

Community Services Commission
Wednesday, February 10, 2021
Meeting will be held virtually on Zoom
6:00 PM - Regular Meeting
AGENDA

City of Huntington Beach
2000 Main Street
Huntington Beach, CA 92648
Zoom



STAFF:
CHRIS SLAMA, Director
Community & Library Services

CHARLENE GOMEZ, Administrative Secretary
Community & Library Services

COMMISSIONERS:
NANCY BUCHOZ, Commissioner
PAT BURNS, Commissioner
LAURA COSTELLOE, Commissioner
LISA KEMMERER, Commissioner
JANIS MANTINI, Commissioner
JOHN PARTINGTON, Commissioner
REV. JAMES PIKE, Commissioner

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N- 29-20 which allows a local legislative body to hold public meetings via teleconferencing, and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that some members of the Community Services Commission and/or City staff may participate in this meeting telephonically or electronically.

PUBLIC PARTICIPATION/AUDIO/ELECTRONIC ACCESS TO THIS MEETING:

Pursuant to Executive N-29-20 and given the current health concerns, members of the public are encouraged to access this meeting virtually by following the instructions provided below. This meeting will be hosted as a Zoom webinar only and will not be recorded, streamed live, or broadcasted on cable television.

The public may attend the virtual Zoom webinar by calling (669) 900-6833, and entering Zoom Webinar ID 993 9725 6823 or copy and paste this link into your browser:
<https://huntingtonbeach.zoom.us/j/99397256823>

PUBLIC COMMENTS INSTRUCTIONS:

To ensure the public's right to fully participate in providing meaningful public comments at this meeting of the Community Services Commission: Submit written comments on agenda or non-agenda items to cgomez@surfcity-hb.org (reference Community Services Commission [CSC] and the Agenda Item) by 2:00 PM the day of the meeting.

Each person can submit one communication of 150 words or less. If you would like your e-comment read aloud at the meeting, you **MUST** indicate so in your email; otherwise, all written communications will be forwarded to the Community Services Commission, but not read aloud, as received prior to the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Buchoz, Burns, Costelloe, Kemmerer, Mantini, Partington, Pike

PUBLIC COMMENTS

As noted under the Special Notice section on the first page of this agenda packet, if any written public comments are received prior to the meeting, they will be read at this time.

APPROVAL OF MINUTES

1. Request approval of the January 13, 2021 meeting minutes.

Attachments: [CSC Minutes 01132021](#)

DIRECTOR'S ITEMS - Not Agendized

ADMINISTRATIVE ITEMS

1. Introduction of new Commissioners and Oath of Office – Slama will introduce the newly appointed Commissioner, Pat Burns, representing City Council Member Erik Peterson. Mr. Burns will be replacing Dick Thiel, who served as Council Member Peterson's representative for 6 years on the Commission. Gomez will administer the Oath of Office for Commissioner Burns.
2. Review Current Committees and Discuss New or Re-established Ad-hoc Committees – Staff will review current standing committees and the process for Commission to take action to dissolve committees deemed no longer relevant. Further, staff will discuss the potential for future ad-hoc committee needs and the prospect of creating new committees and/or reestablishing old committees in an ad-hoc format.

Recommended Action:

- a. Dissolve existing Committees that have accomplished their goals and/or that Commission deems no longer relevant.
- b. Discuss reestablishment of certain existing and potential new ad-hoc committees for formal consideration at the March, 10, 2020, Community Services Commission meeting.

Attachments: [Committees Descriptions](#)

MEMBER & STAFF COMMENTS

ITEMS TO AGENDIZE

ADJOURNMENT

ATTACHMENTS

1. Minutes-January 13, 2021
2. Committee Descriptions

The next regularly scheduled meeting of the Huntington Beach Community Services Commission is Wednesday, March 10, 2021 at 6:00 PM in Council Chambers, Civic Center, 2000 Main Street, Huntington Beach, California.

Internet access to community service commission agenda and staff report material is available prior to the Community Services Commission meetings at <http://www.huntingtonbeachca.gov>.

MEETING ASSISTANCE NOTICE: In accordance with the Americans with Disabilities Act, services are available to members of our community who require special assistance to participate in public meetings. If you require special assistance, 48-hour prior notification will enable the City to make reasonable arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas. Please contact the Community & Library Services Department at (714) 536-5434 for more information, or to request assistance from the staff at the meeting.

**Community Services Commission
Wednesday, January 13, 2021
6:00 PM - Regular Meeting
MINUTES**



**City of Huntington Beach
2000 Main Street
Huntington Beach, CA 92648
Council Chambers, Lower Level**

STAFF:
CHRIS SLAMA, Director
Community & Library Services
CHARLENE GOMEZ, Recording Secretary

JANIS MANTINI, Vice Chair
NANCY BUCHOZ, Commissioner
LAURA COSTELLOE, Commissioner
LISA KEMMERER, Commissioner
JOHN PARTINGTON, Commissioner
REV. JAMES PIKE, Commissioner
DICK THIEL, Commissioner

CALL TO ORDER

Commissioner Mantini called the meeting to order on Zoom at 6:06 pm at which time a quorum was met.

ROLL CALL

Commissioners: Buchoz, Costelloe, Kemmerer, Mantini, Partington, Pike, Thiel
City Staff: Slama, Gomez

PLEDGE OF ALLEGIANCE

Led by Commissioner Thiel.

PUBLIC COMMENTS – Written only

Gomez announced that one written comment had been received prior to the meeting and read a statement from Chris Varga, a resident of the City, who asked that Commission continue to support the effort of returning the Rodgers Seniors' Center Site to a neighborhood park.

PRESENTATION AND ANNOUNCEMENTS

1. **Introduction of New Commissioners and Oath of Office** - Slama thanked the outgoing Commissioners, Jay Kreitz, Krista Sterud, and Joe Carchio, and welcomed the newly appointed Commissioners, Nancy Buchoz (representing City Council Member Ortiz), Laura Costelloe (representing City Council Member Moser), and John Partington (representing City Council Member Kalmick). Gomez administer the Oath of Office to new commissioners.

ADMINISTRATIVE ITEMS

1. **Election of Chair and Vice Chair** - The annual election of Chair and Vice Chair were conducted. Commissioner Mantini presided over the election of Chair:
 - a. Commissioner Pike nominated Commissioner Mantini for the position of Chair with Commissioner Thiel seconding the motion. The motion passed unanimously with all in favor.
 - b. Commissioner Mantini nominated Commissioner Kemmerer for the position of Vice-Chair with Commissioner Thiel seconding the motion. The motion passed unanimously with all in favor.

MINUTES

1. Approval of the September 10, 2020 minutes was requested. Commissioner Thiel moved to accept the minutes as written with Chair Mantini seconded the motion.

Aye: Mantini, Kemmerer, Pike, Thiel
Noes: None
Abstain: Costelloe, Partington and Buchoz

DIRECTOR'S ITEMS - Not Agendized

1. **Community and Library Services Department Update** – Slama announced the merger of Community Services and Library Services as part of a citywide reorganization. Libraries are now offering programs and facilitating as community centers, which makes each department a good fit for the other.
2. **Parks Development** – The Parks Development Division and Farhad Bolourchi, Parks Projects Coordinator, have moved under Public Works Department, Park Maintenance. Community Services Commission will continue to oversee park funds and park improvement approvals.
3. **Servicing the Public** – Due to the ongoing pandemic, community centers and our libraries are still closed to the public, however, service to the public is continuing with virtual classes and events being held online. The Senior Center in Central Park continues to distribute meals and provide transportation to our seniors, and the Library is providing drive-up services as well. Chair Mantini asked if the Commission would take on some library projects. Slama said he is not certain at this time, but they do have their own Library Board. Commissioner Thiel inquired about youth sports grants for this year. Slama said it doesn't look like there will be grant funds available because the funds come from park impact fees and there is a large need for park improvements first.

INFORMATIONAL ITEMS

1. **Capital Improvement Projects** – Slama provided a slide showing an overview of approved and continuing projects from FY 2019/2020; new CIP Projects for FY 2020/2021; new projects from general park fund funding; and proposed CIP Projects for FY 2021/2022. Projects included parks and clubhouse improvements, Central Park restrooms updates, park trail improvements and completions, and Bluff Top railing and trail improvements to name a few. See the attached document for individual projects.

COMMITTEE REPORTS - NONE

Gomez will send out information on the current committees.

STAFF AND MEMBER COMMENTS - Not Agendized

Commissioner Partington asked for a list of parks. Gomez will send a link to the City website that lists all of the parks and their locations.

Commissioner Buchoz said there are a few friends of Edison Community Foundation that would like to help with the exterior improvements at Edison Park and Community Center. Chair Mantini suggested looking at a subcommittee.

Commissioner Pike congratulated new Chair Mantini. Pike also congratulated Slama on keeping the department and services going through Covid-19 pandemic.

Costelloe is excited to join the Commission. Discussion ensued on the types of parks, such as the difference between neighborhood and community parks.

Theil thanked staff as well for a job well done during the pandemic.

ADJOURNMENT

1. Standing committees (look at current, vs. new)

ATTACHMENTS

1. September 10, 2020 meeting minutes

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COMMITTEE DESCRIPTIONS
ADMINISTRATIVE ITEM #1

ATTACHMENT #2

COMMITTEES

Commission Committees are vitally important to the decision making process of the Commission. They may be called upon to study various requests, problems or plans and ultimately make recommendations to Commission. Public reaction, financial impact and advantages to the community are taken into consideration. Some examples of responsibilities of the committees are provided below.

Special Interest Committee.

This Committee has the responsibility to investigate possible new directions in program or policy procedure under the jurisdiction of the Department. The emphasis lies in keeping an open channel of communication between the Department and the public for possible new ideas for program implementation. This Committee frequently receives referrals from the Commission and is requested to prepare a recommendation for the consideration of the Commission at a future meeting.

Park Naming and Memorials Committee.

The Park Naming and Memorials Committee has the responsibility to investigate and decide on possible names for parks or park areas. These names are chosen to honor deceased or prominent people who have made a significant contribution to the community based on the guidelines in Resolution 2017-25 (see Appendix E-4.).

Playground Equipment and Park Maintenance Committee.

This Committee's responsibilities are twofold. First, the Committee has the responsibility to analyze new playground equipment alternatives in terms of the type of equipment, placement and the material utilized in construction and to deal with comments and concerns from the community in the problem areas of animals, vandalism and the appropriateness of certain types of play equipment. Secondly, the Committee may analyze park maintenance procedures and recommend ways and means of funding and keeping maintenance costs low. In carrying out these criteria, the Committee endeavors to be aware of and responsive to citizens' input.

Huntington Central Park Committee.

This Committee has the responsibility for all matters involving Huntington Central Park including master planning, concessionaire relations, land acquisition, financing and street alignments. The Community Services Commission frequently requests input from this Committee at its monthly meetings and often refers items to it for further in-depth study by its members.

Park Acquisition and Development Priority Committee.

The Park Acquisition and Development Priority Committee is responsible for developing and recommending to the Commission an annual, updated acquisition and development schedule based on an analysis of community needs. The director works closely with this Committee providing budget information relative to the park acquisition and development fund and his recommendations for expenditure. The Commission annually votes to accept or reject the acquisition and development schedule based on the recommendation of this Committee. Their recommendation is then submitted to the City Council for approval.

Youth Sports Grant Committee.

The Youth Sports Grant Committee stemmed from a recommendation by the Special Interest Committee to address ways to improve youth sports facilities in the City. As part of the annual budget process, funds are set aside in the Park Acquisition and Development Fund to provide seed money to non-profit youth sports groups to improve playing fields and permanently placed structures and amenities. The Committee is responsible for reviewing the Youth Sports Program criteria and application process, selecting grant awardees, and providing recommendations to Commission for allocation of funds.

Ad Hoc Committees.

Members of the Commission may at times serve on ad hoc committees. These committees are created to address a specific issue, and it is anticipated that such committees will not be ongoing but will be disbanded when that specific issue has been addressed. Such committees can be formed by the Commission or City Council and may include members from Council, other commissions or boards and the general public.