

CITY OF SAN DIMAS
PARKS AND RECREATION COMMISSION
MEETING MINUTES OF
November 20, 2012
Walker House First Floor Conference Room

CALL TO ORDER

The regular meeting of the Parks and Recreation Commission was called to order by Chairperson Margis at 6:00 P.M.

ROLL CALL

Present:

John Margis, Chairperson
Thomas Diaz
Kevin Kenney
Jose Martinez
Frank Neal
Amanda Avery

John Ebiner, City Councilmember
Theresa Bruns, Parks and Recreation Director
Leon Raya, Recreation Manager
Karon De Leon, Facilities Manager

Absent:

Kathryn Perkins, excused

APPROVAL OF THE SEPTEMBER 18, 2012 REGULAR MEETING MINUTES

COMMISSIONER DIAZ MOVED TO APPROVE THE MINUTES OF THE SEPTEMBER 18, 2012 MEETING AS SUBMITTED, SECONDED BY COMMISSIONER KENNEY AND APPROVED UNANIMOUSLY.

ITEMS OF BUSINESS

A. Election of Chair and Vice Chair for 2013

Chair Margis opened the floor for nominations for Chair and Vice Chair for 2013. COMMISSIONER MARGIS NOMINATED COMMISSIONER MARTINEZ AS CHAIR, SECONDED BY COMMISSIONER DIAZ AND APPROVED UNANIMOUSLY. COMMISSIONER NEAL NOMINATED COMMISSIONER MARGIS AS VICE CHAIR, SECONDED BY COMMISSIONER DIAZ AND APPROVED UNANIMOUSLY.

B. Review SportsPlex Joint Use Agreement between the Bonita Unified School District and the City of San Dimas

Director Bruns provided the history of this agreement between the Bonita Unified School District (BUSD) and the City. She indicated that in late 1980s the BUSD and the City began a planning process for the SportsPlex project, which included the City carrying burden of the financial costs of the project. In May of 1987 the two entities entered into a twenty-five year "Joint Use Agreement" for use of the improvements on the San Dimas High School property known as the SportsPlex. The project included the baseball fields,

softball fields, soccer fields and tennis courts; it did not and still does not include the football stadium. The original twenty-five year agreement provided for two ten year extensions and therefore the agreement being reviewed is for that first ten year extension to expire in the year 2022. The City provides for the supervision of the maintenance of the SportsPlex and pays the electrical utility costs associated with the site. The City and BUSD share in the costs (50/50) for the maintenance and BUSD pays the water costs. The estimated actual lighting costs are billed back to the BUSD for high school use as well as the Community Youth Group users. Prior to 4:00P.M. on weekdays the facility is considered a school site and is scheduled by the high school. The community has use of the facility after the 4:00P.M. hour on weekdays and on weekends. The Parks and Recreation Department has the responsibility to maintain the master calendar of use and coordinates with the high school athletic teams, recreation programs, community organizations, and other private rentals. The facility use is prioritized by the school use, city recreation programs, community/city organizations and then private use. The proposed agreement does not recommend any changes from the previous agreement. Director Bruns stated that the BUSD school board will be reviewing this agreement and then it will proceed to the City Council for execution.

Commissioner Martinez inquired about if there had been difficulties with scheduling conflicts and who pays for future improvements. Director Bruns responded that working relationship between the two entities has been able to respond to scheduling concerns and that historically the costs for improvements have been shared.

Commissioner Diaz asked if any school activity has caused a community activity or rental to be canceled. Manager Raya indicated that he can recall two times that this has occurred in his eight year tenure. Most of the community use occurs after 6:00P.M., while most school activities conclude before 5:00P.M.

Chair Margis wondered why San Dimas Little League did not utilize the fields at the SportsPlex. Director Bruns responded that they do utilize one baseball field on the site, but most of the fields do not meet their requirements, therefore their primary use is at Marchant Park, which has the correct size fields.

Director Bruns did inform the commission that the high school baseball team has informally requested that the Varsity Baseball field be reserved for baseball use only with the elimination of the soccer field overlay. This is not included in this agreement because there is still further study of field usage needed. If this becomes a formal request, it will come back to the Commission for an amendment to the agreement and then to City Council for execution.

Chair Margis inquired if there is any community use of the stadium. Director Bruns responded that the community can access the stadium for individual use, but that the high school has indicated that they will be using the stadium for one year before they open to organized uses. The City's Spring Track Meet has been scheduled for April of 2013 at the site.

Commissioner Neal asked if the tennis courts were still free to use. Director Bruns indicated that drop in use is still free for the community and that only organized reservations are charged for use.

Chair Margis asked if any of the commissioners had any further questions or concerns, hearing none the agreement will be presented to the BUSD as written.

C. Discussion regarding Commission meeting schedule and addenda items for upcoming meetings

After distributing the duties of the Commission handout, Director Bruns began the discussion by inquiring of the Commissioners if they had an idea of what they wanted the role of the Commission to be and how they would envision the fulfillment of their role as a Commissioner. She inquired if they had any ideas about the direction that the Commission would head in for the 2013 year. She mentioned that as their role as the "voice" of the community, would the Commission entertain the idea of moving their meetings to various City facilities and inviting the community to the meetings to provide feedback and information on how the Department was meeting community needs. She suggested traveling to Marchant and Ladera Serra Parks,

the Swim and Racquet Club, San Dimas Canyon Golf Course, City Hall, the Senior Center and back to the Walker House.

Commissioner Diaz responded that he thought that this was a good idea and that the Commission could gain direct information from the community.

Chair Margis asked if the Commissioners were able to meet every month and Director Bruns added beginning in January and concluding in July. The Commissioners present responded positively.

Director Bruns stated that each meeting could target a specific program or facility user, as well as the community at large, which could be invited through door hangers to the adjacent neighbors of the meeting facility.

Commissioner Martinez voiced a concern about the expectation that may be raised through gathering community input. He commented that the gathering of feedback and information does not always result in the desired action or outcome of those providing the information. He added that the purpose of the meetings will need to be clearly defined to those attending.

Chair Margis asked if a separate visit to each park could be arranged for the Commissioners. Saturday, January 5, 2013 was selected for this visitation beginning at 9:00A.M.

Commissioner Kenney commented that the community meetings need to be directed as a “brain storming” process and that should be made clear to the attendees.

Director Bruns commented that she is hopeful that this process will provide a means to reach those in the community that may not actually use our programs or facilities and be able to give the Department some insight as how to attract them into our activities.

Commissioner Kenney suggested that the Commission should look at ways to “advertise” themselves. He mentioned attending City Council meetings to provide information on upcoming activities; a spot on the City’s webpage with a brief paragraph of the Commission’s activities, including the names of each Commissioner and a way for the community to contact them if they desired. He indicated that it is important to promote the Parks and Recreation Department and that the Commission can be a means to accomplish this.

Chair Margis also suggested that the Commissioners join the Department’s activities or classes and to wear their name badge indicating that they are a Parks & Recreation Commissioner.

Director Bruns thanked the Commissioners for their input and summarized that the Commission will begin meeting in January at Marchant Park and that the Department will invite neighbors and the park user groups to the meeting.

Commissioner Martinez asked if issues are currently addressed to the Department through phone calls or emails. Manager Raya responded that the community utilizes both means of communicating concerns and when a concern is received it is routed to the correct person. The department has a generic email that is posted on the webpage.

Director Bruns asked if any of the Commissioners would be available to do an announcement at the November 27 City Council meeting about the upcoming Holiday Extravaganza event. Commissioner Kenney indicated that he would confirm with her later.

Director Bruns inquired if any of the Commissioners would be interested in attending the Youth Sports Organizations quarterly meetings with Manager Raya as an opportunity to obtain feedback to be brought back to the Commission. The Commissioners requested that the meeting dates and times be presented to them at their January meeting to obtain availability for their attendance.

ORAL COMMUNICATIONS

A. Director of Parks and Recreation

1. Calendar of Upcoming Events

The calendar for the months of November through January was distributed. Manager Raya highlighted the upcoming Holiday Extravaganza, the winter break activities and the sports opportunities available. He also thanked Chair Margis and Commissioner Kenney for their assistance in judging the Halloween custom contest.

B. Members of the Audience

None.

C. Members of the Commission

Commissioner Kenney inquired about the possibility of lighting the steps at the West end of Via Verde Park for safety reasons. Director Bruns indicated that security lighting at this park is on a budget wish list.

Commissioner Avery informed and invited the Commissioners to a blood drive that she is coordinating in the San Dimas High School parking lot on December 4 at 3:00 P.M.

Commissioner Martinez commented that he had attended a football game at the newly renovated San Dimas High School stadium and that it was a very nice facility. He mentioned that he saw the sign indicating that the facility is open for community use.

D. City Council Liaison

Councilmember Ebner thanked the staff for arranging for the meeting to be conducted at the Walker House. He commented that he had met with the Tzu Chi Foundation to discuss the proposed master plan of the expansion of their property. He mentioned that they were considering many components such as a pre-school and a community center. He added that the Foundation is very nice to work with and they are supportive of the master plan developed for the Walnut Creek Open Space area.

Commissioner Diaz asked about proposed access to the Foundation's property and Councilmember Ebner indicated that they are continuing to look at Valley Center as the access point.

ADJOURNMENT

THE COMMISSION ADJOURNED THE MEETING AT 7:25 P.M.



Karon De Leon, Facilities Manager