



MINUTES
PARKS AND RECREATION COMMISSION
REGULAR MEETING
TUESDAY, MAY 21, 2019

SAN DIMAS SENIOR COMMUNITY CENTER- MEETING ROOM 6:00PM

Call to Order:

Roll Call:

Present: John Margis
Rebecca Pike
Janice Bartolo
Anthony Boulahoud
Katie Smith-Mahoney
Susan Davis

Also Present: John Ebner, Councilmember
Hector Kistemann, Director of Parks and Recreation
Leon Raya, Recreation Manager
Genevieve Amaro, Departmental Assistant

Absent: NONE

1. Special Agenda Item- Senior Citizen Commission Chair- Ed Wolf

Mr. Wolfe, the Chairperson of the Senior Citizen Commission provided the Parks and Recreation Commission with a brief report of what had been presented at the City Council meeting earlier that week. He provided a handout to the Commissioners to follow topic points which had been discussed. First item that was discussed during the meeting was how the Senior Citizens Commission was established in 1984. In 2017, the Commission had put together a sub-committee to review and revise the bylaws. The purpose of the Senior Citizen Commission is to support the Senior Center, which is done through donations and fundraisers. The Commissioners hold dual roles as also Directors for the Senior Citizen Foundation Committee. This Commission works as an advisory to the Parks and Recreation Department. When the sub-committee was formed in 2017, there were three needs that were identified that took priority to get addressed. A plan was then developed as to how they would generate funds like the Swinging for Seniors event. Mr. Wolfe provided a program handout which illustrated what the event would consist of such as live entertainment and a served dinner. This event raised funds of \$3,641 for the foundation. With the funds that were raised from the Swinging for Seniors event, the Commission was able to purchase a television, wall mount and sound bar for the Senior Center lobby. Mr. Wolfe stated it is a great idea for both Commissions to come together to support one another and unify us all when we are all working towards a common goal.

2. Reports of Staff/Members-

A. Director's Reports:

Mr. Kistemann reiterated the importance of the two Commissions coming together to support one another on different projects and events. This will be a way to bridge the gap between the two Commissions.



1. Update on five-year CIP Report

Mr. Kistemann referred to the handouts that were given to the Commission to further review the agenda items that were discussed at the March 27th Commission meeting.

The items are as followed:

Follow up on the CIP list: Mr. Kistemann provided another handout forecasting the list of projects and priority items that the Parks and Recreation Department needs to complete. This list was also provided to the Administration Staff and will be presented to City Council. The items that were listed totaled over \$2,000,000 in renovations. Areas in need of restoration and renovation included but were not limited to park maintenance, Recreation Center improvements, sports field repair, trail maintenance, facility maintenance etc.

Commissioner Bartolo stated that she was extremely pleased to learn that it is going to be presented to City Council. The needs of preserving our facilities and infrastructure is extremely important for the community, so that it is safe for the general public to utilize. She stated that she plans on attending the City Council meeting when this is being presented.

Commissioner Margis recommended the Ladera Serra Park basketball courts renovations be moved into 2020-2021 fiscal budget rather than be presented in the current budget. He recommended that the courts be fully redone because at this time he feels they are unsafe with a drop off at the end of the court as well as the court being not leveled.

2. Follow up on Community Forestry Management Plan to be presented to City Council

Mr. Kistemann updated the Commission regarding the presentation of the Community Forestry Management Plan and when it will be presented, currently the date is still pending.

Councilmember Ebiner stated that due to the length of the current agenda for the City Council budget meeting, the presentation has been pushed to be presented in the near future.

Commissioner Bartolo stated her concern for this presentation not being a part of the City Council study session and potentially being over looked when it is crucial for the items within the presentation to be addressed. She recommended this presentation be presented during the next study session in order to be considered to receive funding and not to be pushed to a later date and potentially becoming an after thought for the City Council to address.

Councilmember Ebiner stated the whole budget must be addressed on May 28 and he understands that Mr. Kistemann has already spoken with the Administration staff.



Mr. Kistemann stated that he had requested from the Administration staff \$100,000 for this project and will provide this information along with his presentation to City Council meeting next Tuesday.

Commissioner Bartolo stated that it is important to recognize San Dimas as a Tree City USA. Therefore, it is crucial for this information be presented to City Council as soon as possible rather than at a later date. Adding additional trees to the community will increase the value for the community and are something that is desired.

Chairperson Margis stated that maybe the \$100,000 isn't obtainable at this time to put towards this project but if it would be possible to receive \$75,000 or \$50,000 would be more feasible for this project.

Councilmember Ebner believes there are a ton of great projects listed on the CIP including the Urban Forestry Management Plan. He mentioned the Recreation Center renovation as well as the Via Verde Walking Path as projects that will require their own individual City Council study sessions to review and then determine the outcome. Councilmember Ebner stated it could be a possibility to try and allocate money from other projects that had funds remaining after completion and to put towards these potential projects.

Mr. Kistemann stated that \$100,000 will not go very far because we want to give these trees a fighting chance. He has suggested an After-Care program once the trees have been planted. This would mean the contractors who planted the trees would then come out regularly to water the trees for a year to give them a solid start. He is thrilled on how well received the Commission has been towards this project and a hope to see that it does come to light in the near future.

3. Follow up regarding Commission Meeting location

Ms. Amaro stated that historically our Parks and Recreation Commission meetings have been held in the San Dimas Senior Center due to a schedule conflict with the Public Safety meetings that are held on the same dates as this Commission.

Therefore, the Commission meets at the Senior Center rather than in the Council Chambers or in the City Council Conference Room at City Hall.

Mr. Kistemann stated he would like to suggest we meet offsite for our next meeting and possibly at the Ladera Serra Park.

Chairperson Margis stated he agrees on meeting offsite and inquired if it would be possible to meet at Marchant Park instead.

Mr. Raya stated there would be some setup that would need to take place but it would be possible.

4. Earth/Arbor Day Recap

Mr. Kistemann reported the local Cub Scouts came out to the event and participated in planting a tree in Civic Center Park. Coloring books that were created by our contractor West Coast Arborist, were given out to the community as informational



items on “How to Care for Trees”. Staff members led participants in constructing their own bird feeder as well as giving out over 100 little Sapling trees. He stated this event was in conjunction with the Earth Day celebration and hopes that next year it will become larger and possibly be able to plant more trees and get additional children out there to participate. He also stated he would like to see a demonstration garden at Horsethief Canyon Park with drought tolerant plants, water efficient irrigation and things of that nature.

Chairperson Margis stated there is a butterfly garden that was planted by the Boy Scouts a while back and would like to see that be revitalized.

5. Newly Awarded Landscape Maintenance Contract

Mr. Kistemann stated our current Landscape contract is with Mariposa Landscape Company however as of July 1, 2019, Nieves is the new landscaping company for the City of San Dimas.

6. Budget Update

Mr. Kistemann spoke of the CIP report/presentation under “Director’s Reports.”

7. Announcement of the New City Manager

Mr. Kistemann reported to the Commission Blaine Michaelis’s retirement from the City Manager position. The new City Manager is Ken Duran, who was previously the Assistant City Manager.

8. MLS Update

Mr. Kistemann informed the Commission the Major League Softball organization will be taking over the current adult softball league. We are excited to bring them on and to improve the program as well as increase the number of participants.

B. Department Reports

1. Preview of Summer Programs

Mr. Raya distributed the Frontier magazine to the Commission to highlight some of the upcoming summer activities and events. He stated the summer day camp registration will be available for parents to register online next year. Additional afternoon classes have been added at the Senior Center for older adults to participate in such as the Adult Cardio Tap Dance class. An Open House event will be offered at the Recreation Center to bring in more potential participants to utilize the Recreation Center facilities and all it has to offer. The Music in the Park and Movies in the Park will be starting up in the month of June. Mr. Raya also informed the Commission of the promotional survey that has been sent out to the community regarding the Frontier magazine. The survey includes questions regarding how participants hear of our upcoming events and whether or not they would like to receive their information via Frontier Magazine or through the online version. After participating in the survey, the participant will be entered to win a gift card.

2. Parks and Recreation Division Retreat Recap

Mr. Raya provided a PowerPoint presentation to the Commission.



Mr. Kistemann provided positive feedback regarding the presentation and where he foresees the department is going. The department will continue to use metrics to better gauge our current programs.

3. Calendar of Events

Mr. Raya provided a handout to the Commission of all the May and June upcoming events.

C. Chair's Reports: NONE

D. Commissioner's Reports

Commissioner Bartolo stated she enjoyed Festival of Arts Spring Show that was held in April. She also mentioned she would be in attendance to the next City Council meeting and she is open to having the next Commission meeting meet at either Ladera Serra Park or Marchant Park.

Commissioner Boulahoud stated the Arbor Day event was amazing and he was happy to attend. He stated he would like to see it grow into a larger event and possibly have a more central location. In regards to the next Commission meeting, Commissioner Boulahoud notified everyone he would not be in town that week.

Commissioner Davis stated she would like to meet at Marchant Park as well. She also mentioned that recently she had attended a little league game and there is an Ice Cream truck that parks in the parking lot directly adjacent to the bleacher stands where parents sit. Commissioner Davis expressed her concerns regarding the exhaust fumes from the truck are harming the air quality for the parents trying to watch the game.

Mr. Kistemann stated we can look to see what the City Ordinance allows regarding this issue.

Commissioner Davis announced the ten-year anniversary Grand Re-Opening event will be held on Saturday August 3, 2019 at the Walker House. She invited the Commissioner's to come out and attend this event.

Commissioner Pike stated she frequently attends Lone Hill park and believes that if the park was more publicized it would be better attended. She stated it is a very well maintained park. Commissioner Pike notified the Commission she will not be in attendance to the next meeting.

Chairperson Margis stated the next meeting in July will be held at Marchant Park pending availability.

E. Councilmember Reports

Councilmember Ebner stated the Mr. Raya's presentation was amazing and it is great to see what the department is doing for the community this summer. He informed the Commission of the upcoming budget study session that will be held next Tuesday and invited others to attend. He addressed the issue of graffiti that has been reported in San Dimas. Councilmember Ebner informed the Commission of the



Sheriff's Department response as to be more vigilant and will be focusing more on those areas within the Community that were hit with graffiti such as Pioneer Park.

3. Consent Calendar

A. Approval of the Minutes of the March 27, 2019 Meeting

Commissioner Bartolo stated the following revision be made:

Page 2 "planned" to "planted"

COMMISSIONER BOULAHOU D MOVED TO APPROVE THE MINUTES WITH THE STATED CORRECTIONS OF THE MARCH PARKS AND RECREATION COMMISSION MINUTES, SECONDED BY COMMISSIONER PIKE AND APPROVED UNANIMOUSLY.

4. New Business

A. ACTION ITEMS: NONE

B. DISCUSSION ITEMS: NONE

5. Continued Items-NONE

6. Written Communication- NONE

7. Oral Communication-NONE

8. Future Agenda Items- Revised Field Allocation Use Policy

Mr. Kistemann informed the Commission the current policy for all field rentals is being revised and will be sent out prior to the next scheduled Commission meeting for Commissioners to review and to provide feedback to staff.

Adjournment: The meeting was adjourned by Chair Margis at 7:55p.m. The next meeting of the Parks and Recreation will be July 9, 2019.