



Recreation & Parks Commission Meeting Agenda

February 10, 2014
7:00 p.m. – Placentia City Hall

Michael Dougherty
Chair

Sharon Jackson
Vice Chair

Linda Bartelt
Commissioner

Todd Emrick
Commissioner

Mary Granger
Commissioner

Bruce Hunt
Commissioner

Ira Newman
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

February 10, 2014

REGULAR MEETING

7:00 p.m.

MEETING CALLED TO ORDER

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

PLEDGE OF ALLEGIANCE

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 – January 13, 2014**
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 ongoing and potential cell towers, the proposed Skate Park project, and the land and conservation Grant Project.
4. **Review of Parks & Facilities Study/Park Assignments -**
Commission to review the Parks & Facilities Study, schedule park/facility visitations, and consider park assignments for 2014.

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, March 10, 2014 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 February 10, 2014 Regular Meeting of the Recreation and Parks Commission was posted on February 6, 2014.



Maria Elena Maurer
Maria Elena Maurer
Community Services Coordinator

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
January 13, 2014

Meeting called to order at 7:05 p.m.

ROLL CALL

Present: Dougherty, Emrick, Hunt, Jackson, Newman
Absent: Bartelt, Granger
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 Jackson

ORAL COMMUNICATIONS – None in attendance

COMMISSIONER COMMENTS AND REPORTS -

1. **APPROVAL OF MINUTES** – December 9, 2013

Commissioner Dougherty clarified that the wording of the Motion on Item 3, as it refers to the Goldenrod cell site proposal by Verizon, should have stated “to reject the options as currently proposed, instead of “deny approval”.

MOTION by Commissioner Newman to approve the minutes of December 9, 2013 as amended; **SECOND** by Commissioner Emrick and **CARRIED** by a **5-0-0-2 VOICE VOTE** (Bartelt, Granger, Absent).

2. **MONTHLY REPORT**

Staff Nicks reported that before the holiday closures, the Christmas Basket program serviced a total of 267 families (30 more than last year). This program included the collaboration of Placentia Disposal’s food drive, Women’s Round Table \$1,000 donation, toy donations, and the Friendly Center’s leadership. In addition, 11 families were adopted. The Rose Parade excursion took place on January 1, 2014. The Placentia Youth Basketball Program (PYB) started playing games with a total of 70 participants (20 more than last year’s) making up 11 teams.

Coordinator Maurer reported that a total of 19 Santa Visits were conducted on the first three weekends in December totaling \$1,260. This program is building up with new families and the addition of a new Santa Claus and it continues to be well received. A reporter from the Orange County Register followed Santa on one of the nights and the story came out the last weekend of the program.

Staff Nicks indicated that Community Services staff has been training on a new registration software program called ActiveNet. This programs allows for online

registration that includes a convenience charge. Facility reservations and swimming classes will continue to be done in person only. The Spring program will kick off the new online capability.

3. PARKS AND FACILITY PROJECT UPDATES -

Staff Nicks reported that Koch Park cell site proposal is moving forward. AT&T was receptive to the suggestions provided. Verizon was provided with the comments made by the Commission regarding Goldenrod and they will be looking at other options. Two possible proposals to co-locate were received; Verizon at Tuffree Park and AT&T at Kraemer Park. Commissioner Newman asked what amount was paid by these cell providers to the City. Staff Pischel responded that for a full cell site it was \$2,400/month and a co-locate between \$1,500-\$2,000/month. In addition, staff is working closely with the Planning Department to develop a fee structure so cell providers that come in are charged a deposit they can draw down as they go through the process. The intent is to tighten up the process and make it more streamline.

Staff Nicks noted that the Skate Park proposal has not had much progress. A couple of private investors are interested, but want more information on what potential revenue the Skate Park will bring. They will be working with Daddy O's and he will provide the projections.

Staff met with Doug Domene from the School District to discuss creating a closed campus at Tuffree Middle School; they have a lot of people coming into their campus/track during school hours who think it is part of Tuffree Park. They want to create a fence line to divide the fields from the school. They were receptive to the City's input. The meeting with the user groups is still pending to discuss the school fields user fees mentioned at the last Sports Advisory Committee meeting. Commissioner Newman stated that it was encouraging the fact that the School District was communicating with the City prior to moving forward with these changes. The School District also mentioned wanting to do a field renovation from May-September at Kraemer Middle School. Scope of work was not available.

4. Review of Parks & Facilities Study/Park Assignments

Commissioner Emrick shared pictures of his assigned parks that showed the area to be added to the study with a brief description of the problem. It was agreed that this type of format would be helpful as it clearly identifies the problem areas. Staff Nicks will work in creating a template that everyone can use to unify the new Parks & Facilities Study. The goal is to have Commissioners turn in their information by the March meeting. Staff Pischel emphasized that any issues needing immediate attention can still be submitted to staff right away.

PARK INSPECTION REPORTS –

Comments regarding playground material wear and tear were made. Staff Nicks mentioned that this material is now improved and has a higher wear than in the past.

STAFF COMMENTS –

Staff Pischel announced that unfortunately, Assistant City Administrator, Ken Domer, had left the City for a new position with the City of Huntington Beach and Director of Public Works, Steve Drinovsky, will also retire in March. In addition, Community Services Coordinator, Maria Elena Maurer, was recognized as Employee of the Year.

AGENDA BUILDING AND MEETING SCHEDULE –

Monthly Report, Budget Update, and other items as needed.

ADJOURNMENT - There being no further business, **MOTION** by Commissioner Hunt to adjourn to Monday, February 10, 2014 regular meeting; **SECOND** by Commissioner Emrick and **CARRIED** by a **5-0-0-2 VOICE VOTE** (Bartelt, Granger, Absent). Meeting adjourned on January 13, 2014 at 8:19 p.m.

Maria Elena Maurer, Recording Secretary
Recreation and Parks Commission