



**DRAFT MINUTES REGULAR MEETING
OF THE CITY OF LA CAÑADA FLINTRIDGE
PARKS & RECREATION COMMISSION
HELD ON WEDNESDAY, SEPTEMBER 12, 2018**

PRELIMINARY BUSINESS

1. Call to Order

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

2. Roll Call

Commissioners Decker, Kambe, Kamar and Olson present.

3. Pledge of Allegiance

4. Comments from the Public

None

5. Approval of July 11th, 2018 Special Meeting Minutes

M/S/C: Commissioner Kambe/Kamar to approve the July 11th, 2018 Special Meeting Minutes. 3-0-1, Approved. Commissioner Olson abstained.

NEW BUSINESS

6. Discussion of Partnering with the YMCA for Year-Round Recreation Activity at the Park (Re-ordered)

Management Analyst Nguyen presented the staff report.

Rosanne Thom Martin, representing the YMCA, stated in August the YMCA in collaboration with the City provided pilot series of outdoor fitness classes at the park. She stated because it was such a success, the YMCA would like to continue the program. She stated the new program will incorporate the use of the YMCA's fitness truck, which was purchased using funds provided by the City.

Vice Chair Kambe asked if any conflicts with other users at Memorial Park exist the with the program.

Director of Administrative Services Alameda stated there aren't necessarily any apparent scheduled conflicts, but rather when there is a non-traditional use of a park, City staff likes to get the Commission's feedback. He stated staff can handle the scheduling with the YMCA regarding the specific dates pending feedback from the Commission.

Chair Decker supported the idea of the YMCA's proposed fitness classes in Memorial Park. She stated she had enjoyed participated in the YMCA's piolet fitness classes at the park.

Rosanne Thom Martin, suggested hosting outdoor fitness activities for six to eight weeks at a City park, either Olberz or Memorial Park.

M/S/C: Commissioner Kambe/Kamar to have the staff work with the YMCA in scheduling classes at the park for the rest of the 2018 Calendar year. 4-0-0, Approved.

7. Permit and Fee Waiver Requests:

A. Spartan Baseball Academy for use of Palm Crest Elementary Athletic Field

Management Analyst Nguyen presented the staff report.

Commissioner Kamar asked if the group would use the La Canada Elementary field as well as it was mentioned in their application.

Management Analyst Nguyen stated they would only use Palm Crest Elementary Athletic field.

M/S/C: Commissioner Kambe/Olson to approve the Spartan Baseball Academy fee waiver, pending staff's verification of no existing conflicts at the Palm Crest Elementary Athletic Field. 4-0-0, Approved.

B. Paradise Canyon Elementary PTA for use of the Paradise Canyon Elementary Athletic Field

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M/S/C: Commissioner Olson/Kambe to approve the Paradise Canyon Elementary PTA, fee waiver request for use of Paradise Canyon Elementary Athletic Field. 4-0-0, Approved.

8. Discussion on proposed La Cañada Girl Scouts Silver Award Project

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Ashley, Girl Scout, stated the project was to promote reading.

April, Girl Scout, stated they had identified few location options for the library: near the playground/picnic area at Memorial Park or near the sandbox at Mayors Discover Park.

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Chair Decker asked who would be responsible for maintaining the unit.

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Commissioner Kamar suggested locking the library at night to prevent vandalism.

Vice Chair Kambe supported the project. He stated with the correct location placement of the unit would minimize potential vandalism.

Commissioner Olson stated his concern about placing plaques on the unit. He stated in the past, placement of plaques on trial project had created issues among residents and community groups.

Vice Chair Kambe mentioned the proposed project was a nationwide program and many of the concerns stated by the Commission have been addressed with past practices. He supported having a plaque on the unit to acknowledge the Girl Scout troops efforts.

Chair Decker supported the project with a recommendation to place the library near the picnic tables. She also supported placement of an acknowledgment plaque on the unit. She also suggested the Girl Scout visit the unit for the immediate months to ensure the unit wasn't vandalized.

Director of Administrative Services Alameda clarified that the City supported the project with the understanding the City would not be responsible for managing the unit including replenishing books or replacing it should it be vandalized.

M/S/C: Commissioner Kambe/Decker to approve the request pending staff's approval on the unit location. 4-0-0.

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Director of Administrative Services Alameda presented the staff report.

Commissioner Olson asked if the usage had been increasing. He also asked if the fields were in good condition.

Director of Administrative Services Alameda stated the usage has increased. He stated with the installation of lights at Oak Grove Field, staff saw substantial increase in the usage. He stated the fields are kept at a very high standard compared to similar fields in other communities. He stated the City invests a substantial amount of time and money in maintaining the fields.

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Chair Decker adjourned the meeting at 6:25 p.m.

**Arabo Parseghian, Division Manager
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Director of Administrative Services Alameda gave an update about the new FY18-19 budget. He highlighted changes made to the way which janitorial services for the Community Center. He stated moving forward, the City will fund \$12,000 to the Community Center to allow the Community Center to take over the janitorial services. He also stated the Music-In-The-Park and Summer Beach Bus were also funded. Finally, he gave an update regarding the status of the new City Hall Renovation Project. He also announced the City's new Facility Super Intendant, Ken Roberts.

12. Items for Future Agendas.

Chair Decker requested an update regarding Commission's recommended recreational projects for FY18-19. She also asked about looking at a mechanism to have user groups to contribute towards projects.

Director of Administrative Services Alameda stated the mechanism is there, the City reaches out to user groups in getting funding for a project supported by the City.

13. Comments from the Commission.

None

ADJOURN

Chair Decker adjourned the meeting at 6:25 p.m.

**Arabo Parseghian, Division Manager
(Staff Liaison to the Commission)**



**DRAFT MINUTES REGULAR MEETING
OF THE CITY OF LA CAÑADA FLINTRIDGE
PARKS & RECREATION COMMISSION
HELD ON WEDNESDAY, SEPTEMBER 12, 2018**

PRELIMINARY BUSINESS

1. Call to Order

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

2. Roll Call

Commissioners Decker, Kambe, Kamar and Olson present.

3. Pledge of Allegiance

4. Comments from the Public

None

5. Approval of July 11th, 2018 Special Meeting Minutes

M/S/C: Commissioner Kambe/Kamar to approve the July 11th, 2018 Special Meeting Minutes. 3-0-1, Approved. Commissioner Olson abstained.

NEW BUSINESS

6. Discussion of Partnering with the YMCA for Year-Round Recreation Activity at the Park (Re-ordered)

Management Analyst Nguyen presented the staff report.

Rosanne Thom Martin, representing the YMCA, stated in August the YMCA in collaboration with the City provided pilot series of outdoor fitness classes at the park. She stated because it was such a success, the YMCA would like to continue the program. She stated the new program will incorporate the use of the YMCA's fitness truck, which was purchased using funds provided by the City.

Vice Chair Kambe asked if any conflicts with other users at Memorial Park exist the with the program.

Director of Administrative Services Alameda stated there aren't necessarily any apparent scheduled conflicts, but rather when there is a non-traditional use of a park, City staff likes to get the Commission's feedback. He stated staff can handle the scheduling with the YMCA regarding the specific dates pending feedback from the Commission.

Chair Decker supported the idea of the YMCA's proposed fitness classes in Memorial Park. She stated she had enjoyed participated in the YMCA's piolet fitness classes at the park.

Rosanne Thom Martin, suggested hosting outdoor fitness activities for six to eight weeks at a City park, either Olberz or Memorial Park.

M/S/C: Commissioner Kambe/Kamar to have the staff work with the YMCA in scheduling classes at the park for the rest of the 2018 Calendar year. 4-0-0, Approved.

7. Permit and Fee Waiver Requests:

A. Spartan Baseball Academy for use of Palm Crest Elementary Athletic Field

Management Analyst Nguyen presented the staff report.

Commissioner Kamar asked if the group would use the La Canada Elementary field as well as it was mentioned in their application.

Management Analyst Nguyen stated they would only use Palm Crest Elementary Athletic field.

M/S/C: Commissioner Kambe/Olson to approve the Spartan Baseball Academy fee waiver, pending staff's verification of no existing conflicts at the Palm Crest Elementary Athletic Field. 4-0-0, Approved.

B. Paradise Canyon Elementary PTA for use of the Paradise Canyon Elementary Athletic Field

Management Analyst Nguyen presented the staff report.

M/S/C: Commissioner Olson/Kambe to approve the Paradise Canyon Elementary PTA, fee waiver request for use of Paradise Canyon Elementary Athletic Field. 4-0-0, Approved.

8. Discussion on proposed La Cañada Girl Scouts Silver Award Project

Management Analyst Nguyen presented the staff report.

Ashley, Girl Scout, stated the project was to promote reading.

April, Girl Scout, stated they had identified few location options for the library: near the playground/picnic area at Memorial Park or near the sandbox at Mayors Discover Park.

Emi, Girl Scout, mentioned the Girl Scout had raised funds through fundraisers for the project.

Abigail, Girl Scout, stated they would like to have the project completed by January 2019.

Chair Decker asked who would be responsible for maintaining the unit.

Ashley, Girl Scout, stated the Girl Scout would donate the unit to the City but would not be able to maintain it on an ongoing basis.

Commissioner Kamar suggested locking the library at night to prevent vandalism.

Vice Chair Kambe supported the project. He stated with the correct location placement of the unit would minimize potential vandalism.

Commissioner Olson stated his concern about placing plaques on the unit. He stated in the past, placement of plaques on trial project had created issues among residents and community groups.

Vice Chair Kambe mentioned the proposed project was a nationwide program and many of the concerns stated by the Commission have been addressed with past practices. He supported having a plaque on the unit to acknowledge the Girl Scout troops efforts.

Chair Decker supported the project with a recommendation to place the library near the picnic tables. She also supported placement of an acknowledgment plaque on the unit. She also suggested the Girl Scout visit the unit for the immediate months to ensure the unit wasn't vandalized.

Director of Administrative Services Alameda clarified that the City supported the project with the understanding the City would not be responsible for managing the unit including replenishing books or replacing it should it be vandalized.

M/S/C: Commissioner Kambe/Decker to approve the request pending staff's approval on the unit location. 4-0-0.

9. Update on the Maintenance and Usage of JUC Athletic Fields

Director of Administrative Services Alameda presented the staff report.

Commissioner Olson asked if the usage had been increasing. He also asked if the fields were in good condition.

Director of Administrative Services Alameda stated the usage has increased. He stated with the installation of lights at Oak Grove Field, staff saw substantial increase in the usage. He stated the fields are kept at a very high standard compared to similar fields in other communities. He stated the City invests a substantial amount of time and money in maintaining the fields.

George Chumo, representing La Canada Baseball Association, introduced Todd Reynolds who is taking the lead with the Sports Coalition.

Director of Administrative Services Alameda added this year the fields were more impacted due to the usage by the La Canada High School football team as the District was renovating their football field.

Chair Decker stated the baseball coaches at the high school had brought to her attention a maintenance related item, the driving over the pitching mound with a lawn mower. She also asked if Gladiators Football's permit extended to the infield.

Director of Administrative Services Alameda stated the permit was for the entire field including the infield.

Vice Chair Kambe stated many of these issues can be addressed with proper communication with the user groups and contractors who maintain the field.

Director of Administrative Services Alameda stated the City's contractor meets with the baseball coach twice a month during baseball season to address any maintenance issues.

10. Review of the Music in the Park 2018 Summer Series

Management Analyst Nguyen presented the staff report.

Commissioner Olson stated the series were a success. He asked about how much of the Commission's input is taken into consideration when booking the bands.

Director of Administrative Services Alameda stated the Commission's input is taken into consideration by staff. He stated staff priorities local bands and those supported by the Commission. However, there are various factors which may prevent all those groups from coming back.

Commissioner Kamar stated he did not support having Past Action Heros.

Chair Decker also didn't support having Past Action Heros.

Vice Chair Kambe stated his belief the Commission's recommendations were not taken into consideration as much as previous years. He used Past Action Heros as an example, which was brought back even though the Commission had recommended against it. He appreciated the process was complex but would like more of Commission's input taken into consideration.

Chair Decker supported the Country Band Misfit Cowboys. She also stated her observation with this year having more technical difficulties than previous years.

Director of Administrative Services Alameda stated the technical difficulty in having good sound quality under the gazebo. He also stated this year the

audio contractor had new equipment, which the learning curve presented technical difficulties.

Director of Administrative Services Alameda stated staff will have a meeting with the City's electrician and the Lanterman Auditorium manager who are experts in sound to make improvements for next year.

CONCLUDING BUSINESS

11. Staff Comments.

Director of Administrative Services Alameda gave an update about the new FY18-19 budget. He highlighted changes made to the way which janitorial services for the Community Center. He stated moving forward, the City will fund \$12,000 to the Community Center to allow the Community Center to take over the janitorial services. He also stated the Music-In-The-Park and Summer Beach Bus were also funded. Finally, he gave an update regarding the status of the new City Hall Renovation Project. He also announced the City's new Facility Super Intendant, Ken Roberts.

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Director of Administrative Services Alameda stated the mechanism is there, the City reaches out to user groups in getting funding for a project supported by the City.

13. Comments from the Commission.

None

ADJOURN

Chair Decker adjourned the meeting at 6:25 p.m.

**Arabo Parseghian, Division Manager
(Staff Liaison to the Commission)**



**DRAFT MINUTES REGULAR MEETING
OF THE CITY OF LA CAÑADA FLINTRIDGE
PARKS & RECREATION COMMISSION
HELD ON WEDNESDAY, SEPTEMBER 12, 2018**

PRELIMINARY BUSINESS

1. Call to Order

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

2. Roll Call

Commissioners Decker, Kambe, Kamar and Olson present.

3. Pledge of Allegiance

4. Comments from the Public

None

5. Approval of July 11th, 2018 Special Meeting Minutes

M/S/C: Commissioner Kambe/Kamar to approve the July 11th, 2018 Special Meeting Minutes. 3-0-1, Approved. Commissioner Olson abstained.

NEW BUSINESS

6. Discussion of Partnering with the YMCA for Year-Round Recreation Activity at the Park (Re-ordered)

Management Analyst Nguyen presented the staff report.

Rosanne Thom Martin, representing the YMCA, stated in August the YMCA in collaboration with the City provided pilot series of outdoor fitness classes at the park. She stated because it was such a success, the YMCA would like to continue the program. She stated the new program will incorporate the use of the YMCA's fitness truck, which was purchased using funds provided by the City.

Vice Chair Kambe asked if any conflicts with other users at Memorial Park exist the with the program.

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Rosanne Thom Martin, suggested hosting outdoor fitness activities for six to eight weeks at a City park, either Olberz or Memorial Park.

M/S/C: Commissioner Kambe/Kamar to have the staff work with the YMCA in scheduling classes at the park for the rest of the 2018 Calendar year. 4-0-0, Approved.

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Commissioner Kamar asked if the group would use the La Canada Elementary field as well as it was mentioned in their application.

Management Analyst Nguyen stated they would only use Palm Crest Elementary Athletic field.

M/S/C: Commissioner Kambe/Olson to approve the Spartan Baseball Academy fee waiver, pending staff's verification of no existing conflicts at the Palm Crest Elementary Athletic Field. 4-0-0, Approved.

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