

CITY OF SAN GABRIEL
PARKS AND RECREATION COMMISSION
MINUTES OF THE REGULAR MEETING

MONDAY, FEBRUARY 3, 2014

7:00 P.M.

CALL TO ORDER: Chairperson Bryant called the regular meeting of the Parks and Recreation Commission to order at 7:05 p.m.

COMMISSIONERS PRESENT: Chairperson Bryant, Commissioner Correa, Commissioner Hopkins, Commissioner Lubisich, and Commissioner Mullen,

COMMISSIONERS ABSENT: None

REPRESENTATIVES PRESENT: Councilmember Kevin Sawkins

REPRESENTATIVES ABSENT: San Gabriel Unified School District Representative

STAFF PRESENT: Director Rebecca Perez, Acting Assistant Director Tom Boecking, Commission Secretary Danielle Adriano

APPROVAL OF MINUTES: Commissioner Hopkins made a motion to approve the January 6, 2014 minutes. Commissioner Lubisich Seconded the motion. The minutes were approved.

COMMENTS FROM THE PUBLIC: None

NEW BUSINESS

1-A. Swearing in of New Commissioners and Recognition of former Commissioners – The swearing in the new commissions took place before the meeting. Acting Assistant Director Boecking welcomed the new commissioners and thanked the past commissioners for their service to the Department and the City of San Gabriel.

1-B. Re-Organization of Commission - Acting Assistant Director Boecking explained that, at the first meeting of the year, the Commission would need to re-organize and select a new Chair and Vice Chair.

Staff Recommendation: None

PRC Action: Chairperson Bryant motioned to nominate Commissioner Hopkins as the 2014 Chairperson and with a unanimous decision from the Commission. Commissioner Mullen motioned to nominate Commissioner Lubisich as the Vice Chair and with a unanimous decision from the Commission.

- 1-C. Commission Handbook Review** – Acting Assistant Director Boecking highlighted the handbook for the commission.
- 1-D. New Commission/ New Ideas** - Acting Assistant Director Boecking presented the Commission with new ideas which included:
- Department Monthly Report
 - Monthly Commissioners Report
 - Commissioner involvement on city/event committees
 - Attendance at department events
 - Award Program - designed for community and staff recognition
- 1-E. Department Monthly Report** - Acting Assistant Director Boecking provided the Commission with updates on the department's after-school programs, aquatics program, winter classes and trips, facilities, trips and travel and the parks department. Elementary after-school programs are now in basketball season. Jefferson Middle School is starting soccer, with tryouts beginning soon. San Gabriel Seagulls Swim Team and Gabrielino High School are currently using of the department's aquatic facility at Smith Park. Winter classes and trips are up roughly \$700 compared to 2013. Dance classes are full as a result of the Annual Dance Show at the Mission Playhouse which will take place in June. Facilities including the Adult Recreation Center and Grapevine Arbor Park are being used by non-profit organizations along with rentals from the community. The older adult lunch program has been celebrating birthdays, Lunar New Year and is looking forward to Valentine's Day. The Parks and Recreation Department have many trips which are scheduled for the remainder of the year and are featured in the new Grapevine Guide Magazine as well as in the Travel Guide. Mr. Boecking also gave a brief update on the Marshall Park Project. The park plans are nearly 80% complete and have been reviewed by representatives by each department within the city. The final set of drawings will be submitted to the Department of State Architect for review. The Design Review Commission and Parks and Recreation Commission will have a combined meeting to review the final set of drawings where Greg Clark from David Evans & Associates will be there to present information and answer questions. The meeting will take place on Monday, February 24 at 7p.m.
- 1-F. Farmers Market** - Director Perez presented the Commission with information about the upcoming programs which will be taking place in 2014. At the City Council meeting held on November 19, 2013 staff presented a report on a possible Farmer's Market and Community Concerts for April 2014. Staff indicated support for the activities and outlined the approach which they thought would be most successful. Based on their research staff concluded that the Farmer's Market and Concerts should be separate events. Staff has worked with Gretchen Sterling of Sterling Farmers Markets to develop the market. The Market will be held at Vincent Lugo Park April through September weekly on Thursdays 4-8p.m. and will include certified growers, artisan food vendors and hot food vendors. Staff presented the responsibilities for the market operator and the city and the necessary start up and maintenance cost. Staff also presented information about summer concerts which would provide programming for our residents, help build community and create activity at our city parks and facilities. Based on research and resources, staff recommended beginning with two concerts this summer. Staff presented the proposed funding for the Farmer's Market and Concerts to the City Council whom supported both of these efforts and appropriated the necessary budget. The Farmers Market will begin April 3, 2014 and the times and the dates for the concerts are still under consideration.

1-G. Commissioners Report - Chairperson Hopkins reported that Gabrielino High School girls' soccer will be hosting a Cancer Awareness Night on Feb 13 2014. Commissioner Lubisich reported that the Friends of La Laguna will be celebrating their 50 year anniversary in May 2015. Lubisich also stated that Dr. Yuen at Jefferson Middle School is looking into having open gym time after school for kids who stay after school with no extracurricular activities. Commissioner Correa reported that AYSO registration will begin in April 2014.

1-H. Dates to Remember - Acting Assistant Director Boecking reviewed the upcoming dates to remember which included City Council meetings on March 4 and 18 and the joint Design Review and Parks and Recreation Commission Meeting on Monday February 24.

COMMENTS BY STAFF: None

COMMENTS BY COMMISSIONERS: None

**Chairperson Hopkins adjourned the meeting at 7:36 p.m.
to a joint meeting with the Design Review Commission on Monday February 24 at 7p.m.**

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The complete text of the Parks and Recreation Commission meeting minutes is available on tape and may be reviewed within 90 days after the meeting in the Parks and Recreation office during regular business hours.

Wendy Hopkins, Chairperson
San Gabriel Parks and Recreation Commission

ATTEST: _____

Danielle Adriano
San Gabriel Parks and Recreation Commission Secretary