



**SAN GABRIEL
PARKS & RECREATION COMMISSION**

Agenda

**REGULAR MEETING
Monday, February 6, 2012
7:00 p.m., City Hall Council Chamber
425 South Mission Drive
Second Floor**

**CALL TO
ORDER**

7:00 p.m.

**PLEDGE OF
ALLEGIANCE**

**ROLL CALL OF
MEMBERS**

CHAIRMAN VIRGEN, VICE CHAIR BYRANT, AND
COMMISSIONERS GOMEZ , HOPKINS AND KIRCHHOFF

**APPROVAL OF
MINUTES**

Minutes of the Regular Meeting on November 7, 2011.

**PUBLIC
COMMENT**

Pursuant to Government Code Section 54954.3, this is the time approved for members of the public to address the Parks and Recreation Commission on items of interest that are within the subject matter jurisdiction of the Parks and Recreation Commission of the City of San Gabriel. The Commission cannot take action on such comment but may put an item on a future agenda.

1. Reports and Discussion:
 - A. Park Project PowerPoint Presentation
 - B. Update on Lugo Park Project (Oral Report)
 - C. Marshall Park Update (Oral Report)

D. Renaming Plaza Park

E. Ethics Orientation for State Officials (Oral Report)

I. Reminder Mandatory Training available On-Line

F. Informational Items and Dates to Remember

2. ADJOURNMENT: TO A REGULAR MEETING ON March 5, 2012, 2nd FLOOR CITY HALL COUNCIL CHAMBER, 425 S. MISSION DRIVE, SAN GABRIEL, CA.

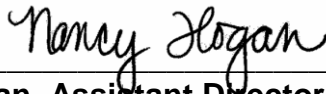
AVAILABILITY OF REPORTS: Staff reports are available for public inspection in the Parks and Recreation Department, during regular business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, and 8:00 a.m. to 6:30 p.m. Tuesdays; Telephone (626) 308-2875. The agenda and staff reports are also available on the City's website and can be downloaded at the following address:

[http://sangabrielcity.com/cityservices/parksandrec/documents/P&R COMMISSION, MONTHLY AGENDA PACKET -February 2012.pdf](http://sangabrielcity.com/cityservices/parksandrec/documents/P&R%20COMMISSION,%20MONTHLY%20AGENDA%20PACKET%20-February%202012.pdf)

ACCESS FOR THE DISABLED: City Hall is accessible to the disabled. Audio devices for the hearing impaired are available from the planning staff during each meeting.

POSTING: I declare under penalty of perjury that I am employed by the City of San Gabriel in the Parks and Recreation Department; and that I posted this notice at City Hall, Fire Department Headquarters and at the US Post Office on Thursday, February 2, 2012.

February 6, 2012
Date



Nancy Hogan, Assistant Director Parks and Recreation

**SAN GABRIEL PARKS AND RECREATION COMMISSION
MINUTES OF NOVEMBER 7, 2011**

The regular meeting of the Parks and Recreation Commission was held on Monday, November 7, 2011 in the City Council Chambers, 425 South Mission Drive, San Gabriel, at 7:03 p.m.

Present were Vice Chair Virgen, Commissioners Bryant, Hopkins, Kirchhoff, and San Gabriel Unified School District Representative Gile. Assistant Parks & Recreation Director Hogan, Recreation Coordinator Johnson and Recreation Supervisor Tom Boecking were present. Chair Gomez, Vice Mayor Kevin B. Sawkins and Alhambra Unified School District Representative Anderson were absent.

APPROVAL OF MINUTES

Commissioner Hopkins made the motion to approve the Commission Minutes of October 3, 2011 as written. Commissioner Bryant seconded the motion.

Ayes: Bryant, Kirchhoff, Hopkins, Virgen

Noes: None

Abstain: None

PUBLIC COMMENT: PURSUANT TO PROVISIONS OF THE GOVERNMENT CODE, THIS IS THE TIME PROVIDED FOR MEMBERS OF THE PUBLIC TO ADDRESS THE PARKS AND RECREATION COMMISSION REGARDING MATTERS NOT UNDER CONSIDERATION ON THIS AGENDA.

REPORTS AND DISCUSSION

- I-A. Recreation Supervisor Boecking reported on the results of the annual Pumpkin Carving Contest, this year the after-school sites also competed in the contest by carving pumpkins as a group. The winner of the After-School site contest was Washington School. Overall there were about 50 entries in the school contest and 28 entries advanced to the City finals. Commissioner Kirchhoff asked how the contest is publicized and Recreation Supervisor Boecking informed her that 3200 flyers are distributed to all of the elementary schools announcing the contest.

- I-B. Recreation Supervisor Boecking presented information on the Jefferson Middle School Sports Program and handed out the new program brochure. This competitive sports program participates in the 210 league against nine other Junior High Schools in the area. This school year the program has begun using the C.I.F. standards to establish player eligibility to try out for a team. Commissioner Hopkins asked if the number of students trying out has gone down due to the eligibility requirements, Recreation Supervisor Boecking said that the numbers for the fall were good however it was the beginning of the school year. Now that school has been in session for a couple of months the number of students who try out for Basketball and Soccer may be lower than the fall sports. The Commissioners thanked Recreation Supervisor Boecking for the information and complimented the program on its success.

**SAN GABRIEL PARKS AND RECREATION COMMISSION
MINUTES OF NOVEMBER 7, 2011**

I-C. Assistant Director Hogan gave an update on the percentages of work completed on the areas listed for the Vincent Lugo Park project as of 11/7/11;

Conduits for Pedestrian lights	90%
Pedestrian Lights base pedestals	90%
Conduits and sub structure for future lights for all purpose field	100%
18” storm drain from headwall by outdoor classroom	80%
All purpose field excluding sod installation	75%
Automated irrigation W/ (New water meter and backflow device)	85%
Landscape Planting	40%
Electrical subpanels (3)	70%
25 semi-truck loads of concrete and asphalt removal from excavated areas	90%

I-D. Assistant Director Hogan provided an update on the Marshall Park project, David Evans and Associates have met with the City team to review the conceptual plan that was submitted with the grant application; with the closure of the school, some additional space was made available at the south end of the campus; this allowed for some revisions to layout of plan and created space that the Fire Department and the Police Department requested for access to site. Assistant Director Hogan passed out the plan and reviewed the changes with the Commission. The CEQA (California Environmental Quality Act) was completed on November 4 and sent to the state, as required by the grant. Since Marshall School closed after the grant was submitted and awarded, the city is working with Garvey School District to amend the Agreement; City staff met with Garvey Superintendent and staff and, based on that meeting, will propose amendments to the agreement; briefly, the proposed amendments include:

- Original agreement indicated that Garvey would have priority use on weekdays from 8:00-3:00 with city/public use after school hours and on weekends; Amended agreement proposes that city/public shall have priority use from 7:30 a.m. to 10 p.m. (public park hours as included in the Muni Code)
- Amendment to agreement on property maintenance costs since city/public will have priority use
- Added language to include that all property developed by the city will be maintained open for public use regardless of the use of the former school facility

Once the amendments are reviewed by staff and legal teams of the School and City, the Amended Agreement will go before City Council and Garvey School District Board for approval and the conceptual plan will be sent to Department of State Architect for review.

I-E. Assistant Director Hogan informed the Commission that the Chair Rotation will take place at the beginning of the year to align with the Planning Commission’s Chair rotation calendar. Since the January meeting is on a holiday the rotation will take place at the February meeting.

**SAN GABRIEL PARKS AND RECREATION COMMISSION
MINUTES OF NOVEMBER 7, 2011**

- I-F. Assistant Director Hogan reminded the Commission that the mandatory Ethics Orientation for State Officials is overdue. Commissioner Kirchhoff stated that she is still trying to complete it.
- I-G. Informational Items and Dates to Remember were included in the agenda packet. Assistant Director Hogan invited the Commission to the Turkey Trot event taking place on Saturday, November 12 and to the upcoming Tree Lighting event on Tuesday, December 6. This year entertainment will be provided by Jefferson Middle School Choir and Orchestra and Mission Elementary School Choir. In addition Dewey Elementary School students will help pass out programs and assist with crowd control for the Santa line. Recreation Coordinator Johnson also informed the Commission that new unwrapped toys will be collected that evening for the Fire Departments Spark of Love program and that each person who brings an unwrapped toy will be entered into a drawing to ride with Santa on a night that he visits San Gabriel neighborhoods.

Commissioner Hopkins made the motion to adjourn the Commission meeting at 7:23 p.m.
Commissioner Bryant seconded the motion.

Ayes: Bryant, Hopkins, Kirchhoff, Virgen

Noes: None

Abstain: None

The motion carried on 4-0 vote

Respectfully submitted,
Recreation Department Staff



STAFF REPORT

DATE: February 6, 2012
TO: Parks and Recreation Commission
FROM: Rebecca Perez, Director of Parks and Recreation
SUBJECT: *Proposal to Rename Plaza Park as Centennial Park*

Background

The City of San Gabriel is celebrating its centennial in 2013. The city has joined with the San Gabriel Historical Association to establish a centennial committee for the purpose of coordinating this 100th Anniversary. The committee is planning various events and programs throughout the centennial year to celebrate this milestone. One such proposed initiative is to rename Plaza Park, the park adjacent to the Mission and across from City Hall, as “Centennial Park.”

Analysis

Plaza Park is composed of a large open space area along Mission Drive, just in front of the Mission. There are walking paths, benches for sitting and a variety of trees, one of which is the city Christmas tree. The property is owned by the San Gabriel Mission Parish, however, through a long-time agreement, is maintained by the Parks and Recreation Department.

Because the property is owned by the Church, Centennial Committee Co-Chair Mary Cammarano approached Father Steve Niskanen with the idea of renaming the park. Father Steve consulted with the Parish Board and determined that they would welcome the name change to “Centennial Park.”

Recommendation

Staff recommends that the Commission review and approve the proposal and recommend to the City Council that the Plaza Park be renamed as “Centennial Park”.

I-D

San Gabriel Parks and Recreation Commission
February 2012

DATES TO REMEMBER:

Saturday, February 4

Lunar New Year Celebration
Valley Blvd. between Almanson and Garfield
10:00 a.m. to 5:30 p.m.

Monday, February 6

Commission Meeting
City Hall Council Chambers 7:00 p.m.

Thursday, March 1

Coordinating Council, 11:45 a.m.
Adult Recreation Center, Padillo Room

Monday, March 5

Commission Meeting
City Hall Council Chambers 7:00 p.m.