



Recreation & Parks Commission Meeting Agenda

October 13, 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

October 13, 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

ELECTION OF OFFICERS -

Commission to conduct elections for Commission 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 – June 9, 2014 & September 8, 2014**
2. **Overview of Community Services Summer 2014 Programs –**
Staff to provide an overview and highlights of programs and services offered by the Community Services Department during Summer, 2014.
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 and Staff to provide an update on the General Plan latest developments.
5. **Boys & Girls Club and Muckenthaler Programs Update** –
Staff to update the Commission on current programming at the Teen Center by the Boys & Girls Club and the Muckenthaler Center proposal to begin in the fall.
6. **Heritage Festival & Parade Update** –
Staff and Commission to review the Heritage Festival and Parade held at Tri-City Park on Saturday, October 11, 2014.
7. **66 Mile OC Loop Meeting Update** –
Commissioner Granger, Bartelt, and Jackson to provide and update on the 66 Mile OC Loop meeting they attended with Staff Nicks on October 1, 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, November 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 October 13, 2014 Regular Meeting of the Recreation and Parks Commission was posted on October 8, 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
September 8, 2014

Meeting called to order at 7:06 p.m.

ROLL CALL

Present: Emrick, Granger, Hunt, Jackson, Newman
Absent: Bartelt, Dougherty
Staff Present: Jon Nicks, Community Services Director
Maria Elena Maurer, Community Services Coordinator

PLEDGE OF ALLEGIANCE – Led by Commissioner Granger.

RECOGNITION FOR STAFF STEVE PISCHEL -

Staff Nicks indicated that the Commission had requested a formal recognition for Steve Pischel to thank him for his support of the Commission all these years. Commissioner Newman stated that it has been a pleasure being in the Commission for 26 years and working with Staff Pischel and he will be missed.

Staff Pischel stated that the Community Services Department is in good hands under the direction of Jon Nicks and the full and part time staff. It has been a privilege to work with each of the Commissioners and it has been a great partnership. Commissioner Jackson expressed that as a newcomer, she was very impressed by Staff Pischel's leadership style, dedication and knowledge of the City. Commissioners Hunt and Granger stated that Staff Pischel allowed the Commission to disagree and question things during challenging times, look at all sides and make the right decisions.

ORAL COMMUNICATIONS – None.

COMMISSIONER COMMENTS AND REPORTS -

Commissioner Granger announced she had received an invitation from Supervisor Shawn Nelson to attend a meeting to discuss the 66 mile OC Loop. The meeting is on Wednesday, October 1, 2014 at 9:30 a.m. to noon and she plans to attend.

1. **APPROVAL OF MINUTES** –

June 9, 2014 Minutes

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

July 14, 2014 Minutes

MOTION by Commissioner Granger to approve the minutes of July 14, 2014 as submitted; **SECOND** by Commissioner Emrick and **CARRIED** by a **4-0-2-1 VOICE VOTE** (Bartelt, Dougherty, Absent; Newman, Abstained).

2. **MONTHLY REPORT**

Staff Nicks indicated that Community Services staff will be presenting a review of summer programs and activities at the October meeting. The Fall Quarterly highlighting the 50th Anniversary of the Heritage Festival has been delivered to all Placentia residences and registration for classes has started.

Staff Nicks reported that the Landscape Maintenance District assessment previously discussed had not passed. Almost 600 No votes were received and counted and as a result, the City must reduce the level of service to this district to match available funding. Cuts in mowing, power sweeping, watering and general landscape maintenance will be apparent and will impact the Placentia Champions Sports Complex. Commissioner Hunt stated that the sports groups are paying fees to use the fields and they expect the fields be maintained at a higher level. Staff Nicks commented that the fields will continue to be maintained on a regular schedule; these fees generate approximately \$40,000/year and staff will be looking at restructuring how the fields are rented and may include the additional costs the City incurs for maintenance and capital improvements.

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

Staff Nicks reported that the Chamber of Commerce and the Community Foundation's "Taste of Town" held at the last Concert in the Park on August 14 was a great success and some restaurants run out and had to go back and bring more food. About 700 people attended, which was a great turn out for the first year. The event raised over \$7,000 which will be split between the two groups. Two of the restaurant owners are going to help gather more restaurant participation for next year's event.

Staff Nicks stated that staff had applied for a \$75,000 grant that promotes health and obesity prevention in low income areas through St. Jude Mobile Clinic, and he was happy to report that the grant awarded was for \$125,000 and it has no match. \$102,200 will be used to add exercise equipment at both Kraemer Park and McFadden Park. A series of workout stations will be placed along the walking paths. \$8,000 will be used for the general plan's health and wellness component. The balance will be used to hire a grant writer in order to apply for more grants.

The School District completed the fence at Tuffree Middle School that includes two large gates and two man gates for access. The following is an update regarding the cell tower proposals: Verizon has not returned the signed lease agreement for Tuffree Park; it was awarded back in February; the cell tower construction at Koch Park is expected to be completed this month, they have started making the lease payments; AT&T's has proposed to co-locate on the cell tower at Kraemer Park, no further communication has been received; Samp Park, Verizon wanted to make a small contribution in lieu of capital improvements to the park. They were informed that the City is looking at \$50,000-60,000 capital improvement contribution. Wagner Park, Verizon found a clause during a title search created in 1971-72 that requires a majority vote of the homeowners to approve any structure that is not a single family home. City attorney is reviewing the documents.

Bimbo Bakeries has approved a \$6,000 donation through the "Good Neighbor Program" to make improvements to Tynes Gym. Improvements will include new doors, interior and exterior lighting replacement, and painting.

4. **GENERAL PLAN UPDATE -**

Commissioner Granger reported the Committee had not met. She talked to the Assistant City Administrator, Damien Arrula, who indicated that a community survey will be conducted at the Farmer's Market. Community workshops are planned in November. Staff is still working on the General Plan draft elements, economic development, sustainability and the health and wellness components. Next meeting will be scheduled in October.

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

Staff Nicks reported that the Boys & Girls Club Teen Center attendance has grown to 15 kids per day. The program is offered Monday – Friday from 2:00 – 6:00 p.m. He also received a revised proposal from the Executive Director, Zoot Velasco, from the Muckenthaler Center (Muck) outlining the sponsorship resources they are bringing to the table totaling \$133,200. This includes a contribution from the Placentia Foundation of \$1,000. The letter also outlines a request that the City provide \$5,000/year contribution for three years to be used for Muck programs at the site and be seed money for more funding; the Muck intends to match this with grant funding and attract new funding and programs.

Commissioner Hunt stated that it bothers him that the initial presentation had no mention of needing a monetary contribution from the City other than having the building in shape. Considering the funding resources and community programs the Muck will provide, Staff feels the request is not unreasonable. It was agreed that this contribution from the City would not be paid up front, but rather in installments once the Muck starts the programs and they reach a set of milestones/goals.

MOTION by Commissioner Newman to go forward with the Muckenthaler proposal with the following changes: the City is in control of the building; the City's contribution of \$5,000 is based on progress payments the first year after reaching certain milestones to be determined; **SECOND** by Commissioner Emrick and **CARRIED** by a **5-0-2-0 VOICE VOTE** (Bartelt, Dougherty, Absent).

6. **REVIEW OF PROPOSED CHANGES TO THE FACILITY PERMITS POLICY-**

Staff Maurer stated that the changes on the Facility Permits Policy are necessary to update, clarify, and add a reference as needed to Placentia Municipal Codes that are not noted in the current policy (last updated on March 5, 2008). The proposed changes were discussed and comments were noted.

MOTION by Commissioner Granger to accept the changes to the Facility Permits Policy as presented; **SECOND** by Commissioner Hunt and **CARRIED** by a **5-0-2-0 VOICE VOTE** (Bartelt, Dougherty, Absent).

7. **HERITAGE FESTIVAL & PARADE DISCUSSION** –

Commissioners Bartelt, Granger and Jackson will be available to participate in the Heritage Festival Parade. The application will be submitted to the Committee.

PARK INSPECTION REPORTS –

Commissioner Granger noticed some kind of a hoist at the Gomez pool and wondered what it was for. Staff Nicks indicated that there is a new State regulation mandating public pools to have a self-operated/non-assisted ADA lift. A grant through PARSAC Insurance was available to pay for the two lifts. One person did use it this summer.

STAFF COMMENTS –

AGENDA BUILDING AND MEETING SCHEDULE –

Agenda items for next meeting to include Summer Review, Update on the General Plan, Mackenthaler Center Programs Update, Heritage Festival Update, Bicycle Meeting Update.

ADJOURNMENT - There being no further business, **MOTION** by Commissioner Hunt to adjourn to Monday, October 13, 2014 regular meeting; **SECOND** by Commissioner Emrick and **CARRIED** by a **5-0-2-0 VOICE VOTE** (Bartelt, Dougherty, Absent). Meeting adjourned on September 8, 2014 at 8:47 p.m.

Maria Elena Maurer, Recording Secretary
Recreation and Parks Commission