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PARK, RECREATION AND COMMUNITY SERVICES BOARD

THURSDAY, June 12, 2008

A regular meeting of the Park, Recreation and Community Services Board was held this date in the Council Chambers in City Hall of Burbank, 275 East Olive Avenue, Burbank, California. The meeting was called to order at 6:10 pm by Todd Layfer, Chairperson.

ROLL CALL	
Present.....	Members Layfer, Yegparian, Prouty, Talamantes, Ferguson
Absent.....	None
Staff Present.....	Director Chris Dasté, Deputy Directors Linda Oseransky, Garth Nelson, Teri Stein, Jan Bartolo; Recording Secretary Jessica Sandoval
APPROVAL OF MINUTES	March, April and May meeting minutes were approved (with changes noted by Mr. Talamantes).
PLEDGE OF ALLEGIANCE	The pledge of allegiance was recited
WRITTEN COMMUNICATIONS	None
ORAL COMMUNICATIONS	None
ANNOUNCEMENTS	Tickets are still available for the Senior Prom on June 14 th at the Joslyn Center; assistance is available from July 2-August 28 by appointment for the Homeowners and Renters Tax Assistant Program; an award was received from the Annual California Trails and Greenways Conference for the annual hike that Burbank and Glendale collaboratively host; Got Wheels is operating Monday-Friday 9:00am-5:00pm (with over 100 registrants this week alone); the four daycamps provided are completely sold out (servicing 320 youth per day); the Summer Parks Program takes place June 16 – August 1 from 10:00am-3:00pm at Disney School, Lundigan, Miller and Pacific Parks; the Skatepark is open and will host national Go Skate Day on June 21 st , which includes free skate, music and prizes; the Nature Center will host a Native American Celebration on June 29 th from 12:00pm-3:00pm; Afterschool Daze registration for the 2008-09 school year takes place on August 2; National Night Out occurs on August 5, 5:30-8:00pm on Keystone and Chandler; the annual aquatics season begins June 14 th at both pools; swim lessons begin June 16 th ; there are close to 78 Hap Minor teams participating in leagues and 55 Ponytail Softball teams in our programs; Civitan Day takes place on July 12 th and Ponytail Jamboree on July 19;

	<p>over 281 adult teams (softball/volleyball/basketball) are participating in summer leagues; the Spring Fling took place last Saturday with over 1,800 attendees and close to 500 participants; Starlight Bowl Summer concert season begins on the 4th of July and will run through August 17.</p> <p>Mr. Yegparian asked for the list of locations for National Night Out.</p> <p>Mr. Layfer announced that Mr. Nelson will be taking the position as the Director of the Parks Department in the City of Fontana. The Boardmembers congratulated him and wished him well.</p>
NEW BUSINESS	<p>1. <u>Election of Officers</u> The annual election of officers resulted in the following nominations and appointments for the positions of Chair, Vice Chair and Secretary:</p> <p>Mr. Yegparian was elected Chair (nominated by Mr. Layfer), Mr. Prouty was elected Vice-Chair (nominated by Mr. Talamantes), Mr. Ferguson was elected Secretary (nominated by Mr. Prouty).</p>
ACTION	<p>New Officers were elected (Chair- Garen Yegparian; Vice-Chair- Whit Prouty; Secretary- Steven Ferguson)</p> <p>2. <u>Board Liaison Selections</u> The following reflects the Boardmembers' choices for liaison representation to the corresponding committees:</p> <p>Youth Board: Whit Prouty (alternate: Garen Yegparian) B.A.F.: Jess Talamantes (alternate: Todd Layfer) Golf Course Greens Committee: Jess Talamantes (alternate: Todd Layfer) Senior Board: Jess Talamantes (alternate: Steven Ferguson) Child Care Committee: Steven Ferguson (alternate: Jess Talamantes) Advisory Council on Disabilities: Garen Yegparian (alt: Steven Ferguson) Art in Public Places: Steven Ferguson (alternate: Whit Prouty) Mayor's Youth Task Force: Garen Yegparian (primary), Two Boardmembers can attend as desired</p> <p>The following appointments will remain the same through the completion of project:</p> <p>Robert Ovrom Park Oversight Committee Garen Yegparian</p>
ACTION	<p>Appoint Board liaisons as discussed by the Members</p> <p>3. <u>City Council Goals and Objectives</u> Ms. Garcia discussed the City Council's Top Five Priority Goals for 2008-09 and what they would like to see:</p> <ol style="list-style-type: none"> 1. Sustainability: Water conservation efforts; a zero waste facility; establishment of an Environmental Accords Advisory Task Force. 2. Traffic, Transportation and Parking: Finding ways to continue street synchronization (Public Works Traffic); adoption of traffic measure

system for future commercial developments (which tend to add traffic and congestion throughout City).

3. Financial Planning, Preservation and Enhancement of Safety Services, Infrastructure and Disaster Preparedness: Considering restoration of Police/Fire positions that were previously frozen or eliminated several years back; optimizing City's financial resources; modernizing infrastructure; ensuring community safety through disaster preparedness.
4. Central Library: Looking at potential funding; the Bond and Ballot measure still on the table, pending grant funding; looking at establishing a fund to pocket money for the library in the future; looking at the design aspect of that facility.
5. Year-Round Aquatic Opportunities: Look at extending the upcoming aquatic season through September or October, as well as looking at year-round aquatic facilities (part of the Aquatics Masterplan that our department will head).

Mr. Yegparian was excited that our department was involved in four of these goals. Mr. Talamantes asked about the Aquatics Committee. Ms. Garcia noted that staff was looking to have the initial meeting in the next month and noted it had taken a while to get the architect on board. The Committee would have an initial meeting to meet the Architect and plan the community meeting. Mr. Talamantes asked for the list of Committee members. Members included Mary Alvord, Mike Flad, Chris Dasté, Marisa Garcia, Garth Nelson, Gwen Indermill, Mary Nelson, Bonnie Teaford, Sean Corrigan, Ari Omessi, Jeanette Meyer, Todd Layfer, Jess Talamantes, Steven Beardsley, and Gloria O'Donohoe. Mr. Talamantes noted that Council had mentioned an Aquatics center. Mr. Dasté added that the key to coming up with an appropriate solution would be public participation and getting everyone involved and represented. He noted that, percentage-wise, the people using the pools most are parents and kids, whether they are taking swim lessons or enjoying the pool recreationally. It is a difficult getting this particular group to come to meetings so the challenge is to try to get all interested parties to attend and provide input. Initially, the goal was to look at renovating the current pools, however, we are now looking at the possibility of something else. Mr. Dasté envisioned going through the process producing two or three different choices with associated costs to take to Council.

ACTION

Note and File

4. Ovrom Park Staffing

Ms. Stein presented staffing information for Ovrom Park, which had been submitted to City Council for the 2008/09 budget. Budget adoption is expected at next Tuesday's Council meeting. Positions for this facility include a full time groundskeeper and a full time Recreation Supervisor, Intermediate Clerk, Senior Recreation Leader, Recreation Leader, and two Work Trainees. The facility is expected to operate seven days a week and is on schedule to open in October or November.

Mr. Yegparian noted that the total salaries on the spreadsheet reflected

ACTION

annual amounts and the first year would, therefore, be less than the \$211,336 total budget. Ms. Stein confirmed his statement.

Mr. Layfer asked about the part-time positions and whether these were newly created positions. Ms. Stein noted that the Special Recreation Leader position would work about 34 hours per week. The Recreation Leader and Work Trainee spots could be filled by a staff person designated specifically for that facility or from a staff person picking up hours from within our department. Other than possibly for the aforementioned part time positions, positions will be newly created. The Youth Resource Coordinator will also be moved to this facility. Mr. Layfer noted that the other positions will also open up some promotional opportunities.

Note and File

5. Street Tree Masterplan

Mr. Dasté acknowledged Ms. Bartolo and her staff for the extensive work put into the Street Tree Masterplan document. He noted that trees, similar to public art, evoke passion and definite opinions in most individuals. The Masterplan is a working document that would be changed and altered continually. Ms. Bartolo noted that she had presented a report on the Forestry Program to City Council in July 2007, after which City Council directed staff to establish an internal review committee. The Street Tree Masterplan has been around for years and is modified and adjusted as per the needs of the City. The Internal Review Committee was instructed to look at a variety of tree aspects, such as tree canopy, shade, and drought tolerance. Committee members throughout the years have included Mary Alvord, Bonnie Teaford, Jan Bartolo, Glen Williams, Chris Dasté, Jeanette Meyer, Greg Simay and their representatives. An outside consulting arborist's services have been retained. Burbank Water and Power also has their Made in the Shade tree program to help residents plant trees on their private property. The arborist assessed and evaluated the existing document along with the internal committee. This past Tuesday night, the results were presented to City Council, as was the new, improved Street Tree masterplan. Through the process, it was discovered that 2/3 of the tree population in Burbank are drought tolerant. The Park, Recreation and Community Services Department handles plantings in the public right of way, on park grounds and sometimes in open space. Staff attempts to provide a choice of one from three tree options. The average residential lot spans fifty feet, and typically there is one tree per lot. Mayor Golonski has asked if it would be feasible to plant more than one tree on these lots if requested by the homeowner. Staff has determined that depending on certain factors (such as the tree's canopy size and needs) it may be possible to do so on some lots. City Council was pleased with the project and the progress made.

Mr. Yegparian asked if Mulberry trees were on the approved list, because of their extensive canopy and shade potential, and wondered about the open space by the Empire Center. Ms. Bartolo responded that it is not a recommended street tree, and that we must be cognizant of the fact that our limitations on tree wells could present problems with such fast growing

	<p>trees. Staff follows the guidelines set by the International Society of Arboriculture as well as the Street Tree Seminar, who has produced a book of reference. There was a possibility of planting in the project area referred to by Mr. Yegparian. Ms. Bartolo was somewhat involved in aspects of the project and would keep that in mind. Mr. Mr. Yegparian opined that such reports should be brought to Park Board prior to going to City Council and thought the item should be agendized. Mr. Layfer suggested, since Mr. Yegparian was the new Chair, penning a letter on behalf of the Board to be distributed to City Council. Mr. Yegparian would do so and see what resulted prior to requesting the item be agendized. Ms. Bartolo reported that Dr. Gordon requested input on the role trees play in the view obstruction issue and she note this may be a future possibility for Park Board comment. Staff has communicated with C.D.D, who do not have timeframe yet. Mr. Dasté added that City Council valued the Board's opinion. In this case, it was necessary for Council to get the report back and staff did not have the option of delaying it. Mr. Yegparian noted this was not a new issue, but had been discussed prior to Mr. Daste's arrival and felt the process needed to be changed.</p>
ACTION	<p>Note and File</p> <p>6. <u>Going Dark for July Meeting</u> The Board was in favor of going dark in July with the understanding that if there were a need to meet, a special meeting would be called.</p>
ACTION	<p>Dark in the month of July</p>
OLD BUSINESS	<p>1. <u>Griffith Park Masterplan /Los Angeles River Revitalization Update</u> Ms. Garcia reported that the Griffith Park Masterplan Working Group continues to meet regularly, however, there is no significant update to report. There was no update on the Los Angeles River Revitalization. Staff asked that the Board consider taking the item off the agenda, and Ms. Garcia would provide updates as received. The Board agreed to do so.</p>
ACTION	<p>Remove from agenda and provide updates on as needed basis. Note and File.</p>
REPORTS	<p>1. <u>Senior Board</u> Mr. Talamantes reported that Jeannette Meyer, BWP Marketing Manager, attended last month's Senior Board meeting to discuss water conservation. He felt the presentation was very beneficial and asked that she be asked to attend a Park Board meeting. The Boardmembers commented on water issues and the importance of conservation.</p>
ACTION	<p>Note and File</p>
ADDITIONAL COMMENTS FROM THE AUDIENCE	<p>None</p>

<p>ADDITIONAL COMMENTS FROM THE BOARD</p>	<p>Mr. Layfer noted that he and Mr. Talamantes attended the Walk of Fame Criteria Committee meeting and the next class of inductees had been selected. The next ceremony would take place in October.</p> <p>M. Talamantes encouraged the public to contribute to the fields campaign.</p> <p>Mr. Ferguson mentioned that the Relay for Life event would take place on June 21st and 22nd at Robert Gross Park.</p> <p>Mr. Yegparian reminded staff that he had requested a report on the Bike Masterplan from David Kriske. He also asked staff to think about ways to get the Environmental Impact report done at the camp site. Ms. Garcia noted that David Kriske has been scheduled for the August meeting and staff would tie in the additional bike items that he wanted to discuss at that time. Ms. Bartolo added that she had placed an order for half a dozen bike racks for parks in the hillside, as per previous discussion.</p> <p>Mr. Layfer thanked everyone for their support during his year as Chair of the Board. He congratulated Mr. Nelson on his new position.</p>
<p>ADJOURNMENT</p>	<p>The meeting was adjourned at 7:22 p.m. in honor of two park employees who recently passed away, Wes Koch and James Decamp.</p> <p>_____ Date: _____</p> <p style="text-align: center;">Secretary</p> <p>_____ Date: _____</p> <p style="text-align: center;">Chair</p>