



Recreation & Parks Commission Meeting Agenda

September 9, 2013
7:00 p.m. – Placentia City Hall

Ira Newman
Chair

Mary Granger
Vice Chair

Linda Bartelt
Commissioner

Michael Dougherty
Commissioner

Todd Emrick
Commissioner

Bruce Hunt
Commissioner

Sharon Jackson
Commissioner

Procedures for Addressing the Recreation & Parks Commission

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the "Oral Communications" portion of the agenda should fill out a "Speaker Request Form" and give it to the recording secretary BEFORE that portion of the agenda is called.

The Recreation & Parks Commission encourage free expression of all points of view. To allow all persons the opportunity to speak, please keep your remarks brief. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of an entire group. To encourage all views, Recreation & Parks Commission discourage clapping, booing or shouts of approval or disagreement from the audience.

PLEASE SILENCE ALL PAGERS, CELL PHONES, AND OTHER ELECTRONIC EQUIPMENT WHILE COMMISSION IS IN SESSION.

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (714) 993-8184. Notification 48 hours prior to the meeting will generally enable City staff to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)

Copies of all agenda materials are available for public review in the Office of the City Clerk. Persons who have questions concerning any agenda item may call the Community Services Department, (714) 993-8184, to make inquiry concerning the nature of the item described on the agenda.

In compliance with Senate Bill 343, any writings or documents provided to a majority of the City Council regarding any item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's Office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

City of Placentia
401 E Chapman Avenue
City of Placentia, CA 92870

Community Services Department
Phone: (714) 993-8232
Fax: (714) 961-0283
Website: www.placentia.org

Recreation & Parks Commission

September 9, 2013

REGULAR MEETING

7:00 p.m.

MEETING CALLED TO ORDER

ROLL CALL: Chair / Commissioner Newman
Vice Chair / Commissioner Granger
Commissioner Bartelt
Commissioner Dougherty
Commissioner Emrick
Commissioner Hunt
Commissioner Jackson

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS

Commission to conduct elections for Chair and Vice Chair positions.

ORAL COMMUNICATIONS

At this time the public is invited to address the Recreation and Parks Commission concerning any agenda item, which is not a public hearing item, or other items under the jurisdiction of the Recreation and Parks Commission.

COMMISSIONER COMMENTS AND REPORTS

The purpose of these reports is to provide information on projects and programs that are discussed at sub-committee meetings. No decisions are to be made on these issues. If a Commission member would like formal action on any of the discussed items, it will be placed on a future Commission Agenda.

RECREATION AND PARKS COMMISSION AGENDA

1. **Approval of Minutes – August 12, 2013**
2. **Monthly Report –**
Staff to provide updates of programs and services offered by the Community Services Department.
3. **Parks and Facility Project Updates –**
Staff to provide updates on status of current capital improvement projects including repair of Kraemer Middle School ballfield lights.
4. **Skate Park Proposal – Former Boys & Girls Club Facility**
Staff to provide update on Indoor Skate Park proposal at former Boys & Girls club facility located at 132 East Crowther.

5. **Budget Update** -
Staff to provide an update on the approved budget for fiscal year 2013-2014.
6. **Heritage Festival**
Commission to finalize participation in Heritage Festival scheduled for Saturday, October 12, 2013.

Park Inspection Reports - Commission to review inspection reports with staff.

STAFF COMMENTS

Agenda Building and Meeting Schedule – Staff and Commission to review agenda items and schedule upcoming meetings including consideration of meetings at various City facilities.

ADJOURNMENT

The Recreation and Parks Commission Adjourn to a Regular Meeting on Monday, October 14, 2013, at 7:00 p.m. in the Community Meeting Room at City Hall located at 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Maria Elena Maurer, Community Services Coordinator for the City of Placentia, hereby certify that the Agenda for the September 9, 2013 Regular Meeting of the Recreation and Parks Commission was posted on September 4, 2013.



Maria Elena Maurer
Community Services Coordinator

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
August 12, 2013

Meeting called to order at 7:01 p.m. held at Koch Park Building

ROLL CALL

Present: Bartelt, Dougherty, Emrick, Granger, Hunt, Jackson
Absent: Newman
Staff Present: Steve Pischel, Director of Administrative & Community Services
Jon Nicks, Deputy Director of Community Services
Maria Elena Maurer, Community Services Coordinator

PLEDGE OF ALLEGIANCE – Led by Commissioner Bartelt

ORAL COMMUNICATIONS – None in attendance

COMMISSIONER COMMENTS AND REPORTS -

1. **APPROVAL OF MINUTES** – June 10, 2013

MOTION by Commissioner Emrick to approve the minutes of June 10, 2013 as submitted; **SECOND** by Commissioner Jackson and **CARRIED** by a **5-0-1-1 VOICE VOTE** (Dougherty, Abstained; Newman, Absent).

2. **MONTHLY REPORT**

Staff Nicks reported that the Concerts in the Park had concluded. Changes in the parking did not seem to affect the attendance and overall, a lot of positive comments were received. Thanks to the prize donations for the raffles, the C.A.P.E.S. program earned monies as well. Commissioner Bartelt asked if the Concert scheduled on July 4th had high attendance. Staff Nicks responded that attendance was lower than normal due to people wanting to see fireworks. The newspaper did a good article on this concert.

The Fall Quarterly was mailed out over the weekend. Commissioner Granger suggested that information on ordinances, bike safety, trash cans, etc. be included in the Quarterly.

Staff Nicks added that there were two remaining Movies at the Park and the P.A.R.K.'s program at all the Centers for the summer was ending on August 22, 2013. Staff tried something different by combining all the centers participants at one location and scheduling games, activities and a barbecue with great success. The third edition of the "Placentia Has Talent" took place at the Backs Building. Summer excursions to Pageant of the Masters and the Hollywood Bowl were sold out.

OCFA came out to the swimming lessons to reinforce safety in the pool. In light of recent child drownings in Orange County, this partnership with OCFA was critical in reinforcing safety procedures in and around the pool. Staff Pischel praised Community Services staff for running another successful summer program.

3. **PARKS AND FACILITY PROJECT UPDATES -**

Staff Nicks indicated that a few months ago, Bimbo Bakeries, the largest baker in the world, started the "Good Neighbor" program. This is a grant program that provides resources to make improvements to community facilities to promote physical fitness. Bimbo Bakeries chose to make repairs to the filtration and pump systems at both Gomez and Whitten Pools as the operating systems were in desperate need of repair. With their donation of \$7,000 both pools were repaired and the Recreation Swim program was able to open this summer.

AT&T has come back with a proposal to put a cell tower at Koch Park. Staff is negotiating for new picnic shelters to be constructed as part of this project. As part of the Commission's recommendation, Staff Pischel and City Administrator Troy Butzlaff met with the Superintendent of the School District, Doug Domene, to discuss the Kraemer Middle School field lights replacement. Mr. Domene agreed that the School District should make a 1/3 contribution towards this effort (and a 1/3 from the Sports Users, and 1/3 from the City). This project will go through a formal bid process hoping to award on September 17, 2013. As part of the specifications and deterrent, the lights will have a locking mechanism for the boxes. Staff Pischel added that at this meeting, the School District reached out to find out if the City would have an interest in taking over the field maintenance of the Valadez Middle School fields. Staff is analyzing this possibility.

4. **SKATE PARK PROPOSAL – FORMER BOYS & GIRLS CLUB FACILITY**

Staff Nicks reviewed the proposal by Daddy O's to convert the former Boys & Girls Club facility on Crowther into an indoor Skate Park. City Council advised Staff to get a second opinion regarding revenue projections on comparable facilities. Beacon Economics was hired to provide an analysis on other Skate Park facilities; however, some Skate Parks are privately owned and financial information was not easy to acquire. In addition, facilities have different amenities and different attractions. Staff located a skate park facility in Simi Valley called Skate Lab with very similar characteristics as far as the income levels, amount of use, its location, etc., as Placentia. Their fee structure is higher than what Daddy O's proposed for Placentia and they have been open for sixteen years.

Two Community Services staff was sent to Skate Lab to evaluate its operations. When they arrived, there were about 70 kids skating and taking classes with approximately 100 people in attendance during the day. Based on their report, Beacon Economics concluded that the City could make more money than what it will spend although Skate Lab has been established and Daddy O's projections were a bit high. They also did a seasonal adjustment to the projections due to higher attendance during the summer when kids are out of school and attendance tapering off once school starts. Also, Daddy O's contends that the analysis did not include that the Skate Park in Placentia will be Street League certified. This means that the park will be designed to qualify for the X Games competitions.

After further research, there is only one Street League Certified Skate Park in the United States located in Colorado, and it is an outdoor park only. The City has an investor willing to front the \$550,000 investment that would be paid back in 3-5 years.

Commissioner Hunt stated that this business plan information was missing during the original discussion presented a couple of months ago, and it is very helpful. He also suggested that the City in Washington, where the Daddy O's Skate Park is located, be contacted for their input on how the Skate Park is doing. Commissioner Dougherty also recommended contacting the City of Simi Valley to find out what the sales tax revenue is generated from the Skate Lab. Commissioner Granger added that it sounds like a good opportunity for the City and a great amenity to the community. Her one concern would be the additional staffing to run the Skate Park once it is turned over to the City.

The next step is for City Council to discuss all the information and analysis from Beacon in closed session and provide direction to staff. Commissioner Jackson asked if this project had been discussed with the School District; this would be a plus with parents knowing that their kids would be skating in a secure and safe place. Staff Pischel responded that the School District in Washington has incorporated skateboarding as a physical education class and it would have the same potential here, but it has not been discussed with our School District to date.

5. BUDGET REVIEW -

Staff Pischel indicated that as part of the budget approval for 2013-2014, the City ended up with a deficit of \$1.5 million. Rather than making some initial cuts, suggestions were given to City Council to consider with trigger dates if some of the solutions do not come to fruition. Some of the items include the electronic signs that have the potential to bring \$725,000 in revenue; employee concessions of \$370,000; and a working capital bond that can be refinanced with savings of \$400,000. All departments are working on additional cuts, looking at solutions, while at the same time trying to keep morale up.

The next step is to bring back Management Partners and work on a plan to get out of this financial situation, short term and long term.

Staff Pischel announced that Billboard information meetings are taking place on Tuesday, August 13, 2013 at the Whitten Center in Spanish, Wednesday, August 14, 2013 at 6:00 p.m. in City Hall, and Wednesday, August 21, 2013 at the Whitten Center. The meetings are intended to interact with the community and to address their concerns regarding the proposed electronic signs.

6. REVIEW OF PARKS AND FACILITIES FEES

Staff Nicks indicated that last year in March, in an effort to offset some of the City's operating costs, fees were slightly increased for City operated sports programs and contract class percentage splits had increased 5% if City owned facilities were used to hold the classes. The proposed increase of fees at this time include: Administration fee for classes to increase from \$3 to \$5 per registration; increasing the processing fee for facility rentals from \$10 to \$12; an increase of \$5/hr for the Whitten and Backs Buildings main rooms; an increase of daily picnic

shelter rental rate from \$30 to \$35; and adding a two hour pool rental for the Whitten and Gomez pools of \$250/two hour rental. These increases will again help offset the department's operating and maintenance costs as well as the new registration software that will have the capability of online registration.

MOTION by Commissioner Hunt to approve the proposed increase in fees as outlined; **SECOND** by Commissioner Dougherty and **CARRIED** by a **6-0-1-0 VOICE VOTE** (Newman Absent).

Staff Nicks noted that this recommendation will be taken to City Council for their approval at the next City Council meeting on August 20, 2013.

7. SPORTS ADVISORY SUBCOMMITTEE UPDATE -

Commissioner Hunt indicated the Subcommittee has not met. The changes to the Field Allocation Policy were finalized and discussed with all the sports groups. It is now required that each year the group's representative signs and acknowledges the rules in this policy. Staff Pischel added that in general, the groups are paying the light bills on time. Commissioner Hunt suggested that a late fee can be implemented if any of the groups becomes delinquent.

PARK INSPECTION REPORTS –

Commissioner Granger reported that she went online to make a report on Parque De Los Ninos and it was not on the list. It appears the smaller parks that include Placita Parkette, Parque De Los Vaqueros, Samp Park, and Santa Fe Park are not listed. Parque De Los Ninos was in the best condition and very clean. Parque De Los Vaqueros had large dry grass areas and the women's bathroom was running.

STAFF COMMENTS – Staff Pischel shared a newspaper article on Commissioner Granger's daughter and her career accomplishments in softball and what she is currently doing as a coach.

AGENDA BUILDING AND MEETING SCHEDULE – Election of Officers, Heritage Festival participation and continue with updates.

ADJOURNMENT - There being no further business, **MOTION** by Commissioner Dougherty to adjourn to Monday, September 9, 2013 regular meeting; **SECOND** by Commissioner Bartelt and **CARRIED** by a **6-0-1-0 VOICE VOTE** (Newman Absent). Meeting adjourned on August 12, 2013 at 8:42 p.m.

Maria Elena Maurer, Recording Secretary
Recreation and Parks Commission