

City of Daly City
Regular Meeting
PARKS AND RECREATION COMMISSION

Tuesday, January 24, 2012 – 6:00 p.m.
City Hall Council Chambers – 2nd Floor
333 – 90th Street, Daly City, CA 94015

For those wishing to address the Parks and Recreation Commission on any item on the Agenda or under Public Appearances/Oral Communications, please complete a Speaker Card located at the entrance to the City Council Chambers and submit to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the Library and Recreation Services Department as soon as possible prior to the meeting.

*Swearing In Ceremony of Newly Appointed Parks and Recreation Commissioner Gerardo Murillo
by Councilmember David J. Canepa*

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL

APPROVAL OF MINUTES

Meeting of November 22, 2011 (Action)

APPROVAL OF AGENDA (Action)

REPORTS

1. Reorganization – Appointment of Vice Chair – Commissioners (Action)
2. Director's Report:
 - a. Input for 2012/13 Strategic Plan – Commissioners (Discussion)
 - b. Review of the 2011 Recreation Fee Study – Burns (Presentation)

ANNOUNCEMENTS AND COMMUNICATIONS

PUBLIC COMMENT

Speakers are limited to two minutes, unless modified by the Chair. The Commission cannot take action on any matter raised under this item.

AGENDA BUILDING FOR NEXT MEETING

ADJOURNMENT – In Memory of Thomas Ledda's father, Thomas C. Ledda.

Next Parks and Recreation Commission meeting on February 28, 2012 – 6:00 p.m.

AVAILABILITY OF PUBLIC RECORDS:

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333-90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

DALY CITY PARKS AND RECREATION COMMISSION
DALY CITY CIVIC CENTER – COUNCIL CHAMBERS
MINUTES – NOVEMBER 22, 2011

The meeting was called to order by Parks and Recreation Commission Chair Jack Pastor at 7:01pm.

ROLL CALL

Parks and Recreation Commission Present:

Chair Jack Pastor, Vice Chair Teresa Proaño, Commissioners Thomas Ledda, Genevieve Jopanda, Mary Tevis

Staff Present:

Assistant City Manager/Interim Director Kerry Burns, Assistant to the Director Tim Birch, Neighborhood and Senior Services Manager Sue Horst, Administrative Assistant Judy Bush

APPROVAL OF MINUTES

Motion made by Commissioner Tevis and seconded by Commissioner Jopanda to approve the October 25, 2011, minutes of the Joint Special Meeting of the Library Board of Trustees and Parks and Recreation Commission. Unanimously approved.

APPROVAL OF AGENDA

Motion made by Commissioner Ledda and seconded by Vice Chair Teresa Proaño to approve the November 22, 2011, Agenda of the Parks and Recreation Commission. Unanimously approved.

REPORTS

1. Director's Report:

a. Overview of Initial Prioritization of Programs, Events and Services:

Assistant City Manager/Interim Director Kerry Burns provided a historical overview of how the Department had been funded to provide the many programs and services. With the economic reality facing the City, the Recreation Services Division will be looking at a framework of programs and services that will define our core services that are affordable to the community and bring value to the City.

Ms. Burns reviewed a Power Point presentation that Staff will use to prioritize recreation services. The pyramid framework listed core services (have to do); important services (should do) and added value/discretionary services (nice to do). The Power Point presentation also identified program providers, participants, purpose, and benefit, which Staff will reference when reviewing the Department's programs and services.

The next steps will be to review programs and services in meetings scheduled for December 1 and December 2; develop a proposed budget in February; budget input/review by the Commission in April; and budget adoption in May by City Council. Soliciting Commission input will begin at the January 2012 meeting.

Commissioners engaged in discussion with comments and questions specific to participation/attendance, fees and subsidy levels.

Ms. Burns advised the Commission that the community will be kept informed of any changes to programs, services and fees. As an Agenda Building item for the January meeting, we will include the fee study and subsidy study.

b. Winter 2011/2012 Closure:

Assistant City Manager Kerry Burns reminded the Commission that City Offices will be closed Friday, December 23, 2011, through Monday, January 2, 2012. Offices will re-open on Tuesday, January 3, 2012. No facility rentals or programs are scheduled.

c. Election of Officers:

Chair Jack Pastor thanked everyone for having the honor to serve as Chair of the Commission.

Motion by Chair Jack Pastor to nominate Vice Chair Teresa Proaño as Chair. Motion seconded by Commissioner Thomas Ledda. Unanimously approved; 5-0 Vote.

Motion by Chair Teresa Proaño to nominate Commissioner Mary Tevis as Vice Chair. Motion seconded by Commissioner Thomas Ledda. Unanimously approved; 5-0 Vote.

Newly elected Chair Teresa Proaño led the rest of the meeting.

ANNOUNCEMENTS AND COMMUNICATION

None.

PUBLIC COMMENT

None.

AGENDA BUILDING FOR NEXT MEETING

- Input from the Parks and Recreation Commission for Consideration in the Development of the City Manager's Proposed Fiscal Year 2012/2014 Biennial Budget
- Review of the 2011 Recreation Fee Study
- General Fund Subsidy Study

ADJOURNMENT

Motion made by Commissioner Ledda, seconded by Commissioner Jopanda and unanimously approved to adjourn the meeting at 7:01pm.