



**DRAFT MINUTES OF THE REGULAR MEETING
OF THE CITY OF LA CAÑADA FLINTRIDGE
PARKS & RECREATION COMMISSION
HELD ON WEDNESDAY, MAY 10, 2017**

PRELIMINARY BUSINESS

1. Call to Order

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

2. Roll Call

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

3. Pledge of Allegiance

4. Comments from the Public

None

5. Approval of April 12, 2017 Regular Meeting Minutes

M/S/C: Commissioner Olson/Koblin to Approve the April 12, 2017 Commission Regular Meeting Minutes. (5-0), Approved.

NEW BUSINESS

6. Permit and Fee Waiver Requests:

A. The Flintridge Guild of Children's Hospital for use of Memorial Park

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Kambe/Decker to approve the Park Permit and Fee Waiver request of the Flintridge Guild of Children's Hospital or use of Memorial Park. 5-0.

B. The La Canada Elementary 5th Grade Class for use of Memorial Park

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Koblin/Kamar to approve the Park Permit and Fee Waiver request of the La Canada Elementary 5th Grade Class for use of Memorial Park. 5-0.

C. The La Canada Elementary 4th Grade Class for use of Memorial Park

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Decker/Koblin to approve the Park Permit and Fee Waiver request of the La Canada Elementary 4th Grade Class for use of Memorial Park. 5-0.

D. The La Canada Girl Scouts for use of Glenola Park

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Koblin/Olson to approve the Park Permit and Fee Waiver request of the La Canada Girl Scouts for use of Glenola Park. 5-0.

E. The Girl Scouts Troops 2261 for use of Palm Crest Elementary Athletic Field

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Kambe/Decker to approve the Park Permit and Fee Waiver request of the Girl Scout Troop 2261 for use of Palm Crest Elementary Athletic Field. 5-0.

F. The Palm Crest Elementary School PTA for use of Palm Crest Elementary Athletic Field

Senior Management Analyst Parseghian presented the staff report.

M/S/C: Commissioner Decker/Koblin to approve the Park Permit and Fee Waiver request of the Palm Crest Elementary School PTA for use of Palm Crest Elementary Athletic Field. 5-0.

7. Preview of 2017 Music in the Park Schedule.

Senior Management Analyst Parseghian presented the final 2017 Music in the Park Schedule.

Chair Olson asked for clarification regarding the Commission's discretion over booking bands for Music in the Park.

Senior Management Analyst Parseghian stated the booking of bands is at the discretion of staff. He stated, as an advisory Commission, staff considers comments and recommendations made by the Commission when booking. He recommended for the Commission to continue identifying must have bands during the review process and staff will work on securing those bands as much as possible.

Chair Olson asked if the Commission can make genre suggestions.

Senior Management Analyst Parseghian stated the Commission could and staff would try to accommodate.

Senior Management Analyst Parseghian stated, in an effort to eliminate potential for miss-communication, moving forward, staffer who is assigned to securing bands will be the one to present to the Commission on all Music in the Park related items.

8. Review of Recreational Activity at the Park.

Senior Management Analyst Parseghian presented the staff report. Mr. Parseghian recommended for future events to partner with the Community Center. He stated the Community Center has the resources and clientele which will encourage more participation.

Commissioner Decker stated, with more partnerships the event could be successful. She stated her original intent was to highlight local businesses and different programs they offered.

Senior Management Analyst Parseghian stated if the program is associated as a City program, it must be done through the City. He stated having businesses run the activity would not be possible as they do not represent the City. He explained, the Community Center has always fulfilled the role of City's recreational program.

Commissioner Kambe recommended partnering with the Community Center to showcase the different recreational programs available at the Community Center through a multi-week activities program.

9. Review of Fiscal Year 2017-18 Budget Requests.

Senior Management Analyst Parseghian presented the staff report.

Chair Olson recommended the Cherry Canyon Trail Entrance Sign.

Chair Olson stated his support for the LCE Field Shade Structure.

Commissioner Kambe recommended a budget request for funding to use toward instructors who could participate in the recreational activity.

Senior Management Analyst Parseghian summarized the Commission's ranking with LCE Field Shade Structure and recreation activity as priority followed by Cherry Canyon Trail Entrance Sign project.

CONCLUDING BUSINESS

9. Staff Comments.

Senior Management Analyst Parseghian provided updates on the following items:

- FIS & Cornishon Accessibility Gate Improvement Project
- Glenola Park Drinking Fountain replacement

10. Items for Future Agendas.

None

11. Comments from the Commission.

Commissioner Decker encouraged the Commission to spread the word regarding the recreational activity at the park for the upcoming Saturday.

ADJOURN

Chair Olson adjourned the meeting at 6:53 p.m.

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