



Recreation & Parks Commission Meeting Agenda

August 13, 2018, 6:30 p.m.
Administration Room 1, City Hall

Michael Dougherty
Chair

Russell Narahara
Vice-Chair

Linda Bartelt
Commissioner

Todd Emrick
Commissioner

Bruce Hunt
Commissioner

Sharon Jackson
Commissioner

Ira Newman
Commissioner

Vacant

Vacant

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
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Recreation & Parks Commission

August 13, 2018

REGULAR MEETING

6:30 p.m.

MEETING CALLED TO ORDER

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

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** – July 9, 2018.
2. **Monthly Report** – Staff to provide updates of programs and services offered by the Community Services Department.
 - PYLUSD Joint Use Agreement- Update and presentation of options with pricing
3. **Kraemer Memorial Park Garden Fence Update** – Staff to report on new developments regarding the Garden Fence at Kraemer Memorial Park by Boys & Girls Club.
4. **Parks and Facility Project Updates** – Staff to provide updates on status of current and future capital improvement projects.

6. **Discussion of Capital Improvement Projects (CIP)** – Commission and Staff to provide updates on CIP projects, and commission to create a prioritized list of future projects.
 7. **Sports Field Lighting** – Staff to provide updates.
 8. **Park Inspection Reports** – Commissioners to review inspection reports with staff.
 9. **Staff Comments** – Staff to provide updates.
 10. **Agenda Building and Meeting Schedule** – Staff and Commission to review agenda items and schedule upcoming meetings and meeting locations.
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ADJOURNMENT

The Recreation and Parks Commission Adjourn to a Regular Meeting on Monday, September 10, 2018 at 6:30 p.m. in Administration Room 1 at City Hall located at 401 East Chapman Avenue, Placentia.

CERTIFICATION OF POSTING

I, Joanna Contreras, Community Services Office Assistant for the City of Placentia, hereby certify that the Agenda for the August 13, 2018 Regular Meeting of the Recreation and Parks Commission was posted on August 9, 2018.



Joanna Contreras
Community Services Office Assistant

MINUTES
PLACENTIA RECREATION AND
PARKS COMMISSION REGULAR MEETING
July 9, 2018

Meeting called to order at 6:32 p.m.

ROLL CALL

Present: Dougherty, Narahara, Bartelt, Emrick, Hunt, Jackson, Newman

Absent: Emrick

Staff Present: Sandra Gonzalez, Director of Community Services
Veronica Ortiz, Community Services Supervisor
Joanna Contreras, Community Services Office Assistant

Guest: None

PLEDGE OF ALLEGIANCE – Led by Commissioner Hunt.

ORAL COMMUNICATIONS – None.

COMMISSIONER COMMENTS AND REPORTS – Commissioner Bartelt passed around a card to be signed for Former-Commissioner Granger. Director Gonzalez shared that she would like to recognize Mary Granger for her service to the community at a City Council meeting in September.

Commissioners Bartelt and Newman attended the City Administrator's presentation on the City's Fiscal Sustainability on July 18th. Commissioner Bartelt shared that she felt disillusioned that the matter with the OCFA was not mentioned, and was instead brought to her attention through the newspaper a couple of days later.

1. **APPROVAL OF MINUTES – May 14, 2018.**

MOTION by Commissioner Newman to approve the Minutes of May 14, 2018 as written; **SECOND** by Commissioner Hunt and **CARRIED** by a **5-0-1 VOICE VOTE**. Commissioner Narahara abstained due to absence.

2. **MONTHLY REPORT –**

Supervisor Ortiz provided an update that the Community Services Department is in full swing of summer, with swim programs and the P.A.R.K.'s program open extended hours. Programs will go through the end of August. Movies and Concerts in the Park will begin the week of July 16th. Republic Services is continuing to be the sponsor for the Movies in the Park.

Supervisor Ortiz provided an update on the meeting with the City Administrator, and School District in late May regarding the Joint-Use Agreement. The School

District is still committed to the concession stand project, and are awaiting funding in order to proceed with construction of the project. The School District requested monthly meetings with the City staff to discuss the potential of building the concession stand building. A potential option presented to be more cost-effective and time-efficient is a pre-fabricated building. City staff were asked to start thinking of what features they want for the building. Director Gonzalez shared her positive past experiences with pre-fabricated buildings, and mentioned that she has tasked Staff Member Brand with looking into a few options, and pricing, to present to the Commission at next month's meeting.

3. **KRAEMER MEMORIAL PARK GARDEN FENCE UPDATE –**

Supervisor Ortiz notified the Commission that Public Works removed the chain-link fencing. Quotes are still being collected for relocating the garden to the new location, decided on by the sub-committee. One quote that came in for a 4' green vinyl coated chain link fence that spans approximately 22' by 15', with a 4' gate is \$4,844. Two other companies will be submitting quotes as well. There has not been discussion with the Boys and Girls Club, and City Staff is awaiting more quotes before approaching them on how they plan to contribute to this project.

4. **PARKS AND FACILITY PROJECT UPDATES –**

Supervisor Ortiz updated the Commission that the playground rubberized surfacing repairs at McFadden Park and Kraemer Park have been completed. St. Jude provided the funding for these projects.

Supervisor Ortiz shared that work is being continued on the Powell Building. The following are being re-done: windows, front door, ADA restroom. The CDBG funding for this project needs to be expended by December 31, 2018.

6. **COMMUNITY SERVICES DEPARTMENT BUDGET -**

The budget went to City Council to be finalized on June 19th. The Finance Department is working on finalizing budget books, which will be presented to the Commission at the next meeting. Due to budget cuts, the Community Services Department took the following actions: not filling the part-time Sports Coordinator position, reducing staffing for Placentia Youth Basketball, reduced one Movie and one Concert in the Park, not funding any Community Services staff for additional events, Koch Park reduced from four days to one day during the school year, Gomez pool will be open 2 days per week, the Gomez P.A.R.K.'s program is open on the 3 alternating days. The Department reduced over 6,400 part-time hours, which equates to approximately \$83,000. Director Gonzalez took a moment to thank Placentia Women's Round Table and St. Jude for providing scholarships for the PYB program.

Supervisor Ortiz explained that the 72% decrease for Neighborhood Services is a salary savings. The salary for the full-time Coordinator at Neighborhood Services is being subsidized by the Housing Transitional Grant for two years.

Director Gonzalez explained that with the effort to activate our Senior Center, the Senior Services budget has been segregated to its own account, rather than how it has been lumped with Recreation in the past.

7. DISCUSSION OF CAPITAL IMPROVEMENT PROJECTS (CIP) –

Supervisor Ortiz distributed a packet of Capital Improvement Projects that the Recreation and Park Commission created in February 2007. The Commission was asked to take home the packet and review the parks that are relevant to their park assignments. The Commissioners are to mark which projects are still a priority, completed projects, projects no longer needed, and write any suggested additions. At the next meeting all of the projects will be prioritized. The Commission stated that the packet from 2007 did go to City Council.

Director Gonzalez shared that over one million dollars is expected between now and the end of the next fiscal year. Some of which is earmarked for Koch Park and Arroyo Verde Park. Director Gonzalez requested of the City Administrator that all decisions of spending the funds go through the Recreation and Parks Commission.

Park assignments were re-confirmed as follows: Linda Bartelt: Powell Building, Kraemer Park; Mike Dougherty: Parque de Arroyo Verde, Koch Park; Bruce Hunt: Champions Sports Complex; Sharon Jackson: Bradford Park, Wagner Park; Russell Narahara: Goldenrod Park, Samp Park, McFadden Park; Ira Newman: Parque de los Niños; Todd Emrick: Tuffree Park; City Staff: Jaycee Parkette, Santa Fe Park, La Placita Parkette.

7. SPORTS ADVISORY SUB-COMMITTEE UPDATE –

Supervisor Ortiz informed the Commission that Staff Member Brand is working on updating contracts. The school district has not provided an update on implementing new fees.

Commissioner Newman provided an update from the user group meeting the previous month. It was shared that there is some concern by the user groups of how fields will be allocated by the school district.

Commissioner Hunt inquired if there is an update on lighting from the City Administrator. Supervisor Ortiz informed him that City staff have yet to provide the City Administrator an update on the scope of the findings.

9. PARK INSPECTION REPORTS –

Commissioner Hunt inquired about the watering for parks. Director Gonzalez notified the Commission that watering at all parks has been increased back to three times per week. Kraemer Park had a water line break last month, that has since been fixed by Public Works.

Field maintenance is underway for all the fields. Commissioner Hunt questioned if sports teams that play through July are being accommodated. Supervisor Ortiz

stated that field use requests have not been submitted for the time period, however Valadez is still open for use, and Melrose might be reopened soon.

10. **STAFF COMMENTS -**

Director Gonzalez shared that summer is underway, and the Community Services team is currently made up of 80 part-time staff. The pools are busy, and the two new automatic sunscreen dispensers are working well.

The small fee increases for swim lessons have not prompted any negative feedback. The same applies for the increased fees for all of the rental facilities.

The contract class instructors provided a lot of feedback about the increase affecting classes starting in fall. The amount of feedback prompted a meeting for further explanation with all of the instructors, the City Administrator, and relevant Department staff. A decent amount of instructors have decided not to host their classes through the City come fall.

The City did not receive the designation of All-America City for 2018. The emphasis was on civic engagement and social equity, which the City addressed through the following: Fiscal Sustainability Task Force, Transit-Oriented Development, and Get Healthy Placentia. The City is working on other great projects that can hopefully be highlighted for All-America City in the future. Such projects include the Veteran's Housing Project and homelessness.

The Veterans Housing Project has been fully funded by the County. Construction will commence soon. The Homeless Task Force has been making valiant efforts as well. In regards to homelessness, Judge Carter has not withdrawn the anti-camping ordinance.

11. **AGENDA BUILDING AND MEETING SCHEDULE –**

Agenda items to include: PYLUSD Joint Use Agreement Update, Kraemer Park Garden Fence Update, Parks and Facility Projects Update, Discussion of Capital Improvement Projects (CIP), Field Lighting, and Park Inspection Reports.

ADJOURNMENT –

There being no further business, **MOTION** by Commissioner Newman to adjourn to Monday, August 13, 2018 at 6:30 p.m. regular meeting to be held at City Hall; **SECOND** by Commissioner Jackson and **CARRIED** by a **6-0-0 VOICE VOTE**. Meeting adjourned on July 9, 2018 at 7:28 p.m.

Joanna Contreras
Community Services Office Assistant