



**City of Santa Barbara
PARKS AND RECREATION DEPARTMENT**

**PARK AND RECREATION COMMISSION
Regular Monthly Meeting**

Wednesday, October 28, 2009

Minutes

CALL TO ORDER: Chair Longstreet called the meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Burns

ROLL CALL

Commissioners & Staff Present

Commissioner Beebe Longstreet
Commissioner Daraka Larimore-Hall (4:02 p.m.)
Commissioner Ada Conner
Commissioner W. Scott Burns
Commissioner Daniel Hochman
Asst. Parks & Recreation Director Jill Zachary
Urban Forest Superintendent Timothy Downey
Executive Assistant Karla Megill
Recreation Programs Manager Sarah Hanna
Recreation Programs Manager Judith McCaffrey
Parks Manager Santos Escobar, Jr.
Sr. Recreation Supervisor Jason Bryan
Neighborhood & Outreach Services Coordinator Ricardo Venegas

CHANGES TO THE AGENDA: None

WRITTEN COMMUNICATIONS: None

PUBLIC COMMENT SPEAKERS: Wanda Libernoy

COMMUNITY SERVICE RECOGNITION:

1. Free Family Portrait Event Volunteer Recognition - For Action

Recommendation: That the Commission recognize the Free Family Portrait Event volunteers and businesses for their contribution to residents and support of the Franklin Neighborhood Center Advisory Committee project.

Speakers:

- Staff: Ricardo Venegas, Neighborhood & Outreach Services Coordinator
- Members of the Public: Chrystal Sturm, Franklin Center Advisory Committee Member

Document:

- Staff Report

COMMISSIONER COMMITTEE ASSIGNMENT REPORTS:

Commissioner Burns reported on the activities of the PARC Foundation and the fundraiser with Whole Foods; \$4,100 was raised for Parks and Recreation Programs. He further reported on the activities of the Youth Council, Arts and Crafts Show Advisory Committee, and the Front Country Trails Multi-Jurisdictional Task Force.

Chair Longstreet reported on the activities of the Douglas Family Preserve Technical Advisory Committee and the City Administrator's meeting for Chairs and Vice-Chairs.

COMMISSION AND STAFF COMMUNICATIONS:

Chair Longstreet acknowledged Joan Kent's retirement announcement.

YOUTH COUNCIL REPORT: None

CONSENT CALENDAR:

2. Summary of Council Actions - For Information
3. Approval of Minutes - For Action

Recommendation: That the Commission:

- A. That the Commission waive the reading and approve the minutes of the regular meeting of September 23, 2009; and
- B. That the Commission waive the reading and approve the minutes of the special meeting of October 6, 2009.

Commissioner Daraka Larimore-Hall moved, seconded by Commissioner Daniel Hochman, and passed 4/0 to waive the reading and approve the minutes of the regular meeting of September 23, 2009, and the special meeting of October 6, 2009.

Commissioner Conner abstained.

STREET TREE ADVISORY COMMITTEE ITEMS:

4. Street Tree Advisory Committee Recommendations - For Action

Recommendation: That the Commission:

- A. Postpone the Street Tree removal request for 421 N. Milpas St. - Darrell Becker - (1) Juniperus chinensis 'Torulosa', Hollywood Juniper, (1) Thuja orientalis, Oriental Arborvitae

Speakers:

- Staff: Tim Downey, Urban Forest Superintendent

Documents:

- Staff Report
- Staff PowerPoint Presentation

Commissioner Daniel Hochman moved, seconded by Commissioner Ada Conner, and passed 5/0 to concur with the Street Tree Advisory Committee and staff recommendation regarding item 4A.

- B. Approve the Setback Tree removal request for 918 Garcia Rd. - Paul Switch/Geoff Grow - Erythrina caffra, Kaffirboom Coral Tree

Commissioner W. Scott Burns moved, seconded by Commissioner Daraka Larimore-Hall, and passed 5/0 to concur with the Street Tree Advisory Committee and staff regarding item 4B.

ADMINISTRATIVE AND STAFF REPORTS:

5. Santa Barbara Zoo Annual Maintenance Report - For Information

Recommendation: That the Commission receive the Santa Barbara Zoological Foundation Annual Maintenance Report for calendar year 2008.

Speakers:

- Ms. Jill Zachary, Assistant Parks and Recreation Director

Documents:

- Staff Report

Commissioner Conner commented that she saw Mr. Block and he invited the Commission to tour the Zoo.

Commissioner Daniel Hochman moved, seconded by Commissioner Daraka Larimore-Hall, and passed 5/0 to accept the Santa Barbara Zoological Foundation Annual Maintenance Report for calendar year 2008.

6. 21st Annual Senior Expo - For Information

Recommendation: That the Commission receive a presentation on the 21st Annual Senior Expo co-sponsored by the Parks and Recreation Department.

Speakers:

- Staff: Jason Bryan, Senior Recreation Supervisor

Documents:

- Staff Report
- Staff PowerPoint

7. Transfer of Registration and Reservation Services from the Parks and Recreation Administration Office Front Desk - For Information

Recommendation: That the Commission receive a presentation on the transfer of registration and reservation services from the Parks and Recreation Administration Office to other Department facilities in response to the additional Fiscal Year 2010 budget reductions.

Speakers:

- Staff: Jill Zachary, Assistant Parks and Recreation Director; Sarah Hanna, Recreation Programs Manager

Documents:

- Staff Report

Commissioner Hochman asked whether the Department is encouraging online registration.

Ms. Hanna said yes, but many segments of the community do not have computers or want to pay cash. She added that people who have an email account receive regular email updates.

Commissioner Conner asked if people seeking to plan major events are directed to the Cabrillo Pavilion Arts Center. Ms. Hanna said yes, major special event planning and coordination is still handled by staff at the Cabrillo Pavilion Arts Center.

Chair Longstreet expressed concern about parking and suggested 15-minute registration parking be added at the parking lot at the Cabrillo Pavilion. Ms. Hanna there has not been a need, but when peak summer registration time comes around, that could change. She said staff may also consider having a registration day. Ms. Hanna briefly talked about the two-week City holiday furlough, saying that many classes begin on January 4th, so staff is looking at how to handle registrations for those classes which typically occur during the time the offices will be closed.

Commissioner Larimore-Hall asked whether to book the Teen Center a person needs to go to the Louis Lowry Davis Center. Ms. Hanna said yes and explained the rationale. Commissioner Larimore-Hall said that some of the changes seem counter-intuitive and asked for clarification on the reservation of outdoor sites for picnic versus non-picnic events. Ms. Hanna clarified saying that non-picnic events include photo shoots, weddings, outdoor activities that recently began; they are events that require a more detailed review process.

Commissioner Conner asked if online registration was effective and whether certain people cannot register online because of the details involved in the event. Ms. Hanna replied saying online registration is reserved for activity registration only, not facility registration at this time. She said the system is not complex enough to handle all of the questions or queries necessary for facility registrations. Ms. Hanna said that picnic sites may eventually be offered online, but due to the demographics of the clientele who rent the picnic sites, it may not be that effective. Ms. Hanna said that complex facility rentals necessitate a one-on-one with the client.

Commissioner Hochman asked whether with cross-training, the community centers would be able to handle any type of the registration services in the future.

Ms. Hanna said that the Cabrillo Pavilion and the Carrillo Recreation Center have full-time staff, but at the other satellite sites, in many cases, the permanent staff has been replaced with hourly staff. She said that with the quick turnover, training is a challenge; it is one that can be overcome, but the Department is not fully prepared for today.

Commissioner Burns suggested staff provide a report to the Commission in a month or two on how the transfer of services is going.

8. Fiscal Year 2009 Annual P3 Performance Measurement Report - For Information

Recommendation: That the Commission hear a report on the Parks and Recreation Department Fiscal Year 2009 Performance Measurement Program (P3).

Speakers:

- Staff: Jill Zachary, Assistant Parks and Recreation Director, Santos Escobar, Parks Manager

Documents:

- Staff Report

Chair Longstreet commented that the budget had a big impact on many of the objectives that were not achieved.

9. Annual Contributions Report - Fiscal Year 2009 - For Information

Recommendation: That the Commission receive a report on the donations and grants received by the Parks and Recreation Department during Fiscal Year 2009.

Speakers:

- Staff: Jill Zachary, Assistant Parks & Recreation Director

Documents:

- Staff Report
- Staff PowerPoint Presentation

Chair Longstreet commented that the Fiscal Year 2010 1st quarter totals are already higher than that of the Fiscal Year 2009 totals, which indicates staff is working hard to bring in donations and grants.

The Commission briefly discussed how money generated by the Parks and Recreation Community (PARC) Foundation is reported and the value of the PARC Foundation to the Department.

10. Parks and Recreation Budget - For Discussion

Ms. Zachary briefly talked about the special Commission budget worksession held on the Parks Division Budget on October 6th. She said staff is planning to schedule the Commission worksession on the Recreation Division budget in early December. Ms. Zachary said staff will provide the Commission with more details as they become available.

11. Neighborhood and Outreach Services - For Discussion

Speakers:

- Speakers: Sarah Hanna, Recreation Programs Manager

Commissioner Burns suggested that the Youth Council rotate their meetings to the various community centers.

Commissioner Larimore-Hall expressed disappointment that there has not been a lot of discussion about this in the community. He said it is an honest attempt to address negative trends in the community structurally.

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT:

At 5:33 p.m., with no further business to come before the Commission,

Commissioner Daniel Hochman moved, seconded by Commissioner Ada Conner, and passed 5/0 to adjourn.

Respectfully submitted,

Jill E. Zachary
Assistant Parks and Recreation Director