



Recreation & Parks Commission Meeting Agenda

September 8, 2014
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

September 8, 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

RECOGNITION FOR STAFF STEVE PISCHEL

Commission to officially thank Steve Pischel for all the years of service and dedication to the Recreation and Parks Commission and the Community Services Department.

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** – June 9, 2014 & July 14, 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.

4. **General Plan Update** –
Commissioner Granger to provide an update on the General Plan latest developments.
5. **Boys & Girls Club and Muckenthaler Programs Proposal Update** –
Staff to update the Commission on current developments regarding the Boys & Girls Club summer program and the Muckenthaler Center proposal to offer programming at the Teen Center (Kraemer Clubhouse) in the fall.
6. **Review of proposed changes to the Facility Permits Policy** -
Commission to review the proposed changes to update the Facility Permits Policy.
7. **Heritage Festival & Parade Discussion** –
Commissioners to discuss their participation in the Heritage Festival and Parade to be held at Tri-City Park on Saturday, October 11, 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 and meeting locations.

ADJOURNMENT

The Recreation and Parks Commission Adjourn to a Regular Meeting on Monday, September 8, 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 September 8, 2014 Regular Meeting of the Recreation and Parks Commission was posted on September 4, 2014.



Maria Elena Maurer
Maria Elena Maurer
Community Services Coordinator

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
June 9, 2014

Meeting called to order at 7:04 p.m.

ROLL CALL

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

ORAL COMMUNICATIONS –

COMMISSIONER COMMENTS AND REPORTS - Commissioner Hunt commented that the Ethics Training the City provided last week, was one of the best he has ever attended. The presenter was excellent. Commissioner Dougherty added that the training online took him about three hours to complete. Commissioner Hunt mentioned that he had been approached by a resident asking where the money from the Tri-City Park maintenance savings is going. He responded that it goes to the general fund. Resident commented that it should go to the Park Fund.

1. **APPROVAL OF MINUTES** – May 12, 2014

Due to lack of quorum, the approval of the May 9, 2014 minutes will be postponed until the next Commission meeting.

2. **MONTHLY REPORT**

Staff Nicks reported that summer registration took place on Saturday, May 17, 2014. A total of 109 people came in to register and 40 went online. Approximately \$24,285 in revenue was collected; \$4,000 more than last year. The Wine Tasting Tour is back by popular demand as well as the July 4th Fireworks excursion at the Hollywood Bowl. The Cowabunga Crab Fest put on by the Rotary Club took place on Saturday, June 7, 2014 and it was well attended. Community Services staff has been busy getting ready for summer and certifying the part time staff. Swim classes begin on June 23. Concerts in the Park start on Thursday, July 10 and Movies in the Park on Friday, July 11.

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

Staff Nicks reported that the cell tower construction is underway at Koch Park. AT&T has been made aware that the May and June lease payments are due. Commissioner Hunt suggested that the City put up a sign highlighting the improvements being made at the park; make the community aware. Verizon has

not completed the paperwork for the co-location at Tuffree. They have; however, submitted a proposal for Samp Park.

The School District has gone to bid for the fence installation between Tuffree Middle School and Tuffree Park.

4. **BUDGET UPDATE**

Staff Nicks indicated that City Council had a study session on the preliminary budget on May 20, 2014. The City is still facing a \$1.7 deficit. In order to close this gap, vacancies in several departments will remain. At this time, no major reductions have been proposed for Community Services programs. Other cuts proposed include cutting back on consulting services, meetings and conferences (this includes not able to attend the CPRS conference), cutting out the expenditure for the Teen Hoop program since low enrollment numbers warrants this cut. Commissioner Hunt commented that conferences offer staff an opportunity to interact and learn what other cities are doing; they are not just a training opportunity, they are important for staff to attend.

5. **GENERAL PLAN UPDATE –**

Due to Commissioner Granger's absence, this item will be brought back for update at the next Commission meeting.

6. **BOYS & GIRLS CLUB AND MUCKENTHALER PROGRAMS PROPOSAL UPDATE –**

Staff Nicks indicated that the Boys & Girls Club agreement was taken to City Council for approval on June 2, 2014 and it was approved. The Club will provide all the funding for staff, materials and supplies to operate the programs and the City will maintain the Teen Center (Kraemer Clubhouse).

Commissioner Dougherty asked what was the amount in capital improvements that will be needed. He was under the impression that the proposal included making unspecified capital improvements within a two-week window that had not been planned for this facility. Staff Nicks responded that the Boys & Girls Club can operate their program without any capital improvements needed. The Muckenthaler proposal did suggest that certain capital improvements were needed in order to operate their program in the fall. They can also offer many resources that can help with labor, grants, etc. This agreement will be taken to City Council separately later on. It will be brought back to the Commission for its consideration prior to this step.

PARK INSPECTION REPORTS –

Staff Maurer noted that the pictures that Commissioners have taken of their assigned parks, have been put together. It was suggested that once this process is complete, staff will be able to put together a presentation. A review of selected parks can then be accomplished at each Commission meeting.

Commissioner Hunt commented that the County has completed many improvements at Tri-City Park and that the Sports Groups should be reminded of the upcoming parking fee implementation.

STAFF COMMENTS –

Staff Pischel expressed appreciation of the Commission for their input, suggestions, feedback and support of the Community Services team and it makes a great difference. As far as a budget component, it has been recommended that Jon Nicks be promoted to Community Services Director. Staff Pischel will take a step back and dedicate his time as Administrative Services Director. In the absence of a Public Works Director, Staff Nicks will take an additional role with facilities management and overseeing building, landscape and park maintenance. In addition, he will oversee maintenance staff and contracts in these areas. The official announcement will be made at the City Council meeting on June 17, 2014.

AGENDA BUILDING AND MEETING SCHEDULE –

Items to consider: Monthly Report, Budget Update, General Plan Update, Boys & Girls Club/Muckenthaler Proposal Update.

ADJOURNMENT - There being no further business, **MOTION** by Commissioner Emrick to adjourn to Monday, July 14, 2014 regular meeting; **SECOND** by Commissioner Newman and **CARRIED** by a **4-0-3-0 VOICE VOTE** (Bartelt, Granger, Jackson Absent). Meeting adjourned on June 9, 2014 at 7:49 p.m.

Maria Elena Maurer, Recording Secretary
Recreation and Parks Commission

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
July 14, 2014

Meeting called to order at 7:02 p.m.

ROLL CALL

Present: Bartelt, Dougherty, Emrick, Granger, Hunt, Jackson
Absent: Newman
Staff Present: Jon Nicks, Community Services Director
Aileen Salazar, Community Services Program Coordinator

PLEDGE OF ALLEGIANCE – Led by Commissioner Jackson

ORAL COMMUNICATIONS –

COMMISSIONER COMMENTS AND REPORTS -

Commissioner Hunt requested that an agenda item be placed on next month's agenda to invite Steve Pischel and thank him for all his support throughout the years. He also mentioned that fireworks were more prominent in the north end of the city than in previous years. This could be the result of fireworks being sold by the City of Fullerton near the Placentia borders.

1. **APPROVAL OF MINUTES** –

May 12, 2014

MOTION by Commissioner Granger to approve the minutes of May 12, 2014 as submitted; **SECOND** by Commissioner Hunt and **CARRIED** by a **5-0-1-1 VOICE VOTE** (Newman, Absent; Jackson, Abstained).

June 9, 2014

Minutes' approval of June 9, 2014 will be postponed due to lack of quorum.

2. **MONTHLY REPORT**

Staff Nicks indicated that all the Community Centers begun their operations for the summer. Last Thursday, the first Concert in the Park took place with a band called Upstream. The movie Monsters University was the first of the Movies in the Park series on Friday, July 11 and the attendance was one of the best. Staff Nicks introduced Staff Aileen Salazar, Program Coordinator. She is taking notes of the meeting in the absence of Staff Maurer who is on vacation. Commissioner Bartelt asked what has caused the attendance to increase. Staff Nicks responded that one of the reasons could be that Placentia's Movies in the Park was voted one of the best by CBS Los Angeles. Also, the popularity of the movies that will be shown: Dolphin Tale, Despicable Me (1 & 2), Lego Movie, Cloudy with a

Chance of Meatballs 2 and Frozen. As part of a contract that was negotiated with Republic Services (Placentia Disposal), a grant was provided to sponsor the Movies in the Park.

In addition, the Chamber of Commerce and the Community Foundation requested to be part of the last Concert in the Park on August 14 by adding "Taste of Town" a food area (the same parking lot used by food vendors for the Heritage Festival), and a beer and wine garden. They will be contributing \$1,200 towards the band and sound technician. This is a fundraiser for these groups. The cost to participate in the Taste of will be \$15/person, beer and wine will be separate. Hours for the concert will be extended to 5:00 – 9:00 p.m. The band will perform from 6:00-8:00 p.m. Commissioner Bartelt noted that traditionally the concerts are free and the fact that the City is allowing selective groups to charge a \$15 fee, she feels may not be appropriate. Staff Nicks commented that the concert will still be free and participants may choose to pay the \$15 to enter the "Taste of Town" area. Staff Nicks further commented that other non-profits are also given opportunity to fundraise and sell food at both Concerts and Movies in the Park.

Staff Salazar reported that Kock Park and Cathy Torrez Centers had gone on an excursion to Knott's Berry Farm. Both trips were full and the kids had a great time. Attendance has definitely increased at Koch Park. Staff Nicks indicated that Placentia's Farmers Market is back every Tuesday in the parking lot between Marie Callendar's and Bank of America from 4:00-8:00 p.m. The excursion to the Hollywood Bowl for the July 4th Fireworks Spectacular was sold out. The next excursion is on Sunday, August 3 to the Pageant of the Masters.

Staff Nicks added that the City has partnered with the Friendly Center and have applied for a grant from the County. If awarded, the grant would provide \$75,000/year for five years and would offset the current staff costs to operate the after school programs at Whitten Center. In addition, funding can be used to expand the hours of operation and to add part time staff. Also, through the St. Jude Mobile Clinic Services, there is grant funding for obesity prevention for low income areas. The large open field at McFadden Park could be a good location to provide more active areas and make improvements.

The Fall Quarterly has been completed and it is at the printers. Residents can expect it in the mail in approximately three weeks. The main feature will be the Heritage Festival 50th Anniversary. Commissioner Bartelt commented that last Friday, at Kraemer Park, there was a lot of activity by a group called Teen Outdoor Project. They indicated they were sanctioned by the City to conduct a six week outdoor program that included soccer and learning how to play an instrument; it was run by college student volunteers and well attended. The program seemed very organized and a mixed group of kids were participating. Staff Nicks confirmed that they had requested permission to run the program as the hours were not conflicting with the Boys & Girls Club teen operations.

3. PARKS AND FACILITY PROJECT UPDATES -

Staff Nicks reported that the School District has informed him that the fence going up at Tuffree Middle School should be completed in August. The sports groups might be buying new storage containers in lieu of building a storage structure;

their location has not been determined. Commissioner Hunt commented that there is no good place to fit them.

AT&T's has proposed to co-locate on the cell tower at Kraemer Park. The existing tower (60') is too short to get a proper signal and they would like to replace it with an 80' tower. AT&T also plans to add another smaller equipment enclosure to be placed on the other side of the trash containers. They have been asked to make a capital improvement contribution of \$40,000 to go into the park fund. Staff Nicks asked if the Commission had any objections to this proposal. Commission did not have any issues regarding this proposal.

Staff Nicks reported that there were no updates to the Samp Park/Tufree Park cell tower proposals. He reviewed the latest Wagner Park cell tower proposal by Verizon. Unfortunately, the previously recommended location will not work since it is School District property. The new location proposed, next to the soccer field, meets the 100' set back from a residential structure. Commissioners Granger and Emrick asked if Verizon would be willing to redo the playground. Staff Nicks did ask the question, but Verizon would prefer to make a capital improvement contribution as they are not in the business of building playgrounds. Commission agreed that the location proposed is not being used and it would blend with the existing trees in the area. Verizon will be advised to move forward with the planning process.

Staff Nicks noted that the cell tower construction at Koch is delayed and completion is not expected until September. However, they have started to make their lease payments as per the agreement. The park fund is getting slightly replenished from the current Olsen development and from the upcoming HQT/Shaner Ranch future development.

4. BUDGET UPDATE -

Staff Nicks reported that the final budget was approved at the City Council meeting of June 16, 2014. As previously reported, Community Services programs were not affected by any cuts. Some of the reductions came from the Police Department and the freezing of some positions. As a comparison, seven years ago the City had 142 full time positions, last year this was reduced to 120. Currently, with some retirements and people leaving to seek other opportunities, this number is now 105 full time employees. The City has made about \$500,000 in personnel reductions and cuts.

A measure is out through mail in ballot for people that live in the Landscape Maintenance District (LMD) around Placentia Champions Sports Complex, to increase their annual LMD fee to approximately \$92/homeowner. The LMD fee was created in 1992 and has remained the same since there were no cost of living allowances put in place. The general fund has been subsidizing the increase in maintenance costs, water, electricity, irrigation, etc. since then. The sealed ballots will be opened at the City Council meeting on August 5, 2014. If a No Vote is reached, a significantly lower level of service will be implemented. Commissioner Hunt commented that the Placentia Sports Complex already shows signs of wear and tear and any deferred maintenance will be detrimental.

5. **GENERAL PLAN UPDATE -**

Commissioner Granger provided a review of the items that were discussed at the General Plan meeting she attended. Community outreach and input sessions will be planned during the next few months. The City plans to complete the General Plan by spring 2015. The Recreation and Parks Commission will provide feedback on the open space element as it relates to parks and on the new health and wellness element. Each department at City Hall will also be providing input. Commissioners Bartelt and Hunt commented that the trains are noisier since construction for the overpass/underpass began; would like to see the quiet zone re-instated. Commissioner Granger added that her role is to gather ideas or concerns from friends, neighbors, Commission, and bring it back to the Committee. She is concerned about the lack of parking in certain areas of the city. Staff Nicks mentioned that as part of the open space, mobility in the form of walking paths, bike paths and how to integrate it into the park system has been discussed. Commissioner Hunt would like to see working with the Police Department and incorporate classes on bicycle safety as part of the transportation element. Commissioner Bartelt suggested advertising it in the News Times for those that live outside the city, but bike through Placentia.

6. **BOYS & GIRLS CLUB AND MUCKENTHALER PROGRAMS PROPOSAL UPDATE**

Staff Nicks reported that the Boys & Girls Club was approved to operate their summer program Monday-Friday from 11:00 a.m. to 5:00 p.m. at the Teen Center. Unfortunately, the Club did not put in the full effort i.e., did not go to the schools to promote it; City Staff had to follow up with them several times to have the proper paperwork turned in; started their program late, and attendance has been very low - 2-4 children when staff checked. Commissioner Hunt stated that over the last few years Boys & Girls Club has failed to follow through on their intentions to offer a quality program in Placentia.

Staff Nicks discussed his meeting with Zoot Velasco, Director of the Muckenthaler Center. The Muckenthaler applied for a grant from the Community Foundation and is pursuing a matching grant from the Orange County Community Foundation. Staff will make sure that they provide in full detail what their program entails, the type of funding they will bring to the table, before a commitment is reached. In regards to the Boys & Girls Club's presence in the schools, they have pulled out their participation in the schools altogether. Staff will provide a report next month and hopes that the Boys & Girls Club program will turn around for the remainder of the summer.

PARK INSPECTION REPORTS –

Commissioner Bartelt asked for an update on the air conditioner replacement at the Backs Building. Staff Nicks indicated that it is in the process of being replaced. This includes a full enclosure of the units, security lighting and motion activated camera equipment that was donated.

STAFF COMMENTS –

AGENDA BUILDING AND MEETING SCHEDULE –

Agenda items for next meeting to include Update on the General Plan, Boys & Girls Club/Mackenthaler Programs Update, Heritage Festival Participation, Steve Pischel Appreciation, and Capital Contributions Update.

ADJOURNMENT - There being no further business, **MOTION** by Commissioner Errick to adjourn to Monday, August 11, 2014 regular meeting; **SECOND** by Commissioner Hunt and **CARRIED** by a **6-0-0-1 VOICE VOTE** (Newman Absent). Meeting adjourned on July 14, 2014 at 8:45 p.m.

Maria Elena Maurer, Recording Secretary
Recreation and Parks Commission