



**DRAFT MINUTES OF THE REGULAR MEETING
OF THE CITY OF LA CAÑADA FLINTRIDGE
PARKS & RECREATION COMMISSION
HELD ON WEDNESDAY, DECEMBER 14, 2016**

PRELIMINARY BUSINESS

1. Call to Order

Vice Chair Kamar called the meeting to order at 6:05 p.m.

2. Roll Call

Commissioners Decker, Kamar, Koblin and Kambe present.

The absence of Chair Olson was noted.

3. Pledge of Allegiance

4. Comments from the Public

None

5. Approval of November 9, 2016 Regular Meeting Minutes

M/S/C: Commissioner Decker/Koblin to Approve the November 9, 2016 Commission Regular Meeting Minutes. (3-0-2) (Commissioner Kambe Abstained), Approved.

NEW BUSINESS

8A. Review of The Community Center of LCF Field Permit and Fee Waiver Request. (Reordered)

Division Manager Castro presented the staff report.

Amanda Balcazar, stated the new change was to expand the sports camp original time of 9AM to 12PM to a new time of 9AM to 3PM for the last week in March.

M/S/C: Commissioner Kambe/Koblin to approve the Community Center of LCF field permit and fee waiver request. (4-0-1) Approved.

8B. Review of LCF Chamber of Commerce Field Permit and Fee Waiver Request. (Reordered)

Division Manager Castro presented the staff report.

Pat Anderson, CEO of Chamber of Commerce, presented the request.

M/S/C: Commissioner Koblin/Kambe to approve the LCF Chamber of Commerce field permit and fee waiver request. (4-0-1) Approved.

6. Review of LCUSD Field Request and Major Events.

Division Manager Castro presented the staff report. Mr. Castro stated the Cornishon Field request for Lacrosse and 7/8 Soccer Games from 3PM to 5:30PM, presented a 45 minutes end time conflict with the La Canada Baseball/Softball Association. Mr. Castro also stated the JV Baseball Field request for Freshman Football from June 20-July 21, 2017 conflicts with the City's closure period. He stated the program would need to end on July 12th. In addition, the JV Baseball Field for Spartan Camp for June 11th to July 8th conflict with the La Canada Baseball/Softball Association request.

Kristina Kalb, LCHS Athletic Director, agreed to end the Freshman Football program on July 12th to conform to the City's Field closure dates. She stated for the Spartan Camp the high school would work with the La Cañada Baseball/Softball Association regarding the usage of the field. Mr. Castro stated regarding Cornishon field, last year the Commission allowed the High School to use the fields until 5PM with the La Canada Baseball/Softball Association (LCBSA) to start at 5PM.

Commissioner Kambe supported the 5PM end time for the LCUSD's request for Cornishon and a start time of 5PM for LCBSA.

Mr. Castro clarified there would still be a conflict on Friday as LCBSA is requesting the use of Cornishon Fields from 3:15PM. Mr. Castro suggested LCUSD working with the LCBSA during Fridays to move their practice to FIS Lower field.

Kristina Kalb agreed to working with LCBSA and relocating practice to FIS Lower field for Fridays.

Commissioner Decker asked which group does LCUSD's Spartan Camp request for JV Baseball Field conflict with.

Mr. Castro stated LCBSA as both LCBSA and LCUSD are requesting the use of JV Baseball Fields at the same time slots.

Mr. Walter Calmette provided a history of past arrangements for the use of the fields. He suggested the Commission provide the permit to LCBSA as they have done in the past but the group would work with the LCUSD on the use of the field.

Kristina Kalb stated no objection to having LCBSA be the permit holder with the understanding the two groups would work together to resolve the conflicts.

Mr. Castro stated the final conflict is for the Varsity Baseball for August 7-11th or July 31 to August 4th where they conflict with the City's field closures.

M/S/C: Commissioner Kambe/Koblin to approve the LCUSD permit request, approve the schedule as requested with modification of 5PM stop time for Cornishon Field, give LCBSA the permit for Spartan Camp period to work with LCUSD, and modify the varsity baseball request to accommodate the City's closure dates. (4-0-1) Approved.

Commissioner Koblin presented the report on behalf of the Sports Coalition.

7A. Review of Gladiators Football Field Permit and Fee Waiver Request.

Kevin Lacey presented the Gladiator Football requests.

Division Manager Castro stated a conflict with their requested start date of July 10th. He stated the City's two-week field closure will be during that time.

Kevin Lacey stated that although the start date is unknown, should it be on July 10th, he'll post-pone their start by a week to accommodate one week of field closure.

Mr. Castro confirmed one-week closure will work and the FIS Lower field could reopen for Gladiators Football a week earlier.

Commissioner Decker asked about the liability insurance and the La Canada Flintridge Resident roster count.

Kevin Lacey stated the insurance will be providing at a later date when it is issued. He stated the resident count was not available as the individual who handles it was on vacation.

M/S/C: Commissioner Kambe/Decker to approve the Gladiators Football Field permit and fee waiver request with modified start time to accommodate the City's field closure. (3-0-1) (Commissioner Koblin Abstained), Approved.

7B. Review of LCBSA Field Permit and Fee Waiver Request.

Division Manager Castro presented the staff report. He stated the conflicts had already been addressed during the LCUSD discussion earlier.

Walter Calmette presented the LCBSA request. He also stated their support regarding any field repairs. He stated their desire to level the FIS Lower field near the Community Center.

Vice Chair Kamar asked for an update regarding the baseball batting cage renovation project.

Goerge Chumo stated they were in discussions with the baseball coach. He stated the improvements would allow year round use of the cages. He stated they were awaiting estimates.

Commissioner Kambe commended LCBSA on their efforts in improving parking during their events.

M/S/C: Commissioner Decker/Koblin to approve the LCBSA Field permit and fee waiver Request. (4-0-1) Approved.

7C. Review of AYSO Field Permit and Fee Waiver Request.

Division Manager Castro presented the staff report.

John Swit presented the AYSO request.

Vice Chair Kamar asked about the copy of the roster.

Division Manager Castro stated the roster was received and they have 535 residents on the roster.

Senior Management Analyst Parseghian clarified the roster was not included in the Commission's packet as it was received after the packets were already delivered. He stated a copy of the roster is available for the Commission.

M/S/C: Commissioner Koblin/Kambe to approve the AYSO field permit and fee waiver request. (4-0-1) Approved.

7D. Review of LAPFC Soccer Field Permit and Fee Waiver Request.

Division Manager Castro presented the staff report.

Andreas Makris presented the LAPFC's request.

Division Manager Castro stated the City received one roster and are awaiting to get a copy of the second roster. He stated with just the one roster they have 337 residents. He states they are short 13 residents to meet the 350 requirement. However, he was confident the second roster will have the minimum 13 additional residents needed.

M/S/C: Commissioner Koblin/Kamar to approve the LAPFC Soccer field permit and fee waiver request. (4-0-1) Approved.

8C. Review of Tribe Lacrosse Field Permit Request.

Division Manager Castro presented the staff report.

Commissioner Kambe asked for a back ground on the group.

Division Manager Castro stated the group submitted similar request last year. He stated approximately 25% of the roster were La Cañada Flintridge residents. He stated they did not request for a fee waiver. He also stated there were no available space based on the group's requested hours. He stated they were not able to get a permit last year due to lack of available space.

Commissioner Decker supported reaching out to them to come up with any alternative dates based on field availability.

M/S/C: Commissioner Kambe/Koblin to deny Tribe Lacrosse Field permit request and ask staff to work with them on any alternative dates. (4-0-1).

CONCLUDING BUSINESS

11. Staff Comments.

Senior Management Analyst Parseghian thanked the community and user groups for working well with each other. He stated their collaboration makes the field scheduling process smoother for the City staff, the Commission and the groups themselves.

Division Manager Castro echoed those sentiments and thanked all the groups for working with him on their requests.

Director of Administrative Services Alameda informed interested user groups wishing to partner on a capital improvement project for the fields to contact the City prior to the City's midyear budget hearings in February.

12. Items for Future Agendas.

Commissioner Kambe asked to agendaize the Tennis Court Resurfacing project.

Commissioner Decker reminded about the health and wellness fair item.

13. Comments from the Commission.

Vice Chair Kamar asked for an update regarding the FIS and Cornishon Field ADA gate improvements.

Senior Management Analyst Parseghian stated the staff is in the middle of designing the project. He stated the project is on schedule.

Commissioner Kambe commended the groups for working together on their field requests.

Commissioner Koblin complimented all the user group leaders for working together. He stated the collaboration benefits everyone and allows for an improved scheduling process.

Commissioner Decker echoed the appreciation shared by the commissioners.

Vice Chair Kamar thanked staff and the user groups for their efforts.

ADJOURN

Vice Chair Kamar adjourned the meeting at 6:52 p.m.

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