# CITY OF FULLERTON PARKS AND RECREATION COMMISSION MEETING MINUTES

Regular Meeting City Council Chamber Monday, April 12, 2010 6:30 p.m.

#### CALL TO ORDER

Chair Dasney called the meeting to order at 6:31 p.m.

FLAG SALUTE

Commissioner Shawna Adam led the flag salute.

ROLL CALL

Present: Shawna Adam, Sueling Chen, Kathleen Dasney, Wes Morgan, Kathleen

Shanfield, and Scott Stanford.

Absent: Scott Hayes

Staff: Parks and Recreation Director Joe Felz; Parks and Recreation Managers

Hugo Curiel, Grace Carroll Lowe, Alice Loya, and Judy Peterson; Parks Project Specialist Doug Pickard; Community Center Supervisor Eloisa Espinoza; Parks and Recreation Coordinator Eddie Burciaga; Landscape Superintendent Dennis Quinlivan; Building and Facilities Superintendent

Lyman Otley.

**PUBLIC COMMENTS** 

None

CONSENT ITEMS (Items 1 - 3)

Commissioner Stanford MADE A MOTION and Commissioner Adam SECONDED the motion to approve the consent items with corrections as noted.

AYES: Adam, Dasney, Chen, Shanfield, Spencer, Stanford

NOES: None

ABSENT: Haves

The MOTION PASSED unanimously.

1. MINUTES OF THE PARKS AND RECREATION FEBRUARY 8, 2010 COMMISSION MEETING

Recommendation to approve the Minutes of the February 8, 2010 Commission Meeting.

#### 2. LANDSCAPE DIVISION MONTHLY REPORT FOR MARCH 2010

Chair Dasney asked Landscape Superintendent Dennis Quinlivan if drought tolerant landscaping was going to be planted at Independence Park with the improvements taking place and he affirmed yes. Chair Dasney congratulated Superintendent Quinlivan on the success of Arbor Day.

# 3. BUILDING AND FACILITIES DIVISION MONTHLY REPORT FOR MARCH 2010

Chair Dasney asked Facilities Superintendent Lyman Otley if the restrooms at Gilman Park are still open. Director Felz confirmed that they have been closed and suggested that they remain closed due to budget cuts.

REGULAR BUSINESS (Items 4 – 10)

# 4. COMMISSION REORGANIZATION ELECTION OF PARKS AND RECREATION COMMISSION OFFICERS

Recommendation that the Parks and Recreation Commission elect a Chair and Vice Chair.

Director Felz introduced the item and described the nominating and election process. Chair Dasney opened the floor to nominations for Parks and Recreation Commission Chair. Commissioner Morgan nominated Vice Chair Stanford.

Commissioners Adam, Chen, Dasney, Shanfield, and Morgan voted for Commissioner Stanford as Parks and Recreation Chair. As this was a majority of the Commission, Commissioner Stanford was elected as the new Parks and Recreation Commission Chair.

On behalf of the Parks and Recreation Department, Chair Stanford presented a plaque to Commissioner Dasney in appreciation for her service as Commission Chair for 2009. Commissioner Dasney made a few outgoing comments thanking staff and Commissioners.

Chair Stanford then called for nominations for Vice Chair for the Parks and Recreation Commission. Commissioners Shanfield and Adam were nominated.

Commissioner Shanfield was elected with a 5-2 vote as the new Parks and Recreation Commission Vice Chair.

#### 5. POLICY REGARDING YOUTH SPORT ORGANIZATIONS

Recreation Manager Grace Lowe gave a PowerPoint presentation background on the current youth league policy, last updated in 1977. In 2007 the Commission appointed a Sports League Policy Review Committee, which includes Commissioner Adam, Hayes,

and Stanford, with the goal to establish a new policy to fairly allocate sports fields to Fullerton youth sport organizations.

Recreation Manager Lowe stated the new draft policy establishes Partner Groups and Associate Groups, priorities for field use and fees, an application process for leagues that would like to expand or form a new league entirely, and establishes an annual Parks and Recreation Commission review. She indicated that Partner Status would require that leagues be recreation based, as opposed to competitive based. Leagues must have a state or national sports governing body, which sets and establish standards for the leagues. Leagues must be a Fullerton-based non-profit organization with a 501(c)(3) tax exempt status, board of directors, meet regularly and provide insurance. Leagues must have 80% Fullerton residency. The benefits of being a Partner include first priority of the fields and no field fees but, will include lighting fees. The following nine leagues have been identified as Partners: Fullerton Pony Baseball, Golden Hill Little League, East Fullerton Little League, West Fullerton Little League, Fullerton Hills Softball, Fullerton ASA Softball, Fullerton Pop Warner Football, Fullerton Youth Rugby and Fullerton Rangers Youth Soccer. Recreation Manager Lowe said Associate Groups must have a state or national sports governing body and must have 80% Fullerton residency. They will have second priority for fields but will pay field fees included in the fee resolution. The current Associate Groups identified are: the Boys and Girls Club, Boy Scout Soccer, Eastside Christian Schools, FAST, and the YMCA. She indicated that groups leasing property from the City will be exempt from field fees as contracts and agreements dictate.

Director Felz said that the Parks and Recreation Department has and will continue to meet with all groups. There is a general consensus among the groups but, it will create changes for some groups. The most significant changes will affect the Boy Scouts and Eastside Christian School. The most significant piece to work before a final document is prepared for the Commission will be the appeals process. The appeals process will come to the Commission for review and approval recommendation to the City Council for implementation in the fall.

#### Commissioners Questions and Comments:

Commissioner Adam commented on all the hard work that took place between staff and the different sports programs that went into the process of drafting a new policy.

Commissioner Stanford endorsed the new policy and summarized some of the reasons for drafting a new policy and making it serve the recreational needs of Fullerton children.

Commissioner Morgan believes this policy captures the philosophy the City has had about providing facilities for legitimate programs that make this community what it is and that are the most open and available to everyone. Commissioner Morgan said the new policy is a good template that will help manage this programming and thanked the Commission and staff for all the hard work that takes place in order to have quality programming on City fields.

Commissioner Dasney asked about notification of school events that would affect league use and if it needed to be stated in a policy. Recreation Manager Lowe stated

the Department has a good working relationship with the Fullerton School District and communicates very well regarding any school events. Commissioner Dasney stated she found the Sports Field User Group (SFUG) Meetings section in the policy confusing and may need clarification. Director Felz said the policy would be reviewed and clarified if necessary.

Commissioner Shanfield asked if groups, not recognized in this policy, can use fields. Director Felz answered that with limited resources, the recognized leagues will have priority and limit the fields that are available. Recreation Manager Lowe clarified that miscellaneous groups will have third priority and fees may be higher. Commissioner Shanfield asked if controversy was anticipated over this new policy. Director Felz anticipates a couple groups who may challenge the policy. He said there will be a protest policy in place to possibly obtain an exemption or a different status.

#### 6. GILBERT COMMUNITY CENTER UPDATE

Recreation Manager Judy Peterson introduced Community Center Supervisor Eloisa Espinoza and Parks and Recreation Coordinator Eddie Burciaga who have helped make the programs and partnerships a success at the Gilbert Community Center, which opened in 2008.

Community Center Supervisor Espinoza provided a PowerPoint overview of the Gilbert Community Center. She noted the success at the Center is due to the collaboration with partner groups which include the Fullerton Police Department, Community Preservation (Code Enforcement), local elementary schools, and Fullerton College, and local churches and neighborhood community committee. Supervisor Espinoza indicated the Gilbert Community Center provides youth programming that is academically based, and teen programming that is more recreational based. Special events at the Center include a Community Health Fair, Fullerton Goes to College and Breakfast with Santa.

Supervisor Espinoza indicated community residents meet on a weekly basis at the Center to discuss neighborhood issues and concerns. They are able to meet with Police and Community Preservation staff to strategize over solutions.

Parks and Recreation Coordinator Eddie Burciaga spoke about Project F.L.Y. (Fullerton Lifting Youth). Project F.L.Y. is a collaborative effort between the Fullerton Police Department and Parks and Recreation Department and the goal of the program is to assist youth to become aware of their abilities, behavior, and values necessary to develop into healthy and responsible young adults. He said the program is working well and the community is very pleased with this new program.

Chair Stanford expressed that the success of these programs are due to the partnerships that have been developed. He asked if the budget concerns will affect programming and if there are grants available to increase or maintain programming. Director Felz responded that significant cuts were not proposed to these programs because they are core services. He said staff is always applying for grants to continue and grow these programs. Chair Stanford asked if the Center's size limits how many children are able to participate. Supervisor Espinoza answered that they also program outdoors and the neighboring church provides space for some programming.

Commissioner Dasney asked about fees for this programming and about the ratio of adults to children. Supervisor Espinoza responded that fees may be charged for field trips, but there are no fees for the programs. She noted the ratio is about 20 to 1 in the summer plus teen volunteers.

Commissioner Morgan asked about the kind of volunteers available for homework assistance and what grade level of homework do they work on. Supervisor Espinoza answered that the volunteers are college students from the Office of Special Services though Fullerton College and it is mostly elementary level homework assistance.

Commissioner Adam expressed her gratitude for having the Gilbert Community Center available for teen volunteers in the community as they obtain valuable employment skills.

Commissioner Shanfield asked about teen opportunities. Supervisor Espinoza indicated that applications are being accepted for the summer and hopes to get up to five volunteers at Gilbert and Garnet Community Centers.

#### 7. DOGS OFF-LEASH AWARNESS PROGRAM

Recreation Manager Lowe introduced the Dogs on Leash Campaign to implement an awareness of the current leash law in response to recurrent complaints on the trails. The eight-week awareness campaign would consist of a press release, posters and distribution of flyers on trails by staff and or volunteers. In the final two weeks, it will come back to Commission for review and, if necessary, have Police assistance in the final two weeks of the campaign to possibly cite individuals with dogs off leash. She said there is a consideration to change the municipal code requirement of a maximum leash length from 10 feet to six feet.

Commissioner Adam asked if the campaign can include awareness of owners picking up after their dogs and if data will be collected to track progress. Recreation Manager Lowe said the plans are to include this into the campaign.

Commissioner Shanfield noted the increasing problem of dogs off leash on the trails. She said this campaign may help enforce the leash law among citizens by making them more aware. Director Felz noted that citations and enforcement will "get people's attention" and help resolve this issue. The campaign would start with the Juanita Cook Trail and parks would also be included.

#### 8. REPORT ON CITY COUNCIL AND PLANNING COMMISSION AGENDA ITEMS

Director Felz updated the Parks and Recreation Commission of the following City Council and Planning Commission Agenda Items:

- Carl Van Gorden has been appointed to the Parks and Recreation Commission.
- Hiltscher Trail project and Status of Lawsuit (Shin vs. City of Fullerton)

A settlement has been proposed which includes a 20 foot easement behind their property and it will not impact trail design.

### West Coyote Hills Project

Two special meetings will take place on May 11 and 25<sup>th</sup>. Director Felz suggested the Commissioners attend due to items included in the development agreement being Parks and Recreation orientated.

### 9. DIRECTOR'S UPDATE

 Budget Update – Review of City's budget review process for FY 2010/2011 and information/direction from Council study sessions

Director Felz summarized the City Council's direction regarding the City's budget study sessions and noted that the next Parks and Recreation Commission meeting will focus on the Department's budget package. Council asked the Department to coordinate meetings with the Muckenthaler Board and the Fullerton Museum Center board on potential alignments and partnerships on the entire operation of cultural events. Director Felz will keep the Commission posted on these events.

Commissioner Adam asked when the Muckenthaler contract would be completed. Director Felz said negotiations were suspended due to the City's budget situation and would still require more negotiations after the City budget is approved.

Commissioner Chen requested more detailed revenue and expense reports for the Muckenthaler. Director Felz said a higher level of detail will be included in the next meeting.

Program Updates – Review of Department programs

- The Thursday Farmers Market has started along with Camp Hillcrest Spring Day Camp.
- The Laguna Lake Fishing Derby is Saturday, April 17.
- New exhibit at the Fullerton Museum, Technicolor Dreaming: Psychedelic Posters from the Rock and Roll Hall of Fame and Museum.
- Summer Newsletter will be out early May.

Capital Projects – Review of project's in planning phase or under construction

- Independence Park improvements are near completion.
- Lions Field trip for the Commission will be planned soon.
- Hillcrest Park Master Plan Community meeting will take place May 1.
- Next phase of Laguna Lake tree planting and trail improvements will take place within the next eight weeks.

• The final Tri-City Park Master Plan has been proposed

Director Felz congratulated Commissioner Dasney and Chen for being honored by Congresswoman Sanchez. He also noted the Fullerton Museum Center received the Best Orange County Museum award by MyFoxLA.

#### 10. COMMISSIONER COMMENTS

Commissioners thanked Commissioner Dasney again for her leadership and service on the Parks and Recreation Commission.

Commissioner Chen thanked staff for their hard work and great morale during the budget cuts.

Commissioner Dasney asked if the Adlena and Valencia Park spray pools will be ready for the summer season. Parks Project Manager Hugo Curiel said that Valencia Park is ready and Adlena is being repaired, but anticipates it should be ready for the summer.

Chair Stanford adjourned the meeting at 8:26 p.m.

Respectfully submitted,
Joe Felz, Secretary
JF/pd