range that encompasses existing targets 1 through 19 as illustrated on attachment C. This area will be designated as a full-time archery area and used exclusively for that purpose during open park hours (dawn to dusk). Area A will be permitted to the PRA during dates and times listed on a bi-annual City approved use schedule. During all PRA activities, PRA shall provide an on-site monitor. When not in use for organized activity permitted by the City, this area will be open for use by the public displaying required credentials. Organized activities not constituting PRA-sponsored events shall be subject to City permit or separate agreement. Persons seeking to offer instruction shall be certified by USA Archery or other nationally recognized archery organization.

The proposal includes a realignment of approximately 150 linear feet of the hiking trail on the eastern border of the range. This realignment is necessary to allow targets 14 and 15, which were removed from use after a land survey determined that they were situated on private property, to be located on public property and accommodate regulation-shooting distances. PRA will have the opportunity to review the footprint, target locations within Area A, and recommend target relocation/area reconfiguration. Reconfiguration of the southern range would also include the relocation of three bow hangers to the west side of the hiking trail.

All targets will be located on public property and situated to minimize encroachment onto private property and enhance safety. The location of specific targets will remain subject to modification should there be an indication that arrows are unreasonably encroaching upon or creating a hazard on adjoining private property. Permanent signage will be used to inform the public of the existence of this full-time archery area and advise park users of the rules associated with this area. A natural barrier consisting of boulders and plantings will be used to provide a range boundary.

Southern Range - Area B

Area B, illustrated on attachment C, encompasses existing targets 20-28. This area will be available for use by the PRA on Sundays from 8:00 a.m. until 1:00 p.m. This area will not be available for archery use and will be available for passive recreation at all other times.

Permanent signage will be used to inform the public that this area is used for archery on Sundays between 8:00 a.m. and 1:00 p.m. Targets will be locked at all other times to prevent unauthorized archery activity. The provision of a set day and time for archery activity within Area B minimizes the potential for

confusion regarding authorized uses of this area and may limit City exposure. A natural barrier consisting of boulders and plantings will be used to provide a range boundary.

PRA will provide an on-site monitor as well as temporary signage advising park users of archery activity during permitted Sunday use. Such signage will be prominently displayed so that it is visible to park users that could otherwise access the area from either northern or southern entry points. Points of entry to the path within this area will be temporary closed when archery is permitted.

Northern Range

The LAMP states that the targets in the northern range will be removed, the number of shooting lanes will be reduced and that this range will be authorized for no more than 13 uses per year. This range is only used in connection with PRA scheduled events and when in use consists of 14 temporary targets. When authorized for PRA use, PRA will be required to provide an on-site monitor and temporary signage.

Target Enclosures and Signage

A conceptual design exhibit of the proposed enclosures for Southern Range – Area B is included as attachment D. Materials chosen will be durable, appropriate for use in the Lower Arroyo and able to prevent use of the targets outside authorized times. Permanent signage will include directional, regulatory and location map signs. Directional signage will be used along the border of Area A to communicate the eastern boundary of the full time archery area. Regulatory signs will be located at the northern and southern borders of areas A and B and will communicate rules and regulations for the use of these areas. A location map sign will be located proximate to the western terminus of the pedestrian bridge and will provide information about the location and availability of the different range areas. Signage and target enclosure information will be presented to the Design Commission.

Correction to Language in the LAMP

Discussions about the configuration and use of the southern archery range have highlighted confusion regarding the number of allowable targets in the southern range. Page 4-9 of the LAMP states that the layout of the southern range shall remain the same and references 14 as the number of targets in the southern range.

The reference to 14 targets describes the number of targets studied for the northern range and its inclusion within the section related to the southern range appears to have been made in error. Section 2.3.4.6.2 of the Arroyo Seco Master Plan Master Environmental Impact Report (MEIR) references 14 targets in the northern range. The MEIR indicates that the southern range shall consist of the same elements as the northern range but does not specify the number of targets.

During the June 2, 2003 City Council meeting, a memorandum from the City Manager regarding a reduction in the space and use of the northern archery range, and map of the northern and southern archery ranges was distributed (Attachment E). The map attached to the memorandum, which includes 28 targets in the southern archery range, represents the map that was attached to the City's agreement with PRA, and represents the existing condition, at the time the LAMP was adopted. Additionally, aerial photographs from 2003 and 2011 (Attachment F) demonstrate that the configuration of the southern archery range has not substantively changed since the adoption of the LAMP.

For these reasons and based on the recollection of staff members involved in the development of the LAMP, it is believed the reference to 14 targets was intended to describe the reduction in targets at the northern range and was erroneously listed as the number of targets in the southern range. It is therefore recommended that the number "14" be deleted from references to the southern range found in the LAMP.

Deal Points for License and Operating Agreement with PRA

The deal points listed below are proposed for use in an agreement between the City and PRA. The agreement term is proposed as a one-year agreement with four one-year renewable options at the discretion of the City Manager. The agreement shall govern PRA-sponsored activities in the Lower Arroyo archery range and City-owned facilities. Private, commercial or other organized activities not covered by this agreement are subject to separate permits or fee agreements.

In addition to permitted use of the Lower Arroyo Archery range, the agreement will specify that City-owned facilities, including but not limited to the Rosemont Pavilion, will be provided for archery classes not less than 6 months each year. The City will seek to provide PRA indoor space in excess of 6 months, when feasible.

An assessment of the effectiveness of the new agreement will be presented to the Recreation and Parks Commission approximately 6 months after the agreement is executed.

Agreement Deal Points

1. Revenue Basis

PRA shall pay to the City a portion of revenues collected pursuant to membership, tournaments, instructional classes (other than safety training classes) and other archery activities conducted by PRA. A maintenance allowance for the costs associated with the purchase and refurbishment bales in Area A, not to exceed \$2,000 annually, may be deducted from the total revenues.

2. Revenue Calculation

Revenue provided to the City will be determined on a quarterly basis. If 66% or more of the PRA membership live, work or attend school in Pasadena (PUSD schools), revenue shall be allocated: 70% to PRA and 30% to the City. If less than 66% of PRA membership live, work or attend school in Pasadena (PUSD schools), revenue shall be allocated: 60% to PRA and 40% to City. Payment will be due within 30 days of the end of each quarter.

3. Provision of Documents

Upon execution of the agreement and thereafter as indicated below, PRA will provide the following documents to the City:

- a. PRA membership roster (including youth/adult designation, names, addresses, zip codes and (if not a Pasadena resident) whether the participant works in Pasadena or attends a PUSD school. This document shall be provided quarterly
- b. Participant activity reports. Such reports shall include the demographic information listed in 3.a. and will be provided on a quarterly basis
- c. List of user fees charged for activities described in deal point 1. This shall be provided annually or more frequently if mid-year changes are proposed.
- d. Financial reports including all revenues and expenses received or incurred as a result of use of the range. This information will be provided quarterly.
- e. Archery range safety inspection certifications and/or other safety reports and PRA rules governing member use of the archery area. This information shall be provided on an annual basis.
- f. Bi-annual use schedule for PRA-sponsored activities in Area A, B and the northern range. This information will be provided prior to January 1 and July 1 of each year.

4. Safety Training Class

PRA shall provide a class on range safety and basic archery instruction ("safety training class") to all interested parties. This class will be offered not less than weekly (weather permitting). PRA will provide City with a list of individuals eligible for credentials along with photographs not less than 2 business days after the class is completed.

5. Safety Training Class Exemptions

Archers with exceptional experience may forgo the safety training class by successfully completing a competency examination. PRA will be responsible for administering such examination.

6. Credential Issuance
PRA will provide the City with a list of persons completing the safety training class (or examination) and photographs (via jpeg files) not less than 2 working days after completion. The City will be responsible for issuing archery range credentials within 15 days of notification.
7. Storage Container
PRA will downsize or remove the storage container located adjacent to the practice area upon execution of the agreement and identification of alternate storage location(s) by the City.
8. Vehicular Restriction
Vehicular access to the west side of the flood control channel will be limited to maintenance activities. To facilitate equipment loading, unloading and event coordination, one parking space in the Lower Arroyo parking lot will be designated for PRA use.
9. Insurance
Provide liability insurance naming the City as additional insured for an amount not less than \$1,000,000 combined single limit per occurrence for all PRA-sponsored activities on City lands. To the extent possible, PRA shall include as additional insured abutting property owners with respect to PRA's liability arising from PRA events, activities, and programs. In the event the City procures such coverage on behalf of PRA, PRA agrees to reimburse the City for the costs of such coverage/policy.
10. Target Maintenance
PRA shall be responsible for the maintenance of all permanent targets, bales and other archery facilities.
11. Temporary Targets
PRA shall be responsible for the installation and removal of all temporary targets. Temporary targets used in the Lower Arroyo archery range shall be removed after each authorized use.
12. Monitor
PRA shall provide an on-site monitor for all PRA-sponsored activities. Monitors shall be required to have visible identification denoting their role, ensure that range rules are observed and report violations to the Pasadena Police Department.
13. Instruction
All instructors used in the performance of PRA classes and training activities shall be USA Archery certified or other nationally recognized organization.

14. Liability Waiver

PRA will be responsible for ensuring that individuals participating in PRA authorized activities complete and sign a document releasing the City from liability arising out of the performance of archery activity.

15. Marketing and Outreach

PRA will be responsible for actively marketing its programs to the Pasadena community and providing information about the sport of archery to the general public.

Northern Range

1. Authorized Use

Available for PRA-sponsored activities no more than 13 Sundays per year according to City approved use schedules.

2. Notification of Use

Dates of use will be posted on-site and online.

3. Targets

Only temporary targets, to be removed after each use, are permitted.

4. Temporary Signage

PRA shall install temporary signage as approved by the City, prior to Sunday use.

Southern Range - Area A

1. Authorized Use

Available for PRA-sponsored activities according to a City approved use schedule.

2. Sighting-In Target

One temporary "sighting in" target located north of target #1 shall be available for use on Sundays only. This target will be removed after each Sunday use.

Southern Range – Area B

1. Authorized Use

Available for PRA-sponsored activities on Sundays between 8:00 a.m. and 1:00 p.m.

2. Notification of Use

Permanent signage will indicate that this Area is reserved for archery on Sundays between 8:00 a.m. and 1:00 pm.

3. Temporary Signage / Closure Mechanism

PRA shall install temporary signage as approved by the City, prior to Sunday use. Signage will be prominently displayed so that it is visible to park users that could otherwise access the area from either northern or southern entry points. PRA will temporarily close northern and southern points of entry during times authorized for archery. The temporary closure mechanism will be approved by the City prior to use.

4. Locking Targets

PRA shall be responsible for closing/locking targets after Sunday use.

Once approved by City Council, notification about the approved configuration and use of the archery range will be provided to all adjacent property owners.

RISK MANAGEMENT REVIEW:

The City's Claims and Risk Division conducted a risk analysis of the Lower Arroyo range area. This report and recommendation was prepared with the involvement of the City's Claims Coordinator. The City's Claim Coordinator supports these recommendations.

ENVIRONMENTAL REVIEW:

The projects described herein are all exempt from further environmental review pursuant to the State CEQA Guidelines, as follows:

- The reconfiguration of the archery range is exempt pursuant to State CEQA Guidelines Sections 15301 and 15302. Those sections exempt minor alterations of existing public structures involving negligible or no expansion of the use, and the replacement or reconstruction of existing structures and facilities where the new structure or facility will be on the same site and have substantially the same purpose and capacity as the original. The reconfiguration described herein maintains the general area as an archery range, and does not expand the number of targets or substantially expand the area to be used for archery.
- The new agreement with the Pasadena Roving Archers is exempt pursuant to State CEQA Guidelines Section 15301. That section exempts the licensing and minor alteration of existing public structures involving negligible or no expansion of the use. The new agreement does not expand the area to be used by the Archers, and limits their hours of use compared to the current condition.
- The proposed amendment to the PMC, rules for archery activities, and correction of the language in the LAMP are exempt pursuant to State CEQA Guidelines Section 15061 (b)(3). This text correction is covered by the general

rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This correction does not increase the number of allowable targets beyond what currently exists, and indeed makes clear that the current level of use is authorized.

FISCAL IMPACT:

The City received \$3,976 from the Pasadena Roving Archers in calendar year 2012. This sum represents 35% of the membership fees collected during 2012. Based on the revenue arrangement proposed in the deal points contained herein, it is anticipated that the execution of this agreement will result in annual revenues of approximately \$10,000 from the Pasadena Roving Archers.

Respectfully submitted,



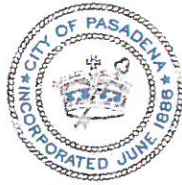
Charles Peretz, Administrator
Parks and Natural Resources

- Attachment A – November 1, 2011 Report to Recreation and Parks Commission
- Attachment B – Summary of Lower Arroyo Ad Hoc Sub-Committee Meetings
- Attachment C – Lower Arroyo Seco Archery Range Reconfiguration Exhibit
- Attachment D – Target Enclosure Elevation Drawing
- Attachment E – City Manager Memorandum dated June 2, 2003
- Attachment F – Aerial Photographs of the Lower Arroyo Archery Range

ATTACHMENT E

**December 3, 2013 Recreation and Parks
Commission Staff Report**

(9 pages)



PARKS AND NATURAL RESOURCES

December 3, 2013

TO: Recreation and Parks Commission
FROM: Charles Peretz, Public Works Administrator
SUBJECT: PROPOSAL FOR LOWER ARROYO ARCHERY RANGE AND DEAL POINTS FOR NEW AGREEMENT WITH PASADENA ROVING ARCHERS

RECOMMENDATION:

It is recommended that the Recreation and Parks Commission advise the City Council to:

1. Find that the actions proposed herein are exempt from environmental review pursuant to the California Environmental Quality Act, pursuant to State CEQA Guidelines Sections 15301 and 15302 (minor alteration – archery range), Section 15301 (licensing – Pasadena Roving Archers), and 15061(b)(3) (general rule – PMC amendment, rules for archery use and text correction to LAMP);
2. Amend the Pasadena Municipal Code (PMC) to authorize the City Manager to determine where archery is permitted and promulgate rules for archery activities on public lands consistent with those discussed herein;
3. Support the development of a new license and operating agreement with the Pasadena Roving Archers (PRA) using the deal points contained in this report; and
4. Approve a correction of language in the Lower Arroyo Master Plan (LAMP) to remove references to the number of targets in the southern archery range.

EXECUTIVE SUMMARY:

The area of the Lower Arroyo Seco between the Colorado and La Loma Street bridges has been used for archery for more than 75 years. Information and ideas about the use of this section of parkland and the City's agreement with the PRA have been presented to the Recreation and Parks Commission on multiple occasions, reviewed by an ad hoc subcommittee developed to assess this specific issue, elicited considerable public input and were presented to the City Council on September 16, 2013.

The proposal presented to the City Council included four recommendations. The item of greatest interest pertained to the proposal to designate archery as the only activity permitted within the boundaries of the southern archery range. The City Council did not take formal action on the staff recommendations but requested additional information and directed staff to present such information to the Recreation and Parks Commission for consideration. Consistent with the recommendation presented to City Council, the proposal presented to the Recreation and Parks Commission designates the subject area for archery use only. The proposal includes a recommendation that the single use concept be reconsidered upon the City's identification of an alternate location suitable for archery activities.

The proposal incorporates feedback from various City Departments including City Attorney, City Manager, Finance (Risk Management), Human Services and Recreation Police, and Public Works. The recommendations contained in the proposal are consistent with the recommendations and comments received from these departments.

RECREATION AND PARKS COMMISSION REVIEW:

At the November 1, 2011 meeting of the Recreation and Parks Commission, the Department of Public Works presented a report regarding the use of the range and deal points for an agreement with PRA (Attachment A). Minutes summarizing the commission's actions on the staff recommendations are included as Attachment B.

The joint use plan presented in the report sought to allow the range to be used for archery and non-archery activities. The plan permitted archery according to the following schedule: public archery would be permitted on weekdays between 12:00 p.m. and 6:00 p.m. (or dusk if earlier) unless reserved by City permit or agreement and PRA would be permitted to use the area for archery events on weekends and one weekday. At all other times archery would be prohibited and the area would be available for passive recreation. The Commission voted against the recommended joint use proposal. In addition to voting on staff recommendations, the Commission developed and supported a separate motion to recommend that that the archery range remain a single use facility for archery only.

At the May 21, 2013 meeting of the Recreation and Parks Commission, the Department of Public Works submitted an alternate proposal for consideration (Attachment C). The joint use plan presented in the report included dividing the southern archery range into two areas with different uses. One area, Area A (existing targets 1-19), was proposed as a full-time archery range that would be available for archery activity during all park hours. A second area, Area B (existing targets 20-28), was proposed to be available for archery activity on Sundays from 8:00 a.m. until 1:00 p.m. Area B was to be available for passive recreation at all other times. The proposal also included a provision for indoor archery activities at the Rosemont Pavilion for a maximum of 6 months per year.

The Commission voted unanimously not to support the Department of Public Works recommendation and recommended that the City Council:

1. Ensure that public access to the southern archery range continues; and
2. Direct staff to work with the PRA to reach an agreement that would include the following as key elements:
 - a. Maintain use of the entire existing southern archery range for archery purposes;
 - b. Install and maintain hard barriers (consisting of rocks and natural plantings) to prevent access to the archery range for uses other than archery;
 - c. Permanent signage should be developed and installed;
 - d. Eliminate proposed requirement for a photo credential;
 - e. Safety training and on-site monitoring should be provided;
 - f. Analyze project adequately for any environmental impacts; and
 - g. Implement additional safety measures consistent with the Pasadena Police Department recommendations to ensure safety of the archery range when not being operated by the Pasadena Roving Archers

CITY COUNCIL REVIEW:

On September 16, 2013 the Department of Public Works presented a single-use plan to the City Council (Attachment D). The report included the following recommendations:

1. Find that the actions proposed herein are exempt from environmental review pursuant to the California Environmental Quality Act, pursuant to State CEQA Guidelines Sections 15301 and 15302 (minor alteration – archery range), Section 15301 (licensing – Pasadena Roving Archers), and 15061(b)(3) (general rule – PMC amendment, rules for archery use and text correction to LAMP);
2. Amend the Pasadena Municipal Code to authorize the City Manager to determine where archery is permitted and promulgate rules for archery activities on public lands consistent with those discussed herein;
3. Support the development of a new license and operating agreement with the Pasadena Roving Archers (PRA) using the deal points contained in this report; and
4. Approve a correction of language in the Lower Arroyo Master Plan (LAMP) to remove references to the number of targets in the southern archery range.

The single use proposal included a recommendation to prohibit non-archery uses within the boundaries of the southern archery range at all times and establish deal points for a new agreement with PRA. The City Council did not take formal action on the staff recommendation, requested additional information and directed staff to present such information to the Recreation and Parks Commission. The additional Information requested by the City Council is included in Attachment E.

BACKGROUND:

The Lower Arroyo Seco consists of approximately 150 acres and includes an Archery Range which is located on the west side of the Los Angeles County flood control basin between the La Loma Street and Colorado Street Bridges. The range is a public facility included in the LAMP, adopted by City Council in 2003 and is divided into northern and southern sections, each with different permitted uses. The PRA, a non-profit organization that uses the range for archery events and activities, utilizes both sections of the range pursuant to a City-approved use schedule. The southern range, which consists of approximately 7.5 acres, is currently open to the public when not reserved for PRA use. Use of the northern range is limited to no more than 13 PRA events annually. That area represents approximately 4 acres.

Information about the types of uses occurring in this area, safety concerns, potential changes to the use of this section of parkland and the City's agreement with the PRA have been presented to the Recreation and Parks Commission on multiple occasions, reviewed by an ad hoc subcommittee developed to assess this specific issue, elicited considerable public input and were presented to the City Council on September 16, 2013.

Current Proposal

The City reviewed existing conditions and potential alternative uses of the subject area. A matrix which lists the options reviewed is included as Attachment F. Based on safety considerations and information obtained about existing uses, the Department of Public Works is recommending that the Recreation and Parks Commission support a plan which allows only archery activity within the subject area.

Based on existing site conditions, a single use plan will enhance safety within and immediately adjacent to the archery range and allow for the continuation of archery activity at the Lower Arroyo archery range. Attachment G provides data obtained from a survey of activity in and adjacent to the subject area. The data indicates that non-archery use of the range was the least commonly observed activity. The data demonstrates that two City trails proximate to the archery range are used extensively for passive recreation.

It is further recommended that this plan be reevaluated upon identification of an alternate location suitable for archery activity. Alternate plans involving joint use would be reviewed with all appropriate City departments to ensure appropriate safeguards are developed and installed before joint use begins.

Changes in Use

The northern and southern ranges are divided by the site of the former archery clubhouse building. This facility, which was destroyed by a fire in the spring of 2002, was located north of the pedestrian bridge that leads from the parking lot to the west side of the Arroyo Seco. The current proposal, illustrated by Attachment H, calls for the use of the southern range for archery activities only and involves the following:

1. Prohibition of all non-archery other uses within the range;
2. Removal of the unofficial path which bisects the interior of the range;
3. Establishment of a mandatory safety and training program and requirement for associated credentials;
4. Relocation of approximately 150 linear feet of trail to relocate target 14 onto public property and maintain regulation shooting distances;
5. Establishment, codification and posting of rules for use of the archery range;
6. Installation of natural barrier, consisting of rocks and plants to separate archery and other park uses; and
7. Necessary amendments to the PMC to authorize the City Manager to identify where archery is permitted.

An unofficial path which bisects the archery shooting lanes garnered significant public comment and served as a main point of discussion. Noted by the red line on Attachment H, this path is not included as an approved trail in the LAMP. It is a path of travel that has developed over time based on use for passive recreation and range maintenance purposes. The path consists of approximately 1,630 linear feet and is not included in the 131,649 linear feet of established City trails within the Arroyo Seco. Under the current proposal, this unofficial path would be eliminated to discourage unauthorized use of this area.

Use of all range areas will require that archers prominently display City-issued credentials, reflecting completion of a safety training class or competency exam. Archers will be required to immediately produce photo identification upon the request of a Police Officer, Park Safety Specialist, Park Ranger or other city official with enforcement powers. The City will issue credentials no less than 15 calendar days after completion of the safety training class or competency exam. Experienced, visiting archers participating in PRA tournaments and students, under the supervision of instructors certified by USA Archery or other nationally recognized archery organizations, will be exempt from this requirement. Credentials shall be valid for a period of three years. Renewal will be contingent upon successful completion of the safety training class or competency exam.

Periodic patrols of all archery range will be conducted by Police Officers, Park Safety Specialists, Park Ranger or other city officials with enforcement powers. Persons not displaying credentials while using the range and those violating range rules will be subject to citation. Penalties for violations of established range rules will be subject to PMC 1.24. The level of penalty administered will depend on the type of violation and will be subject to the discretion of the enforcement official. PMC 1.24 allows violations to be treated as infractions, misdemeanors or felonies.

The proposal includes a realignment of approximately 150 linear feet of the hiking trail on the eastern border of the range, as illustrated by the blue line on Attachment H. This realignment is necessary to allow target 14, which was removed from use after a land survey, determined that it was situated on private property, to be located on public property and accommodate regulation-shooting distances. All targets will be located on

public property and situated to enhance safety and minimize encroachment onto private property. City will review realignment options with PRA to maximize safety and, as can be reasonably accommodated, desired target configurations. Three bow hangers will be relocated to the west side of the hiking trail.

Sections of the LAMP that pertain to the archery range call for the development of permanent signage and natural barriers. The Arroyo Seco Design Guidelines (ASDG) state that permanent physical barriers and signage, which are intended to improve safety by keeping archery and non-archery uses separated, shall be reviewed by the Design Commission. Habitat restoration which will allow for the development of natural barriers and the development of an Arroyo Seco signage program are current Capital Improvement Program projects. The Department of Public Works presented information about the design of these project elements to the Design Commission on June 24, 2013. Staff will present additional information about these components of the plan subsequent to the City Council's action on the larger proposal.

Permanent signage will be used to inform the public of the existence of the full-time archery area and advise park users of regulations associated with this area. The proposal includes three sign types: directional, regulatory and a map of the range. Attachment I provides examples of the proposed directional and regulatory signs. A small number of signs would be added to the existing directional signs, as necessary, to ensure that adequate notice of the archery range boundary is provided to all park users. These signs are mounted on wood posts along the western edge of the hiking trail that borders the full time archery range. Regulatory signs would be located at entry points to the southern range and a sign displaying a map of the range would be centrally located, in the area between the pedestrian bridge and archery practice area.

A natural barrier consisting of boulders and plantings will be located along the edge of the southern archery range and will provide a consistent barrier between archery and other park uses. The barrier will be comprised of Arroyo stones and/or boulders and appropriate native plantings as described in the LAMP, ASDG, and Arroyo Seco Public Lands Ordinance. Attachment J represents an exhibit from page 4-11 of the LAMP which contains a cross section of the approved barrier type, also known as a landscape buffer, between the archery range and hiking trail.

The proposal requires amendments to the PMC. The PMC would be amended in the following manner:

1. Authorize the City Manager, in consultation with appropriate City Departments, to determine where archery activity is permitted;
2. Include the requirement that all persons wishing to use a city-designated archery range complete the city-approved safety and training program or competency exam and prominently display credentials when using the range; and
3. Enumerate range rules and note that violations will be subject to penalties included in Section 1.24.

Northern Range

The LAMP states that the targets in the northern range will be removed, the number of shooting lanes will be reduced and that this range will be authorized for no more than 13 uses per year. This range is only used in connection with PRA scheduled events and when in use consists of 14 temporary targets. When authorized for PRA use, PRA will be required to provide an on-site monitor and temporary signage. The proposal does not recommend any changes for this area.

Correction to Language in the LAMP

Discussions about the configuration and use of the southern archery range have highlighted confusion regarding the number of allowable targets in the southern range. Page 4-9 of the LAMP states that the layout of the southern range shall remain the same and references 14 as the number of targets in the southern range.

The reference to 14 targets describes the number of targets studied for the northern range and its inclusion within the section related to the southern range appears to have been made in error. Section 2.3.4.6.2 of the Arroyo Seco Master Plan Master Environmental Impact Report (MEIR) references 14 targets in the northern range. The MEIR indicates that the southern range shall consist of the same elements as the northern range but does not specify the number of targets.

During the June 2, 2003 City Council meeting, a memorandum from the City Manager regarding a reduction in the space and use of the northern archery range, and map of the northern and southern archery ranges was distributed (Attachment K). The map attached to the memorandum, which includes 28 targets in the southern archery range, represents the map that was attached to the City's agreement with PRA, and represents the existing condition at the time the LAMP was adopted. Additionally, aerial photographs from 2003 and 2011 demonstrate that the configuration of the southern archery range has not substantively changed since the adoption of the LAMP.

For these reasons and based on the recollection of staff members involved in the development of the LAMP, it is believed the reference to 14 targets was intended to describe the reduction in targets at the northern range and was erroneously listed as the number of targets in the southern range. It is therefore recommended that the number "14" be deleted from references to the southern range found in the LAMP.

Deal Points for License and Operating Agreement with PRA

Various options for administering the use of the archery range are listed in Attachment L. The proposal seeks to utilize a license and operating agreement to manage PRA's use of the range and contains deal points for use in an agreement between the City and PRA (Attachment M).

The deal points have been amended from those presented to the Recreation and Parks Commission on May 21, 2013 in the following manner:

1. Safety training classes are incorporated into list of activities upon which revenue is based. Residency threshold to determine whether revenue allocation will be 70% to PRA and 30% to the City or 60% to PRA and 40% to City will be 60% of program participants. The City will work with PRA to amend fees for membership and programs to ensure consistency with industry practices;
2. The City will seek information (specific addresses will not be required) about all PRA members and individuals participating in PRA programs;
3. Hay bales previously stored adjacent to the practice area have been relocated. No lands outside of the existing storage container shall be used for storage; and
4. Information about offsite parking and carpooling will be included in materials that market PRA activities. Carpooling will be required for invitational tournaments.

The agreement term is proposed as a one-year agreement with four one-year renewable options at the discretion of the City Manager. An assessment of the effectiveness of the new agreement will be presented to the Recreation and Parks Commission approximately six and 12 months after the agreement is executed.

The agreement shall govern PRA-sponsored activities in the Lower Arroyo archery range. Private, commercial or other organized activities not covered by this agreement are subject to separate permits or fee agreements.

ENVIRONMENTAL ANALYSIS:

The Pasadena Arroyo Parks and Recreation District, which includes the Central and Lower Arroyo Seco, is listed in the National Register of Historic Places. The Lower Arroyo contributed to the historical significance of the area as a result of its historic use for recreation. The configuration of the archery range is not identified as a contributing element. In any event, the configuration will not change under this proposal, and instead the informal path will be removed to return the overall Archery range to its intended configuration. Therefore, the projects described herein will not cause a substantial adverse change to the historic significance of this area and are exempt from further environmental review pursuant to the State CEQA Guidelines, as follows:

- The minor alteration of the archery range is exempt pursuant to State CEQA Guidelines Section 15301. That section exempts minor maintenance, repair and alterations of existing public structures involving negligible or no expansion of the use. The minor alteration described herein returns the trail system to its intended configuration by removing an informal path through the range, maintains the general area as an archery range, and does not expand the trail system, number of targets or substantially expand the area to be used for archery.
- The new agreement with the Pasadena Roving Archers is exempt pursuant to State CEQA Guidelines Section 15301. That section exempts the licensing and minor alteration of existing public structures involving negligible or no expansion of

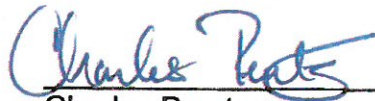
the use. The new agreement does not expand the area that is already being used by the Archers.

- The proposed amendment to the PMC, rules for archery activities, and correction of the language in the LAMP are exempt pursuant to State CEQA Guidelines Section 15061 (b)(3). This text correction is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This correction does not increase the number of allowable targets beyond what currently exists, and indeed makes clear that the current level of use is authorized.

FISCAL IMPACT:

The City received \$3,976 from the Pasadena Roving Archers as General Fund Revenue in calendar year 2012. This sum represents 35% of the membership fees collected during 2012. Based on the revenue basis in the proposal and anticipated membership and fee increases, it is anticipated that the execution of this agreement will result in a significant increase in revenue to the City. These funds would be deposited as General Fund Revenue in account number 6627-101-765300.

Respectfully submitted,



Charles Peretz
Public Works Administrator

- Attachment A - November 1, 2011 Report to Recreation and Parks Commission
- Attachment B - November 1, 2011 Recreation and Parks Commission Meeting Minutes
- Attachment C - May 21, 2013 Report to Recreation and Parks Commission
- Attachment D - September 16, 2013 Report to City Council
- Attachment E - Additional Information Requested by City Council on September 16, 2013
- Attachment F - Matrix of Land Use Alternatives
- Attachment G - Data from Pedestrian Survey Conducted September 30-October 13, 2013
- Attachment H - Archery Range Proposal Exhibit
- Attachment I - Sample of Regulatory and Directional Signage
- Attachment J - Natural Barrier Exhibit from LAMP
- Attachment K - City Manager Memorandum Dated June 2, 2003
- Attachment L - Matrix of Operational Use Alternatives
- Attachment M - Deal Points for Agreement with PRA
- Attachment N - Letter Dated September 16, 2013 from Mr. Christopher Sutton

ATTACHMENT F

Matrix of Land Use Alternatives

(1 page)

Options for Lower Arroyo
Land Use

Concept		Description	Pros	Cons
Land Use				
1	Single Use – Archery only (proposal)	Archery is only activity allowed within subject area of Lower Arroyo. Requires elimination of unofficial path which bisects shooting lanes (depicted by red line in Attachment H) and is used infrequently for passive recreation & range maintenance	<ul style="list-style-type: none"> – Consistent with LAMP – Promotes safety by eliminating potentially conflicting activities 	<ul style="list-style-type: none"> – Does not allow for passive recreation within subject area – Does not foster maximum use of Lower Arroyo
2	Single Use – Passive Recreation only	Passive recreation is only activity allowed with subject area of Lower Arroyo. Requires designation of unofficial path as established City trail within Lower Arroyo	<ul style="list-style-type: none"> – Promotes safety by eliminating potentially conflicting activities – Minimizes possible conflicts with adjacent properties 	<ul style="list-style-type: none"> – Requires amendment of LAMP to designate unofficial path as City trail & eliminate archery – Does not foster maximum use of Lower Arroyo – Possible CEQA concern with elimination of archery
3	Joint Use –by Day of Week	Archery allowed within subject area of Lower Arroyo on specific days of the week and passive recreation allowed on other days. Based on ped counts, archery would be allowed on 3 consecutive days (Saturday, Sunday and Monday). Passive recreation would be allowed on 4 consecutive days (Tuesday, Wednesday, Thursday and Friday)	<ul style="list-style-type: none"> – Maximizes use of Lower Arroyo – Lessens possible conflicts with adjacent properties – Allows adjacent property owners to know when archery may occur in Lower Arroyo 	<ul style="list-style-type: none"> – Requires amendment of LAMP to designate unofficial path as City trail – Possible CEQA concern with elimination of archery – Provides moderate level of safety as schedule could confuse users – Introduces the need for a target locking mechanism
4	Joint Use – by Time of Day	Archery allowed within subject area of Lower Arroyo during specific times of day and passive recreation allowed during other times of day. Based on ped counts, archery would be allowed during afternoons. Passive recreation would be allowed during morning hours	<ul style="list-style-type: none"> – Maximizes use of Lower Arroyo – Lessens possible conflicts with adjacent properties – Allows adjacent property owners to know when archery may occur in Lower Arroyo 	<ul style="list-style-type: none"> – Requires amendment of LAMP to designate unofficial path as City trail – Possible CEQA concern with elimination of archery – Provides moderate level of safety as schedule could confuse users – Introduces the need for a target locking mechanism
5	Full-time Archery Area & Joint Use Area (presented to Rec & Parks Commission, May 21, 2013)	Area “A” full-time archery range. Area “B” joint use area available for passive recreation on weekdays and archery on weekends	<ul style="list-style-type: none"> – Maximizes use of Lower Arroyo – Lessens possible conflicts with adjacent properties – Allows adjacent property owners to know when archery may occur in Area “B” 	<ul style="list-style-type: none"> – Requires amendment of LAMP to designate unofficial path as City trail – Possible CEQA concern with elimination of archery – Provides moderate level of safety as schedule could confuse users – Introduces the need for a target locking mechanism
6	New Archery Range Location (North Range plus Area “A”)	Northern Range plus Area “A” becomes permanent range; able to be reconfigured as needed. Area “B” becomes permanent passive recreation area	<ul style="list-style-type: none"> – Promotes safety by eliminating potentially conflicting activities – Maximizes use of Lower Arroyo – Minimizes possible conflicts with adjacent properties 	<ul style="list-style-type: none"> – Requires amendment of LAMP to designate unofficial path as City trail – Does not provide required distances for regulation 28 target field range (per NFAA guidelines)
7	Elimination of Northern Range	Eliminate Northern Range & make area available for passive recreation uses (approx. 4 acres)	<ul style="list-style-type: none"> – Promotes safety by eliminating potentially conflicting activities – Maximizes use of Lower Arroyo by providing for establishment of new trail(s) in Lower Arroyo 	<ul style="list-style-type: none"> – Requires amendment of LAMP – Possible CEQA concern with elimination of archery

ATTACHMENT G

**Data from Survey Conducted
September 30, 2013 – October 13, 2013
(9 pages)**

COUNTERS: Carlos Alduenda

CITY OF PASADENA
ARCHERY CENTER
PEDESTRIAN COUNT
WEEK 1

DATE: Monday, September 30, 2013

AM	AREA 1	AREA 2	AREA 3			AREA 4	
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA			ARCHERY ACTIVITY WITHIN ARCHERY RANGE	
			WALKING	RUNNING	BIRDING	DOG WALKING	
7:00	0	2	0	0	0	0	1
7:15	1	2	0	0	0	0	0
7:30	1	0	0	0	0	2	0
7:45	1	0	0	0	0	0	0
8:00	5	2	0	0	0	2	0
8:15	3	1	0	0	0	0	0
8:30	4	5	0	0	0	0	0
8:45	7	2	0	0	0	0	0
9:00	7	2	0	0	0	0	0
9:15	1	3	0	0	0	0	0
9:30	0	1	0	0	0	0	1
9:45	2	3	0	0	0	0	1
10:00	3	0	0	0	0	0	2
10:15	2	0	0	0	0	0	0
10:30	2	1	0	0	0	0	0
10:45	1	1	0	0	0	0	0
11:00	0	2	0	0	0	0	2
11:15	1	1	0	0	0	0	0
11:30	2	0	0	0	0	0	0
11:45	1	0	0	0	0	0	2
PM							
12:00	1	0	0	0	0	0	0
12:15	1	1	0	0	0	0	0
12:30	2	0	0	0	0	1	0
12:45	0	4	1	0	0	0	1
TOTALS	48	33	1	0	0	5	10

COUNTERS: Carlos Alduenda

CITY OF PASADENA
 ARCHERY CENTER
 PEDESTRIAN COUNT
 WEEK 1

DATE: Tuesday, October 1, 2013

PM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA				ARCHERY ACTIVITY WITHIN ARCHERY RANGE
			WALKING	RUNNING	BIRDING	DOG WALKING	
1:00	0	0	0	0	0	0	0
1:15	0	0	0	0	0	0	1
1:30	0	0	0	0	0	0	0
1:45	1	0	0	0	0	0	0
2:00	0	1	0	0	0	0	1
2:15	0	0	0	0	0	0	0
2:30	1	0	0	0	0	0	3
2:45	5	0	2	0	0	0	0
3:00	2	3	0	0	0	0	0
3:15	0	1	0	0	0	0	0
3:30	0	0	0	0	0	0	0
3:45	2	0	0	0	0	0	1
4:00	1	1	0	0	0	0	5
4:15	1	0	0	0	0	0	1
4:30	0	0	0	0	0	0	6
4:45	5	0	0	0	0	0	0
5:00	1	0	0	0	0	0	2
5:15	6	2	0	0	0	0	2
5:30	6	2	0	0	0	0	6
5:45	3	1	0	0	0	0	7
6:00	6	3	0	0	0	0	8
6:15	4	3	0	0	0	0	0
TOTALS	44	17	2	0	0	0	43

COUNTERS: Carlos Alduenda
 DATE: Wednesday, October 2, 2013

CITY OF PASADENA
 ARCHERY CENTER
 PEDESTRIAN COUNT
 WEEK 1

AM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		ARCHERY ACTIVITY WITHIN ARCHERY RANGE
			WALKING	RUNNING	BIRDING	DOG WALKING	
7:00	4	1	0	0	0	0	0
7:15	14	1	0	0	0	0	0
7:30	6	4	0	0	0	0	0
7:45	3	0	0	0	0	0	0
8:00	6	3	0	0	0	0	3
8:15	3	3	0	0	2	0	0
8:30	0	2	1	0	1	0	0
8:45	4	3	0	0	0	0	1
9:00	3	2	0	0	0	1	0
9:15	3	0	0	0	0	0	0
9:30	3	1	0	0	0	0	3
9:45	2	2	0	0	0	0	1
10:00	1	3	0	0	0	0	0
10:15	2	0	0	0	0	0	0
10:30	2	0	0	0	0	0	0
10:45	1	0	0	0	0	0	1
11:00	1	0	0	0	0	0	2
11:15	1	0	1	0	0	0	1
11:30	2	0	0	0	0	0	0
11:45	2	1	0	0	0	0	0
PM							
12:00	0	2	0	0	0	0	1
12:15	1	0	1	0	0	0	0
12:30	2	0	0	0	0	0	0
12:45	0	0	0	0	0	0	0
TOTALS	66	28	2	1	0	4	13

COUNTERS: Carlos Alduenda
 Gabrielle Miramontes-Alduenda
 DATE: Saturday, October 5, 2013

CITY OF PASADENA
 ARCHERY CENTER
 PEDESTRIAN COUNT
 WEEK 1

AM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	WALKING	RUNNING	BIRDING	DOG WALKING	ARCHERY ACTIVITY WITHIN ARCHERY RANGE
7:00	4	2	3	2	0	0	20
7:15	3	4	1	0	0	1	22
7:30	5	2	2	1	0	2	8
7:45	6	5	0	0	3	2	2
8:00	4	3	0	1	0	1	7
8:15	8	7	0	0	0	0	6
8:30	10	6	0	0	0	0	1
8:45	22	10	0	0	0	0	7
9:00	9	6	0	0	0	0	20
9:15	17	5	0	0	0	0	11
9:30	7	9	0	0	0	0	21
9:45	8	5	0	0	0	0	22
10:00	11	12	0	0	0	0	27
10:15	3	9	0	0	0	0	25
10:30	9	5	0	0	0	0	5
10:45	7	4	0	0	0	0	4
11:00	9	8	0	0	0	0	5
11:15	5	3	0	0	0	0	2
11:30	8	14	0	0	0	0	5
11:45	9	8	0	0	0	0	4
PM							
12:00	4	7	0	0	0	0	6
12:15	4	6	0	0	0	0	2
12:30	12	9	1	0	0	0	4
12:45	5	3	0	0	0	0	5
TOTALS	189	152	7	4	3	6	241

COUNTERS: Carlos Alduenda
Gabrielle Miramontes-Alduenda

CITY OF PASADENA
ARCHERY CENTER
PEDESTRIAN COUNT
WEEK 1

DATE: Sunday, October 6, 2013

PM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		BIRDING	DOG WALKING	ARCHERY ACTIVITY WITHIN ARCHERY RANGE
1:00	1	3	0	0	0	0	4
1:15	6	4	0	0	0	0	2
1:30	3	4	1	0	0	0	2
1:45	6	1	0	0	0	0	0
2:00	4	2	0	1	0	0	5
2:15	5	3	0	0	0	0	1
2:30	3	2	0	0	0	0	8
2:45	5	3	0	0	0	0	2
3:00	7	6	0	0	0	0	5
3:15	4	2	0	0	0	0	4
3:30	8	5	0	0	0	0	1
3:45	6	3	2	0	0	0	1
4:00	3	1	0	0	0	0	6
4:15	10	4	0	0	0	0	5
4:30	16	9	0	0	0	0	10
4:45	21	10	0	0	0	0	1
5:00	9	5	0	0	0	0	2
5:15	11	4	0	0	0	0	4
5:30	15	6	0	0	2	0	6
5:45	14	4	0	0	0	0	1
TOTALS	157	81	3	1	2	0	70

COUNTERS: Carlos Alduenda
 DATE: Thursday, October 10, 2013

CITY OF PASADENA
 ARCHERY CENTER
 PEDESTRIAN COUNT
 WEEK 2

PM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA				ARCHERY ACTIVITY WITHIN ARCHERY RANGE
			WALKING	RUNNING	BIRDING	DOG WALKING	
1:00	5	0	0	0	0	0	4
1:15	0	0	0	0	0	0	1
1:30	0	1	0	0	0	0	0
1:45	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	1
2:15	0	0	0	0	0	0	0
2:30	5	1	0	0	0	0	1
2:45	3	1	0	0	0	0	1
3:00	1	1	0	0	0	0	1
3:15	1	0	0	0	0	0	0
3:30	0	1	1	0	0	0	0
3:45	2	0	0	0	0	0	4
4:00	0	0	0	0	0	0	7
4:15	2	1	0	0	0	0	1
4:30	5	2	0	0	0	0	1
4:45	7	0	2	0	0	0	3
5:00	9	4	0	0	0	1	2
5:15	1	0	0	0	0	0	4
5:30	2	1	0	0	0	0	3
5:45	8	6	1	0	0	0	1
6:00	6	0	0	0	0	0	0
6:15	2	1	0	0	0	0	1
TOTALS	59	20	4	0	0	1	36

COUNTERS: Carlos Alduenda

CITY OF PASADENA
ARCHERY CENTER
PEDESTRIAN COUNT
WEEK 2

DATE: Friday, October 11, 2013

AM	AREA 1	AREA 2	AREA 3				AREA 4	
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		ARCHERY ACTIVITY WITHIN ARCHERY RANGE	
			WALKING	RUNNING	BIRDING	DOG WALKING		
7:00	1	1	0	0	0	0	0	
7:15	0	3	0	0	0	0	0	
7:30	1	3	0	0	0	0	1	
7:45	1	0	0	0	0	0	0	
8:00	4	1	0	1	0	0	0	
8:15	5	1	0	0	0	0	0	
8:30	3	2	0	0	0	0	1	
8:45	4	4	0	0	0	0	1	
9:00	6	0	0	0	0	0	0	
9:15	5	5	0	0	0	0	0	
9:30	3	2	0	0	0	0	0	
9:45	2	0	0	0	0	0	0	
10:00	3	1	0	0	0	0	1	
10:15	3	0	0	0	0	0	0	
10:30	5	8	0	0	0	0	0	
10:45	1	2	0	0	0	0	1	
11:00	4	0	0	0	0	0	1	
11:15	0	0	0	0	0	0	1	
11:30	2	0	0	0	0	0	0	
11:45	0	0	0	0	0	0	2	
PM								
12:00	4	2	0	0	0	0	1	
12:15	4	0	0	0	0	0	0	
12:30	2	1	0	0	0	0	1	
12:45	0	1	0	0	0	0	0	
TOTALS			63	37	0	1	0	11

NOTE: The Archery Center parking area was closed to the public due to the area being leased to a movie production company. The production company was using the area to house their equipment and large vehicles. Public parking was available on a limited basis by 10:30 am. The production company had vacated the parking area by 12:45 pm.

During the early morning hours, the public had to park on the street near the entrance to the Archery Center.

COUNTERS: Carlos Alduenda
 Gabrielle Miramontes-Alduenda
 DATE: Saturday, October 12, 2013

CITY OF PASADENA
 ARCHERY CENTER
 PEDESTRIAN COUNT
 WEEK 2

PM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		BIRDING	DOG WALKING	ARCHERY ACTIVITY WITHIN ARCHERY RANGE
1:00	4	2	0	0	0	0	1
1:15	3	7	0	0	0	0	2
1:30	6	4	0	0	0	0	1
1:45	8	3	0	0	0	0	4
2:00	6	1	0	0	0	0	2
2:15	9	6	0	0	0	0	1
2:30	8	5	0	0	0	0	2
2:45	7	8	0	0	0	0	8
3:00	5	6	2	0	0	0	3
3:15	11	3	0	0	0	0	3
3:30	9	7	0	0	0	0	1
3:45	4	3	0	0	0	0	2
4:00	14	2	0	0	0	0	7
4:15	5	1	0	0	0	0	2
4:30	7	6	0	0	0	0	1
4:45	6	2	0	0	0	0	3
5:00	10	8	2	0	0	0	2
5:15	8	9	0	0	0	0	2
5:30	5	3	0	0	0	0	3
5:45	7	4	0	0	0	0	2
6:00	8	2	0	0	3	2	1
6:15	12	3	0	1	0	0	0
TOTALS	162	95	4	1	3	2	53

COUNTERS: Carlos Alduenda
 Gabrielle Miramontes-Alduenda

CITY OF PASADENA
 ARCHERY CENTER
 PEDESTRIAN COUNT
 WEEK 2

DATE: Sunday, October 13, 2013

AM	AREA 1	AREA 2	AREA 3				AREA 4
	PASSIVE RECREATION USER WESTSIDE MULTI-USE TRAIL	PASSIVE RECREATION USER HIKING TRAIL ADJACENT ARCHERY RANGE	PASSIVE RECREATION USER WITHIN ARCHERY RANGE AREA		PASSIVE RECREATION USER BIRDING		ARCHERY ACTIVITY WITHIN ARCHERY RANGE
			WALKING	RUNNING	DOG WALKING		
7:00	2	0	0	0	0	0	0
7:15	4	3	0	0	0	0	3
7:30	2	1	0	0	0	0	0
7:45	8	2	0	1	0	0	3
8:00	5	3	0	0	0	0	2
8:15	4	1	0	0	0	0	11
8:30	7	3	0	0	0	0	4
8:45	3	4	0	0	0	0	2
9:00	9	3	1	0	0	0	6
9:15	6	1	0	0	0	0	0
9:30	12	9	0	0	1	0	1
9:45	10	5	0	0	0	0	5
10:00	8	3	0	0	0	0	1
10:15	9	4	0	0	0	0	1
10:30	5	2	0	0	0	0	0
10:45	8	4	0	0	0	0	1
11:00	5	10	0	0	0	0	0
11:15	2	4	0	0	0	0	0
11:30	7	2	0	0	0	0	1
11:45	4	1	0	0	0	0	2
PM							
12:00	5	0	0	0	0	0	3
12:15	6	2	0	0	0	0	1
12:30	3	4	0	0	0	0	0
12:45	2	3	0	0	0	0	1
TOTALS	136	74	1	1	1	1	48

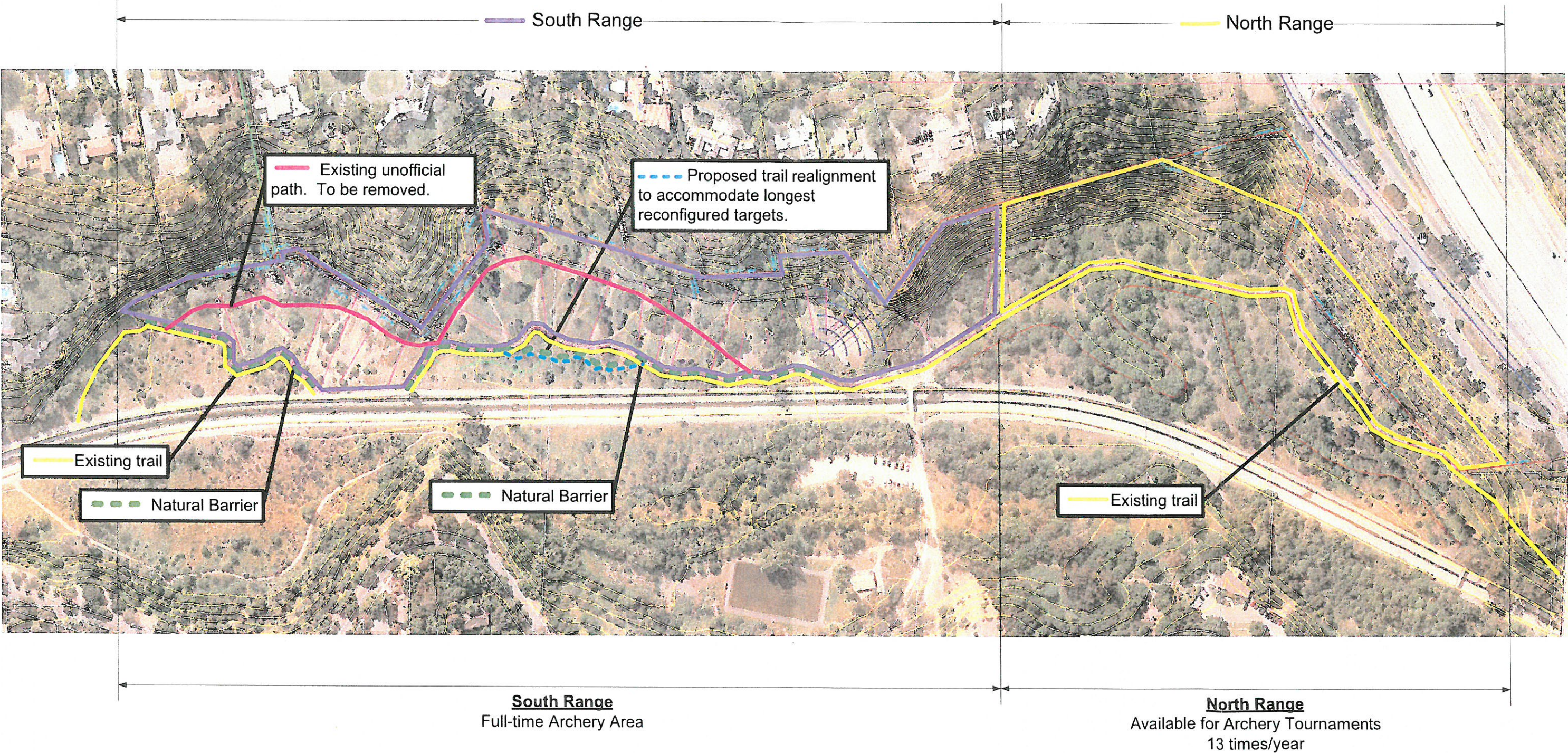
ATTACHMENT H

Lower Arroyo Seco Archery Range

Exhibit

(1 page)

Proposal for the Lower Arroyo Seco Archery Range



South Range
Full-time Archery Area

North Range
Available for Archery Tournaments
13 times/year



NOT TO SCALE

Reconfiguration Study - Exhibit

September 10, 2013

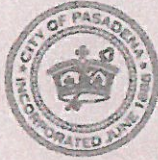
ATTACHMENT I

Sample of Regulatory and Directional Signs

(2 pages)

DRAFT REGULATORY SIGN

36 in



CITY OF PASADENA ARCHERY RANGE Rules & Regulations

RANGE HOURS: Dawn to Dusk

The following activities are prohibited per PMC _____

- ENGAGING IN ACTIVE OR PASSIVE NON-ARCHERY ACTIVITIES
- USE OF CROSSBOW, FLIGHTBOWS OR BROADHEAD ARROWS
- SHOOTING FROM POSITIONS OUTSIDE OF RANGE BOUNDARIES
- USE OF THE RANGE BY PERSONS NOT PROMINENTLY DISPLAYING CITY-ISSUED ARCHERY RANGE CREDENTIALS
- SKY LOADING (KEEP ARROWS POINTED DOWN RANGE)
- COMMERCIAL OR ORGANIZED USE OF THIS FACILITY WITHOUT A CITY PERMIT OR AGREEMENT
- LEAVING TARGETS OR DEBRIS ON THE RANGE AFTER USE

Safety Training Classes offered each Saturday at 8:00am (weather permitting).
For more information contact Pasadena Roving Archers (626) 577-7252

For Park Maintenance Information (626) 744-4321

Report Violations to the Pasadena Police Department (626) 744-4241

In Case of Emergency 911

Persons using this range do so at their own risk. Archery is an inherently dangerous activity which can result in severe personal injury and even death. The City of Pasadena assumes no responsibility for loss or injury.

42 in

1.4 in

1.4 in

1 in

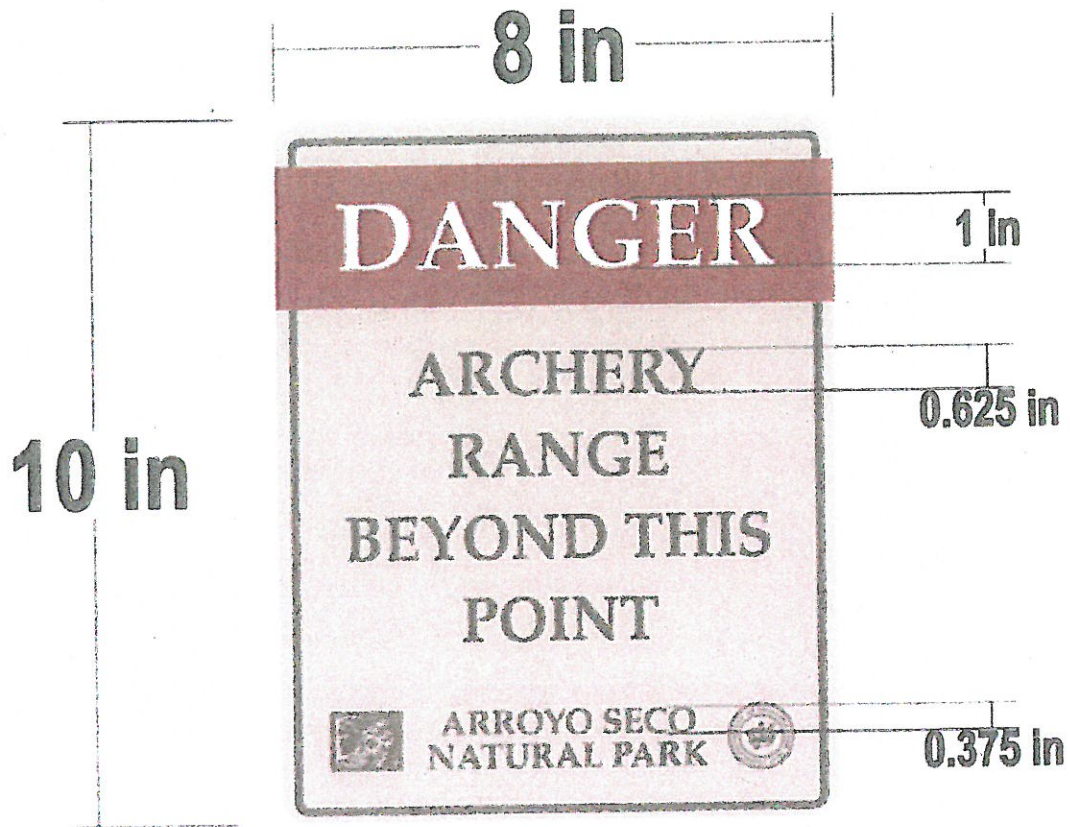
1 in

0.625 in

0.625 in

0.625 in

DRAFT DIRECTIONAL SIGN



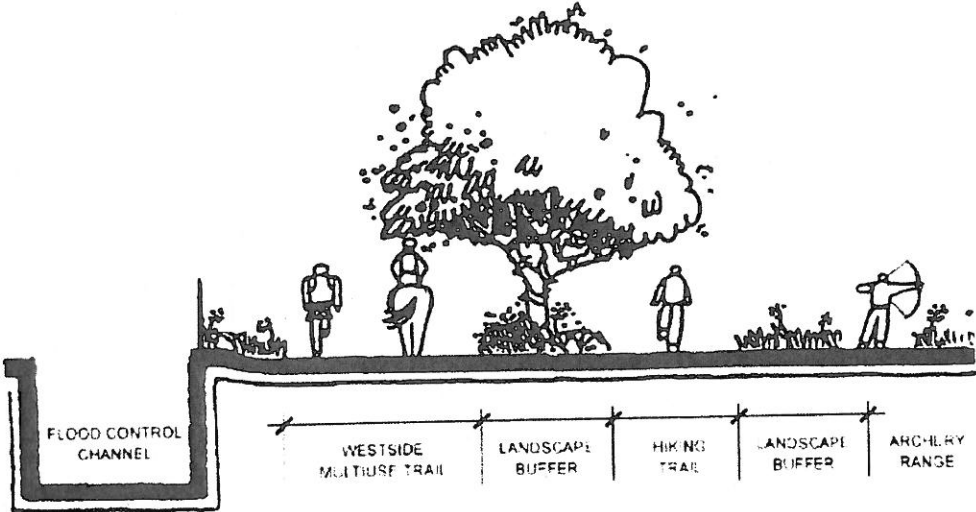
ATTACHMENT J

Natural Barrier Exhibit from LAMP

(1 page)

Image taken from page 4-11 of the

Lower Arroyo Seco Mater Plan

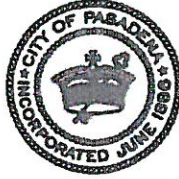


ATTACHMENT K

City Manager Memorandum

Dated June 2, 2003

(2 pages)



OFFICE OF THE CITY MANAGER

June 2, 2003

TO: CITY COUNCIL
FROM: CITY MANAGER
SUBJECT: APPROVAL OF LOWER ARROYO SECO MASTER PLAN -
AMENDMENT TO REFLECT REDUCTION IN SPACE A
LOTTED TO PASADEAN ROVING ARCHERS

RECOMMENDATION

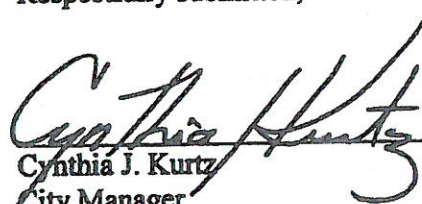
It is recommended that the City Council approve an additional amendment to the Lower Arroyo Master Plan to reflect the reduction in usage of the north archery range by the Pasadena Roving Archers to a maximum of ~~six~~ ¹³ times per year.

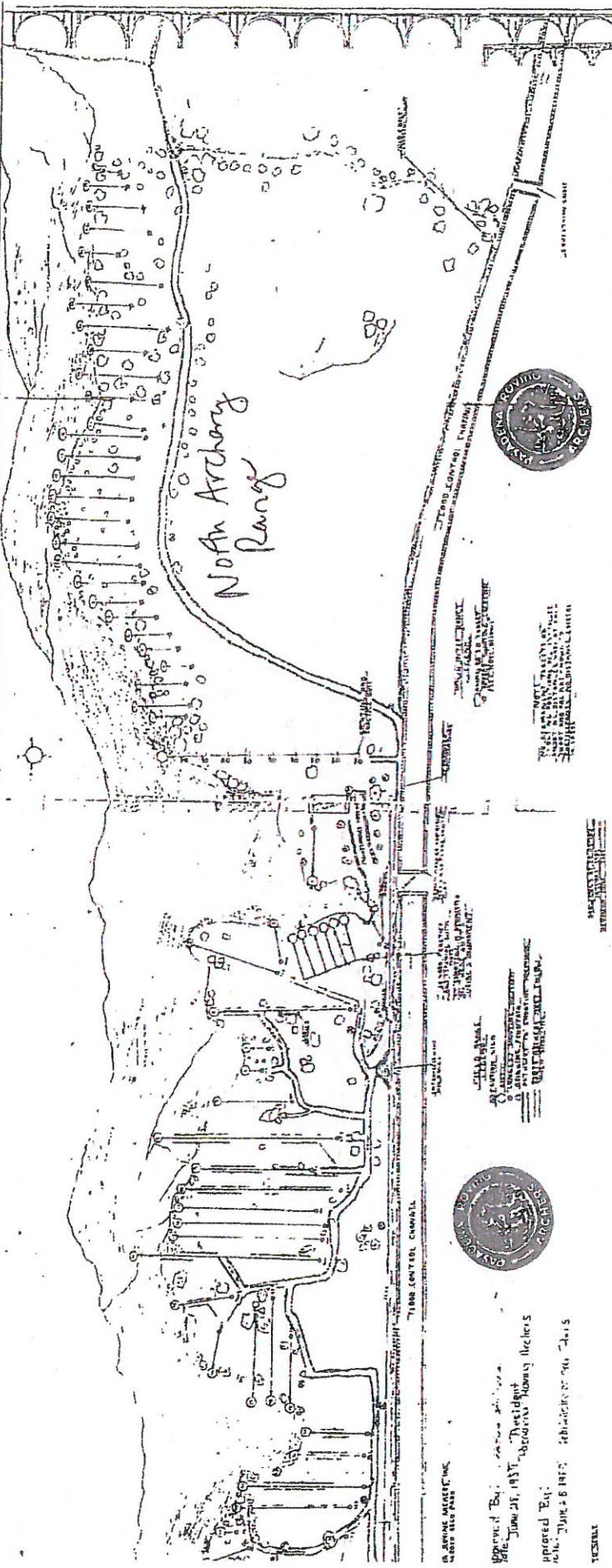
*(corrected on
floor of Council)*

BACKGROUND

Staff recently met with the Pasadena Roving Archers to discuss their location and usage of the Lower Arroyo Seco. The Pasadena Roving Archers have agreed to remove the bales and targets from the north range and use these only during tournaments (approximately 4 - 6 times per year); this would mean that the shooting lanes would not need to be as broad and the northern range would have a more natural appearance.

Respectfully submitted,


Cynthia J. Kurtz
City Manager



North Archery Range



RESTAURANT
 ARCHERY RANGE
 TENNIS COURT

ARCHERY RANGE
 TENNIS COURT

ARCHERY RANGE
 TENNIS COURT



Approved By: [Signature]
 June 21, 1937
 Approved By: [Signature]
 June 21, 1937

SECRET

ATTACHMENT L

Aerial Photographs of Lower Arroyo Seco Range (2 pages)



Range Configuration – 1999
With 2011 target location survey data

Sept. 16, 2013 – NOT TO SCALE



Range Configuration – 2008
With 2011 target location survey data

Sept. 16, 2013 – NOT TO SCALE

ATTACHMENT M

Matrix of Operational Use Alternatives

(1 page)

Options for Lower Arroyo
Operational Use

Concept		Description	Pros	Cons
Operational Use				
1	Proposed operational model	Public range with PRA having limited exclusive use. PRA provides required safety training class required for all users and range maintenance. City provides periodic park security patrols	<ul style="list-style-type: none"> - City traditionally uses license agreements to administer non-profit club use of public lands dedicated for single uses; agreement model developed for PRA can be used for other park uses that utilize club facilities in similar manner 	<ul style="list-style-type: none"> - Moderate level of safety
2	PRA Membership Required (fitness center model)	Grants exclusive use of range to PRA and requires all users of Lower Arroyo range to be PRA members or guests. PRA uses membership and guest fees to fund full-time range master position (City employee) to be on site during all hours of operation to monitor access /check-in & use of range. PRA provides required safety training class required for all users and range maintenance. City provides periodic park security patrols	<ul style="list-style-type: none"> - Promotes safety by providing full-time on site range master - Provides revenue source to fund range master position(s) 	<ul style="list-style-type: none"> - PRA may not want to operate range - PRA may not be best qualified to operate range - Members of public may resist requirement to join PRA as a prerequisite to use this public facility
3	Establish Range Hours	Establish operational hours for range. Currently range is open from sunrise to sunset. Based on ped counts, there is limited use of range by archers before 9AM and after 6PM	<ul style="list-style-type: none"> - Lessens possible conflicts with adjacent properties - Allows adjacent property owners to know when archery may occur in Lower Arroyo 	<ul style="list-style-type: none"> - Alters longstanding practice of having public facility available for archery during park hours
4	RFP/RFQ Model	Identify range operator via RFP/RFQ process. Range could be operated in fitness center model (item 2 above) with users paying membership or guest fees to cover costs of operations including full-time range master position (City employee) or another operational model suggested by proposer. City scope of work would require monitored access/check-in, range monitoring, safety training classes, range maintenance, etc.	<ul style="list-style-type: none"> - Promotes safety by providing full-time on site range master - Provides revenue source to fund range master position(s) - Enables City to identify qualified operator consistent with approach to other unique City-owned facilities 	<ul style="list-style-type: none"> - Alters longstanding relationship with PRA

ATTACHMENT N

Deal Points for Agreement with PRA

(4 pages)

Agreement Deal Points

Overall Deal Points

1. Revenue Basis and Calculation

PRA shall pay to the City a portion of revenues collected pursuant to membership, tournaments, classes and other range related archery activities conducted by PRA. Revenue provided to the City will be determined on a quarterly basis. If 60% or more of the participants in PRA programs live, work or attend school in Pasadena (PUSD schools), revenue shall be allocated: 70% to PRA and 30% to the City. If less than 60% of the participants in PRA programs live, work or attend school in Pasadena (PUSD schools), revenue shall be allocated: 60% to PRA and 40% to City. Payments will be due within 30 days of the end of each quarter.

2. Maintenance Allowance

A maintenance allowance for the costs associated with the purchase and refurbishment of bales in the southern range, not to exceed \$2,000 annually, may be deducted from the total revenues.

3. Provision of Documents

Upon execution of the agreement and thereafter as indicated below, PRA will provide the following documents to the City:

- a. PRA membership roster (including youth/adult designation, names, zip codes and (if not a Pasadena resident) whether the member works in Pasadena or attends a PUSD school. This document shall be provided quarterly.
- b. Participant activity reports. Such reports shall include the demographic information listed in 3.a. for individuals participating in PRA activities and will be provided on a quarterly basis.
- c. List of user fees charged for activities described in deal point 1. This shall be provided annually or more frequently if mid-year changes are proposed and shall be subject to approval and modification by the City.
- d. Financial reports including all revenues and expenses received or incurred as a result of use of the range. This information will be provided quarterly.
- e. Archery range safety inspection certifications and/or other safety reports and PRA rules governing member use of the archery area. This information shall be provided within 10 business days of receipt by PRA. The City shall have a representative present during range inspections and/or safety reviews conducted by the NFAA or other archery organization.

- f. Bi-annual use schedule for PRA-sponsored activities in the southern and northern ranges. This information will be provided prior to January 1 and July 1 of each year.

4. Safety Training Class

PRA shall provide a City-approved class on range safety and basic archery instruction ("safety training class") to all members of the public wishing to use the range. This class will be offered not less than weekly (weather permitting). City and PRA shall publicize information about the safety training requirement and PRA administered class.

5. Safety Training Class Exemptions

Archers with exceptional experience may forgo the safety training class by successfully completing a City-approved competency examination. PRA will be responsible for administering such examination.

6. Credential Issuance

PRA will provide the City with a list of persons completing the safety training class (or examination) not less than 2 working days after completion. City will issue credentials no less than 15 calendar days after the completion of the safety training class or competency exam.

7. Storage Container and Hay Bales

PRA will downsize or remove the storage container located adjacent to the practice area upon execution of the agreement and identification of a reasonable alternate storage location(s) by the City. Hay bales adjacent to the practice area have been relocated to an off-site location. This area and all other areas outside the storage container will not be used for storage of archery facilities or equipment.

8. Vehicular Restriction and Parking

Vehicular access to the west side of the flood control channel will be limited to maintenance activities. To facilitate equipment loading, unloading and event coordination, one parking space in the Lower Arroyo parking lot will be designated for PRA use. Material marketing PRA activities and events will include information about shall indicate that offsite parking and carpooling are encouraged.

9. Insurance

Provide liability insurance naming the City as additional insured for an amount not less than \$1,000,000 combined single limit per occurrence for all PRA-sponsored activities on City lands.

While arrows typically hit their intended targets and/or hay bales, all reasonable precautions will be taken by PRA to assure that arrows remain confined within the shooting range. In the unlikely event that an arrow misses a target, care will be taken to assure that the arrow is retrieved in a manner that is respectful of the rights of the abutting properties and without injury to those properties or their owners/occupants. While there may be specific targets where it is possible that errant arrows may land on private property, reasonable precautions to confine the arrows to the shooting range will minimize this risk.

The property owners abutting the range at the following addresses: 430 South San Rafael, 380 South San Rafael, 310 South San Rafael and 282 South San Rafael will be asked if they wish to receive additional insurance coverage from PRA (such coverage to be applicable during PRA activities). With respect to those property owners interested in said coverage, PRA shall include them as additional insured with respect to PRA's liability arising from PRA events and activities. Should PRA activity present a hazard to adjoining property owners, the agreement between PRA and the City would be subject to termination.

10. Target Maintenance

PRA shall be responsible for the maintenance of all permanent targets, bales and other archery facilities.

11. Temporary Targets

PRA shall be responsible for the installation and removal of all temporary targets. Temporary targets used in the Lower Arroyo archery range shall be removed after each authorized use.

12. Monitor

PRA shall provide an on-site monitor for all PRA-sponsored activities. Monitors shall be required to have visible identification denoting their role, ensure that range rules are observed and report violations to the Pasadena Police Department. PRA shall be required to hire a Pasadena Police Department officer for "invitational" tournaments. These tournaments involve experienced PRA and non-PRA archers and represent the tournaments with the largest number of participants.

13. Instruction

All instructors used in the performance of PRA classes and training activities shall be certified by USA Archery or another nationally recognized archery organization. Instructional classes shall conform to an instructor to student ratio of no greater than 1:10 for beginner classes and 1:15 for intermediate classes.

14. Liability Waiver

PRA will be responsible for ensuring that individuals participating in PRA authorized activities complete and sign a document releasing the City from liability arising out of the performance of archery activity.

15. Marketing and Outreach

PRA will be responsible for actively marketing its programs to the Pasadena community and providing information about the sport of archery to the general public.

Northern Range

1. Authorized Use

Available for PRA-sponsored activities no more than 13 Sundays per year according to City approved use schedules.

2. Notification of Use

Dates of use will be posted on-site and online.

3. Targets

Only temporary targets, to be removed after each use, are permitted.

4. Temporary Signage

PRA shall install temporary signage as approved by the City, prior to Sunday use.

Southern Range

1. Authorized Use

Available for PRA-sponsored activities according to a City approved use schedule. Open to non-members that have completed the safety training requirement outside of times approved for PRA use.

2. Sighting-In Target

One temporary "sighting in" target located north of target #1 shall be available for use on Sundays only. This target will be removed after each Sunday use.

ATTACHMENT O

Letter Dated September 16, 2013 from

Mr. Christopher Sutton

(2 pages)

LAW OFFICE OF
CHRISTOPHER SUTTON
586 LA LOMA ROAD
PASADENA, CALIFORNIA 91105-2443
TELEPHONE (626) 683-2500 · FACSIMILE (626) 405-9843
email: christophersutton.law@gmail.com

Monday, September 16, 2013

City Council
City of Pasadena
City Hall
100 North Garfield Avenue
Pasadena, California 91101

**Re: Objections to Pasadena Roving Archers Five-Year Exclusive Use Agreement;
Violation of California Environmental Policy Act ("CEQA");
Violation of Lower Arroyo Seco Master Plan;
Violation of Pasadena City Charter, Article XVI, Unrestricted Parkland Uses;
Violation of United States Clear Water Act;**

Dear Members of the City Council:

This office represents the Lower Arroyo Protection Association. The current proposal to grant an exclusive five-year use agreement over of a portion of the Lower Arroyo Seco Parkland to the Pasadena Roving Archers violates various provisions of federal, California and local law.

There must be compliance with the California Environmental Quality Act ("CEQA") (Public Resources Code § 21000 et seq.) prior to consideration of this five-year exclusive use agreement with its impacts on:

- (1) Over-crowding limited parking resources near the casting pond and in residential areas fronting on the Arroyo Seco;
- (2) Increased introduction of thousands of poisonous lead-tipped arrows into a riparian and watershed environment;
- (3) Increased hazards to native and protected species of plants and animals by human intrusions and misdirected and lost arrows;
- (4) Change and diversion in existing recreational trails and non-archery uses of the Lower Arroyo Seco Parkland;
- (5) Increase in the generation of litter, trash, human waste, hazards to human health;
- (6) Increased burden on public safety and law enforcement resources, including police, fire, public health, and park management staff;
- (7) Increase in use of the Rosemont Pavilion and its limited parking resources for hundreds of archery safety classes;
- (8) Over-burdening of other nearby recreational areas by cordoning off large portions of the Lower Arroyo Section Parkland;
- (9) Failing to prohibit use by archers of adjoining private properties (the goal is to "minimize" such trespassing);
- (10) Uprooting and re-planting or planting new species into a delicate environment;
- (11) Installing potentially hundreds of signs, postings, targets, barriers, etc; and

9/16/2013
ITEM # 13

Pasadena City Council
Re: Oppose PRA Five-Year Exclusive Use Agreement

September 16, 2013
page 2

(12) Causing a reduction in City services elsewhere by failing to recover from PRA the full cost of implementing and administering the exclusive-use agreement.

Compliance with CEQA commences with preparation of an Initial Study. This is a series of questions that must be answered as to maximum possible impacts a proposal will have. No Initial Study has been prepared. The applicability of any exemption under CEQA may only be determined after an Initial Study is prepared.

The incorrect assertion of CEQA exemptions under State CEQA Guidelines 15061, 15301, and 15302 is wholly misplaced and based on a false and misleading description of the impacts of this five year exclusive use agreement. There will be major changes to the physical environment associated with this exclusive use agreement. There will be major changes to human activities such as parking at many locations, human waste and litter generation, use of other facilities, and use of City personnel. There will direct degradation of the environment with the introduction of thousands of poison-tipped lead arrows (many of which will be permanently lost and embedded in the soil of a watershed area), and the risks posed to animals, plants, and human life and safety caused by the massive use of standard archery equipment.

The Lower Arroyo Seco Master Plan does not allow for exclusive uses of any part of the Lower Arroyo Seco. The entire area must be open and available to the entire public.

Pasadena City Charter Article XVI, Park Preservation (also known as the Bogaard Amendment) prohibits exclusive use agreements which banned all but one type of park uses and banned all members of the public except the members of one organization.

The United States Clear Water Act and regulations the U.S. Environmental Protection Agency and U.S. Army Corps of Engineers banned the introduction of poisonous lead arrow tips and increase human waste and litter into a watershed environment and the flows into Waters of the United States.

In 1978, William Bogaard asked at another exclusive use agreement hearing: "Will the applicant be indemnifying the City from the risk of litigation?" We must ask this question again.

Please oppose this five-year exclusive use agreement until all laws have been followed.

Sincerely,



Christopher Sutton

ATTACHMENT P

Planning and Community Development Memorandum Regarding Exemption Status of the Proposed Project

(4 pages)



MEMORANDUM

TO: Charles Peretz, Parks and Natural Resources Administrator, Department of Public Works

FROM: John Bellas, Environmental Coordinator, Planning & Community Development Department

DATE: January 22, 2015

SUBJECT: EXEMPTION STATUS OF THE PROPOSED LOWER ARROYO ARCHERY RANGE PROJECT

In response to the Department of Public Works' inquiry, this memorandum discusses whether the proposed Lower Archery Range Project qualifies for a categorical exemption from the California Environmental Quality Act (CEQA). The proposed project consists of physical improvements to the Lower Archery Range and program and policy changes that further restrict the use of the Archery Range area. The proposed physical improvements consist of:

1. **Removal of the unofficial path which bisects the interior of the range:** An informal path currently exists that bisects the archery shooting lanes. This informal path is not included as an approved trail in the Lower Arroyo Master Plan (LAMP). The path is approximately 1,630 linear feet in length and developed over time as a result of passive recreation use and archery range maintenance activities. The proposed project would eliminate this path and discourage unauthorized future use.
2. **Relocation of approximately 150 linear feet of trail to relocate targets onto public property and maintain regulation shooting distances:** The proposed project would construct at least one new target and may require the relocation of several others. Targets would be of a similar type to the existing targets. Target locations will be on public park land and established in a manner that meets distance and separation requirements, while minimizing impacts, if any, to existing vegetation. Corresponding to the relocated targets, shooting lanes and positions would also be modified, which could involve minor brush clearance and tree pruning and the placement of flush-mounted shooting location markers of a similar type to existing markers used throughout the range. Vegetation removal and trimming would be consistent with regular ongoing maintenance activities of the existing shooting lanes and throughout the archery course. Work would be performed by hand and through the use of a small tractor or similar equipment. Additionally, approximately 150 linear feet of the archers trail would be realigned to accommodate the new shooting lanes/positions. Establishing the realigned trail would involve the clearing of ground level vegetation. No trees will be removed. All tree trimming and brush removal will occur in compliance with the Migratory Bird Treaty Act and will be conducted by individuals trained

to comply therewith. Any necessary grading would be performed by hand and/or with a Bobcat or similar sized machine, which may also be needed to move boulders. Trail construction would be consistent with the type of construction used to improve/extend the existing trail adjacent to the Archery Range in 2005. The existing trail would be obliterated through the removal of cobble barrier and scarifying the trail surface. Native vegetation could be re-established through seed or container planting.

3. **Posting of rules for use of the archery range:** Regulatory signage would be placed in appropriate locations. Directional signage would also be installed at appropriate intervals to delineate the Archery Range boundary. These signs will be reviewed by the City's Design Commission and have been previously reviewed by the Recreation and Parks Commission.
4. **Installation of natural barrier, consisting of rocks and plants to separate archery and other park uses:** The proposed project includes installing a natural barrier along the edge of the archers trail consistent with the Lower Arroyo Master Plan. The barrier would consist of placed Arroyo-sourced stones (cobbles and larger) and native landscape plantings. An irrigation system would be installed for the purpose of providing supplemental irrigation during a plant establishment period, typically about 2 years. A small trenching unit, either walk behind or tractor mounted, would be used to dig the irrigation line trenches. Trenching for the irrigation line would occur either within the trail footprint or the adjacent barrier area. Stone placement would require stones to be imported to the site by truck (passenger truck size). Movement and placement of the stones onsite may also involve the use of a small tractor.

The proposed project fits within the categorical exemption set forth in State CEQA Guidelines Section 15301 (Existing Facilities). Section 15301 states, "Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination." Section 15301 includes examples of projects that qualify for this categorical exemption, but also specifies that the list of examples is, "not intended to be all inclusive of the types of projects which might fall within Class 1. The key consideration is whether the project involves negligible or no expansion of an existing use."

The proposed project consists of modifying an existing public facility (i.e., a City park) to allow for continued use of the facility for archery purposes. The proposed project does not expand the capacity of the Archery Range or the Lower Arroyo Seco Park. Conversely, the proposed project has the potential to reduce the use of the park, due to the proposed program and policy changes that further restrict the use of the Archery Range area. Since the proposed project consists of the minor alteration of an existing public facility involving negligible or no expansion of use, the proposal meets the project criteria requirements of CEQA's Class 1 Categorical Exemption.

The State CEQA Guidelines Section 15300.2 identifies five "exceptions" to the use of the Class 1 Categorical Exemption. As described in the following bullets, none of these exceptions apply to the proposed project:

- **Cumulative Impact (State CEQA Guidelines Section 15300.2(b)):** There are no other related past, present, or reasonably foreseeable probable future projects that, when considered in combination with the project, would result in a significant cumulative environmental impact. Likewise, the proposed project would not cause a cumulatively considerable incremental effect on a significant cumulative impact.

- Significant Effect (State CEQA Guidelines Section 15300.2(c)): There is no reasonable possibility that the proposed project would have a significant effect on the environment, nor are there any unusual circumstances. There are no unusual circumstances related to the land, air, water, minerals, flora, fauna, or noise conditions of the project area. The air quality impacts generated by the work are limited to emissions from a passenger truck or two and/or tractor, and fine particulate matter (dust) raised through hand digging or minor tractor excavation. There will be no traffic impacts arising from the handful of vehicles necessary to undertake the project. The site does not contain any unique topographic or geographic features, natural water features, or valuable minerals. According to the Terrestrial Natural Plant Communities of the Lower Arroyo Master Plan graphic in Appendix C of the Arroyo Seco Master Plan Master Environmental Impact Report (EIR)¹, the archers trail area, including the proposed realignment area is comprised of “R – Ruderal” vegetation, and the removal of this type of vegetation is not potentially significant. Brush and tree work would be conducted in compliance with the Migratory Bird Treaty Act by individuals trained to comply therewith. Additionally, there are no unique aesthetic features of the site that would be significantly affected by the proposed project, and the site will retain its open space character after completion of the project. See the following bullets for the potential for environmental effects related to scenic highways, hazardous waste sites, and historical resources.
- Scenic Highways (State CEQA Guidelines Section 15300.2(d)): The project site is not within the view of any state scenic highways. The only designated state scenic highway in the City of Pasadena is the Angeles Crest Highway (State Highway 2), which located north of Arroyo Seco Canyon in the extreme northwest portion of the City.
- Hazardous Waste Sites (State CEQA Guidelines Section 15300.2(e)): The project is not located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code, including the State of California Hazardous Waste and Substances Sites List of sites published by California Environmental Protection Agency (CAL/EPA). See the attached GeoTracker map depicting listed hazardous waste sites in the project area (source: <https://geotracker.waterboards.ca.gov/map>, accessed January 22, 2015).
- Historical Resources (State CEQA Guidelines Section 15300.2(f)): The proposed project would not cause a substantial adverse change in the significance of a historic resource. The Pasadena Arroyo Parks and Recreation District, which includes the Central and Lower Arroyo Seco, is listed in the National Register of Historic Places. The Lower Arroyo contributed to the historical significance of the area as a result of its historic use for recreation. The configuration of the archery range is not identified as a contributing element. In any event, the configuration would not change under this proposal, and instead the informal path would be removed to return the overall Archery range to its intended configuration.

Since the proposal meets the project criteria requirements of CEQA's Class 1 Categorical Exemption identified in the State CEQA Guidelines Section 15301 (Existing Facilities) and none of the exceptions identified in State CEQA Guidelines Section 15300.2 apply, the proposed project qualifies for a categorical exemption from CEQA.

End of memo.

¹ Master Environmental Impact Report for the Arroyo Seco Master Plan, State Clearinghouse Number 2000091062, Certified April 14, 2003.

Attachment
 GeoTracker Map of the Project Area

(Source: <https://geotracker.waterboards.ca.gov/map>, accessed January 22, 2015)

