

SAN GABRIEL PARKS AND RECREATION COMMISSION
MINUTES OF April 2, 2012

The regular meeting of the Parks and Recreation Commission was held on Monday, April 2, 2012 in the City Council Chambers, 425 South Mission Drive, San Gabriel, at 7:08 p.m.

Present were Chair Virgen, Vice Chair Bryant, Commissioners Gomez, Hopkins, Kirchhoff, San Gabriel Unified School District Representative Gile, Alhambra Unified School District Representative, Adele Andrade-Stadler, Mayor Kevin B. Sawkins and Assistant Parks & Recreation Director Hogan and Recreation Coordinator Theresa Johnson.

APPROVAL OF MINUTES

Commissioner Hopkins made the motion to approve the Commission Minutes of March 5, 2011 as written. Vice Chair Gomez seconded the motion.

Ayes: Bryant, Gomez, Kirchhoff, Hopkins, Virgen

Noes: None

Abstain: None

The motion carried on 5-0 vote

PUBLIC COMMENT: PURSUANT TO PROVISIONS OF THE GOVERNMENT CODE, THIS IS THE TIME PROVIDED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE PARKS AND RECREATION COMMISSION REGARDING MATTERS NOT UNDER CONSIDERATION ON THIS AGENDA.

REPORTS AND DISCUSSION

I-A. Assistant Director Hogan reported that after the proposal was reviewed by the Parks and Recreation Commission at their March 5 meeting. The Commission recommended the name change of Plaza Park to "Centennial Park" and upon Father Steve's approval adding San Gabriel to the name, to expand the name to "San Gabriel Centennial Park". Father Steve was contacted regarding the Commission's recommendation and he prefers the name, "Centennial Park". Assistant Director Hogan told the Commission she will forward their recommendation to the City Council. Commissioner Gomez stated that more information will be presented to the Parks and Recreation department and the City Council regarding the name change from residents.

I-B. Assistant Director Hogan reported that Lugo Park Project update is as follows;

Conduits for Pedestrian lights	100%
Pedestrian Lights base pedestals	90%
Conduits and sub structure for future lights for all purpose field	100%
18" storm drain from headwall by outdoor classroom	100%
All purpose field excluding sod installation	75%
Automated irrigation W/ (New water meter and backflow device)	100%
Landscape Planting	75%
Electrical subpanels (3)	95%
(3) Pedestrian bridges	100%
Vehicular Bridge and access road to Parks Maintenance Facility	100%

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Stream Bed percolation basin	90%
Decomposed granite trails and walkways	90%
Outdoor classroom	90%

Commissioner Gomez asked about the La Laguna project and if staff had an update on that project. Assistant Director Hogan stated that she did not have an update at this time, but can prepare an update for next month's meeting. Chair Virgen did mention that there is updated information on the Friends of La Laguna website and that the site is very informative. Mayor Sawkins also asked if there will be a grand opening type event for Vincent Lugo Park once the construction is complete. Assistant Director Hogan stated that she thought so, but could not confirm at this time.

- I-C. Recreation Coordinator Johnson presented a proposal to expand evening swim lessons to cycle 1 and 3 and increase the swim lesson fee to \$32 per participant. Recreation Coordinator Johnson explained that evening lessons was first introduced 2 summers ago and was well received, due to its popularity an additional cycle was added last summer and every class was full. These additional classes will generate revenue to help offset operating costs and offer another option for working parents. In addition to adding the additional evening classes, staff is also proposing to increase the swim lesson fee to \$32. Recreation Coordinator Johnson explained that the increase will offset a new fee that the American Red Cross is now imposing on facilities that offer Red Cross Swim Lessons. Facilities offering the revised Red Cross Lifeguard Program will pay an annual facility fee of \$300, which provides 150 "Learn to Swim" certificates, program banner and marketing posters. Facilities that do not offer the revised Red Cross Lifeguard Program will pay an annual facility fee of \$350, which provides 100 "Learn to Swim" certificates, program banner and marketing posters. At this time staff has not been able to confirm with the Red Cross which fee the City of San Gabriel will be assessed. In addition to the Red Cross facility fee, costs to operate Smith Park Pool have continued to rise steadily over the past couple of years.

Commissioner Hopkins made the motion to recommend to the City Council the increase of the swim lessons fee from \$30 to \$32. Commissioner Bryant seconded the motion.

Ayes: Bryant, Gomez, Kirchhoff, Hopkins, Virgen

Noes:

Abstain: None

The motion carried on 5-0 vote

Commissioner Hopkins made the motion to recommend to the City Council to expand evening swim lessons to cycle 1 and 3. Commissioner Bryant seconded the motion.

Ayes: Bryant, Gomez, Kirchhoff, Hopkins, Virgen

Noes:

Abstain: None

The motion carried on 5-0 vote

- I-D. Assistant Director Hogan presented the proposal to offer a paid summer Day Camp program at Coolidge Elementary School. The proposed camp will have 9 themed weeks beginning Monday, Jun 19 and ending on Friday, August 17.

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The camp hours of operation will be 7:30 am to 5:30pm. There will be a maximum of 40 participants with a 10 to 1 staff ratio. The weekly camp fee will cover staffing, supplies and weekly trip expenses. The day camp will be for children entering 1st grade and older. Commissioner Gomez suggested checking with surrounding cities that have dropped their programs and to inquire why they have dropped the program. Commission Kirchhoff asked what the maximum and minimum number of students would be for the program. Assistant Director Hogan stated that the maximum is 40 with a minimum of 20 and that staffing ratios would be adjusted to meet number of participants. Alhambra Unified School District Representative Andrade-Stadler commended the City for taking this step to implement this type of program. Commissioner Gomez asked if scholarships will be available or if there is a multiple children discount for families. Assistant Director Hogan stated that parents could apply for the Share a Dream. The registration fees cover the expenses a discount could not be applied without increasing the cost of the program to all participants. Commissioner Kirchhoff suggests adding a scholarship program next summer and possible adding additional sites based on the programs popularity. Commissioner Gomez also recommended that all staff receive training in CPR/AED/First Aide, Child Abuse and Anti-Bullying. Commissioner Kirchhoff also asked for a final program overview once the program has received final approval from the City Council.

Commissioner Hopkins motioned to recommend to the City Council to add a paid summer day camp program at Coolidge Elementary School beginning this June. Commissioner Kirchhoff seconded the motion.

Ayes: Bryant, Gomez, Kirchhoff, Hopkins, Virgen

Noes:

Abstain: None

The motion carried on 5-0 vote

I-E. Assistant Director Hogan distributed the Parks and Recreation Commission Handbooks to the commissioners. The handbook contains a copy of the municipal code, guidelines for commissioners, commission roster and is designed to carry meeting minutes and agendas.

I-F. Informational Items and Dates to Remember were included in the agenda packet. Assistant Director Hogan invited the commission to this Saturday's Easter Egg Hunt and Pancake Breakfast. Commissioner Gomez commended the Kiwanis Club for sponsoring this event and for all of the monies that are raised to fund various programs and scholarships. Mayor Sawkins also announced the following upcoming Centennial Events:

April 29 – History on Display part 2, Adult Recreation Center, 1:00 – 5:00pm

May 23 – Centennial Luncheon at the Hilton to raise funds for the Tournament of Roses Parade Float

The Adopt a Rose campaign has begun, roses are \$5 and will be used on the float

Mayor Sawkins encouraged the commission to visit the new city website for more information.

Alhambra Unified School District Representative Andrade-Stadler announced that Alhambra Unified School District is being honored as 1 of 11 schools for attendance of at-risk students, the commission expressed congratulations.

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Commissioner Gomez made the motion to adjourn the Commission meeting at 8:11 a.m.
Commissioner Hopkins seconded the motion.

Ayes: Bryant, Gomez, Hopkins, Kirchhoff, Virgen
Noes: None
Abstain: None

The motion carried on 5-0 vote

Respectfully submitted,
Recreation Department Staff