The Parks and Recreation Commission meeting was called to order at 6:00 p.m.

Roll Call:
Present: John Margis, Chairperson
Rebecca Pike
Janice Bartolo
Anthony Boulahoud
Katie Smith- Mahoney
Susan Davis
Also Present: John Ebiner, Councilmember
Hector Kistemann, Director of Parks and Recreation
Tim Pagano, Recreation Manager
Genevieve Amaro, Departmental Assistant
Absent: None

CHAIRPERSON MARGIS MOVED THE APPROVAL OF THE MAY 21, 2019 MEETING MINUTES TO THE TOP OF THE AGENDA.

3. Consent Calendar-
   A. Approval of Minutes May 21, 2019 Meeting
   COMMISSIONER BOULAHOUD MOVED TO APPROVE THE MINUTES OF THE MAY PARKS AND RECREATION COMMISSION MEETING, SECONDED BY COMMISSIONER PIKE AND APPROVED UNANIMOUSLY.

1. Special Agenda Item- Welcoming New Recreation Manager
   Mr. Pagano, the new Recreation Manager for the City of San Dimas introduced himself to the Commission. Mr. Pagano brings with him twenty-four years of experience working with the Parks and Recreation Department. He has work for five different communities and is looking forward to this next chapter for him.

   Each Commissioner provided a brief introduction of themselves to Mr. Pagano.

2. Reports of Staff/Members
   A. Budget Recap
   Mr. Kistemann reported on the designated capital improvement projects for the 2019-2020 fiscal year. Some of the items listed for improvement/renovation included the San Dimas Avenue and Horsethief Canyon Park mixed-used trails, Arrow Hwy median renovation of landscape and irrigation system, Via Verde access path, Ladera Serra Park playground replacement and court re-surfacing. The Lone Hill Park tennis courts are also going to be resurfaced. Mr. Kistemann also discussed the Urban Forest Reforestation Program which received an approved budget of $100,000 to use towards tree planting within the community and begin the process of replacing the 1,000+ current vacancies. Water conservation project which includes installing Calsense irrigation controllers for additional water conservation within the City of San Dimas. Furthermore, Civic Center Park will also be seeing new
outdoor exercise equipment and the Commission was provided with photos of potential layouts. Mr. Kistemann provided a chart to the Commission which illustrated the facilities and parks within the area that will see budget increase to accommodate all the necessary improvements.

B. Policy and Fee Schedule
Mr. Kistemann discussed the newly revised Field Allocation Policy with the Commission. He explained how the sports facilities in the parks are to be made available for the recreational use and enjoyment of the residents in San Dimas. The organizations that will have priority in the reservation of field process are San Dimas based non-profit youth organizations. Other groups such as non-resident youth organizations and travel ball teams are also eligible to reserve fields upon availability. Revisions to the previous field rental fee schedule were also made and are available to the public for further review.

C. Landscape Maintenance Standards
Mr. Kistemann discussed the new Landscape Maintenance Standards with the mission being to set organizational and professional standards for the purpose of maintaining, managing and enhancing the City’s parks, landscapes, urban forest and downtown areas. He reiterated the importance of the landscape standards in order to improve our City standards and to hold ourselves accountable. It is important to provide safe, clean and attractive open space and amenities to the community. With this new standard, it will be documented with an inspection sheet and reported in order to keep record.

D. Prop 68-Canyon Vista Trail Proposal
Mr. Kistemann discussed the Canyon Vista Trail proposed project with the Commission. This project will be from Cypress Street and connect with the Antonovich Trail head off of San Dimas Ave. City Council approved the department to move forward with applying for Grant Prop 68, for trails and greenways. He stated this is a very ambitious project that would be beneficial to the community. Mr. Kistemann stated they are applying for a 2.5 million dollar grant for this project and the deadline to apply will be October 11, 2019.

Commissioner Bartolo commended Mr. Kistemann on his approved projects for this Fiscal Year and stated she would still like to see his presentation of the urban forestry be presented to City Council in an upcoming meeting.

Mr. Kistemann stated this would be up to the City Council's discretion.

Chair Margis stated he would also like to see Mr. Kistemann’s presentation be posted on the City website.

Councilmember Ebiner stated once this is presented to City Council it may then be considered to be posted on the City’s website.

E. Halloween Spooktacular Info Item
Mr. Jones provided the Commission with a Halloween Spooktacular event flyer which will be a weekend event starting on October 25, 2019 - October 26, 2019. He stated the weekend event would begin with pumpkin carving and a spooky movie. The following morning will be the 5K/ 1 Mile Run and Toddler Trot. Concluding Saturday nights festivities will be the Trunk or Treat, Costume Contest and Haunted Hall.

F. Holiday Extravaganza Update
Mr. Jones reported on the upcoming Holiday Extravaganza event that is set for December 7, 2019. He provided the Commission a brief summary of what they can expect to see at this year’s event which will include an updated parade route, modified hours of the event, snow fall in the downtown area and a beer and wine garden.

Mr. Pagano stated that the Senior Commission had been invited to serve at one of the Beer Gardens at the Holiday Extravaganza Event and will be following up with them. Another idea is to reach out to booster groups or youth sports organizations to see if they would like to purchase the area as a fundraiser or sponsorship for the event. That money would then be reinvested into the event and any additional proceeds would go back to organization.

Commissioner Smith-Mahoney inquired if the City would be responsible for purchasing the alcohol license.

Mr. Pagano stated we would be responsible with pulling the ABC permit to serve the alcohol.

Mr. Kistemann stated these new ideas for the Holiday Extravaganza event have come from the event committee and extended an invite to anyone that may be still interested in being a part of the committee to attend the next scheduled meeting which will be Thursday Sept 19, 2019 at 3:00pm.

Chair Margis asks to be sent a calendar invite to the meeting.

Mr. Jones stated he would send out a meeting invite to all of the Commissioners.

Commissioner Boulahoud inquired if there are two beer and wine areas, would it make the event less full.

Mr. Jones stated the reason for adding the two “beer and wine garden” sections to the event is so that the event isn’t uneven, meaning there will be two areas in which participants will be able to purchase beverages on either sides of the event and not have it be concentrated to just one area.

Commissioner Smith-Mahoney inquired if we have reached out to the local breweries for potential participation or sponsorships.

Mr. Jones stated they have reached out to one local brewery but will continue to reach out to others.

4. **New Business**
   A. **ACTION ITEMS:** NONE
   B. **DISCUSSION ITEMS:**
      Commissioner Boulahoud presented to the Commission the idea to have a potluck meet up at his house and clarified that this would not be an official meeting and no business would be conducted at that time.

      All Commissioners responded it would be a great idea.

      There was no official date selected for the meet up at this time.
Chair Margis thanked all of the Commission for attending this evening’s meeting and emphasized the importance of making sure we all attend.

Councilmember Ebiner mentioned how happy he was that the crape myrtle trees have been trimmed down in the downtown area by West Coast Arborists, the City’s contracted arborist. He also mentioned a study that had been conducted regarding trees, researchers were trying to figure out why in some parts of the city, the temperature was hotter versus the neighborhood areas that had an abundance of trees had lower temperatures. Councilmember Ebiner reported another study that had been conducted in 1995 in Tucson Arizona, proving there was a ten-degree difference in the ambient temperature with the street that had plenty of trees.

Mr. Pagano reported on the calendar of events handout that was provided to the Commission by highlighting some of the upcoming events within the City such as Holiday Extravaganza and several adult excursions. He also discussed the new indoor Chair Volleyball activity that is being offered at the Senior Center Community Center on Thursdays at 2:00pm.

Mr. Kistemann wanted to thank Councilmember Ebiner for putting emphasis on the City’s urban forest. He discussed the benefits of having trees in our community such as providing cleaner air to the community and the increase of property values.

Mr. Kistemann stated he used LiDAR images from a recent fly over that shows the canopy coverage as opposed to what it had looked like ten years ago. Specifically, for the City of San Dimas the areas in which has the most canopy coverage is in private residences. He stated the importance to maximize public spaces for canopy cover and looking for new locations for where we can plant trees as well as looking for concrete areas where we can cut out an area to plant additional trees.

Commissioner Bartolo and Chair Margis stated they would appreciate it if Mr. Kistemann would discuss his plans on where and what to plant with the Commission.

Mr. Kistemann stated he would really like to do so. He also stated he believes the Commission should have more oversight and purview of things such as tree removal requests and things of that nature. This would then allow the requested to be reviewed and vetted by the Commission to provide their recommendation on the next course of action.

Commissioner Bartolo inquired if it would be possible to receive periodical updates as well as timelines for upcoming improvement projects.

Chair Margis stated his homeowner’s association has too many older trees that need to be removed and would like the City to give him the opportunity to plant two additional trees elsewhere in the community. Instead of having to plant two trees to replace one older tree that may need to be removed.
Mr. Kistemann stated to Chair Margis that it is a great suggestion.

Commissioner Bartolo inquired if the City keeps a list that identifies historic trees, trees of significances, preserved trees or protected trees that may not warrant a tree removal request.

Mr. Kistemann stated there are a few trees that are classified as heritage trees but he believes the list is too small and there are many other trees that deserve to be on that list. He then stated he does not believe enough on preservation and protection.

Councilmember Ebiner stated there are many heritage trees located alongside San Dimas Ave as well as in front of the Walker House.

Commissioner Bartolo stated she would like to see those periodical updates as well as timelines for upcoming projects as a discussion item for our next meeting.

Chair Margis proposed we conducted the regularly scheduled commission meeting at Ladera Serra Park.

Mr. Kistemann stated if the building is available, then the next meeting will be held at Ladera Serra Park.

5. **Continued Items-NONE**

6. **Future Agenda Items**
   - Updates and timelines of upcoming projects

**Adjournment:** The meeting was adjourned by Chair Margis a 7:10p.m. Next meeting for the Parks and Recreation Commission will be November 19, 2019.

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Genevieve Amaro, Departmental Assistant