CITY OF FULLERTON
PARKS AND RECREATION COMMISSION
AGENDA
Regular Meeting
City Council Chamber
Monday, February 14, 2011
6:30 p.m.

Public comment will be allowed on items on this Agenda at the time each item is considered.

Persons addressing the Commission shall be limited to 5 minutes, unless an extension of time is granted by the Chairman, subject to approval of the Commission. When any group of persons wishes to address the Commission, it shall be proper for the Chairman to request that a spokesman be chosen to represent the group.

Public comments will also be allowed on items NOT on the agenda, but within the subject matter jurisdiction of the Commission, prior to approval of the Minutes, and will be limited to thirty minutes and not to exceed five minutes per person. No one will be heard twice. Any public comments not received at the beginning of the session may be heard at the end of the session. NO action may be taken on off-agenda items, except as provided by law.

CALL TO ORDER

FLAG SALUTE

ROLL CALL

PUBLIC COMMENT

CONSENT ITEMS (Items 1 - 3) – All matters listed under Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time of voting on the motion unless members of the Commission, staff or public request specific items be discussed and/or removed from the Consent Calendar for separate action.

*1. MINUTES OF THE PARKS AND RECREATION JANUARY 10, 2011 COMMISSION MEETING

Recommendation to approve the Minutes of the Parks and Recreation January 10, 2011 Commission Meeting.

*2. LANDSCAPE DIVISION MONTHLY REPORT FOR JANUARY 2011

Recommendation to receive and file the Landscape Division January 2011 Monthly Report.

*3. BUILDING AND FACILITIES DIVISION MONTHLY REPORT FOR JANUARY 2011

Recommendation to receive and file the Building and Facilities Division January 2011 Monthly Report.

REGULAR BUSINESS (Items 4 – 8)

*4. HILLCREST MASTER PLAN UPDATE

*5. FULLERTON DOG PARK FOUNDATION OPERATION AGREEMENT WITH THE CITY COUNCIL

Recommendation that the Parks and Recreation Commission recommend to the City Council the approval of the Operations Agreement between the City Council and the Fullerton Dog Park Foundation.

6. REPORT ON CITY COUNCIL AGENDA ITEMS

- *Fullerton Community Center Project Construction Timeline
- *Commissioner Appointment Process

7. DIRECTOR'S UPDATE

- Capital Projects Update

8. COMMISSIONER COMMENTS

ADJOURNMENT

*Written Material Attached

Any writings or documents provided to a majority of the Parks and Recreation Commission regarding any item on this agenda will be made available for public inspection at the Parks and Recreation Department front counter at City Hall located at 303 W. Commonwealth Avenue, Fullerton, California during normal business hours. In addition, such writings and documents will be posted on the City's website at www.ci.fullerton.ca.us.

CITY OF FULLERTON
PARKS AND RECREATION COMMISSION
MEETING MINUTES
Regular Meeting
City Council Chamber
Monday, January 10, 2011

CALL TO ORDER

Chair Stanford called the meeting to order at 6:30 p.m.

FLAG SALUTE

Commissioner Hayes led the flag salute.

ROLL CALL

Present: Shawna Adam, Sueling Chen, Scott Hayes, Scott Stanford and Carl Van Gorden.

Absent: Kathleen Shanfield

Staff: Parks and Recreation Interim Director Wes Morgan; Parks and Recreation Managers Hugo Curiel, Judy Peterson, Grace Lowe and Dannielle Mauk; Building and Facilities Superintendent Lyman Otley; Landscape Superintendent Dennis Quinlivan.

PUBLIC COMMENTS

Adam Moore, Fullerton resident, expressed his concern regarding transient activities at Nicholas Jr. High. Activities include drinking, smoking marijuana, and offensive graffiti.

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

Commissioner Van Gorden MADE A MOTION and Commissioner Hayes SECONDED the motion to approve the Minutes of the Parks and Recreation November 8, 2010 Commission Meeting.

AYES: Adam, Chen, Hayes, Stanford, Van Gorden

NOES: None

ABSENT: Shanfield

The MOTION PASSED unanimously.

*2. LANDSCAPE DIVISION MONTHLY REPORTS FOR NOVEMBER AND DECEMBER 2010

Commissioner Hayes MADE A MOTION and Commissioner Van Gorden SECONDED the motion to approve the Landscape Division November and December 2010 Monthly Reports.

AYES: Adam, Chen, Hayes, Stanford, Van Gorden

NOES: None

ABSENT: Shanfield

The MOTION PASSED unanimously.

*3. BUILDING AND FACILITIES DIVISION MONTHLY REPORT FOR NOVEMBER AND DECEMBER 2010

Commissioner Van Gorden MADE A MOTION and Commissioner Adam SECONDED the motion to approve the Building and Facilities Division November and December 2010 Monthly Reports.

AYES: Adam, Chen, Hayes, Stanford, Van Gorden

NOES: None

ABSENT: Shanfield

The MOTION PASSED unanimously.

4. INFORMATION ITEMS

- FORD PARK CELL TOWER UPDATE

  Interim Director Morgan stated negotiations have stalled with T-Mobile challenging monthly cell tower rates. He said two meetings were conducted regarding cell towers at Ford Park and Bastanchury Park and noted that Council approved action recommended by staff for the projects with deal points providing a 15-year relationship at $3,000 per month with 3% escalated per year minimum with an additional 5-year extension and $20,000 of mitigation money.

- *FULLERTON FLYERS UPDATE

  Interim Director Morgan reviewed the interest in Amerige Park – Duane Winters Field by the Orange County Flyers. The City of Fullerton, Fullerton Redevelopment Agency and Fullerton Flyers entered into an exclusive negotiation agreement for the development of a multi-sports facility. He indicated the real estate development would depend on private property the Flyers would purchase to develop, which could be public–private partnerships or mixed-use as it is not clear at this time.

- *KOREAN/AMERICAN FESTIVAL UPDATE

Interim Director Morgan stated this is the fifth year for an exciting event in Fullerton, which primarily has been a sports event held at Cal State Fullerton and noted the festival part of this event is a new element that will be coordinated by Cultural Arts and Events Manager Dannielle Mauk. He indicated the festival element would interface food and music on the campus; however, staff would like to consider a downtown location for this event. Manager Mauk indicated the Thursday Market would incorporate a themed event day with special collection of vendors, which would highlight the celebration with a special section inside of the Market, that could carry over into the weekend festival. Interim Director Morgan stated a downtown location would give a presence throughout the Community, not just exclusively on campus as a weekend festival.

- REPORT ON CITY COUNCIL AGENDA ITEMS

Manager Mauk reviewed a program, approved by City Council, with Orange County Pacific Symphony celebrating the Piano of the Year, to place a piano in front of the museum for three weeks. She indicated the piano would be open to play in an effect to connect the community to music and that there will be 20 pianos throughout Orange County. She also stated various artists will paint the pianos and noted that after the event the pianos will be donated to different schools for use.

5. DIRECTOR'S UPDATE

- Spring Program Updates

1. The Parks and Recreation newsletter mailing to residents was completed last week
2. Fullerton Civil Light Opera has struggled for patronage and season tickets; and owes the City $40,000, in which the City owes $40,000 to the School District for rental time at Plummer Auditorium. A partnership between Fullerton Civil Light Opera and 3D Theatricals will finance and produce Fullerton Civic Light Opera's entire 2011 season at Plummer Auditorium, which should generate funds to pay off 2011 obligation.
3. Capital Projects Update
    - Tennis Center Project, bids were rejected, efforts made to drive down costs.
    - Richman School, open to bids for landscape and turf/irrigation on 1/20/11.
    - Community Center tree demolition scheduled to begin 1/15/11.

Interim Director Morgan introduced Manager Peterson to review schedules involving relocation of current users, beginning with Senior Center using St. Mary's classrooms and their multi-purpose room and noted a phased demolition plan to move the Boys and Girls Club programs to Independence Park. She stated the Boys and Girls Club's administrative offices are moving to Nicholas Junior High School's vacant modular units. Manager Peterson noted the site's west side parking lot will stay intact with about three months to complete a new parking lot and entry isles which will allow Senior activities to move in May and begin construction on the new

community center. Manager Peterson indicated Senior Center staff and Senior Club offices would locate to a modular building on site at a back location and stated completion of the project is scheduled for October 2012.

4. Interim Director Morgan noted Cal-grip grant funds of $370,000 and Olive Crest is going to be our partner with 24-months to deliver the program meeting grant requirements.

6. COMMISSIONER COMMENTS

Commissioner Adam asked for an update of the Skate Park. Interim Director Morgan said the skate park is on our list with the possibility of operating as a reimbursable program. He noted that the movement of the Boys and Girls Club to Independence Park and the response of volunteers to open and collect $3 per skater play a part in any opening date, but it is not a priority at this time.

Commissioner Chen welcomed Wes Morgan as Interim Director of Parks and Recreation and extended New Year greetings to everyone. Commissioner Van Gorden complimented staff in providing programming for students to accommodate school furloughs days and expressed his concern regarding the Boys and Girls Club movement and how it might affect the City's programs.

Chair Stanford thanked staff for the success of First Night and noted positive comments from the community for the event.

Chair Stanford adjourned the Parks and Recreation Commission meeting at 7:31 p.m.

Respectfully submitted,

Wes Morgan

Wes Morgan, Secretary

WM/nb

PARKS AND RECREATION COMMISSION AGENDA

MEETING DATE: FEBRUARY 14, 2011

TO: PARKS AND RECREATION COMMISSION

FROM: DENNIS QUINLIVAN, LANDSCAPE SUPERINTENDENT

SUBJECT: JANUARY 2011 LANDSCAPE DIVISION MONTHLY REPORT

PURPOSE

The purpose of this agenda item is to report to the Commission on the status of the Landscape Division's monthly maintenance activities.

SUMMARY

1. **Tree Division Update**- West Coast Arborists Inc. (WCA) is providing contract tree services to the City for the fiscal year **10/11**. As of January, 2011;

- **11,241** trees have been pruned
- **246** total trees removed
- **270** trees have been planted
- WCA completed trimming in Zone 18 (St. College to Placentia border, Yorba Linda Blvd. to the Brea border). Zone 15 (Yorba Linda Blvd. to Chapman Ave., State College to Placentia Ave.) and Zone 12 (Raymond Ave. to Placentia Ave., Chapman Ave. to the 91 Freeway) were started in mid January...
- The Tree Division responded to **54** tree related service requests in the month of January.

2. **Red Imported Fire Ants** were reported at **1** location in January. OCVC began treatment again on October 1, 2004. The City **does not** treat RIFA on private property. Citizens can call the OCVC at (714) 971-2421.

3. The Landscape Division received and responded to **1** report of bee activity in January. The City **does not** eradicate hives on private property, as this is the responsibility of the property owner.

The County Agriculture Commissioners Office does not test bees for Africanization after determining that all hives are at least partially Africanized. City staff is currently making every effort to save bees within staff capability. Several were removed and successfully relocated without injury to the public, staff, or bees.

4. **Landscape Division Crews** completed the following projects in the month of January:

- Repaired drinking fountain at Adlena Park
- Seeded wings, infield on FSC # 2
- Repaired undermined hole at Gilbert Underpass
- Removed stumps on Bastanchury Median planted 18 -24" box Afghan Pines
- Seeded Bastanchury Park soccer fields
- Assisted Police Dept. in homeless cleanup at Harbor bus stop, Euclid 91, Commonwealth at Brookhurst Avenue
- University Heights French drain installation completed
- Grading of Coyote and Juanita Cooke Trails with loader
- Water schedule of all trees without irrigation
- Chapman Park - split main line, added valves for better irrigation coverage
- Fertilizer application on FSC #3
- Graded and installed base, in dirt parking lot. Trimmed trail branches. Ready for Snow Day
- Repaired broken trail gate at Hermosa and Juanita Cooke Trail
- Installed 4x4 and stabilized DG in missing cast iron grate tree wells
- Irrigation sleeves, mainline, valves , wires, laterals installed at Euclid and 91
- Brick dust imported and infield edging completed at Chapman Park, Commonwealth, Ladera Vista,Valencia, Orangethorpe, Duane Winter, Beechwood, Nicolas
- Nicolas Major Field- new base pegs installed and welding of bat racks completed

The Landscape Division received **17** service requests in the month of January.

Dennis Quinlivan

Dennis Quinlivan, Landscape Superintendent

PARKS AND RECREATION COMMISSION AGENDA

MEETING DATE: FEBRUARY 14, 2011

TO: PARKS AND RECREATION COMMISSION

FROM: LYMAN OTLEY, BUILDING AND FACILITY SUPERINTENDENT

SUBJECT: JANUARY 2011 BUILDING AND FACILITIES DIVISION MONTHLY REPORT

PURPOSE

The purpose of this agenda item is to report to the Commission on the status of the Building and Facilities Division's monthly maintenance activities.

SUMMARY

1. **Independence Park-** The project to re-plaster the small pool is underway.

2. **Electrician Inspections-** Inspected lighting and made minor electrical repairs at: Bastanchury Park, Senior Center, Children's League, Garnet Center and Gilbert Trailers. These inspections and repairs include replacing burnt out lights, checking and repairing electrical services. Detailed results are available on request.

3. **A/C Servicing-** The Electricians serviced the A/C units and changed filters at: Children's League, Gilbert Park Trailers, Garnet Center and the Senior Center.

4. **Graffiti Removal Update-** The division removed 51,475 square feet of graffiti at 446 sites in the month of January. Totals year-to-date- 284,209 square feet of graffiti at 2,515 sites. Average response time is 1-2 days.

5. **Custodial Inspections-** We completed 15 custodial inspections. The Facilities Superintendent and Facilities Supervisor will now assume those duties consequently there will be fewer inspections and a slower response time for repairs.

Prepared by:

Lyman Otley

Lyman Otley
Building and Facilities Superintendent

ITEM # 3

PARKS AND RECREATION COMMISSION AGENDA

MEETING DATE: FEBRUARY 14, 2011

TO: PARKS AND RECREATION COMMISSION

FROM: WES MORGAN, DIRECTOR OF PARKS AND RECREATION

SUBJECT: HILLCREST PARK MASTER PLAN UPDATE

SUMMARY

The Parks and Recreation staff and the Hillcrest Park Master Plan Ad Hoc Committee would like to provide the Parks and Recreation Commission with an update of the Hillcrest Park Master Plan. As the planning process nears its completion, a final concept is in the process of being approved by the Hillcrest Park Master Plan Ad Hoc Committee, and ultimately by the City Council.

RECOMMENDATION

None

COST

The cost of the master plan itself is $255,106. At this time, a priorities and costing report is being developed for construction phasing. This report will ultimately be included as part of the approved master plan document.

DISCUSSION

In September 2008, the City Council appointed seven committee members to serve as an advisory body to City staff and the planning and design consultant (Mia Lehrer and Associates) to guide the master planning process through its completion. Since then, this group has met on numerous occasions to discuss various matters ranging from park uses, access, circulation, safety, trail linkages, restoration, landscaping, and vistas.

As part of the planning process, a number of public/outreach meetings have been held to acquire feedback from the community and specific groups associated with the park. As presented here as part of this meeting, Mia Lehrer and Associates has developed

various plans and graphics throughout the planning process to assist in the decision-making process and to illustrate the alternatives that the consensus of the community has shaped.

Wes Morgan
Director of Parks and Recreation

Hugo Curiel
Parks Project Manager

PARKS AND RECREATION COMMISSION AGENDA

MEETING DATE: FEBRUARY 14, 2011

TO: PARKS AND RECREATION COMMISSION

FROM: WES MORGAN, DIRECTOR OF PARKS AND RECREATION

SUBJECT: APPROVAL FOR THE FULLERTON DOG PARK FOUNDATION TO ENTER INTO AN OPERATION AGREEMENT WITH THE CITY OF FULLERTON TO OPERATE THE FULLERTON POOCH PARK

SUMMARY

The Parks and Recreation Department is seeking approval and a recommendation to City Council for the Fullerton Dog Park Foundation, a California 501(c)3 non-profit organization to enter into an Operations Agreement with the City of Fullerton to manage and operate the City's dog park(s) on a contractual basis.

RECOMMENDATION

It is recommended that the Parks and Recreation Commission approve and recommend to City Council the Fullerton Dog Park Foundation entering into an operations agreement with the City of Fullerton to manage the City's dog park(s) on a contractual basis.

PROPOSED COSTS

None.

DISCUSSION

In January 2007, the Parks and Recreation Commission approved the creation of an off-leash dog park on a trial basis. In June of 2007, the Fullerton Pooch Park opened to the public.

During the almost two years of its 'trial period', the Pooch Park has consistently shown itself to be a popular, growing and well run park. In February 2009, the Parks and Recreation Commission unanimously approved the establishment of the Pooch Park as a permanent park facility. At the same time, the Commission also approved the addition of the Pooch Park to the Parks and Recreation FY 2009-2011 proposed CIP budget.

While the Parks & Recreation Department oversees the Fullerton Pooch Park; the day to day operation of the dog park is currently staffed and run by volunteers who are organized and managed by the Pooch Park Advisory Committee. It was determined by the Parks & Recreation Commission that the Advisory Committee was ready to establish themselves as a non-profit organization and to take over the responsibility of managing the facility through an agreement with the City. In February 2009, the Commission unanimously approved of the Advisory Committee becoming a non-profit organization with the mandate of managing the City's dog park(s) on a contractual basis.

The Pooch Park Advisory Committee is now the Fullerton Dog Park Foundation, a fully approved 501(c)3 California non-profit and is prepared to enter into an operational agreement with the City of Fullerton to operate the Fullerton dog park(s).

The proposed operations agreement is for one five (5) year term; with the option to renew for one additional five (5) year term. The Foundation will be responsible for managing the day-to-day operations and performing light maintenance (trash removal, simple repairs, non-capital equipment replacement, etc) at the Pooch Park, while the City will continue to provide regular landscape maintenance support (tree, shrub and lawn care, irrigation, etc) . Additionally, the City will maintain responsibility for all capital maintenance, repair and/or improvements. The Foundation will be responsible for any and all Pooch Park fund raising and revenue generation. Per the proposed operations agreement between the City and the Foundation, all funds raised by the foundation will be directed back into the Pooch Park. The Foundation will use all funds to contribute to or cover the cost for certain specified Pooch Park maintenance and operational expenditures, as well as contribute 10% of any revenue generated back to the City. If the contract is dissolved or not renewed, all funds and assets (other than those privately owned) will return to the City.

Wes Morgan
Director of Parks and Recreation

Doug Pickard
Parks Project Specialist

ATTACHMENTS REGARDING INFORMATIONAL ITEMS:

A. FULLERTON COMMUNITY CENTER PROJECT TIMELINE

B. PARKS AND RECREATION COMMISSION COMMITTEE APPOINTMENTS

M E M O R A N D U M

DATE: February 14, 2011

TO: Park & Recreation Commission

FROM: Wes Morgan **DEPT:** Parks and Recreation

SUBJECT: **Estimated Timeline for the Fullerton Community Center**

Per your request at the January 10th Commission meeting, listed below is the estimated timeline for the construction of the Fullerton Community Center.

February 2011	Demo Boys/Girls Club, tennis courts and practice field
March 1, 2011	Groundbreaking Ceremony – 4pm
March 2011 – May 2011	Construction of the new entry driveway and parking lot
June 2011	Demo Senior Center
June 2011 – Sept. 2012	Construction of community center
October 2012	Community Center Opens

FULLERTON PARKS AND RECREATION COMMISSION APPOINTMENTS– 2011

COMMISSIONER	APPT. INFO.	COMMITTEE APPT.
SCOTT HAYES	*Reappointed to Bankhead 2/14/11 until 12/31/14*	• Sports Field Users • Sports League Policy Ad Hoc
KIRK SAN ROMAN	*Appointed to McKinley 2/14/11 until 12/31/14*	
KATHLEEN SHANFIELD **VICE CHAIR**	*Reappointed to Quirk 2/17/09 until 12/31/12*	• Laguna Lake Ad Hoc • Pooch Park Ad Hoc • Trail Ad Hoc • Union Pacific Park Planning
SCOTT STANFORD **CHAIR**	*Reappointed to Jones 2/17/09 until 12/31/12*	• Sports League Policy Ad Hoc • Hiltscher Park/Trail Ad Hoc • Lemon Park Ad Hoc • Community Center Ad Hoc
CARL VAN GORDEN	*At-Large until 12/31/13*	
VACANT ***Formerly Sueling Chen***	*Whitaker Vacancy*	• Hiltscher Park/Trail Ad Hoc • Lemon Park Ad Hoc • Tri-City Park Master Plan
VACANT ***Formerly Wes Morgan***	*At-Large Vacancy*	• Laguna Lake Ad Hoc • Union Pacific Park Ad Hoc • Hillcrest Park Master Plan
Formerly Shawna Adam		• Sports League Policy Ad Hoc • Gilman Park Ad Hoc • Public Art • Community Center Ad Hoc

Updated 2-11