



**DRAFT MINUTES OF THE REGULAR MEETING  
OF THE CITY OF LA CAÑADA FLINTRIDGE  
PARKS & RECREATION COMMISSION  
HELD ON WEDNESDAY, DECEMBER 9, 2015**

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**PRELIMINARY BUSINESS**

**1. Call to Order**

Chair Jim Kambe called the meeting to order at 6:05 p.m.

**2. Roll Call**

Commissioners Berkuta, Kamar, Kambe, Koblin and Olson present.

**3. Pledge of Allegiance**

**4. Comments from the Public**

None.

**5. Approval of November 19, 2015 Special Meeting Minutes**

M/S/C: Commissioner Koblin/Kamar to approve the Parks and Recreation Commission Special Meeting Minutes of November 19, 2015 with proposed changes. 4-0. (Olson Abstaining).

**2016 Annual Field Scheduling**

**Chair James re-ordered the Agenda to consider Items No. 8A, 8B and 8C first, as the applicants were present and their requests did not present any significant usage conflicts.**

**8. Community Group Requests**

**A. The Community Center of LCF-Field Permit and Fee Waiver Request**

Staff Liaison Alameda presented the request of the Community Center of La Cañada Flintridge, with a fee waiver request totaling \$35,890.00. The Community Center will continue to use FIS Upper Field on Sundays, as allowable, by the Municipal Code. Chair Kambe stated his concern with reserving four tennis courts to the Community Center while the high school uses the rest of the available courts, leaving no courts available for the public. Amanda Balcazar, Community Center representative, stated they are requesting two to three tennis courts, but are willing to share the use with other users.

M/S/C: Commissioner Kambe/Koblin to approve the Community Center of La Cañada Flintridge Field Permit and Fee Waiver as requested. 5-0.

**B. LCF Chamber of Commerce – Facility Permit and Fee Waiver Request**

Staff Liaison Alameda presented the request of the Chamber of Commerce of La Cañada Flintridge in support of Fiesta Days, with a fee waiver request totaling \$1,000.00. Commissioner Berkuta confirmed the request was similar to 2015.

M/S/C: Commissioner Koblin/Kambe to approve the Chamber of Commerce Permit and Fee Waiver as requested. 5-0.

**C. Girls on the Run Facility Permit and Fee Waiver Request**

Staff Liaison Alameda presented the request of the Girls on the Run of La Cañada Flintridge. He stated the group is only requesting the use of the dirt track not the actual field.

M/S/C: Commissioner Berukuda/Koblin to approve the Girls on the Run Permit and Fee Waiver as requested. 5-0.

**D. Tribe Lacrosse – Field Permit Request**

Staff Liaison Alameda presented the request of the Tribe Lacrosse which has potential conflicts. He stated past requests from the group have been approved administratively due to submittal timing. He stated the best fit for the group would be the LDS Field, available only on Mondays, Thursdays, Fridays and Saturdays (9AM-dusk) with a 12 and under age restriction. He state the group is requesting only two days per week. James McGoldrick confirmed the two day request.

Commissioner Olson asked about their connection to La Cañada Flintridge. Mr. McGoldrick stated 25% of participants are La Cañada Flintridge residents and the group represents the region. Staff Liaison Alameda clarified that the 50% resident participant requirement is only for fee waiver requests and not for obtaining a permit. Commissioner Koblin stated the baseball use of the LDS fields will not be impacted as Tribe Lacrosse agrees to use the field only until 4:45PM.

M/S/C: Commissioner Koblin/Kambe to approve the Tribe Lacrosse request for the LDS Field for Monday and Thursday 3:30p.m. to 4:45p.m. 5-0.

**6. LCUSC Requests**

**A. Review LCUSD Field Request and Major Events.**

Kristina Kalb, LCHS Athletic Director, presented the request of the La Cañada High School with the new addition of 7-8 Lacrosse and Track program. Alex Valadez, LCHS Head Baseball Coach, baseball submitted a last minute new request for Varsity Baseball Field for the Commission to consider, October 15<sup>th</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>, November 5<sup>th</sup>, 12<sup>th</sup>, and 19<sup>th</sup>, December 3<sup>rd</sup> and 10<sup>th</sup>. He requests the hours to be 9a.m. to 12p.m. or 10a.m. to 1p.m. Marco Quezada and Kevin Lacey with AYSO, LAPFC and Gladiator Football, stated they would work with the high school to accommodate the 4 additional dates baseball was requesting. Staff Liaison Alameda suggested issuing the permit and allow the user groups to work it out amongst themselves. He also stated there was a request for FIS Lower Field for Summer Football Practice, June 20<sup>th</sup> to July 21<sup>st</sup> and July 1<sup>st</sup> to August 12<sup>th</sup>. He stated in the past the commission has approved the August request. Kristina Kalb stated the request was a precursor to the high school field being unavailable due to the turf placement project. She stated the dead period, no practice allowed, will be May 28<sup>th</sup> end June 20<sup>th</sup>. Staff Liaison Alameda informed the field closures will be July 22<sup>nd</sup> to August 21<sup>st</sup>. Staff Liaison Alameda

suggested looking at different high school fields while the high school football stadium is renovated.

Staff Liaison Alameda stated the Commission could permit Baseball Spring Season for April and May with the four additional dates requested. Staff Liaison Alameda suggested not permitting the additional LCHS requests for October, November and December with the understanding high school will work with the other user groups for their field usage. Kristina Kalb requested to remove their two week request for softball camp. Staff Liaison Alameda restated his request for the high school to seek an alternative high school to FIS fields.

M/S/C: Commissioner Olson/Kambe to approve the La Cañada High School Field Permit and Fee Waiver as amended. 5-0.

## **7. LCF Sport Coalition Requests**

Commissioner Koblin stated there are no conflicts between sport coalition requests.

### **A. Gladiator Football – Field Permit and Fee Waiver Request**

Kevin Lacey gave an overview of the Gladiator Football season. Staff Liaison Alameda stated this year the LCE fields are not being requested for cheer practice.

M/S/C: Commissioner Berkuta/Kamar to approve the Gladiator Football Field Permit and Fee Waiver as amended. 4-0-1(Commissioner Koblin recused himself).

### **B. LCBSA – Field Permit and Fee Waiver Request**

Walter Calmette, representative for LCBSA, presented the request of the LCBSA. He stated there is a request to start use of Cornishon Field at 3:15p.m on Fridays, earlier than previous years. He stated the group's willingness to participate financially in improving the fields. Staff Liaison Alameda stated the earlier start time request is on Fridays only, which does not conflict with other users. Staff Liaison Alameda stated with the new field closure dates for the La Cañada High School fields, the LCBSA's field usage request will extend until July 21<sup>st</sup> versus July 14<sup>th</sup> as stated in the report.

M/S/C: Commissioner Koblin/Olson to approve the LCBSA Field Permit and Fee Waiver as amended. 5-0.

### **C. AYSO – Field Permit and Fee Waiver Request**

Marco Quezada, representing AYSO, presented the request of the AYSO. Staff Liaison Alameda stated there are new requests to use PCY and LDS. Marco stated the weekend request are until 5pm and no Sunday requests. Marco stated the PCY and LDS request is to spread the teams to other field in hopes of reducing field wear and tear. Chair Kambe clarified the request for PCY is: Monday – Friday, 4:45p.m. to dusk, Saturdays, 7:30a.m. to 5:00p.m., and LDS Field is: Monday, Thursday and Friday, 4:45p.m. to dusk, Saturday, 7:30a.m. to 5:00p.m. Staff Liaison Alameda stated the noted dates in the staff report will not be available. Staff Liaison Alameda asked if the earlier closure time could be set now. Marco stated no objection to new closure date, the morning of December 2<sup>nd</sup>. Chair Kambe asked to amend Oak Grove Field use from August 22<sup>nd</sup> to December 2<sup>nd</sup>.

Marco stated LAPFC runs programs for LCE and YMCA. He stated 400 members are residents of La Cañada Flintridge and their contribution to the coalition for LAPFC is equal to the other groups. Commissioner Olson stated his concern regarding the wear and tear of the fields. KC Mathews stated his concern with the Oak Grove Field wear and tear due to soccer use. Marco suggested turfing Oak Grove Field and AYSO would be willing to contribute financially.

Staff Liason Alameda asked if the Commission wanted to keep the age restriction on Oak Grove fields. Commissioner Koblin agreed to keep the age restriction of U9 for the Oak Grove Field.

M/S/C: Commissioner Koblin/Olson to approve the AYSO Field Permit, Fee Waiver as amended, December 2<sup>nd</sup> closure and keeping the age restriction at U9. 5-0.

#### **D. LAPFC Soccer – Field Permit and Fee Waiver Request**

Marco Quezada, representing LAPFC, present the request of the LAPFC Soccer. He stated LAPFC is working on introducing footstall program, hard surface soccer program. Chair Kambe asked if the basketball courts at La Cañada High school were part of Joint Use. Staff Liaison Alameda confirmed they were. He informed changing the request dates to reflect the new closure date of December 2<sup>nd</sup>.

Staff Liaison Alameda clarified last year the restriction for Oak Grove was U8, not U9. Commissioner Olson stated his support to keeping the age restriction at U8. Marco Quezada requested to keep the age restriction at U9, as the Oak Grove field is the only field in the City LAPFC can play U9. Commissioner Koblin supported an age restriction for the Oak Grove Field only U9 as only two days are being requested.

M/S/C: Commissioner Koblin/Berukuda to approve the LAPFC Field Permit and Fee Waiver, as amended, with an age restriction of U9 on the Oak Grove Field and a closure date of Friday, December 2, 2016, (5-0).

## **NEW BUSINESS**

### **8. Update on Park Needs Assessment.**

Staff Liaison Alameda announced newly promoted staff members who will be taking on his responsibilities. Arabo Parseghian, Senior Management Analyst, will be staffing the Parks and Recreation Commission and handling facilities maintenance. Peter Castro, Division Manager, will be handing scheduling and field usage.

Division Manager Castro presented the staff report. He stated the City will need to host a workshop to receive input from the public on potential projects for submission to the County of Los Angeles for their ballot measure consideration. Division Manager Castro stated the City will not be tied to the projects submitted and can come up with other projects if the ballot passes. He stated the workshop will occur during the Parks and Recreation's January Commission meeting.

## **CONCLUDING BUSINESS**

### **9. Staff Comments.**

Staff Liaison Alameda stated the Recreation Funding Program, used to fund Community Center's maintenance requests, is terminating in 2017. He stated due to the City large fund balance City's funding will continue past the termination period.

Staff Liaison Alameda informed the next Joint Use Committee meeting will be held on January 28, 2016 at 8:30 a.m. in the Council Chambers. He also stated there will be Joint Use Committee Capital Improvement Sub-Committee meeting prior to the January 28<sup>th</sup> meeting to review the five-year CIP for any needed revisions.

Staff Liaison Alameda stated the City is in the early stages of establishing a Sister City Program. He stated the item will come to the Commission when it's further developed.

Staff Liaison Alameda informed the commission of his recent promotion to Director of Administrative Services. He stated its been a pleasure working with the Commission on various project over the years and thanked them for the partnership.

Staff Liaison Alameda provided an update regarding the Trail Signage project. He stated the City is waiting to confirm the new measurements provided by the Trails Council. He also stated the City will be getting a new Trails Coordinator, who will work closely on this project.

### **10. Items for Future Agendas.**

Commissioner Olson asked to look at age restriction for soccer to address the wear and tear of the field conditions. He asked for more time to come up with the exact wording for the item.

Commissioner Koblin asked to look at options the Parks and Recreation Commission had in recognizing user groups for their season successes.

### **11. Comments from the Commission.**

Commissioner Olson congratulated Carl Alameda for his promotion and thanked him for all his efforts.

Chair Kambe thanked Carl Alameda for all his work as the staff liaison to the Commission.

## **ADJOURN**

Chair Kambe adjourned the meeting at approximately 8:32 p.m.

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**Arabo Parseghian, Senior Management Analyst  
(Staff Liaison to the Commission)**