



**CITY OF SANGER
PARKS AND RECREATION COMMISSION**

**Monday, July 11, 2011
5:45 pm, Sanger City Council Chambers**

**Parks
Make
Life
Better!**

**AGENDA
(Note the special time)**

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

E. CEREMONIAL MATTERS

None.

F. RESEARCH TRIP

The Sanger Parks and Recreation Commission and any guests interested will be taking a van to the Community Center park area in order to tour the overall property (i.e. Community Center, Senior Center, Skate Park, Pool, etc). Then the group will return the Sanger City Hall to continue the meeting.

G. PUBLIC PARTICIPATION

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on the agenda and within the area of responsibility of the Commission. It is the policy of the Commission not to answer any questions impromptu and complaints should be referred to the Director's Office. Speakers should limit their comments to five minutes.

H. CONSENT CALENDAR

Matters listed under the consent calendar are considered routine and will be approved by one motion and one vote. There will be no separate discussion of these items unless requested by a member of the audience or a Commissioner in which case the item will be removed from the consent calendar and considered separately.

1. SUBJECT: Minutes of the May 9, 2011 Parks and Recreation Commission Meeting.

RECOMMENDATION: Approve minutes.

I. DIVISION REPORT

1. SUBJECT: Community Center Park Area Research Trip Discussion.

RECOMMENDATION: Information and Discussion.

2. SUBJECT: Parks and Recreation Division Report.

RECOMMENDATION: Information and Discussion.

3. SUBJECT: Commission Policies, Procedures, Duties, and Responsibilities.

RECOMMENDATION: Information and Discussion.

4. SUBJECT: Contract Grant Writer Presentation.

RECOMMENDATION: Information and Discussion.

5. SUBJECT: AT&T Tower at Rotary Park.
RECOMMENDATION: Information and Discussion.

J. INFORMATION INITIATED BY COMMISSIONERS

Chairperson Cuadros:

Vice Chair Reese:

Commissioner Filippi:

Commissioner Martinez:

Commissioner Pinuelas:

Commissioner Steinhauer:

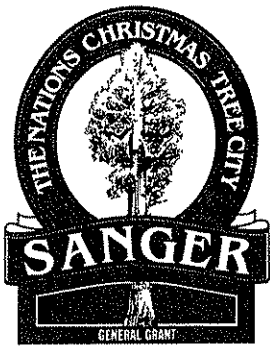
Commissioner Villarreal:

School District Representative Vasquez:

City Council Representative Nielson:

K. ADJOURNMENT

1. The next meeting is scheduled for 6:00pm (unless otherwise noted) on Monday, August 8, 2011.



AGENDA ITEM F

For the Meeting of: July 11, 2011

CITY OF SANGER

TO: Parks and Recreation Commission
FROM: Sean Fitzgerald, Recreation Specialist II
SUBJECT: Community Center Park Research Trip

RECOMMENDATION

For information and discussion.

BACKGROUND

The Commission requested to visit the facility in order to take inventory of its condition, features, amenities, etc. This item facilitates the formal discussion following the visit.

FISCAL IMPACT:

No fiscal impact.

Prepared by: Sean Fitzgerald Approved by: _____

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

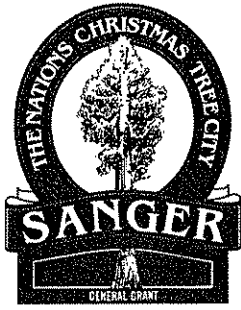
TYPE OF ITEM:

- _____ Info/Consent
- _____ Department Report
- _____ Redevelopment Agency
- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other

COUNCIL ACTION:

- APPROVED
- DENIED
- NO ACTION
- _____ Staff Recommendation(s)
- _____ Resolution No(s).
- _____ Ordinance No(s).
- _____ Continued to: _____
- _____ Revised as follows: _____

FILE NAME: _____	FILE NO: _____
-------------------------	-----------------------



AGENDA ITEM H-1

CITY OF SANGER
PARKS & RECREATION COMMISSION

Minutes of May 9, 2011

Parks
Make
Life
Better!

For Regular Meeting Held on Monday, June 13, 2011

A. CALL TO ORDER:

Cuadros called the meeting of the Commission to order at 5:50 pm.

B. THE PLEDGE OF ALLEGIANCE: Villarreal

C. ROLL CALL:

Commissioners Present:	Cuadros, Reese, Martinez, Villarreal, Steinhauer, Filippi
Commissioners Absent:	Pinuelas
Council Member:	Nielson - Present
SUSD Representative:	Vasquez - Present
Staff Present:	Sean Fitzgerald

D. AGENDA APPROVAL, ADDITIONS

&/OR DELETIONS: Cuadros requested that he make some comments prior to the scheduled business on the agenda. Motioned by Martinez. Seconded by Steinhauer. Carries unanimously.

E. CEREMONIAL MATTERS: None.

F. RESEARCH TRIP: Staff, Commissioners, and guests visited Faller Park. The group left at approximately 6:10pm and returned at approximately 7:00pm.

G. PUBLIC PARTICIPATION: Jim Baker - Chamber of Commerce, invited everyone to the upcoming Downtown Business Association meeting on Tue, 5/24, which supports local business, provides discussion and feedback, etc.

H. CONSENT CALENDAR: Motioned by Filippi and seconded by Villarreal to approve the minutes of the April 11, 2011 Parks and Recreation Commission Meeting. Carries unanimously.

I. DIVISION REPORTS:

1) **SUBJECT:** *Brown Act presentation, Barbara Mergan, Sanger City Clerk*

Mergan: Clarified that the P&R Commission should follow Rosenberg's Rules of Order (rather than Robert's Rules of Order). The Chair should become familiar with this information in order to properly operate the meetings. A copy of this information will be provided to the Commissioners and to staff. Emphasized the importance of getting public comments when available. Items should not be added unless they are considered an emergency (i.e. public safety); otherwise any discussion items should be placed on the following agenda because the public was not given proper notice. Mergan answered some questions and helped clarify some issues in the past.

2) SUBJECT: Faller Park Research Trip Discussion.

Steinhauer: Commented that he has asked for Faller Park to be renovated in the past but that it is costly. Commented that just fixing the irrigation and filling in some dirt on the field may not be nearly as costly.

Filippi: Commented that there was some vandalism; otherwise, the park looks very similar to what it did when originally built (except the trees have matured considerably). There is a perception issue at that park in particular because of a certain element that tends to be there regularly. Asked about the status of the adult softball league. Recommended that the City work with groups who want to use the fields in exchange for maintaining the fields (chalking, dragging, weeding, etc).

Reese: Asked if there have been some injury issues at the park, regarding the lack of handrails, etc?

Martinez: Commented that City staff should check on the park regularly.

Villarreal: Commented that we should try to have additional off street parking.

Vasquez: Commented that it is overdue to start making improvements to Faller Park; resources have been put elsewhere in recent years (and deservedly so) but it is time to focus back at Faller; try to get the adult softball program back and be something the community could be proud of.

Nielson: Commented that the Sanger community cares about parks and it is important to create a needs list; part of a volunteer group that recently helped provide a face lift to another park and it is helpful to identify areas of needs in order to match up with other service groups or grant opportunities, as they become available.

Cuadros: Commented that overall the park is in good condition but there are some areas of need and potential safety hazards. Commented that Dan Luna with the Knights of Columbus is interested in trying to bring back the adult softball league to its previous status in the community.

3) SUBJECT: Kings River Conservancy--65 Acre Park "Ribbon of Gems" grant project, continued.

Fitzgerald: This item remained on the agenda based on discussion and vote from the previous meeting, although some things have changed since then. Provided a copy of the draft letter of support of the KRC's proposed project.

Cuadros: Updated the Commission regarding the KRC's appeal to the City Council for support of their grant project. Commented that his only issue with the proposal is that the KRC has identified a specific location for its project within 65 Acres and that they should not be directing the Council in that way. Concerned about Mr. Valdez potential activities advertised on his website. Asked about the status of the certified letter to him from the City. Asked for more permanent signage in the area.

Steinhauer: Commented that in the past City staff has been asked to pursue grant opportunities. Concerned about the planned trips/excursions by the KRC. Concerned about losing control of this area because the City has lost control of other parks in the past.

Filippi: Asked about Master Plan discussion in 2004 (estimated). Commented that this is the first step of many. The City still retains control of the project and there are still hoops to jump through.

Reese: Researched KRC's other projects; commented that they conducted survey's regarding what the community would like to see or not like to see in that park area.

Jim Baker: Always in favor of the project and wants to emphasize that the KRC is a partner in this process and in control.

4) SUBJECT: Parks and Recreation Department Report.

Fitzgerald: 1) Provided updates on the current and future Parks and Recreation activities (i.e. Junior Giants, Summer Fun, July 4th Spectacular event, Aquatics – SUSD pool parties, private pool parties, swim lessons, rec swim, family swim; Aerobics, Gymnastics,).

Vasquez: Asked about the number of Summer Fun sites now and in the past.

Nielson: Asked about the status of the Spectacular preparation and planning.

Filippi: Recommended to keep some costs down by using local entertainment.

5) *SUBJECT: Parks and Recreation "Priority List" continuation.*
Motion by Filippi to recommend the "Priority List" to City Council for consideration. Second by Steinhauer. Carries unanimously.

J. INFORMATION INITIATED BY COMMISSIONERS:

Chairperson Cuadros: Asked for Summer Fun financial report. Recommended that volunteers working at City parks should identify themselves with the orange safety/reflective vests. Commented about the valve box lids throughout town. Commented that he hopes that no area of town is neglected and that all park areas are maintained equally. Realizes there are budget issues but that volunteers groups are willing to step up. Asked the Sanger Boys & Girls Club to officially adopt the Sanger Youth Center planter boxes in order to keep them properly maintained. Asked for an update on the Brehler Square volunteer project. Again concerned about access to the van keys. Asked about Arts Commission status. Staff should continue to identify grant opportunities. Commented about a possible safety issue at Jenni Park (in/around a storm drain). Asked for activities and events be emailed to the community. Commented that the P&R Commission in the past had reviewed facility reservation requests. Asked to meet next month at 5:45pm to visit the Community Center park area.

Vice Chair Reese: None.

Commissioner Filippi: None.

Chairperson Martinez: None.

Chairperson Pinuelas: Absent.

Chairperson Steinhauer: Commented that the Nature Study Area at the 65 Acre Park should be kept as natural as possible. Observers should stay on the established trails. Only trained professionals should go off the trails for restoration purposes. Commented that when they are there a neighbor is observing them. Commented that people are accessing the property by boat. Concerned about Mr. Valdez operating a business at his location and his advertisements suggest that he still has access to the river for his patrons. Concerned about his possible retail operation (air for tubes, sun block, flip-flops, etc). Concerned about area being cut that now has allowed the river to partially be re-directed through the park and caused additional damage and flooding. Asked about the status of the certified letter to Mr. Valdez. Commented about a Ch. 30 story in 2009. A side note: the beaver has moved his dam.

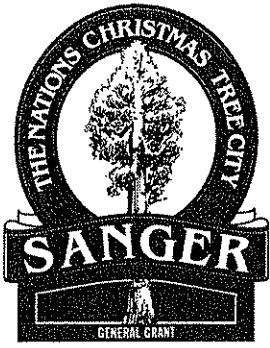
Chairperson Villarreal: None.

City Council Rep. Nielson: None.

SUSD Rep. Vasquez: Asked which park we are visiting next month.

K. ADJOURNMENT: Meeting adjourned at 8:20 p.m.

NEXT MEETING: The next meeting is scheduled for 5:45 p.m. (to accommodate a research trip to the Community Center park area) on Monday, June 13, 2011.



AGENDA ITEM I-1

For the Meeting of: July 11, 2011

CITY OF SANGER

TO: Parks and Recreation Commission
FROM: Sean Fitzgerald, Recreation Specialist II
SUBJECT: Community Center Park Research Trip Discussion

RECOMMENDATION

For information and discussion.

BACKGROUND

The Commission requested to visit the facility in order to take inventory of its condition, features, amenities, etc. This item facilitates the formal discussion following the visit.

FISCAL IMPACT:

No fiscal impact.

Prepared by: Sean Fitzgerald Approved by: _____

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:

- _____ Info/Consent
- _____ Department Report
- _____ Redevelopment Agency
- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other

COUNCIL ACTION:

- APPROVED
- DENIED
- NO ACTION
- _____ Staff Recommendation(s)
- _____ Resolution No(s).
- _____ Ordinance No(s).
- _____ Continued to: _____
- _____ Revised as follows: _____

FILE NAME: _____	FILE NO: _____
-------------------------	-----------------------



AGENDA ITEM I-2

For the Meeting of: July 11, 2011

CITY OF SANGER

TO: Parks and Recreation Commission

FROM: Sean Fitzgerald, Recreation Specialist II

SUBJECT: Parks and Recreation Division Report

RECOMMENDATION

For information and discussion.

BACKGROUND

The City of Sanger's Parks and Recreation Division provides various services and programs for the residents of the City. This report is an update on the present programs that are currently underway and future programs upcoming. This provides the City staff the opportunity to discuss the programs with the Parks and Recreation Commission and receive recommendation and feedback as needed.

FISCAL IMPACT:

None.

Prepared by: Sean Fitzgerald Approved by: _____

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:

- _____ Info/Consent
- _____ Department Report
- _____ Redevelopment Agency
- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other

COUNCIL ACTION:

- APPROVED
- DENIED
- NO ACTION
- _____ Staff Recommendation(s)
- _____ Resolution No(s).
- _____ Ordinance No(s).
- _____ Continued to: _____
- _____ Revised as follows: _____

FILE NAME: _____	FILE NO: _____
-------------------------	-----------------------



AGENDA ITEM I-3

For the Meeting of: July 11, 2011

CITY OF SANGER

TO: Parks and Recreation Commission

FROM: Sean Fitzgerald, Recreation Specialist II

SUBJECT: Expectations, Duties and Responsibilities of the P&R Commission

RECOMMENDATION

For information and discussion.

BACKGROUND

The City Manager and/or City Clerk would like to review the expectations, duties, and responsibilities of the Parks & Recreation Commission.

FISCAL IMPACT:

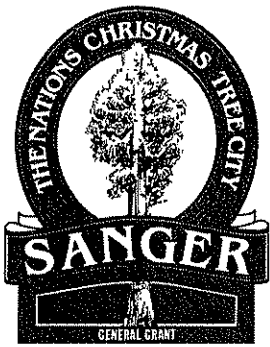
No fiscal impact.

Prepared by: Sean Fitzgerald Approved by: _____

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:	COUNCIL ACTION:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	<input type="checkbox"/> NO ACTION
____ Info/Consent				____ Staff Recommendation(s)
____ Department Report				____ Resolution No(s).
____ Redevelopment Agency				____ Ordinance No(s).
____ Public Hearing				____ Continued to: _____
____ Matter Initiated by a Council Member				____ Revised as follows:
____ Other				

FILE NAME: _____	FILE NO: _____
-------------------------	-----------------------



AGENDA ITEM I-4

For the Meeting of: July 11, 2011

CITY OF SANGER

TO: Parks and Recreation Commission
FROM: Sean Fitzgerald, Recreation Specialist II
SUBJECT: Presentation by the New City Grant Writing Firm

RECOMMENDATION

For information and discussion.

BACKGROUND

A presentation by the new grant writing firm contracted to identify, apply, and procure funding opportunities for the City.

FISCAL IMPACT:

None.

Prepared by: Sean Fitzgerald Approved by: _____

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

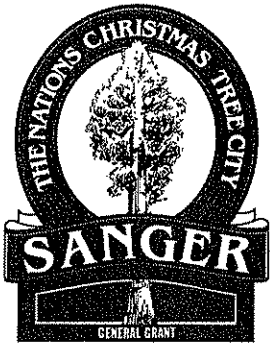
TYPE OF ITEM:

- _____ Info/Consent
- _____ Department Report
- _____ Redevelopment Agency
- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other

COUNCIL ACTION:

- APPROVED
- DENIED
- NO ACTION
- _____ Staff Recommendation(s)
- _____ Resolution No(s).
- _____ Ordinance No(s).
- _____ Continued to: _____
- _____ Revised as follows:

FILE NAME: _____	FILE NO: _____
-------------------------	-----------------------



AGENDA ITEM I-5

For the Meeting of: July 11, 2011

CITY OF SANGER

TO: Parks and Recreation Commission

FROM: Sean Fitzgerald, Recreation Specialist II

SUBJECT: AT&T Tower at Rotary Park

RECOMMENDATION

For information and discussion.

BACKGROUND

Proposal to construct an unmanned wireless telecommunications facility at Rotary Field by replacing an existing playing field light standard with a 98' high metal pole mounted with 12 panel antennas, including a 12'x'20'x11' equipment shelter in a style and color to match existing buildings in the park.

FISCAL IMPACT:

None.

Prepared by: Sean Fitzgerald Approved by: _____

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:

- _____ Info/Consent
- _____ Department Report
- _____ Redevelopment Agency
- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other

COUNCIL ACTION:

- APPROVED
- DENIED
- NO ACTION
- _____ Staff Recommendation(s)
- _____ Resolution No(s).
- _____ Ordinance No(s).
- _____ Continued to: _____
- _____ Revised as follows:

FILE NAME: _____	FILE NO: _____
-------------------------	-----------------------