



**DRAFT MINUTES OF THE REGULAR MEETING
OF THE CITY OF LA CAÑADA FLINTRIDGE
PARKS & RECREATION COMMISSION
HELD ON WEDNESDAY, NOVEMBER 9, 2016**

PRELIMINARY BUSINESS

1. Call to Order

Chair Olson called the meeting to order at 6:00 p.m.

2. Roll Call

Commissioners Decker, Kamar, Koblin and Olson present.

The absence of Commissioner Kambe was noted.

3. Pledge of Allegiance

4. Comments from the Public

None

5. Approval of September 14, 2016 Regular Meeting Minutes

M/S/C: Commissioner Koblin/Decker to Approve the September 14, 2016 Commission Regular Meeting Minutes with the correction. (4-0-1), Approved.

NEW BUSINESS

6. La Cañada Girl Scouts Permit and Fee Waiver Request for use of the Glenola Park.

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Olson/Koblin to approve the La Cañada Girl Scouts Permit and Fee Waiver Request for Glenola Park. (4-0-1) Approved.

7. Music in the Park 2016 Summer Series.

Senior Management Analyst Parseghian presented the staff report.

Commissioner Kambe, via email, stated the concerts were successful. He wanted the Commission to focus on the community aspect of the concerts, ensuring the continuance of benefits to the community.

Commissioner Decker re-emphasized the importance of keeping it a community event. She stated few of the bands started later than advertised. She stated her observation of few umbrellas obstructing views at times during concerts. She stated there seem to be a high number of dogs at the events.

Commissioner Koblin stated groups would section off areas prior to the event. He requested increased communication efforts to attendees regarding the “no reserving” rule.

Senior Management Analyst Parseghian asked whether the roping off an area occurs during Memorial weekend or other dates.

Commissioner Koblin stated there were three different occasions where the roping off an area occurred.

Chair Olson asked how the City could enforce the rule.

Senior Management Analyst Parseghian explained enforcement would require having staff present at all times to prevent roping off areas. He also stated that form of enforcement could be perceived as over policing.

Vice Chair Kamar recommended regular announcements regarding Music in the Park guidelines prior to each concert. He explained the difficulties with trying to monitor residents versus non resident attendees.

Senior Management Analyst Parseghian suggested including the guidelines with the Music in the Park marketing efforts.

Vice Chair Kamar also suggested including regulation signs at the entrances of the park during each events.

Chair Olson requested to revisit allowing dogs at Music in the Park during next year’s scheduling review. He also stated the extensive breaks taken by few bands.

Senior Management Analyst Parseghian stated the City will include a language in the contract for next year clearly defining a hard start time.

8. Update on Leash Optional Zone.

Senior Management Analyst Parseghian presented the staff report.

Open Public Comment

Dale Ball, 2001 Los Amigos Street, stated there have not been any complaints regarding off leash dogs in the area was due to lack of usage by dog owners. She also asked the Commission to keep an off leash zone in mind for the future should the opportunity arise. She thanked the Commission and the City for all their efforts.

Chair Olson stated since the Cross Town Trail is no longer an option, would there be an interest in other locations.

Ms. Ball stated Cross Town Trail was an ideal location due to its continuity and flat terrain. She confirmed there would be an interest if a similar location was identified.

Joshua Potter, asked why the City was asking Southern California Edison (SCE) for permission when County of Los Angeles owned the land. He stated since SCE is refusing this request, the City should request to underground their wires in the area.

Senior Management Analyst Parseghian stated the property was owned by SCE, not County of Los Angeles. He also clarified, County of Los Angeles has an easement through SCE for a trail. He stated the Parks and Recreation Commission did not have jurisdiction to discuss underground of wires by SCE.

Close Public Comment

Senior Management Analyst Parseghian provided a brief summary of the alternative locations, Rockridge Terrace and Hall Beckley Canyon. He stated these trails don't connect to any other trails with sloped terrain.

Chair Olson asked the interested groups if the Rockridge Terrace would work.

Ms. Ball stated it would not. She also stated Hall Beckley Canyon trail was too steep and would not serve as a good "leash optional zone" area.

Vice Chair Kamar stated these two options were the only options left for consideration.

Chair Olson asked staff to table the item until a more viable option is identified.

9. Discussion of the Olberz Park Gazebo Project.

Senior Management Analyst Parseghian presented the staff report.

Vice Chair Kamar asked if the gazebo will have a foundation.

Senior Management Analyst Parseghian stated the pre-fabricated gazebo will be installed on a concrete foundation. He stated staff recommends a 12" raised foundation with an ADA compliant ramp to preventing rain water flowing from the surrounding area into the gazebo.

Chair Olson requested the maximum gazebo size feasible based on the conditions and the budget.

Commissioner Koblin preferred fencing around the gazebo.

Chair Olson did not prefer fencing around the gazebo.

Senior Management Analyst Parseghian stated fencing maybe a requirement based on the height of the foundation.

Senior Management Analyst Parseghian reconfirmed Commission preferred the dual roof style gazebo.

Commissioner Decker preferred acoustic friendly design. She also requested lighting and electric outlets.

Chair Olson preferred white or beige color for the gazebo. He also suggested planter area around the gazebo.

Senior Management Analyst Parseghian stated the final design of the gazebo will be brought back to the commission for review.

10. Discussion of potential Health and Wellness Program.

Senior Management Analyst Parseghian presented the staff report.

Commissioner Decker described her vision for the program. She stated the intent is to partner with local groups on promoting health and wellness. She suggested ideas such as recreational activities at the park, monthly walking clubs, and health fairs.

Chair Olson supported the ideas suggested. He asked what the process would be to begin working on these programs.

Senior Management Analyst Parseghian stated the various stated programs have different levels of logistical challenges. He stated one time recreational activities or trail clubs are easier/economical to coordinate versus a health fair at the park. He stated recently the City hosted a one-time recreational activity with the Mayor's Trail Hike. He stated depending on which programs the Commission selects, a feasibility study, including partnership opportunities assessment, will be performed and brought back to the Commission for further development.

Commissioner Decker agreed to start with the smaller programs first with ultimately putting together a health and wellness fair at the park.

Senior Management Analyst Parseghian stated the clubs and recreational activity at the park will be brought back to the Commission for further discussion. He also stated, said report will also include a basic feasibility study for the health fair.

11. Discussion of 2017 Joint Use Field Closure Dates.

Senior Management Analyst Parseghian presented the staff report.

Chair Olson asked if the proposed dates were a long enough closure.

Senior Management Analyst Parseghian stated the closure duration would suffice.

Commissioner Decker asked if the sports groups were aware of the closures.

Senior Management Analyst Parseghian stated the groups were notified and there were no issued permits for that period.

M/S/C: Commissioner Koblin/Kamar to approve the 2017 Field closures dates closing the FIS field from July 9 to July 23, 2017; the LCHS JV/Varsity Baseball Fields from July 13 – August 14, 2017; and the Oak Grove Field from July 13 – August 14, 2017. (4-0-1) Approved.

CONCLUDING BUSINESS

11. Staff Comments.

Management Analyst Kwolek provided a brief recap of the Hike with the Mayor's Event. He stated the event was a success. He also stated during the hike the new prototype trail signs as part of the Cherry Canyon Trail Sign Project were revealed. He stated positive feedback was received from trail users and residents.

Commissioner Koblin asked if the material was wood.

Management Analyst Kwolek stated it was reinforced composite material.

Commissioner Koblin asked if they will be placed in a concrete base.

Management Analyst Kwolek stated they would not be. He stated the reasoning was to maintain a natural look to the trail. He stated the posts will be 3 feet deep in dirt.

Commissioner Koblin stated to reconsider the concrete base as weather and erosion could impact the stability of the base without it. He stated he was pleased the look of the new signs.

Senior Management Analyst Parseghian asked if the existing signs will be replaced with the new signs.

Management Analyst Kwolek stated eventually all the sign with exception to the trail head signs will be replaced with the new signs.

Senior Management Analyst Parseghian announced that the City is now accepting online applications for park reservations. He stated this was a recommendation that came out of the USC Capstone project report that the Commission received last year.

Senior Management Analyst Parseghian provided an update about the Cornishon Tennis Court project and the Lanterman Auditorium Project. He stated the Joint Use Committee will be discussing the project at the Thursday, November 17, 2016 meeting.

Vice Chair Kamar asked if the park reservation fees were increase as recommended in the report.

Senior Management Analyst Parseghian stated fee review will be the next phase of the project. He stated the fee increase and a review of the City's Chapter 5.24 Municipal Code regarding parks and recreation will be coming back to the Commission at a later date.

12. Items for Future Agendas.

Chair Olson asked for a future agenda item to discuss having additional Music in the Park concerts for future seasons.

13. Comments from the Commission.

Chair Olson stated at the hike he found out County had a program that provided free trees to residents.

Senior Management Analyst Parseghian stated County did make an announcement regarding the program at a Council meeting. He stated he will find more about the program and post it on the City's website.

ADJOURN

Chair Olson adjourned the meeting at approximately 7:20 p.m.

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