

**CITY OF FULLERTON
PARKS AND RECREATION COMMISSION
MEETING AGENDA
City Council Chamber
303 W. Commonwealth Avenue
Monday, October 8, 2018
6:30 p.m.**

Public comment will be allowed on items on this Agenda at the time each item is considered.

Persons addressing the Commission shall be limited to **three** minutes, unless an extension of time is granted by the Chairman, subject to approval of the Commission. When any group of persons wishes to address the Commission, it shall be proper for the Chairman to request that a spokesman be chosen to represent the group.

CALL TO ORDER

FLAG SALUTE

ROLL CALL

PUBLIC COMMENT

Public comments will also be allowed on items NOT on the agenda, but within the subject matter under jurisdiction of the Commission, prior to approval of the Minutes, and will be limited to a total of thirty minutes and not to exceed five minutes per person. No one will be heard twice. Any public comments not received at the beginning of the session may be heard after the regular item has been presented. NO action may be taken on off-agenda items, except as provided by law.

ADA requirements: The City has equipment and services available to assist disabled persons with communications at the public meeting, in compliance with the requirements of Title II of the Americans with Disabilities Act (ADA). Should you require special accommodations to participate in a meeting, please email parks@cityoffullerton.com or call (714) 738-6582 at least 48 hours prior to the meeting to make arrangements.

CONSENT ITEMS (Items 1 & 2)

All matters listed under Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time of voting on the motion unless members of the Commission, staff or public request specific items be discussed and/or removed from the Consent Calendar for separate action.

- *1. MINUTES OF THE PARKS AND RECREATION SEPTEMBER 10, 2018 COMMISSION MEETING.
- *2. PUBLIC WORKS MONTHLY REPORTS FOR SEPTEMBER, 2018.

PRESENTATION

3. DISTRICT ELECTIONS/COMMISSION & COMMITTEE REORGANIZATION
PRESENTATION BY CITY CLERK

REGULAR BUSINESS

- *4. PACIFIC DRIVE UPDATE

DIRECTOR'S UPDATE

STAFF COMMUNICATION/COMMISSIONER COMMENTS

ADJOURNMENT

***Written Material Attached**

Any writings or documents provided to a majority of the Parks and Recreation Commission regarding any item on this agenda will be made available for public inspection at the Parks and Recreation Department front counter in the basement of City Hall located at 303 W. Commonwealth Avenue, Fullerton, California during normal business hours.

**CITY OF FULLERTON
PARKS AND RECREATION COMMISSION
DRAFT MINUTES
CITY COUNCIL CHAMBER
303 W. Commonwealth Avenue
Monday, September 10, 2018
6:30 p.m.**

CALL TO ORDER

Chair Savage called the meeting to order at 6:30 p.m.

FLAG SALUTE

Chair Savage led the flag salute.

ROLL CALL

Present: Michael Savage, Erik Wehn, Jose Trinidad Castañeda III, Aaruni Thakur, Gretchen Cox, Karen Lang-McNabb, Susan Gapinski

Absent: None

Staff: Parks and Recreation Director Hugo Curiel, Parks and Recreation Manager Amanda Arbiso, Parks Project Specialist Doug Pickard

PUBLIC COMMENT

There were none.

Public Comments closed

CONSENT ITEMS (Items 1 & 2)

1. MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING JUNE 10, 2018.

Commissioner Castañeda MADE A MOTION to approve the minutes of June 11, 2018, as revised, SECONDED by Commissioner Lang McNabb.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, Wehn, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

2. PUBLIC WORKS MONTHLY REPORTS FOR APRIL AND MAY, 2018.

Commissioner Thakur MADE A MOTION to receive and file the Maintenance Services Monthly Reports for JUNE & JULY 2018. SECONDED by Commissioner Wehn.

PUBLIC COMMENT

There were none, so it was closed.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED

REGULAR BUSINESS (Item 3)

3. WOODCREST PARK UPDATE

Director Curiel gave a brief update on the street improvements, explaining that the project is well underway. He explained that the park frontage, street improvements, curb and gutter phase is completed and the second phase is beginning. He spoke about the partnerships with the Kiwanis, the Women's Club of Fullerton, and St. Joseph Medical Group.

Commissioner Thakur asked about the two phases. Director Curiel stated that so lose grant funding wasn't lost, phase 1 was started first. He also said that the school fields were not originally part of the scope of this project. City Council and Fullerton School District asked staff to include it in the plan. Turf and irrigation will be expedited and finished first in phase 2.

Public Comments

Jensen Hallstrom, spoke about tree species and grass types.

Eglett Nunzy asked about the project timeline.

Ilse Miranda spoke about the grass and that children can't play at the park during renovations. (Director Curiel translated for her).

Public Comments Closed.

Commissioner Castañeda asked about the timeline for sod installation.

Director Curiel explained that the first phase is to get the sod and irrigation installed and he has already met with the Fullerton School District. He said that it's a heavy duty Bermuda.

Commissioner Lang McNabb asked how long the fence will be surrounding the project. Director Curiel responded until December 1, 2018.

Commissioner Castañeda MADE A MOTION to receive and file, SECONDED by Vice Chair Cox.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously

4. ROLLING HILLS PARK IMPROVEMENTS

Director Curiel explained that staff held many community meetings displaying several iterations of plans. Parks Project Specialist Pickard reviewed the presentation. He said that internal parking will be created, the existing park structure will be reviewed. In addition to adding outdoor fitness equipment, the existing play furnishings will be renovated, a permanent single-use restroom will be added along with improvements to entries, sidewalks and landscaping. Benches, picnic tables, barbecues and trash containers will also be replaced. He displayed a few concept plans which were created in response to suggestions by residents. Mr. Pickard mentioned that in-house engineering staff created the concept plans.

Vice Chair Cox felt staff did a great job listening to the community. She asked how staff will decide the style of play equipment. Parks Project Specialist Pickard said they will look at what fits in the play pit and get feedback from community. Director Curiel said it is subjective and they take into consideration the play value and if it is complimentary to existing equipment.

The commissioners discussed lighting to alleviate some security issues. They also discussed the locking/unlocking of the restroom.

Commissioner Castañeda asked about the construction timeline and the budget for the project.

Civil Engineer David Grantham responded that he expects construction to take three to five months and will cost \$1.187 million. He spoke about preparing construction documents before going out to bid. He expects some of it can be done in-house, and consultants will be hired for other portions of the project.

Vice Chair Cox asked when construction documents would be completed and we go out to bid. Engineer David Grantham said it will be approximately three months from bidding to award by Council.

Commissioner Castañeda spoke about different plants.

Commissioner Lang McNabb spoke about using LED lighting. She asked if we could cap the top of the street lamps to keep dark nights. Director Curiel said that lighting needs to illuminate the stairs to deter illicit uses.

Commissioner Castañeda asked about differences in CIP funding for various projects. Director Curiel said that some projects are located in areas where grants are more prevalent, therefore grant funds are pursued.

Public Comments

Tom Moss spoke in favor of the project.

Colleen Curby was concerned with young adults using the equipment at night.

Leann England asked for a rubberized bottom under the play equipment in lieu of wood chips. She also asked for shade toppers.

Ross Jones spoke about the steps coming from the school yard.

Jack Young also asked for a rubberized bottom under play equipment. He appreciated the extra lighting being proposed.

Public Comments closed

Vice Chair Cox suggested that staff address questions about the steps adjoining Rolling Hills School. Director Curiel said a cooperative agreement will be pursued with the school.

Commissioner Lang McNabb asked about staging areas for construction equipment. Director Curiel said that he wasn't sure how much of the park will not be accessible during construction and how much turf will be affected from turning off irrigation valves.

Commissioner Gapinski suggested that the residents report illicit activities to the Parks and Recreation department and the Police department. Director Curiel said that staff is considering using the Police department's Retired Senior Volunteer Program (RSVP) to monitor parks.

Vice Chair Cox felt that the surrounding neighborhood will take ownership of the park.

Commissioner Gapinski MADE A MOTION that the Parks and Recreation Commission review and approve the Rolling Hills Park renovation conceptual design, SECONDED by Vice Chair Cox

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

5. HILLCREST PARK DUCK POND – DESIGN CONTRACT APPROVAL

Director Curiel explained that this is the third phase of Hillcrest Park improvements. Parks Project Specialist Pickard displayed circa 50's 60's postcards showing the actual pond. He also showed concept of plans, which will reestablish a naturalized creek, stabilize it. Riparian and drought tolerant vegetation will be selected. The path along the creek will be restored, linking to Great lawn and Historic fountain. He reviewed the approval timeline, funding and award contract.

Commissioner Thakur asked if cost overruns come back before Parks and Recreation and City Council. Director Curiel said staff goes to Council for approval and endeavors to not spend more than allotted.

Commissioner Lang McNabb asked about the flow of the creek into the duck pond. Director Curiel said that there is always a constant flow, depending on the season. Civil engineering, hydrology and landscape architecture will help control water diversion and deal with high flows of water.

Commissioner Castañeda MADE A MOTION that the Parks and Recreation Commission review the Duck Pond project proposal for professional design services and recommend approval to the City Council, SECONDED by Commissioner Gapinski.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

PUBLIC COMMENTS

Reopened for Public Comments

Pete San Roman spoke again moving concerts to Hillcrest Park.

Jensen Hallstrom spoke in favor of having concerts at Hillcrest Park. He also spoke about trees at Hillcrest Park.

Public Comments closed

Call to question, reviewed the motion and second.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

COMMISSION/STAFF COMMUNICATIONS

Director's Comments:

Supervisor Arbiso spoke about:

Summer concerts in the park.

July 4th of July review

Summer concert series –Sports Complex and Hillcrest Park

Titan Night at Farmers Market

Autumn Festival

Exhibits: Movie Posters/They Also Ran/Coney Island

Taco Festival at the Plaza

Camp Hillcrest

After School playgrounds

ASES programs and teen scenes throughout the city

Commissioner Castañeda asked for a clarification about funding for the Rolling Hills park project and asked about equity of funding for all park projects. .

Chair Savage said he wished every park could be funded by grants. He said that Woodcrest is in an area where it can get grant monies and if we didn't have grants, parks would not get renovated to this extent.

Vice Chair Cox asked Commissioner Castañeda to clarify what his concern was regarding CIP funding.

Commissioner Castañeda was confused about why \$1.2 million wasn't budgeted in addition to the grant monies.

Commissioner Gapinski asked if staff reviews which parks can get grant funding before CIP funding is determined.

Director Curiel said that the budget was determined after the partnerships came together. He said that City Council mandates that staff take advantage of grant funding and because the deadline for Pearl Lot grant funding was approaching, the State agency allowed the funds to be transferred to Woodcrest so the monies wouldn't be lost.

Vice Chair Cox said that no park projects would be funded if it was required that they all got the same grant funding.

Director Curiel explained there are processes to go through, documentation is required, staff needs to answer questions, have site visits, and perform cultural and historical studies. He said there are extra steps to review water wells, flood control, etc. He also mentioned that Park dwelling funds are not coming in as expected.

Commissioner Gapinski thanked staff for finding grant funding.

Commissioner Lang McNabb was happy to hear that the bentonite at Laguna Lake was working well. She asked about watering and care of trees, shrubs that are stressed.

Director Curiel said that he will be going out there with Public Works soon.

Commissioner Thakur asked if there were grants for planting trees.

Commissioner Wehn asked if there was more official information now. Director Curiel said that there have been longer cycles to review information and Public Works staff is building data and aware of more savings

Commissioner Wehn mentioned he reported a concern with the Edison guide wire mounts at Adlena Park.

Commissioner Thakur asked about Hunt Branch Library and the history of Pooch Park.

Director Curiel said that it sits on land deeded to the City by Norton Simon and the City maintains grass, water and signage. Pooch Park is operated by non-profit partners. City

Council has in an Ad Hoc committee appointed by City Council. They have given the purview to the Ad Hoc Committee and they have had several meetings.

Public Comments

Eglett Nunzy spoke about her experience as a member of the Hunt Library Ad Hoc committee. She also asked for an update on Pacific Drive renovation.

Commissioner Thakur MADE A MOTION to add an update of Pacific Drive on the next agenda, SECONDED by Commissioner Wehn.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

Commissioner Thakur asked for an update on the shade cover for downtown plaza. Manager Arbiso said that they were not in favor of how it would impact programming, in addition to the cost. Using large tents allows staff more flexibility.

Vice Chair Cox asked about the grass at Hillcrest Park.

Commissioner Thakur MADE A MOTION for an informational item from Public Works on turf management at the next Commission meeting, SECONDED by Commissioner Thakur.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

Chair Savage thanked everyone for comments/concerns for park projects. He reminded everyone of the 9/11 anniversary memorial located at Woods/Fern.

ADJOURNMENT

Vice Chair Cox MADE A MOTION to adjourn the meeting at 8:56 p.m.,
SECONDED by Commissioner Thakur.

VOTE:

AYES: Savage, Cox, Castañeda, Gapinski, Lang-McNabb, When, Thakur

NOES: None

ABSTAIN: None

ABSENT: None

The MOTION PASSED unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Director Curiel", written over a horizontal line.

Director Curiel, Secretary
HC/db



PARKS AND RECREATION COMMISSION AGENDA

MEETING DATE: OCTOBER 8, 2018

TO: PARKS AND RECREATION COMMISSION

FROM: DENNIS QUINLIVAN, DEPUTY DIRECTOR OF PUBLIC WORKS

SUBJECT: SEPTEMBER 2018 PUBLIC WORKS / LANDSCAPE STAFF
REPORT

SUMMARY

The purpose of this agenda item is to report to the Commission on the status of the Public Works Department / Landscape Division monthly activities.

RECOMMENDATION

Receive and file

1. **Tree Division Update-** West Coast Arborists Inc. (WCA) is currently providing contract tree services to the City of Fullerton. Since July 1, 2018 the following services have been provided...
 - **5452** trees have been pruned
 - **168** trees removed
 - **4** trees planted
 - West Coast Arborist crews have completed the annual palm trimming list for arterials and will be completing the park palm list on their return in late October. Hillcrest, Lions field etc.
 - Tree Division staff received and responded to 69 Service requests in September.
2. **Red Imported Fire Ant** activity was reported at 1 locations in September.
3. **Honey Bee** activity was reported at 3 locations in September.

4. **Landscape Division Crews** completed the following projects in September of 2018 beyond standard maintenance duties.

- Chain link fence repaired at Rolling Hills Park
- Tree limb callouts
- Bee calls
- Alexander Buck Memorial Bench refinished at Hillcrest Reservoir
- Homeless cleanups
- Political sign removals on public property
- Dog Park cleared drinking fountain drain
- Installed area closed signs
- Updated Arbor Day Sign year at City entrances
- Completed power washing of north and south Amtrak platforms
- Mulched planters and tree wells at Transportation Center and along Sante Fe
- Plant removal and decorative pot cleanup conducted at Fullerton Community Center patio area
- Power washed all bus stops, including City benches and/or trash receptacles
- Removed large downed Pine Tree from Juanita Cooke Trail
- Removed dead Cassias at Museum Plaza. Tree grates will be covered until further notice
- Mowing contract at Hillcrest front lawn expired. City crew now mowing
- Harbor and Orangethorpe removed shelter. Replaced with updated seating
- Large Floss Silk Tree removed at 300 block of Harbor Blvd.
- Arterial weed abatement has been completed on Gilbert, Malvern, Valencia, Brookhurst
- Date Palms pruned on the Amtrak Platform avoiding heavy fruit drop
- Annual Palm pruning list completed
- Mulched planters at Tree Park

The Landscape Division received and responded to 27 service requests in September.



Dennis Quinlivan, Deputy Director of Public Works



PARKS AND RECREATION COMMISSION AGENDA

MEETING DATE: OCTOBER 8, 2018
TO: PARKS AND RECREATION COMMISSION
FROM: HUGO CURIEL, DIRECTOR OF PARKS AND RECREATION
SUBJECT: PACIFIC DRIVE PARK IMPROVEMENTS - UPDATE

SUMMARY

Staff is bringing an update to the Commission of the current status of the Pacific Drive Park improvement project.

RECOMMENDATION

That the Parks and Recreation Commission receive and file this update.

FISCAL IMPACT

None

DISCUSSION

Pacific Drive Park is a 1.55 acre park directly west and adjacent to Pacific Drive Elementary School. The park is long and narrow with mature trees, a playground and a restroom building with turf as the predominant landscaping. The park was acquired by the City in 1974 and constructed in 1977. Due to its age, the park's layout and current design is outdated.

May 2016 – June 2016 - The Parks and Recreation Commission considered a proposal from the Fullerton School District to fence off Pacific Drive Park and include the park in a joint use agreement between the two entities. The proposal was not accepted. This prompted the Commission to direct staff to address the current conditions at the park through the generation of renovation concept plans.

December 2016 – July 2017 – In December 2016, staff held a Community meeting at Pacific Drive Elementary School to present a number of possible concepts for the park. The concepts propose to update the park to modern standards and options including the

removal or modification of the existing restroom, upgrading the play structure, the addition of outdoor fitness equipment with a circuit, a possible second play structure and / or a sports court. The concepts incorporated lighting and landscaping upgrades with barriers that separate the park frontage from West Valencia Drive and the street in general. The park's overall re-design will attempt to attract positive activities and create a sense of community ownership.

Staff solicited feedback on the project from the community and the concepts were well received. The community's comments and feedback were noted and shared with the landscape architect and will be incorporated as the design is refined.

July 2017 – Current – The project was placed on the CIP list and budgeted over two fiscal years: FY 17/18 - \$25,000 and FY 18/19 - \$675,000. Recent discussions regarding the future use of the Hunt Branch Library site have led City Council to direct the formation of an ad-hoc committee to address the library site as it relates to its future uses. The committee was charged to look at possible uses of the building, which could affect its surrounding areas (roughly encompassing the area bordered by West Valencia Drive to the south, South Basque Avenue to the east, the RR right-of-way to the north). This area includes the Hunt Library, the Fullerton Pooch Park, Pacific Drive Elementary and Pacific Drive Park.

The ad-hoc committee may meet up to four times over a period of up to 90 days, at which time their recommendations will serve as discussion points for a City Council Study Session on the use of the former Hunt Branch Library site. With this in mind, staff feels it prudent to consider the findings of such report with the formation / decisions related to further concepts for Pacific Drive Park. The committee held its first meeting on 7/11/18 and will hold its third meeting on 10/10/18. Staff is prepared to resume the development of concepts for the park at such time when the ad-hoc committee and the Council complete their study.

A handwritten signature in black ink, appearing to read 'Hugo Curiel', written over a horizontal line.

Hugo Curiel
Director of Parks and Recreation