

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
February 9, 2015

Meeting called to order at 7:03 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE – Led by Commissioner Bartelt.

ORAL COMMUNICATIONS –

COMMISSIONER COMMENTS AND REPORTS -

1. **APPROVAL OF MINUTES** –

January 12, 2015 Minutes

Due to lack of quorum, the Minutes of January 12, 2015 were postponed to be approved at the March 9, 2015 meeting.

2. **MONTHLY REPORT** -

Staff Nicks reported that since the ActiveNet registration software was initiated with the spring 2014 season, 33% of total registrations have been done online. Spring registration for residents starts on Tuesday, February 17 and for non-residents, registration starts on Monday, February 23, 2015. Staff will be conducting Lifeguard and First Aid/CPR trainings in May as well as summer part time recruitments for various Community Services positions. The City is once again partnering with the Placentia Library and the Women's Round Table to offer the Easter Egg-citement event at Kraemer Memorial Park on Saturday, March 28, 2015. The Placentia Youth Basketball (PYB) program, with over 80 participants, will be ending in a couple of weeks. The Adult Basketball program was postponed at this time due to not reaching the minimum number of teams. The Adult Futsal started play a few weeks ago.

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

Staff Nicks provided an update on the following cell tower projects: the Koch Park cell tower/picnic shelter upgrade is reaching completion. Contractor will be fixing a portion of the concrete that kids wrote on and addressing minor items on a punch list. The Wagner Park cell tower project was approved by the Planning Commission. Residents near this park voiced concerns that the proposed cell equipment unit would aid in hiding drug activity at this park. Placentia Police

Department has not received any reports regarding drug related activity. Verizon agreed to install a light motion sensor on the structure to deter any negative activity as well as replacing the cracked sidewalk leading to the structure. This project will be moving forward.

The Community Development Block Grant that the City was approved for will be partly used to make improvements to the Backs Community Building. Up to 15% of the funds can be used for programming to offset staff costs at the Senior Center and Neighborhood Services and to cover part time staff for the after school programs.

Staff Nicks added that he is still working on the outdoor exercise equipment to be installed at Kraemer and Mc Fadden parks from the St. Jude Hospital grant.

4. BUDGET UPDATE -

Staff Nicks reported that City Council agreed, at their January 20, 2015 meeting, to appoint a Citizens Fiscal Sustainability Task Force comprised of seven-members that will focus on finding options to the City's financial situation and identify potential cost reduction measures. This seven member task force is being sought through an application process; applications are due on Wednesday, February 25, 2015. Appointments will probably be done in March and the Task Force will be meeting right away. Commissioner Hunt and Newman requested an application be sent to them.

Staff Nicks provided a personnel allocation comparison that was presented to City Council at their last meeting in January. Staffing levels in Fiscal Year 2007-2008 were 142 full time employees. Currently, staff levels are less than the allocated 105. Non-safety employees were 69 down to 38 or a 45% current employee reduction. In addition, the Police Department has 6 Police Officers, a Lieutenant and Chief's Administrative Assistant vacancies. City Hall has a maintenance worker, City Clerk and the City Administrator positions also vacant/or to be vacant. City Council recommended a hiring freeze until the mid-year budget figures come in. Staff Nicks added he is most concerned about the Maintenance Worker numbers. Ten years ago, there were 14 Maintenance Worker positions, currently the City is down to 7. These low levels are affecting the condition of facilities that were mentioned earlier.

On a positive note, Staff Nicks reported that the CBGD grant was approved at the last City Council meeting in January. This is money that the City no longer has to compete and is continuous. The County will take a small portion of the grant money to do the administrative and record keeping paperwork. About \$100,000 of this grant will go towards making improvements to the Backs Building. Money can also be used for staffing of services such as the Senior Center, Neighborhood Services and the after school programs. The CBGD grant will also serve as a matching grant for the Friendly Center Family Communities Grant that provides family resource centers. The City was notified that the \$300,000/year grant, for 5 years, was approved. The Friendly Center will use most of the money to expand their level of service. The City will receive \$76,000 that can be used as a matching to the CBGD grant to offset Neighborhood Services part time staff costs,

replace the full time Coordinator position that was lost, and expand services to the community. Acceptance of the grant will go to City Council at their next meeting.

Commissioner Bartelt commented she had read that through Ralph's Groceries people can donate their gas points to the Library and wonders if they also can donate them to the parks fund. Commissioner Hunt related that Target has a similar points program; his wife has designated Kraemer Middle School to receive her rewards. Staff Nicks will research how this works.

5. BOYS & GIRLS CLUB AND MUCKENTHALER PROGRAMS UPDATE

Staff Nicks reported that the Boys and Girls Club is doing well operating out of the downstairs rooms at the Backs Building. Commissioner Bartelt mentioned that the area looks clean, they have good signage and the building looks utilized. Staff Nicks added that the Muckenthaler Center continues to do some improvements to the Teen Center. Their target date for a grand opening is Wednesday, March 25 at 4:00 p.m. Commissioner Bartelt noticed that they are leaving a lot of debris outside from the renovation and it should be removed every day.

6. SPORTS ADVISORY MEETING UPDATE –

Commissioner Newman indicated that the Sports Advisory Committee had not met. He will be completing a rough draft of the section in the policy that allows the sports groups to use their own judgment when it comes to rain outs (this will apply to all fields, including City's). This section will include heavy consequences if damage to fields occurs. A new component to be added refers to requiring that a sports group representative be trained by Public Works staff to determine if a field should be played on after rain.

PARK INSPECTION REPORTS –

Commissioner Bartelt indicated that there is no signage outside the Senior Center to indicate that there is an after school program offered. The outside of the E.T. Powell Building and Backs Building is very dirty and needs to be power washed. These buildings are revenue streams for the City and need to be taken care of. Commissioner Granger noted that the restrooms at the Los Niños Park need to be repainted. The sand in the playground also needs to be turned over; Commissioner Hunt added that it is required by law that this "fall zone" must be raked on a regular basis to avoid injury. The lack of maintenance due to short staffing is apparent in and around City's parks and facilities.

Commissioner Granger suggested that the Commission prepare a list of things that need to be done in the parks and buildings. For instance, bathrooms do not hold out and need a yearly thorough cleaning. Staff Nicks agreed that this list will be helpful when allocation of grant funds is considered.

STAFF COMMENTS –

AGENDA BUILDING AND MEETING SCHEDULE – Agenda items for next meeting to include Boys & Girls/Muckenthaler Center Programs Update, Sports Advisory Update, Budget Update, General Plan Update and Grant Funding Update.

ADJOURNMENT - There being no further business, **MOTION** by Commissioner Newman to adjourn to Monday, March 9, 2015 regular meeting; **SECOND** by Commissioner Granger and **CARRIED** by a **4-0-3-0 VOICE VOTE** (Dougherty, Emrick, Jackson, Absent). Meeting adjourned on February 9, 2015 at 8:02 p.m.

Maria Elena Maurer, Recording Secretary
Recreation and Parks Commission