

Special Meeting of the
City of Huntington Park Parks and Recreation Commission
Monday, December 14, 2015

The Special Meeting of the Parks and Recreation Commission of the City of Huntington Park, California was called to order at 6:06 p.m. on Monday, December 14, 2015, in the Social Hall at Salt Lake Park, 3401 E. Florence Avenue, Huntington Park, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Manuel Avila.

ROLL CALL

PRESENT: Commissioners: Betty Davis-Gonzalez, Edgar Gordillo, Julian Zatarain, Vice Chair Jonathan Sanabria, and Chair Manuel Avila. Other City Officials and employees: Josette Espinosa, Director of Parks and Recreation and Jessica Perez, Management Analyst.

PUBLIC COMMENT - None

STAFF RESPONSE - None

CONSENT CALENDAR

Chair Avila asked Commission to approve the November 23, 2015 Parks and Recreation Commission minutes at the January 27, 2016 Commission meeting, as the item was not listed on the original agenda. The item will form part of the January Commission agenda.

PRESENTATIONS

Recreation Supervisors, Gustavo Hernandez, Leonard Garcia and Recreation Coordinator, Lizet Nuñez provided the Parks and Recreation 101 presentation. Staff outlined the different department divisions and their respective programming needs, in terms of funding, staffing and the general activities conducted under each core area.

Staff also discussed the challenges and accomplishments of each division, specifically those rooted in the lack of full time personnel. Supervisor Hernandez stated that due to a low number of full time employees, administration is less able to dedicate time to train part time staff. In addition, he stated that the quality of service diminishes as part time employees are limited in dedicating the amount of time required to address all the details involved in programming these services. This point was reiterated by Supervisor Garcia and Recreation Coordinator, Lizet Nuñez.

Vice Chair Sanabria and Commissioner Zatarain expressed being surprised over the level of work and the number of programs offered by the department. Both commissioners asked that a copy of the department's budget be provided during the subsequently scheduled commission meeting.

Chair Avila and Commissioners Davis Gonzalez and Gordillo stated being impressed with the level of work absorbed by all employees. Commissioner Gordillo express the need of the Commission to assist the department in addressing our limitations and thus the real needs of the community (i.e. senior services).

REGULAR AGENDA

2. Review of Facility Use Fee Waiver Policy

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Review of City Property and Facility Use Fee Waiver Policy

Parks and Recreation Director, Josette Espinosa and Management Analyst, Jessica Perez provided the Commission the Facility Use Fee Waiver Policy presentation and addressed the general implications of the policy and the Commission's role in the facility fee waiver process.

Management Analyst Perez asked the commission if they would benefit from a tool which would allow them to vet applications for facility fee waivers in an unbiased and systematic way. Commissioners Sanabria and Davis-Gonzalez stated that the commission would benefit from such a tool and asked staff to draft a working policy and tool.

3. Discussion on Work Plan for FY 15-16

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Discuss and Consider Developing a Work Plan for FY 2015/2016

Director Espinosa opened up discussion over the Commission's FY 15-16 Work Plan. Commissioner Sanabria expressed his desire to make the Los Angeles County Parks Needs Assessment the prime focus of the Commission's FY 15-16 Work Plan. The sentiment was echoed by Commissioner Zatarain. Discussion ensued over the importance of the needs assessment and how it would help to generate a list of capital improvement projects for future developments and create a better understanding of the community's programming, services and event needs.

Commissioner Zatarain asked staff and the Commission to look into starting an initiative to expand "green spaces" throughout the City by conducting a study of areas within the community that could potentially be converted into green spaces. Commissioner

Sanabria suggested this item too, become part of the Commission's FY 15-16 Work Plan. Commissioner Sanabria asked staff to explore the viability of farmer's markets in the City and asked staff to provide more information on how we could augment the number of farmer's markets in the City. Staff agreed to bring back more information.

Commissioner Zatarain noted a sense of urgency for the Commission and staff to actively vet and seek partnership opportunities to expand recreational services and programs that are health-related to assist with some of the personnel challenges and limitations faced by the department. Commissioner Zatarain and Sanabria expressed wanting to make this part of the Commission's FY 15-16 Work Plan.

DEPARTMENTAL REPORTS

Director Espinosa reminded the Commission and asked that they participate in the Park Needs Assessment Community Engagement meeting scheduled for Saturday, January 23, 2016 at Salt Lake Park from 10 a.m. – 12:30 p.m.

WRITTEN COMMUNICATIONS - None

COMMISSION COMMUNICATIONS

Commissioner Sanabria thanked department staff for the Parks and Recreation 101 presentation.

Commissioner Davis-Gonzalez thought that with the new information she received should could do a better job as a Commissioner

Commissioner Gordillo stated wanting the Commission to do good by the community.

Chair Avila thanked staff for their work and said that as a former commissioner, he is able to see how improved the department has gotten via the presentation that was given by staff.

ADJOURNMENT

At 7:09 p.m. Chair Avila adjourned the City of Huntington Park Parks and Recreation Commission Meeting to a Special Meeting on Monday, December 14, 2015, at 6:00 p.m.

Respectfully submitted,



Jessica Perez, Management Analyst