

**CITY OF CAMPBELL
PARKS & RECREATION COMMISSION
CAMPBELL, CALIFORNIA
January 10, 2018
MINUTES**

The Parks and Recreation Commission convened in special session on Wednesday, January 10, 2018 at 7:30 pm, in the Orchard City Banquet Hall, 1 W. Campbell Ave., Campbell, California.

ROLL CALL

PRESENT: Doherty, Fidrych (arrived late), Walker, Davidson (arrived late), Ishibashi, Santor
Absent: Mitchell
STAFF: Recreation and Community Services Director Maurantonio, Public Works Director Todd Capurso, Parks Supervisor Vince Huppe, Recording Secretary Joy Francois

APPROVAL OF MINUTES:

Approval of the minutes was deferred to the next meeting due to lack of a quorum at 7:30 pm.

Oral Requests:

None.

Announcements:

Director Maurantonio introduced the newly appointed Commissioner Brian Santor. Commissioner Santor said he's a fifteen year resident of Campbell, he decided to give back to the community, he grew up in the parks here with his kids. He hopes to provide value to the Commission.

New Business:

A. Election of Chair and Vice Chair

MSC: Walker/Ishibashi nominating Sherrie Doherty as the Parks and Recreation Commission Chair.

AYES: Walker, Santor, Davidson, Ishibashi, Doherty, Fidrych, Mitchell.

MSC: Davidson/Doherty nominating Allen Ishibashi as the Parks and Recreation Commission Vice Chair.

AYES: Walker, Santor, Davidson, Ishibashi, Doherty, Fidrych, Mitchell.

B. Committee Assignments

Assignments for 2018 are:

Parks and Creek Trail: Chair Santor, Members Walker and Doherty.

Trees: Chair Walker, Members Fidrych and Mitchell.

Special Events: Chair Ishibashi, Members Doherty and Fidrych.

C. Community Center Operations

Natasha Bissell, Recreation Services Manager, and Lauren Merriman, Recreation Supervisor, gave a presentation on their division of the Community Center Operations.

Ms. Bissell's responsibilities include:

- Manage daily operations of Recreation Department
- Administer and manage Community Center tenant leases

- ActiveNet Administration and Configuration
- Front Office/Customer Service Administration
- Oversee Youth Commission
- Administer Heritage Theatre Contract
- Develop and manage department budget
- Oversee Community Center rentals and special events
- Website administration, social media, and marketing
- City-wide projects/events

She oversees:

- 7 part-time staff who work as Customer Service Clerks.
- 3 full-time staff members
 - Recreation Supervisor – Community Center
 - Office Specialist – Front Office, ActiveNet, Activity Guide
 - Recreation Specialist – Youth Commission and Marketing

Ms. Merriman's responsibilities include:

- Field, Picnic & Gym Rentals
- Community Center Rentals
- Special Events
- Emergency Preparedness
- Bike Valet
- Summer Concerts

She oversees:

- Part-time Building Attendants and Field Attendants.
- 3 full-time staff members
 - Office Specialist - Reservations
 - Utility Worker
 - Recreation Specialist

The upcoming challenges and goals include:

- Challenges:
 - E-Wing Remodel
 - Pool and Locker Room Facilities
 - Staffing changes
- Goals:
 - Succession planning through staffing changes
 - Acclimate to new assignments/projects
 - Support upcoming renovation projects with Public Works

Commissioner Davidson said we are all so lucky to have people like Natasha and Lauren that are so committed to the City. She is going to miss working with everyone and she appreciates their dedication.

Committee Reports:

Parks and Creek Trail: Commissioner Doherty reported she had the opportunity to visit John D. Morgan Park, Virginia Park and Jack Fischer Park. All the parks look good.

Trees: No report.

Special Events: Commissioner Ishibashi said the Valentine Fun Run is coming up. Misty sent an email requesting Commissioner to volunteer for the package pick up and for the actual race on Saturday.

Staff Reports:

A. General Plan Monthly Update

Director Capurso said the General Plan was last updated in 2001. It does not reflect the last 2 annexations. There were 20 residents on the GPAC when it was formed but it has dwindled to about 8 to 10 people on a monthly basis. Council has directed staff to put that on hold and take the show on the road, a series of smaller community based meetings over Jan through March. There are 5 meetings over a series of Monday evenings and the last one is on March 5. The meetings will be conducted by the General Plan consultant and staff will be in attendance.

Parks: Parks Supervisor Huppe

- Hamann Park volunteer clean-up day is coming up on Monday, Martin Luther King Jr. Service Day. All the Commissioners are invited. Last year we had around 300 people.
- A shout out to the Recreation department for the excellent job they did on our volunteer trailer.
- Mitigation of the geese in the parks – we just got some special chemical to try on the fields. We also have lasers and posters of coyotes to scare them off. But if that doesn't work we are also pursuing looking at a goose poop sweeper machine. We are going forward with conversion of our cool season grass to our warm season grass, which is Bermuda.
- Holiday lights downtown and the Orchard City green got lots of praise. These were put up and taken down by Commercial Tree Service. We do have a thank you to them on the reader board and they were recognized at the Council meeting.
- We had a pre-bid meeting today for construction of the track exercise equipment and the Community Center play area.
- The Community Garden renewals and registrations are almost complete. Only 6 on the waiting list. The semi-annual community garden meeting will be held March 21 at the garden.

Commissioner Fidrych asked why the exercise equipment was fenced off so early. Supervisor Huppe said the equipment has a lot of wear and tear and it was in the best interest of the public to fence it off until we could get all brand new equipment.

Recreation and Community Services: Director Maurantonio

- The Commission and the Council have been contacted recently by an attorney whose client wishes South Bay Youth Soccer League to allow protective head gear. The attorney protested the issuance of a field use permit without a condition added regarding allowing protective head gear. The City's position on this concern is that South Bay Youth Soccer is following all of the requirements listed in the Park, Field & Athletic Facility Use Policy and it is not within the City's authority to tell any league how to operate. That said, the City has communicated with South Bay Youth Soccer and understands that they will be revising their league rules to allow for protective head gear in time for the spring 2018 season.

- Lots of successful holiday events were held in December including the Adult Center Holiday Tea, Storytime with Santa, Elves Fun Shop and the Holiday Open Houses at the Ainsley House.
- Please mark February 6th on your calendars. We will be recognizing Jacquie and Charlie at the Council meeting. It would be fun to get some appetizers downtown to thank Charlie and Jacquie for their service and to do a little Bon Voyage for Jacquie on her new adventure. After discussion the Commission decided to move the February 7th PRC meeting time to 6 p.m. and celebrate with Charlie and Jacquie afterward.

Police Report

Information only.

Director Maurantonio looked up some of the police codes:

FI - Field Interview

BOL – Be on the Lookout

Good of the Game

Commissioner Ishibashi said his daughter wanted knee pads, elbow pads and wrist guards for Christmas so she could go to the skate park and she loves the skate park.

Commissioner Doherty complimented staff; the downtown looked great for the holidays.

Commissioner Davidson said everyone asks if she's selling her house – No she's not. She also said the downtown was great over the holidays. She's already feeling homesick.

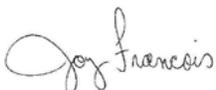
Commissioner Walker downloaded the City of Campbell app, the Parks and Rec agenda is on there and you can read the pdf during the meeting. She has adopted the Good of the Game at her Indivisible meeting.

Commissioner Fidrych was sorry he was late. He visited the Magical Bridge in Palo Alto; it was totally gorgeous, lots of people, large parking lot. If the City were to adopt something like this they would have to expand the parking lot. His wife wanted to go because her group had given a donation to the park. There is a donation wall. His wife said she was sure she could get her group to donate \$1000 to Campbell for a park like this. They did have a few exercise machines but he thought it was very out of place, a lot kids jumping on the machines and it was an accident waiting to happen.

Commissioner Santor said thanks for having him on this Commission. He saw a City truck at Stojanovich Park cleaning the park in the pouring rain. He thought that was pretty cool. Great staff.

Meeting adjourned at 9:04 pm.

Respectfully submitted:



Joy Francois, Recording Secretary