

**MINUTES OF THE LA HABRA HEIGHTS
PARKS AND RECREATION COMMISSION**

DECEMBER 4, 2002

OPENING CEREMONIES

1. CALL MEETING TO ORDER

Co-chair Vecchione called a meeting of the Parks and Recreation meeting to order at 7:40 p.m. at the Community Center, 1245 Hacienda Road, La Habra Heights. Co-Chair Vecchione explained that she shares the Commission Chair with Co-Chair Caywood. Alternate Heiss is now a regular Commissioner.

2. ROLL CALL

Commission members present: Co-Chairs Caywood and Vecchione, Commissioners Heiss and McAdams and alternate Vena acting Commissioner. Absent Commissioner Uyeno and Alternate Hosseini. Also present City Manager Hendrickson.

STANDARD MOTIONS

3. APPROVAL OF MINUTES; Minutes of regular meeting of November 6, 2002.

No minutes were available.

PUBLIC COMMENTS; MATTERS NOT ON THE AGENDA

There were no comments.

OLD BUSINESS

4. ACTIVITY REPORTS

- Budget – Vecchione

The Administrative Accountant has prepared a budget report for the commission.

The City Manager explained that this was a part of the overall budget.

- Next Year's Avocado Festival (May 17, 2003) – discussion

Commissioner McAdams explained that she would not do any work on the Avocado Festival until January 2003. She mentioned that she and Commissioner Heiss would get together with the Senior Management Analyst in early January to discuss what

would be needed for the vendors to provide for the health department and how to do things for the 2003 Avocado Festival as opposed to how it was done in 2002.

Co-chair Caywood suggested that at the next meeting they discuss what needs to be taken care of and assign a job to everyone.

Commissioner McAdams stated that she and Commissioner Heiss would visit the Sonora Christmas Boutique on Saturday to talk with the vendors.

Co-Chair Vecchione agreed to visit a craft fair at Our Lady of Guadeloupe this weekend.

Alternate Vena explained that she had talked with the crafters who had been at Brea. A couple of crafters have shown interest. She also noted that she had copied names and addresses so the Commission can send letters to them. She suggested that the letters should be sent out by February.

Alternate Vena stated that she would make up a letter for the vendors and bring it to the next meeting.

Commissioner McAdams also suggested that she and Commissioner Heiss could visit the Fallbrook Avocado Festival to look for vendors.

- Need Web Page on City Web Site

City Manager Hendrickson explained that the Web Page was for City functions. The Commission could work with Elizabeth Karman, but the item had to be approved by the City Manager. He explained that it could be placed on the web site one or two months ahead.

Alternate Vena suggested the information should be placed on the web site as soon as the letters go out. The web site will be listed on the letter. She also suggested creating a form that can be filled out on the web page.

- Future Garage Sale – discussion

The Commission agreed to delay this discussion until they have discussed the 5K run.

- Basketball Nights

Commissioner Heiss stated that there were usually only 2 Heights residents participating in the Basketball games. The others were loud and very competitive. None of the Commission wanted to open the gymnasium and stay there during the games to supervise.

City Manager Hendrickson asked the Commission to write their expectations and guidelines they wanted for this basketball night. He also stated that he would like to look into the situation by going and observing the Sunday night games.

The Commission and the City Manager agreed that for now the gymnasium can be opened for the basketball group and no one from the Commission would have to stay during the game. The City Manager agreed to look into the situation.

- Park Improvements, 10 Items Previously Approved – Senior Management Analyst

City Manager Hendrickson explained that for the five items already purchased, the cost was approximately 8% under budget. Some of the planned projects are going to be over budget. Mr. Hendrickson explained that getting rubberized base for the tot lot is a safety issue and a protection from liability that needs to be taken care of. This was budgeted at \$15,000, but may be from \$15,000 to 25,000. This might mean dropping some other project. Mr. Hendrickson explained that part of the cost involved putting a drain under the base of the tot lot. One project they do want is to get the kitchen items in by the Avocado Festival.

The Commission asked Joe Geissinger to show them how to use the new sound system. Mr. Geissinger indicated willingness to do this.

5. MAINTENANCE

Co-Chair Vecchione asked the City Manager if there was any provision for sandbags.

City Manager Hendrickson stated that there was sand at the Park and sandbags at the Fire Department.

NEW BUSINESS

6. 5k RUN

The Commission discussed whether to have the 5K run or not. Alternate Vena questioned if the 5K run would draw enough people.

Commissioner McAdams stated that she wanted to keep the event low key and did not really know how to keep individual times.

The City Manager brought up various problems that would have to be taken care of for a 5K run. He stated that he knew a couple of people that could possibly advise the Commission.

The Commission suggested a July 4th or a “back to school run” in late August.

Commissioner McAdams asked that the event should be kept on the Agenda till late August 2003.

7. PARKING ON THE SIDE OF HACIENDA

City Manager Hendrickson stated that he had some safety concerns about parking on the East Side of Hacienda Road and crossing to the Park.

8. STATUS ON NORTH END SPRINKLER AT THE PARK

Commissioner Vecchione explained that the sprinkler has been repaired.

Sunday Brunch With Santa – Commissioner Heiss

Commissioner Heiss explained that she had cancelled the event because she felt there was not time to prepare the event in a proper manner. She would like to see this on the September Agenda for 2003.

9. CHRISTMAS LIGHTING (NOVEMBER 30, 2002)

The Commission agreed to do the Christmas Lighting on Saturday, December 7, 2002 at 9:00 A.M. The lighting could be done on the same day as the “Brunch with Santa” event in 2003.

Commissioner McAdams offered to make telephone calls to the City Council or volunteers to help with the lighting of the gazebo.

10. REVIEW PARKS APPLICATION REVISION – DISCUSSION

Co-Chair Vecchione thought that more room was needed to write out totals on the fees.

Co-chair Caywood stated that it also needs equals signs as part of the total area. She noted that the City’s telephone number needs to be on the form.

11. STAFF COMMENTS

City Manager Hendrickson explained that December 1, 2003 would be the 25th anniversary of the City. Mr. Hendrickson asked the Commission if they would like to plan a celebration. Mr. Hendrickson stated that he would take the idea to the City Council. He felt that the City Council might offer some money from the General fund and suggest that they seek help from local businesses.

The Commission stated that they would love to do this and would like to put the idea on the web site and ask how the public would like to celebrate the 25th year of cityhood. The names of the Commission members and Leslie at City Hall can be placed on the Web site as contact for ideas.

The City Manager suggested the Commission have an estimate of a budget for the event by March to present to the City council.

The City Manager explained to the Commission that in the General Plan preparation a clause was inserted to look at a non-motorized trail system in the community. He stated that he recently found that the City has a fund of approximately \$15,000 that can be used to go through a planning process for a trail system. This fund has a deadline. It has to be spent by June 30, 2003. He asked if the Parks and Recreation Commission would be interested. This would also need Community input. He stated that he would take this idea to the City Council on Thursday.

Co-Chair Caywood offered a motion that the Parks and Recreation Commission work with a consultant to plan a trail system and access and use the grant money, seconded by Commissioner Heiss and approved as follows:

AYES: Caywood, Heiss, McAdams, Vecchione and Vena
NOES: None
ABSENT: Uyeno

PARKS AND RECREATION COMMISSION COMMENTS; MATTERS NOT ON THE AGENDA

Commissioner Heiss recommended that they remove Commissioner Uyeno from the Commission as she has missed three meetings in a row. She noted that other times this year she has missed four meetings in a row.

City Manager Hendrickson replied that he thought the Commission could only recommend this to the City Council.

Commissioner Heiss offered a motion to recommend the City Council remove Commissioner Uyeno from the Parks and Recreation Commission due to three absences in a row, seconded by Commissioner McAdams and failed as follows:

AYES: Heiss and McAdams
NOES: Caywood and Vena
ABSTAIN: Vecchione
ABSENT: Uyeno

Co-chair Vecchione explained that she would speak to Commissioner Uyeno and tell her that at the next meeting they will vote to recommend the City Council remove her from the Commission.

Co-Chair Caywood stated that she had spoken to a couple of Councilmembers and they suggested just letting her term run out and not renewing it.

FUTURE GARAGE SALE - DISCUSSION

This item was taken out of order.

After discussion, the consensus of the commission was to not have a garage sale in the spring, but to keep it once a year in the fall for now and take it off the agenda.

ADJOURNMENT

Co-chair Vecchione adjourned the Parks and Recreation commission meeting at 9:18 p.m. to the next regular meeting on January 8, 2003.

ATTEST:

CO-CHAIR