

**CITY OF VACAVILLE
COMMUNITY SERVICES COMMISSION MEETING**

**MINUTES – WEDNESDAY, JUNE 4, 2008
CITY COUNCIL CHAMBERS
CITY HALL**

ITEM 1 – CALL TO ORDER

The regular meeting of the Community Services Commission was called to order at 7:00 p.m. by Chair Greaves.

COMMISSIONERS PRESENT: Commissioners Paul (Hon) Cheng, Alex Henthorn, Katherine Jordan, Jillonne Nettles (late), Kathleen Ramos, Norman Roberge, and Chair Pamela Greaves.

STAFF PRESENT: Director Kerry Walker, Recreation Manager Reggie Hubbard, and Park Planner Hew Hesterman.

STAFF ABSENT: Parks Superintendent Rollie Simons (unexcused).

ITEM 2 – PLEDGE OF ALLEGIANCE

ITEM 3 – APPROVAL OF MINUTES

A motion was made by Commissioner Ramos, seconded by Commissioner Roberge, “to approve the minutes”. Motion carried unanimously.

ITEM 4 – APPROVAL OF AGENDA

A motion was made by Commissioner Roberge, seconded by Commissioner Henthorn, “to accept the Agenda as presented”. Motion carried unanimously.

ITEM 5 – PUBLIC COMMENTS – None

ITEM 6 – CORRESPONDENCE

Director Walker stated that the June Commission packets included Weekly Reports, Council Minutes, and the June Calendar of Activities. The newspaper articles were not included in packets this month, and will not be included in the future. It has been determined that this is time-consuming for Staff, and there is a lot of paper waste. Director Walker asked if the Commission was in concurrence. Chair Greaves and Vice-Chair Roberge agreed. Commissioner Roberge stated that if there is something of importance, then it should be brought to the Commission’s attention.

ITEM 7 – PRESENTATION – VIP COMMITTEE – JULY IS NATIONAL RECREATION AND PARKS MONTH

Recreation Supervisor Kristina McClellin, Chair of the Department’s VIP (Vision, Insight, Planning) Committee, introduced the Staff members of the VIP Committee: Linda Hornfischer, GeorgeAnne Meggers-Smith, Danielle Waters, Hugo Ochoa, Mary Torres, Chip Wallace, and Doug DeFabio. The Committee will give an update of the VIP Committee, and a review of July is Parks and Recreation Month.

Supervisor McClellin gave the analogy of the story about three brick layers, and of being part of a much bigger picture. She stated that Department Staff is creating a better place to live, a higher quality of life, and teaching lifelong skills, and to create community is our job.

Mary Torres, Recreation Program Coordinator, stated that the Department's Vision, Mission and the City's Core Values provide a balanced foundation for the Department's success. Our vision is to create community through people, parks, and programs. The Department embraces the City's Core Values – Responsiveness, Inclusiveness, Innovation, and Accountability. Staff responds to consumer surveys, email, voicemail, and other forms of feedback. Program Coordinator Torres stated that the Department strives to enhance the quality of life for all citizens by offering programs that appeal to a diverse population. She added that the third annual recreation Expo in April provided an opportunity for the community to learn about summer programs, meet instructors, ask questions, and watch demonstrations. This year, there were over 800 people who attended, and over \$36,000 in revenue was generated.

Hugo Ochoa, Senior Administrative Clerk, stated that the Department's Mission which is our purpose, consists of the following nine mission statements: to Foster Human Development, to Increase Cultural Unity, to Strengthen Community Image and Sense of Place, to Support Economic Development, to Strengthen Safety and Security, to Promote Health and Wellness, to Protect Environmental Resources, to Facilitate Community Problem-Solving, and to Provide Valued Recreational Experiences. A PowerPoint presentation demonstrated the wide variety of programs and activities that are offered by the Department.

Recreation Supervisor McClellin stated that in 1985, the National Recreation and Park Association designated the month of July as Recreation and Parks Month. Recreation facilities nation-wide celebrate during July by advocating for parks and recreation. Packets were distributed to Commission members which included a calendar for the month of July offering a different recreational idea for each day of the month.

Commissioner Cheng complimented the Committee on the PowerPoint presentation. He stated that this is a reflection of Vacaville and what we are doing, and asked if this could be presented to the Community. Recreation Supervisor McClellin stated that the presentation will be given to the City Council which is televised. Commissioner Cheng encouraged the Committee to have it televised on Channel 26. Recreation Supervisor McClellin stated that last year, spots were done on Channel 26 for each day of the month of July.

Commissioner Roberge also commended the Committee for having a great presentation. He added that the Department needs to publicize more, and let people know what we are doing.

Commissioner Henthorn applauded the Committee, and Staff for their presentation. He asked if there had been an increase in registration of summer camps due to people staying home. Recreation Supervisor McClellin stated that even though she does not supervise that program area, that yes, there had been an increase.

Chair Greaves stated that she was impressed with the analogy of the big picture, and added that every little piece is important. She added that the presentation was wonderful, and thanked the Committee.

ITEM 8a – DOS CALLES PADAN PARK – RENAMING

Hew Hesterman, Park Planner, stated that within the Commission packet, there was a response from the Facility Naming Committee who took direction from last month's meeting, and considered whether Dos Calles Padan Park might be more simply named, Padan Park.

Commissioner Roberge stated that as Chair of the Naming Committee, the Committee recommends to change the name of the park. He went to the park, asked people if they knew the entire name of the park, and they did not.

Commissioner Cheng stated that when parks are named, he feels we should have a period of time to consider the name. Park Planner Hesterman explained that we are only trying to simplify the name of the park. Chair Greaves commented that it is ironic that the people interviewed did not know the park had a longer name.

A motion was made by Commissioner Roberge, seconded by Commissioner Ramos, "that the name Dos Calles Padan Park, which we recommend to the Council to be changed to the simple name of Padan Park, as discussed in this item". Motion carried unanimously.

ITEM 9a – VACATION SCHEDULE

Director Walker stated that for the summer vacation schedule, traditionally the Commission has taken a month off each summer, and Staff is recommending that July be the vacation month.

A motion was made by Commissioner Ramos, seconded by Commissioner Jordan, "to approve the Staff recommendation that no Commission meeting be held in July". Motion carried unanimously.

ITEM 9b – ELECTION OF OFFICERS

Director Walker stated that it is time to elect a Chair and Vice-Chair, and nominations will be taken from the floor. Commissioner Ramos nominated Pamela Greaves for Chair, which was seconded by Commissioner Roberge. Chair Greaves accepted her nomination as Chair, and by unanimous vote, she was re-appointed.

Commissioner Cheng nominated Commissioner Roberge as Vice-Chair. Commissioner Roberge nominated Commissioner Henthorn as Vice-Chair. Chair Greaves commented that Commissioner Roberge has been a great Vice-Chair, and she also encouraged Commissioner Henthorn to accept his nomination. Commissioner Cheng stated that he would like to see things continue as is for another year – that it would be more effective.

Commissioner Jordan stated that rotating out gives others an opportunity to serve, and she seconded the nomination for Commissioner Henthorn. Commissioner Ramos seconded the nomination for Commissioner Roberge. A roll call vote was taken, and by majority vote, Commissioner Henthorn was elected Vice-Chair. This was effective immediately.

ITEM 9c – SELECTION OF NEW COMMISSION LIAISON TO THE ARTS ADVISORY COMMITTEE

Chair Greaves stated that the Commission liaison to the Arts Advisory Committee is a volunteer position. She mentioned that the Arts Advisory Committee has been working on their Strategic Plan. Commissioner Henthorn inquired if the term was for one year, and added that the Committee is also working on their Policies and Procedures. Chair Greaves stated that the structure of that Committee

is going to change. Director Walker stated that work is just beginning on the Committee's Policies and Procedures, and it is not known how arduous this will be, or how long this will take. Chair Greaves recommended that the liaison should also volunteer to serve on the Policies and Procedures Committee. Director Walker stated that the next item on the agenda is to establish a sub-committee to begin work on the drafting of the new Policies and Procedures, and that the Staff report states that the liaison needs to be a member of that sub-committee.

Vice-Chair Henthorn nominated Commissioner Ramos because she is involved with On-Stage Vacaville, but Commissioner Ramos declined for that same reason. Commissioner Nettles volunteered for this position, and will take on the responsibility of the liaison to the AAC.

A motion was made by Vice-Chair Henthorn, seconded by Commissioner Ramos, "to have Commissioner Nettles serve as the liaison to the Arts Advisory Committee". Motion carried unanimously.

ITEM 9d – SELECTION OF SUB-COMMITTEE TO REVIEW THE ARTS ADVISORY COMMITTEE POLICIES AND PROCEDURES

Chair Greaves stated that a second Commission volunteer is needed to serve on this sub-committee. Commissioner Roberge asked Commissioner Cheng to consider, however, Commissioner Cheng declined. Director Walker stated that we need the sub-committee to draft the new Policies and Procedures of the Arts Advisory Committee. Chair Greaves stated that Commissioner Cheng would be a good selection, but again, Commissioner Cheng declined because of other commitments. Director Walker stated that the Chair can appoint a person to serve on the sub-committee. Chair Greaves stated that the sub-committee will decide their own schedule for meeting dates and times. Director Walker added that a Staff person, Chip Wallace, will also serve on this sub-committee. Commissioner Cheng agreed to volunteer and serve as the second representative from the Commission to serve on this sub-committee.

A motion was made by Commissioner Ramos, seconded by Commissioner Jordan, "that Commissioners Cheng and Nettles will serve on the sub-committee to advise the Arts Advisory Committee on the Policies and Procedure". Motion carried unanimously.

ITEM 10a – STAFF REPORTS – PARKS SUPERINTENDENT – ROLLIE SIMONS

Parks Superintendent Simons was not in attendance at tonight's Commission meeting.

ITEM 10b – STAFF REPORTS – RECREATION MANAGER – REGGIE HUBBARD

Recreation Manager Hubbard stated that the PAL Board Retreat was held last night. There has been an issue of getting police officers to participate. Police Chief Word attended and he has made some commitments to get more officers involved.

Recreation Manager Hubbard stated that the Vacaville Recreation Foundation Retreat will be held tomorrow night. The kick-off for the Foundation was the Fun Run last September, and we are working on getting the 501c3. He added that the first CreekWalk Concert for this season was held last Friday. He also mentioned that the VIP Committee will make their presentation at an upcoming Council meeting.

Recreation Manager Hubbard welcomed Commissioner Nettles to the Commission as he was not in attendance at last month's meeting.

ITEM 10c – STAFF REPORTS – PARK PLANNER – HEW HESTERMAN

Park Planner Hesterman reported that the lighting project at Andrews Park has been delayed because of some issues with the contractor, and a delay in shipment.

Park Planner Hesterman stated that at the Fiesta Days Parade, there were people who expressed interest in the Great Wonders re-build. He has received the plans from Leathers that detail out the concept plan that the Commission reviewed, and the plan is ready to fine-tune and then costs will be determined. Park Planner Hesterman informed the Commission that the Fort Natomas Park burned down, and they are sure that it was arsonists. He stated that Fibar with an accelerant was used to start the fire. We will use as much rubber surfacing as we can in the park re-build, which is a fire protection. He added that a third surveillance camera will be installed in the new lighting system at Andrews Park which will have a view of the Great Wonders Playground. The new park structure will be built out of recycled plastic.

Park Planner Hesterman and City Planners have evaluated the Solano County General Plan, the environmental document. In that document, there is a proposal to include more residential homes that would affect Vacaville's parks and recreation programs, and would be an impact on Vacaville.

On the Lagoon Valley Master Plan, the Consultant, LSA, is at a point that design refinements need to be made. Director Walker and Park Planner Hesterman have suggested that the Commission meeting in August be a Study Session with representatives from LSA attending to walk us through some of the operational concerns. All Commissioners should have a copy of the Lagoon Valley Park – Preferred Alternative Plan which the Commission approved in September, 2005. A lot of items missing from the Plan need to be completed, and errors need to be corrected. Park Planner Hesterman added that there may need to be more than one study session. Park Planner Hesterman stated that because of the size of the document file, he will provide CD's of the plan for all Commissioners.

Commissioner Ramos reported that bicycles have again become an issue on the downtown sidewalks. Park Planner Hesterman responded that ordinance signs have been posted. Commissioner Ramos also commented on the car break-ins that have been occurring on Butcher Road at the entrance to Lagoon Valley Park. Park Planner Hesterman stated that advisory signs will be posted warning people to take their valuables with them. The break-ins are also occurring at Pena Adobe. Commissioner Ramos inquired about a surveillance camera being installed at the park, and this will be researched.

Commissioner Cheng asked if there was a list of things proposed for Lagoon Valley Park, and a timeline. Park Planner Hesterman stated that there is no money to implement the Master Plan. With the development of the lower Lagoon Valley subdivisions, there is the promise with the development agreement of a community benefit contribution of \$5 million to be used by the City for improvements to Lagoon Valley Park. About \$2.5 million would be available at the filing of the first residential map, and that money should go for repairs to deepen the lake. The community wants the lake fixed, and the restrooms will be a priority. In 2005, the total cost to implement the whole Master Plan including the lake was \$18 million. We need to pursue grants and use the developer's contribution as our local match, and economics and design issues need to be resolved.

Chair Greaves stated that in October 1999, the Lagoon Valley Master Plan was approved. The question of where we would get the money has always been an issue. She added that just the restoration of the lake has been a huge project, and that the CEQA and regulations that we have had to adhere to, to keep the endangered species, have delayed the project. Small steps will be taken to get the money that we can, but delays will be inevitable.

ITEM 11 – DIRECTOR REPORTS

Director Walker stated that on Monday, June 16, there will be a budget presentation to Council, a Study Session. She added that budget cuts will be made City-wide, and all Departments will be impacted.

Director Walker stated that hopefully in August, the Consultant will attend the Commission meeting to discuss the Lagoon Valley Park Master Plan.

ITEM 12 – COMMISSIONER COMMENTS

Commissioner Roberge inquired if the August meeting could be held earlier, and Director Walker agreed this was a good suggestion

Commissioner Ramos informed the Commission that the City had a very successful year at the theatre.

Commissioner Henthorn wished everyone a great 4th of July.

Chair Greaves asked the members of the Commission what time they would be available for the August meeting. Park Planner Hesterman stated it is a public meeting, and we need to let the public speak. Commissioner Roberge asked if the Commission could have a list of topics to be resolved, and a general overview of the plan. Park Planner Hesterman stated that he would provide each Commissioner with a CD copy of the Master Plan, and a list of issues that we hope to resolve. There will also be another list of local issues which are housekeeping in nature that will not require the Consultants to be present.

Commissioner Ramos suggested that because of public comments, the meeting should not start before 5:00 p.m. Park Planner Hesterman stated that it would be better to have two 2-hour Study Sessions. Director Walker stated that we can adjourn the regular meeting, and go into a Study Session meeting. An additional Study Session can be held at a later date. She added that we need to touch base with the Consultant, and get some feedback from them. A request was made by Commissioner Henthorn to have a later start time for the meeting. Park Planner Hesterman stated that the Commissioners will receive a CD of the Master Plan, and a list of the issues prior to the August meeting.

ITEM 13 – ADJOURNMENT

There being no further business, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Harolyn Nelson
Recording Secretary