



**COMMUNITY SERVICES
COMMISSION**

June 23, 2016
5:00 P.M. MEETING

SPECIAL AGENDA

Escondido City Hall Council Chambers
201 N. Broadway

CALL TO ORDER

FLAG SALUTE

ROLL CALL: Commissioners Joe Bologna, Amie DeFrain, Brandon Garcia, Jose Garcia, Steve Inscoc, Helena Lopez, Michael Simonson and Doug Stephens.

APPROVAL OF MINUTES for April 28, 2016

ORAL COMMUNICATIONS

In addition to speaking during particular agenda items, the public may address the Commission on any item which is not on the agenda provided the item is within the subject matter jurisdiction of the Commission. State law prohibits the Commission from discussing or taking action on such items, but the matter may be referred to the Commission/staff or scheduled on a subsequent agenda. (Please refer to the back page of the agenda for instructions.) Speakers are limited to only one opportunity to address the Commission under Oral Communications.

CURRENT BUSINESS

1. **EL CABALLO PARK NATURAL EXPLORATION AREA**
(Loretta McKinney- Community Services)

2. **COMMUNITY SERVICES DEPARTMENT PROPOSED PHOTO AND VIDEO POLICY STATEMENT**
(Danielle Lopez – Community Services)

NEW BUSINESS

COMMITTEE REPORTS

Site Committee (Chairman) – No meeting held

Revenue & Operations Review – (Chairman) – No meeting held

Community Activities – (Commissioner) – No meeting held

Facility Use - (Commissioner) – No meeting held

COMMISSION MEMBERS COMMENTS

Future Agenda Items

Subcommittee & Chair Assignments

ADJOURNMENT

The date of the next meeting will be **Thursday, July 28, 2016 at 5:00 p.m.** in the Mitchell Room - City Hall.

TO ADDRESS THE COMMISSION

The public may address the Community Services Commission on any agenda item. Please complete a Speaker's form and give it to the Minutes Clerk. Submission of Speaker forms prior to the discussion of an item is highly encouraged. Comments are generally limited to 3 minutes.

If you wish to speak concerning an item *not* on the agenda, you may do so under "Oral Communications." Please complete a Speaker's form as noted above.

Handouts for the Community Services Commission should be given to the Minutes Clerk.

To address the Commission, use the podium on either side of the Chambers, **STATE YOUR NAME FOR THE RECORD** and speak directly into the microphone.

Please turn off all cellular phones and pagers while the meeting is in session.

The Community Services Commission meets quarterly on the fourth Thursday of the month at 5:00 p.m. in the Council Chambers

**CITY HALL HOURS OF OPERATION
Monday – Friday 8 a.m. to 5 p.m.**

If you need special assistance to participate in this meeting, please contact our ADA Coordinator at 837-4643. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.

Listening devices are available for the hearing impaired – please see the Minutes Clerk.

CITY OF ESCONDIDO

MINUTES OF THE REGULAR MEETING OF THE COMMUNITY SERVICES COMMISSION

April 28, 2016

The regular meeting of the Community Services Commission was called to order at 6:33 p.m., Thursday, by Chair Simonson in the City Council Chambers, 201 North Broadway, Escondido, California.

Members present: Chair Simonson, Commissioner Jose Garcia, Commissioner DeFrain, Commissioner Bologna, Commissioner Inscoe, Commissioner Lopez, Commissioner Stephens, and Commissioner Israel.

Commissioners absent: Commissioner Brandon Garcia.

Staff present: Loretta McKinney, Director of Library and Community Services; Danielle Lopez, Assistant Director of Community Services; Karen Williams, Manager, Older Adult Services; Jilaine Hernandez, Recreation Supervisor; Micaela Doucette, Recreation Supervisor; Robert Rhoades, Recreation Supervisor; Patrick Martinez, Recreation Supervisor; Janet L. Rulien, Administrative Coordinator and Ty Paulson, Minutes Clerk.

MINUTES:

Moved by Commissioner Bologna, seconded by Commissioner Jose Garcia, to approve the minutes of the January 28, 2016, meeting. Motion carried unanimously.

ORAL COMMUNICATIONS: None.

CURRENT BUSINESS:

- 1. SWEARING IN OF NEW COMMISSIONERS** – Completed prior to beginning of meeting.
- 2. RECREATION PROGRAMS UPDATE**

Assistant Director Danielle Lopez introduced the recreational supervisors who provided the following updates.

Recreational Classes

Jilaine Hernandez, Recreation Supervisor, introduced herself and then provided an overview of the 2016 Summer Recreation Guide, summer camps/classes, and programs.

Chairman Simonson and Ms. Hernandez discussed the participation rates for the programs.

Director McKinney noted that staff anticipated that the revenue generated for the classes would be over the projected amount for the year.

East Valley Community Center (EVCC) & Aquatics Programs – James Stone and Washington Park Pools

Micaela Doucette, Recreation Supervisor, introduced herself and provided an overview of the activities at the East Valley Community Center and Aquatics Programs as outlined in the staff report.

Commissioner Jose Garcia and Ms. Doucette discussed the participation rates for the East Valley Community Center.

Commissioner DeFrain asked if the high schools were renting out the pools. Ms. Doucette replied in the affirmative.

Discussion ensued regarding the participation rate for the April Pools Day.

Escondido Sports Center – (ESC) at Kit Carson Park

Manager Williams introduced herself and then provided an overview of the activities at the Escondido Sports Center at Kit Carson Park.

Discussion ensued regarding the status of the snack bar concession contracts. Additional discussion ensued regarding the participation rate and permitting process for 5k events.

Youth Programs

Robert Rhoades, Recreation Supervisor, introduced himself and then provided an overview of the Youth Programs.

Discussion ensued regarding a clarification of the schools and participation rate for the ASES program. Additional discussion ensued regarding a clarification of the operations for the drop-in program and the history behind providers of the drop-in programs.

Youth & Adult Sports

Patrick Martinez, Recreation Supervisor, introduced himself and provided an overview of the Youth and Adult Sports Programs.

Commissioner Bologna and staff discussed the plans for the Escondido National Little League event.

Director McKinney thanked staff for a job well done.

Commissioner Lopez and staff discussed the concept of allowing food trucks for youth and adult sporting events.

Chairman Simonson thanked staff for their work regarding the Ryan Park parking and circulation issues from the previous year.

3. OLDER ADULT SERVICES UPDATE WINTER 2015 – SPRING 2016:

Manager Williams provided the update and requested input on what? I don't remember this "input" request.

Commissioner Lopez asked if transportation was available for 55 plus communities. Manager Williams noted that the County had a grant program that provided transportation to the Senior Center for the purpose of utilizing the services and programs as well as the nutrition program.

Commissioner Lopez asked if the Senior Center had an Ombudsman program. Ms. Williams replied in the negative but noted that the Senior Center was a resource for various programs, including the Ombudsman program.

Manager Williams noted that on May 7th the *Senior, Senior Prom* would be held at the Senior Center from 7:00 pm to 9:00 pm.

4. CAPITAL PROJECT UPDATE

Director McKinney provided an overview of the funding sources for capital projects and gave a status report on each active project.

Commissioner Bologna commented on the Padre Legacy Project. He also felt that Washington Park would be a great place for a BMX track.

Commissioner Jose Garcia commented that the tennis courts at Washington Park were rarely used.

5. MISSION, VISION, VALUES STATEMENTS

Director McKinney referenced the staff report and noted that staff's and the Commission's final selections were identical. She then provided an overview of the Mission, Vision and Values statements as outlined in the staff report.

6. REQUEST TO CHANGE START TIME OF COMMISSION MEETINGS

By request of the Commission to change the start time of all future Community Services Commission meetings at the January 28, 2016 meeting and as a follow-up to the request, Director McKinney, noted that there were no restrictions on the potential meeting times, noting that the Council Chambers were available every fourth Thursday with the exception of this July. She then suggested that the July meeting might be a good time to conduct a facility tour for Commission members.

ACTION:

Moved by Commissioner Jose Garcia, seconded by Commissioner Inscoe, to change the regular meeting time to 5:00 p.m. Motion carried unanimously.

NEW BUSINESS:

Director McKinney noted that per the request via the City Clerk, ethics training for all Commissioners is due by August 22. She then referenced the new Commissioner Handbooks and noted that she would be reviewing the particulars of the handbook with the Commissioners at the October meeting.

She noted that City Council had a preliminary review of the City's General Fund and Special Fund budgets, noting that the Community Services Administration budget would be merged with the Recreation budget beginning with the 2016-2017 fiscal year.

COMMISSION MEMBERS COMMENTS:

Commissioner Jose Garcia thanked staff for improving services for the residents with a tight budget. He encouraged getting the word out to the Hispanic speaking residents in the Washington Park area in order to encourage more participation and offered his assistance.

Commissioner DeFrain thanked staff for their efforts

Commissioner Israel thanked staff for their hard work as well as their participation in the "Peace Begins with Me" in the park event. She then questioned what the status was for recognizing high school students at a City Council meeting, noting this had been discussed at a previous Commission meeting. Director McKinney noted that the logistics did not work out.

Chairman Simonson welcomed the new Commissioners and thanked staff for their presentations. He also noted that one of the issues for recognizing high school seniors was that the high school did not identify them until the day before graduations.

Commissioner Bologna thanked staff for a job well done, also welcomed the new Commissioners, and noted that he looked forward to what was happening in the City.

Commissioner Lopez noted that it was honor to be a Commissioner and thanked staff for the staff reports and commented that she looks forward to giving back to the City.

Commissioner Stephens noted that it was honor to be a Commissioner and thanked staff for a job well done.

Commissioner Inscoe thanked staff for the presentations and looks forward to learning more about the Community Services programs.

ADJOURNMENT

The meeting was adjourned at 8:30 p.m. The next regular meeting was scheduled for July 28, 2016 at 5:00 p.m.

Loretta McKinney, Director of
Library and Community Services

Ty Paulson, Minutes Clerk

**COMMUNITY SERVICES
COMMISSION**

Agenda Item No.: 1
Date: June 23, 2016

TO: Chair Michael Simonson and Members of the Community Services Commission

FROM: Loretta McKinney, Director of Library & Community Services

SUBJECT: El Caballo Park Natural Exploration Area

RECOMMENDATION:

Consider the presentation provided by landscape architect Timothy Smith, President of Wynn-Smith Landscape Architecture, Inc., provide appropriate comments regarding the project, and provide approval in concept.

BACKGROUND:

In response to high community interest, on October 3, 2012, the City Council allocated \$50,000 from Park Development Funds to develop the El Caballo Park Master Plan. Wynn-Smith Landscape Architecture, Inc., was selected to prepare the Master Plan. On January 23, 2014, the Master Plan was reviewed and endorsed by the Community Services Commission and on February 11, 2014, the Planning Commission also unanimously endorsed the Plan. On March 26, 2014, the City Council unanimously accepted the conceptual El Caballo Park Master Plan and provided staff direction regarding preparation of an environmental review required prior to formally adopting the Master Plan. The conceptual Master Plan can be viewed in its entirety on the City's website at:

http://www.escondido.org/Data/Sites/1/media/pdfs/Planning/El_Caballo_Park_Master_Plan-City_Council_endorsed.pdf

The El Caballo Park Conservancy is a local non-profit who has been involved in the inception of this project from the beginning. According to the Conservancy's website at: <http://www.elcaballopark.org/>, their vision regarding the Park is to *"Develop the land to become a Center that will provide long-term facilities and services that are unique to North County and the City of Escondido residents."*

In September 2015, the Conservancy was awarded a \$24,500 grant from the Escondido Charitable Foundation for the purpose of creating and implementing a "natural exploration" area for children in the Park. Details of the project are provided on the Conservancy's website and state, *"The project essentially entails designing & prepping the play area, designing, building & installing the natural play elements. These elements include but are not limited to, log walking/balancing, log stump stepping/jumping, log cookies stepping, notched log climbing posts, log slab benches,*

stump seats, and assorted natural boulders in an appropriate safe play configuration. The project is a modest step in beginning the implementation of the El Caballo Park Master Plan.” This project is formally referred to as the “*Children’s Natural Play Zone Project.*”

With funding in hand, the Conservancy progressed with leasing a portion of the future El Caballo Park from the City for the exploration area. The group also hired Mr. Timothy Smith, President of Wynn-Smith Landscape Architecture, Inc., to develop the designs and site the specific locations for the exploration equipment.

As the City Council already approved the land lease for the specific purpose of this project, no further approval from the City Council is required. Therefore, Mr. Smith will provide a PowerPoint presentation for the Commission’s consideration, with the purpose of seeking additional input and to answer questions relating to the project; only requesting the Commission’s approval in concept.

Respectfully submitted,



Loretta McKinney
Director of Library & Community Services

**COMMUNITY SERVICES
COMMISSION**

Agenda Item No.: 2
Date: June 23, 2016

TO: Chair Simonson and Members of the Community Services Commission
FROM: Danielle Lopez, Assistant Director of Community Services
SUBJECT: Community Services Department Proposed Photo and Video Policy Statement

RECOMMENDATION: Receive and provide input on Photo and Video Policy statement

BACKGROUND:

Attached for your review and consideration is a copy of a Photo and Video Policy statement that was recently developed by the Community Services Department. Also attached for your information, and to provide context, are copies of the various program registration forms, which currently include a photo and video statement release as part of the general liability waiver.

The City of Escondido Community Services Department periodically takes photos and video of staff and program participants to be used for promotional purposes. These photos may be used in a variety of publications including: the recreation guide, pamphlets, flyers, web pages and social media. The following language is included in all program waivers: *"I understand that the City may take photographs/videos for the use in City publications, Websites and news releases without my written consent. By signing the waiver, the participant or guardian acknowledges that the city may use photos and/or videos from the activities in which they are enrolled, without further written consent, thereby releasing the City of any liability."*

The statement provided for review today would be displayed in all facilities where Community Services programs are run and would serve as further notification of the photo and video policy. Providing this additional notice will allow participants the opportunity to make a more informed decision and will better serve the public at large.

The Community Services staff would like to consider this Commission's input before finalizing the document.

Respectfully Submitted,

Danielle Lopez

Danielle Lopez
Assistant Director of Community Services

City of Escondido
Community Services Department

Photo & Video Policy Statement

Programs, events, and classes may be photographed or video recorded for Escondido Community Services promotional purposes and/or website use. Attendance at any Recreation facility or program constitutes granting permission to be photographed.

Please notify Recreation staff if you prefer for yourself or your child not to be photographed. Names of individuals will not be used in photo captions.



Mail-in/Fax-in Registration Form

- **FAX-IN registration: 760.739.7020**
To receive registration confirmation, please provide a 24-hr. fax number or e-mail address.

ADULT NAME (Please Print)		PAYER NAME:				
ADDRESS:	APT. #	CITY:	ZIP CODE:	FAX ()		
HM# ()	WK# ()		E-MAIL:			
ACTIVITY REGISTRATION NUMBER 1st Choice	2nd Choice (optional)	ACTIVITY TITLE	PARTICIPANT'S NAME (First and Last)	BIRTHDATE	M / F	FEE
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.	.			/ /		
.	.			/ /		
.	.			/ /		
				SUBTOTAL		
				Discount		
				Scholarship %		
				(type)		
				Credit on Account		
				SUBTOTAL		
				Optional Scholarship donation	1.00	
				TOTAL		

ALL MAJOR CREDIT CARDS ACCEPTED

PRINT NAME AS IT APPEARS ON CARD _____

Signature: _____ Expiration Date: _____

Card # _____

I hereby authorize the use of my Credit card



Make checks payable to:
City of Escondido
and mail with form to:
Community Services Department
201 N. Broadway
Escondido, CA 92025-2798
Enclose a self-addressed,
stamped envelope for a receipt.

PLEASE READ WAIVER AND SIGN BELOW -
Each adult must sign a separate waiver. A parent/guardian must sign for their children 17 and under.

I agree to indemnify, defend, and hold harmless the City of Escondido, its officers, agents, and employees from any and all loss, damage, liability, cost, or expenses arising out of or resulting from the use of equipment or property owned by or under the control of the City of Escondido whether or not that liability, loss, or damage is caused by or arises out of any act or omissions of the City of Escondido, its officers, agents or employees.

I also understand that the City of Escondido does not carry insurance to cover participants in the activities in which I, my child, or my ward is participating. I understand there are risks associated with these activities and I assume the risk of any injuries that I, my child, or my ward may sustain during any of these activities. I forever discharge the City of Escondido, its officers, agents, and employees, from my lawsuits, damages, claims or judgments resulting from any personal injuries or property damages that I, my child, or my ward may sustain while using City property or equipment, or while participating in an activity sponsored by the City of Escondido.

I understand that the City may take photographs/videos for the use in City publications, Web sites, and news releases without my written consent.

I have read the above Waiver/Release of Liability and understand it.

Participant/
Parent or Guardian
Signature x _____

Date _____



CITY OF ESCONDIDO
 Escondido Sports Center
 3315 Bear Valley Parkway
 Escondido, CA 92025
 (760) 839-5425

HOCKEY SOCCER BIKE INLINE SKATE

ID CARD APPLICATION

Center Rules:

- No alcohol, chewing tobacco, illegal drugs, smoking, or foul language.
- All persons must have a valid Center Pass-Sport Card in order to participate.
- Minors (17 years or younger) must have parent/legal guardian sign the application.
- All participants must wear the specified safety equipment.

Failure to comply with the above guidelines will result in immediate suspension of center privileges.

Please print clearly in blue or black ink:

Name: _____

Address: _____

City _____ State _____ Zip _____

Phone: () () _____ Home _____ Work _____

E-Mail: _____

Birth Date: _____ Age: _____

In the event of an emergency, please notify: (Emergency phone should be a person who can transport and then take care of you or your child.)

Name: _____

Relationship: _____

Phone: () () _____ Home _____ Work _____

Sports Center ID Cards are non-refundable.			
FOR INTERNAL USE ONLY			
ID # _____	_____	_____	_____
Today's Date: _____	Exp. Date _____	Staff Initial: _____	_____
Renewal Date: _____	Exp. Date _____	Staff Initial: _____	_____

PLEASE SIGN IN BLUE OR BLACK INK ONLY

ESCONDIDO SPORTS CENTER AGREEMENT AND RELEASE OF LIABILITY

I agree to indemnify, defend, hold harmless and release the City of Escondido, its officers, agents, and employees from any and all lawsuits, damages, claims, judgments, loss, liability, or expenses arising out of (1) any death or personal injuries or property damage that I, my child or my ward may sustain while on, or while using, property or equipment owned by or under the control of the City of Escondido, or while participating in any activity sponsored by the City of Escondido, or (2) any death or injury which results or increases by any action taken to medically treat me, my child or my ward. All of the terms above shall apply whether or not the alleged injury is caused by or arises out of any dangerous condition of property, or the alleged negligence or any acts or omissions of the City, its officers, agents, or employees.

I also understand that the City of Escondido does not carry insurance to cover participants in the activities in which my child, my ward, or I am/its participating. I understand there are risks associated with these activities, and I assume the risk of any injuries that my child, my ward or I may sustain during any of the activities.

I understand that the City may take photographs for the use in City publications and news releases without my written consent.

PARENT/GUARDIAN CONSENT FOR EMERGENCY TREATMENT

In the event of sudden illness, accident, or injury which may occur while said minor is engaged in an activity supervised by City of Escondido employees, when neither the parents or legal guardians can be contacted, I hereby give my consent for emergency treatment as shall be necessary under the circumstances by any physician licensed under the laws of the State of California.

CONSEQUENCES OF PARTICIPATION

- I know that all of the sports at the Sports Center are hazardous recreational activities;
- I know there is the risk of injury or death if I participate in any of these sports;
- I voluntarily participate in the sports of the Sports Center, and I sign my name below so that I may participate – I can choose not to sign this agreement by choosing not to participate;
- I agree that if anything happens to me while participating, including injury or death, I release the City of Escondido and any of its employees from liability; and
- If I am injured while participating, I agree that anyone who provides medical assistance shall not be liable if they cause my death, increase my injury or cause additional injury.

I AM ABLE TO READ, AND I HAVE READ THE ABOVE WAIVER/RELEASE, EMERGENCY TREATMENT PROCEDURE, CONSEQUENCES OF PARTICIPATION AND UNDERSTAND IT.

X _____
 Signature of Participant (of any age) _____ Date _____

• _____
 Signature of Parent/Legal Guardian (if Participant is a Minor) _____ Date _____

X – Participant sign • – Parent of minor sign



CITY OF ESCONDIDO
Community Services Department
201 North Broadway
Escondido, CA 92025-2798
760-839-4691

LIABILITY WAIVER
For participants enrolled in
TINY TOTS PRESCHOOL
SCHOOL YEAR 2015-16

Enrollee's Name _____ Activity Name/# _____

Enrollee's Name _____ Activity Name/# _____

Address _____

Hm. Ph. () _____ Wk. Ph. () _____ Cell Ph. () _____

Fax () _____ E-mail _____

I agree to indemnify, defend, and hold harmless the City of Escondido, its officers, agents, and employees from any and all loss, damage, liability, cost, or expenses arising out of or resulting from the use of equipment or property owned by or under the control of the City of Escondido whether or not that liability, loss, or damage is caused by or arises out of any act or omissions of the City of Escondido, its officers, agents, or employees.

I also understand that the City of Escondido does not carry insurance to cover participants in the activities in which I, my child, or my ward is participating. I understand there are risks associated with these activities, and I assume the risk of any injuries that I, my child, or my ward may sustain during any of the activities. I forever discharge the City of Escondido, its officers, agents, and employees from any lawsuits, damages, claims, or judgments resulting from any personal injuries or property damages that I, my child, or my ward may sustain while using City property or equipment, or while participating in an activity sponsored by the City of Escondido.

I understand that the City may take photographs/videos for the use in City publications, Web sites, and news releases without my written consent.

I have read the above Waiver/Release of liability and understand it.

Participant's Signature X _____ Date _____
(A parent/guardian must sign for their children, 17 & under.)

Print Name _____

Please Note: Qualified individuals with disabilities who wish to participate in Escondido Recreation programs, services, or activities and who need accommodation are invited to present their requests for accommodation to the City by filling out a Request for Accommodation form or an Inclusion Support Form for Minors, or by calling 760-839-4643, preferably at least seventy-two hours in advance of the event or activity. Request forms are available on the city's Web site at www.escondido.org.