



CITY of CALABASAS

**MINUTES OF THE
PARKS, RECREATION & EDUCATION SPECIAL COMMISSION MEETING OF
THE CITY OF CALABASAS, CALIFORNIA
THURSDAY, FEBRUARY 9, 2023, 6:00 P.M.**

OPENING MATTERS

CALL TO ORDER/ROLLCALL:

Commissioners Present: Chair Meyer
 Vice Chair Williams
 Commissioner Elginer
 Commissioner Klein
 Commissioner McQuillan

Commissioners Absent: Commissioner Ghaffari

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Jeff Campbell, Recreation Manager.

APPROVAL OF AGENDA:

Commissioner Elginer moved, seconded by Vice Chair Williams, to approve the agenda.
Motioned carried unanimously 5 - 0

APPROVAL OF MINUTES:

Commissioner Elginer reminded the commission that the December 8, 2022 minutes were not approved or included.

Chair Meyer moved, seconded by Commissioner Elginer, to approve the January 9, 2023 agenda and ensure the December 8 meeting minutes were included on the next agenda.

Motion carried unanimously

ANNOUNCEMENTS & INTRODUCTIONS:

1. Introduction of Jeff Campbell, Recreation Manager.

2. Director Green introduced new Commissioners Anita McQuillan and Brad Klein. Each spoke about their experience and interest in the PRE.

3. Vice Chair Elginer asked if they were able to appoint the new student Commissioner Davis Wiesner. Director Green explained he was unable to be appointed at the January 9, 2023 meeting due to the lack of quorum. He could not attend this meeting, so he will need to be appointed at the next meeting on April 10, 2023.

ORAL COMMUNICATIONS - PUBLIC COMMENT

None

NEW BUSINESS

1. Election of Chair and Vice Chair

Chair Meyer nominated Commissioner Williams for the position of Chair and Commissioner Elginer seconded.

Motion passed 5-0

Commissioner Williams moved to nominate Commissioner Elginer for Vice Chair and Commissioner McQuillan seconded.

Motion passed 5-0.

Chair Williams assumes facilitating the remainder of the meeting.

2. Appoint Commissioner to the Art in Publics Places Advisory Committee

Director Green relayed that she had spoken to Commissioner Ghaffari, who is already the liaison to the Arts Council, and Commissioner Ghaffari volunteered for the position.

Commissioner Meyer moved to appoint Commissioner Ghaffari. Commissioner Elginer seconded.

Motion passed 5-0

There is a current development in progress and Chair Williams requested that Director Green find out how much is in the current budget and approximate closing dates for the development so that they can know when they can share the money for Art in Public Places.

3. The recommendation was to move forward with the process to secure a consultant to provide a programming assessment for the Community Services Department

Director Green presented the need and benefits for a programming needs assessment for the AHCCC and the Community Services Department.

Vice Chair Elginer brings to attention the high cost. Director Green explains the fees are market standard and outlines the goals of the assessment. Commissioner Meyer is concerned about

funding being taken from the money allocated for sidewalk repair.

Director Green explained the allocation of funding.

Tatiana Holden assured Commissioner Meyer that the sidewalk has funding and it is moving forward.

Commissioner Meyer brings up the question of the pre-school and Creekside Park being able to co-exist with remainder of the park. Commissioner Green explains that due to state regulations, the fence Commissioner Meyer was suggesting is not an option.

Commissioner Meyer motions that the commission recommend that staff move forward, but recommends to not exceed \$100,000.

Vice Chair Elginer seconds.

Motion passed 5-0

CONTINUED BUSINESS

4. Wild Walnut Park Project Approval

Director Green gave a comprehensive report on the status of Wild Walnut Park.

Next steps are to pick the playground equipment, finalize the plans and prepare bid documents.

The request to action is that the PRE approve moving forward with the design and bid process.

Chair Williams and Vice Chair Elginer express their appreciation for the public outreach efforts that were made.

Commissioner Meyer was concerned that the bathrooms are so close to Topanga Canyon and Director Green explained that there will be a barrier. Director Green assured Commissioner Meyer that there will be shade in the playground as well as the dog park.

Commissioner Elginer encouraged that electric charging stations be considered during the planning process.

Commissioner Meyer would like to have a monument sign, which is in the plan.

Director Green showed the possible park equipment.

Vice Chair Elginer moved to approve. Seconded by Commissioner McQuillan.

Motion passed 5-0

Public Comment on Item

Roza Besser welcomes Commissioners Klein and McQuillan and is complimentary of the progress of Wild Walnut Park. She asks that we move forward and get the park built as soon as possible.

COMMITTEE REPORTS:

5. ARTS COUNCIL.

No report.

6. COMMUNITY CENTER ALLIANCE/JOINT POWERS AUTHORITY

Roof materials were ordered at the end of December with 3-5-month lead time on material and 3-4-month lead time on construction. Agoura Hills received a federal earmark grant of \$1,000,000. There will be maintenance inside that will be done concurrently and is tentatively scheduled for completion in Fall 2023.

The City of Calabasas is leasing the facility and will be responsible for operations.

Vice Chair Elginer encouraged new commissioners to watch the 20-minute recorded session of the AHCCC Roof Project Workshop on the City of Calabasas You Tube channel, including comments from the architect and drone footage.

7. SENIOR CENTER

Commissioner Meyer presented a comprehensive report.

1. There was a public engagement workshop attended by 100 Savvy Seniors regarding the Cruzan development project.
2. The previous week 30 Savvy Seniors attended "80 for Brady" at the newly opened Regency theater. Every Tuesday will be senior day and ticket prices will be \$8.00. There is a movie club that will meet monthly to see movies and dine together.
3. "Mocktails & Kisses" will be on Wednesday, February 15th sponsored by David Watkins a local attorney, Trader Joe's and Anthem Blue Cross. On Friday, March 17, there will be "Shamrock Rock", a St. Patrick's Day event. On May 2 there will be Taco Tuesday with a live mariachi band also sponsored by David Watkins. On June 23rd Savvy Seniors will be celebrating its 7th anniversary with a birthday party.
4. Every Wednesday 4:00pm – 7:45pm is "Tech Help" day provided by local high school students.

DIRECTOR'S REPORT:

8. Director Green presented a comprehensive report of the Tennis & Swim Center capital improvement project. For safety reasons re-surfacing of the deck around the pools will be done first, followed by the re-plastering of the pools. Bid proposals have been received for the deck and Director Green will be going to council to award a contract. It will be presented to the City Council February 22, 2023, but the project has been postponed until November.
9. The National Recreation and Parks Association awarded the Senior Center the Walk with Ease a grant for supporting healthy aging through Parks & Recreation. The Senior Center

was given \$3,000 for supplies. Staff will be trained on the program and it should start in the summer.

10. Director Green, Commissioner Ghaffari and Communications Director Michael Russo reviewed all submissions and picked the winners of the Capture Calabasas photo contest. The photos will be highlighted in the summer recreation brochure and the winners will be brought in to be recognized at the next Parks, Recreation and Education meeting on April 10, 2023. There were double the submissions from the fall submissions.

Commissioner Meyer suggested posting the photos from Capture Calabasas on the wall along the entryway of the Tennis & Swim Center. Director Green will work with Commissioner Ghaffari to further promote the photos.

11. The first Community Services Department update e-mail in between meetings was sent to Commissioners. Commissioners provided Director Green positive feedback.

COMMISSIONER COMMENTS

Vice Chair Elginer noticed that there were not visible receptacles for re-cycling in the Senior Center. She would like to see containers on both floors.

Vice Chair Elginer recommended that the Commissioners go outside and visit the parks.

Vice Chair Elginer wanted to know if there were any plans on changing the name of the Community Center. Director Green replied that is a possibility in the future, but for now it will stay the same.

FUTURE AGENDA ITEM REQUESTS

1. The Commissioners would like a meeting schedule for the year so it can be planned out in advance. Director Green clarified that adding it to Commission calendars and the City's calendar would be sufficient and would not require being on a future agenda.
2. Vice Chair Elginer suggested conducting best practice sessions with public participation. Chair Williams asks Director Green to look at booking a conference room.
3. Vice Chair Elginer recommended giving a community-based award given by the Park, Recreation & Education Commission. Director Green recommended utilizing the California Park and Recreation Society's state-wide award to recognize a community member.
4. Vice Chair Elginer would like to know more information on Freedom Park and access.
5. Vice Chair Elginer suggests post parliamentary procedure training.
6. Commissioner Meyer would like to know more information about the Calabasas Community Foundation. She would like to have it as an agenda item so the public can make comments.

Chair Williams motioned to adjourn. Commissioner Meyer seconded.
Motion passed 5-0