

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