



MINUTES
Board Meeting
Land Park Community Association

Eskaton Monroe Lodge
3225 Freeport Boulevard
February 21, 2018 - 6:30 p.m. -8:30pm

Board members:

- Present: Steve Winlock – President, Craig Rutledge - Vice President, Mitch Rohrer - Treasurer, Alison Leary - Secretary, John Schade, Art Taylor, Pinki Cockrell, Steve Walker, Joleen Lonigan, Lisa Riley.
- Absent: Stephanie Duncan, Shannel LaDue.

Call to Order: 6:30

I. Consent Calendar: These are items that are non-controversial in nature and can be approved in one motion.

- A. Alison noted that the minutes of the January Board Meeting were posted online.
- B. Mitch gave the Budget and Board Expenditure Report, noting that we have \$19,536.53 in our checking account, \$29,124.81 in our savings account, and \$8,000.98 in our Rock Garden account.
- C. The minutes and budget report were approved unanimously.

II. Announcements/ Presentations

- A. President's Report.
 - i. Steve introduced Kainoa Lowman, the Student Editor of the McClatchy Prospector newspaper. Kainoa explained that the newspaper's funding was cut last year and that, although the newspaper has been around for 80 years, it was on the verge of being cancelled. He thanked the LPCA for our award of a \$2,500 grant, which allowed them to publish their paper this year and even write a special edition.
 - ii. Steve introduced Patricia Sturdevant, who was in charge of the 2nd annual citrus harvest with LPCA and Hollywood Park. This year they got 75-80 volunteers, and harvested citrus in 40

locations. In total, they collected 6,400 pounds of citrus for the food bank.

- iii. Steve introduced Meryl Star, who thanked Art Taylor for assisting her with getting the sidewalk repaired in front of the light rail station and filing a claim for reimbursement for her injuries with the City.
- iv. Steve provided an update on the Land Park Amphitheater Project. He explained that the City Council has dedicated \$1 million to the refurbishment of the Ampitheater, that he is on a committee that was set up to review the RFP for the design and development of the amphitheater, and that they are currently awaiting contractor proposal submittals. He noted that community input will occur after the contractor is selected.
- v. Steve thanked Noah's Bagels and Goodie Tutchews for the refreshments.

B. Matt Reed (Council Member Hansen's Office):

- i. Matt has taken over for Consuelo, and their office has hired Alex Zuko, who will be the new constituent services manager. Alex will be attending the LPCA meetings in the future.
- ii. Matt explained that Hansen's office organized an impromptu community meeting at Marina Vista and Alder Grove to discuss public safety issues and ways to improve the community design. Hansen's office is trying to increase coordination between service providers in the area and SHRA. The City will try to continue to bring community members to the table to look at what needs are there and how to address them. Council Member Hansen has also requested an expedited traffic management plan for the area.
- iii. There will be some upcoming water meter projects. More information on the projects can be found at Metersmatter.org.

C. Parks update from Shannon Brown, Interim Director for Parks; Eugene Low, Park Manager; and Gary Hayden, who works on park planning and development.

- i. The City is looking to collaborate with Steve Hansen's office and the LPCA on a 100 year anniversary celebration.
- ii. Park Revenues:
 - 1. The Land Park Fund had a total revenue of \$131,000 in the 16/17 fiscal year, the City spent \$81,000 of that (largely on jogging path, tree work, and safety). The current balance is about \$300,000.
 - 2. Land Park receives additional fee revenues for high demand events - FY 16/17 - \$630 was collected under that fee. There's a total of \$7,000 in the account for high demand events. This money is set aside for items that are damaged or need to be repaired because of high demand events. Shannon will look into whether any of

this funding can be used to help LPVC with the fountain project.

3. Park development impact fees - The money from park development impact fees are used city-wide. The City is still trying to determine how the money will be distributed.

iii. Hiring:

1. There are 13 park rangers (9 regular, 2 supervisors, and 2 assistant park rangers). They have finally filled all but one of the open positions. With these new park rangers, the City's goal is to be more proactive than reactive. However, parks staff do not work late at night. If there are people in the parks at night, community members should call 311.
2. The Parks department has hired 3 park maintenance staff, a staff person to maintain the rock garden, and will be hiring an arborist soon.

iv. Pending Projects:

1. A City cemetery management team has been hired. They will likely convene a technical advisory meeting in late April, at which time they will present an approach to fixing irrigation problems in the cemetery. Estimated repairs are about \$2 million. Currently, the City only has about \$550,000 set aside for this purpose.
 2. Today was the deadline for amphitheater RFPs - 3 proposals submitted.
 3. The restroom in the park will likely be completed over the summer.
 4. Roosevelt Park- ADA modifications to restroom taking place now.
- v. One community member made a request for information about how many road closures there are each year in Land Park.

III. Committee Reports and Discussion:

- A. Land Use (*Steve Walker, Chair*) – Raley's lost its CEQA lawsuit, so the project will likely be delayed further.
- B. Public Safety (*Art Taylor, Chair*) – Art and Jerry are working on traffic safety in Land Park. They met with interim director for traffic safety and are seeking to address resurfacing issues; road safety; the Freeport road diet; and a citywide system safety study.
- C. Parks (*Pinki Cockrell, Chair*) – See Attached.
- D. Community Services Committee includes:
 - i. Easter Egg Hunt and Hat Parade: Alison provided an update on the Egg Hunt and Hat Parade that she is organizing with Art. See attached.
 - ii. Taste of Land Park: Craig Rutledge noted that he is working with

Thomas Trejo to organize TOLP. The Board voted to keep the ticket price at \$40 for advance purchase. Craig will bring tickets to the next board meeting so that board members can sell 10 tickets each. Craig needs volunteers to help with getting food vendors to commit. Alison volunteered to assist. They will have a more detailed discussion of TOLP at the next community services committee meeting.

- iii. Membership (*Joleen Lonigan & Stephanie Duncan, Co-Chairs*) - 700 door hangers distributed. Boy Scouts to hand out about 7,000 more door hangers between Broadway to Sutterville and Freepport to Riverside.
- E. Executive Committee (*Steve Winlock, Chair*): This Committee is for the President/Vice President, Treasurer and Secretary only. Meetings are called as needed. We did not have a meeting in January or February.
 - i. Beverly Boido has been hired as the LPCA administrative assistant. She has met with Mitch regarding the finances and plans to have a more detailed financial report by the March LPCA board meeting. She has also met with several other board members and will continue to do so over the next month. She noted that we need to set up an LPCA dropbox and order envelope stamps. She will move forward with those two items. She also noted that Stephanie set up an email for Beverly, so she may be contacted at admin@landpark.org.
 - ii. The LPCA Board will have its annual retreat on April 21 at Sac City College.

IV. New Business:

- A. Comments and Suggestions from Members and Audience – NONE.
- B. Board elections will be held on March 21 at Cal Middle School.

Adjourn: 8:30

February LPCA Parks Committee Update, 2-21-2018

- 1.) The February board and membership meeting features a presentation by the city parks team under interim director, Shannon Brown. Requested discussion points include: post nexus study update; where we are now with William Land Park (and Miller Park) plans for use of developer impact fees now that they are available for regional parks; update on actions taken in 2017 and plans for 2018 as a result of the late 2016 parks survey; park ranger update; further response to the recent parks audit; Land Park Special Fund use and balance (information provided was through 2016 only). From the parks committee requests include: commemoration plans from the city and LPCA to recognize the 100th anniversary of the founding of William Land Park, update on restroom replacement, and clarification of Parks' role in the amphitheater renovation.
- 2.) 100th Anniversary commemorative ideas discussed by the Parks Committee included: a 100th anniversary banner and if it should be re-positional to be posted near the events held in the park or on permanent display; pictorial display at Taste of Land Park; a commemorative tree with a plaque from LPCA; embellish the collaborative movie night in the park with professional music, bake sales put on by and to benefit the LP area PTA's and PTO's (as done in Natomas), balloon artists or magicians. **Note to city: please consider a movie date after SCUSD schools are back in session.**
- 3.) Land Park Volunteer Corp's monthly park work days resume on March 3, 2018, 9am-12 noon. All levels of ability are welcome. There are complimentary pastries and coffee beforehand, and a complimentary lunch afterwards. Meet for introductions and instructions at "base camp," the picnic grounds behind Fairytale Town.
- 4.) LPCA received a complaint that a bench at Cervantes Plaza Park was destroyed by a lawn mower, removed, but was not replaced. I confirmed that it did occur last summer and verbally surveyed nearby businesses and people in the park to ensure that they supported replacement. It was elevated to the city. To date, Parks Department has not provided an estimated replacement date. Note: benches in the xeroscape garden are less used because they aren't shaded and are too hot and too far from the grass for pets to sit by their handlers. The missing bench was on a concrete pad in the grass.
- 5.) See articles about our parks in recent publications: the completion of Boat Lake, the Historic Rose Garden in the Old City Cemetery (LPCA is a booster), and the 100th anniversary of William Land Park.
- 6.) Tentatively reserve the second Monday, March 12, 2018, 6:30 pm, 1411 Birchwood Lane, to follow up on commemoration plans, and possibly an update on one of the WLP assets.

-Pinki Cockrell, LPCA Parks Committee Chair

Pinkic2003@yahoo.com

2018 Easter Egg Hunt - February 21 Update

Pre-Event To Do List:

- Date: March 24
- Location: Near Riverside Blvd. between 12th & 13th Ave.
- Music: Ken Cooper. **COST: \$400**
- Hat Parade: Alison coordinating hat parade
 - “Mr. Cotton Tail” Bunny Suit - provided by city
 - Categories for prizes: Most colorful, most spring-like, most unusual, most whimsical (cute), funniest, and grand prize (judges’ favorite).
 - Judges: TBD
 - Invited: Vice Mayor Steve Hansen, Fairytale Town Executive Director Kathy Flemming, Zoo Executive Director Jason Jacobs, and Marlene or Walter Goetzeler.
 - Goodie bags for participants (about 70). **COST: \$300**
 - Misc. Tasks:
 - Create judge name tags.
 - Numbers for participant ID.
 - Prize certificates.
 - Flag for Mr. Cotton Tail
 - Thank you sign for donations.
- LPCA-Acquired Donations:
 - Donations for food/drinks: Art is securing food and drink donations.
 - Marie’s Donuts (discount on donut holes)
 - McDonalds (orange juice, ice tea, cookies and condiments)
 - Noah’s Bagels
 - Goodie Tutchews
 - Donations for Hat Parade Prizes: Alison securing donations for prizes.
 - Fairytale Town (family gift packet of tickets): TBD.
 - Sacramento Zoo (family gift packet of tickets): Confirmed.
 - Freeport Bakery (five cookie gift baskets): Confirmed. AL to pick up on 3/24 at 7:00 a.m.
 - Vic’s Ice Cream (20 ice cream coupons): TBD.
 - Create thank you signs for businesses who donated.
- Event Promotion:
 - Advertise in Newsletter, Land Park News, Etc.
 - Post on LPCA website and Facebook page; create Facebook event.
 - Flyers – Local Businesses, Crocker Riverside.
 - Sacramento 365 Event
- **City Provided Support:** Soft candy, event permit, bunny suit, 3 donated baskets, barricades, tables, chairs, stage, and a PA System. **Make sure someone from city unlocks restrooms the morning of and that sprinklers don’t go on.**

Post-Event To Do List:

- Send thank you notes to hat parade judges, businesses who donated items, and volunteers.

Volunteer Coordination:

Board Member Volunteers:

- MC: Lisa Riley
- Make Goodie Bags: Lisa Riley
- Membership Table: _____
- Oversee Egg Hunts (2): _____ & _____
- Oversee Games and Face Painting: _____
- Photography: _____
- Hat Parade Coordinator: Alison Leary
- Trash Cans, Food & Drink Oversight: _____

Available Board Members:

- Alison
- Art
- Stephanie
- Steve Winlock
- Lisa

Additional Volunteers: Art has contacted volunteers.

- **Boy Scouts** – Matt Guzaitis confirmed that his boy scouts can fill the Easter eggs. Matt informed Art that the eggs must be filled by March 13. Art will provide Matt the eggs on March 11. The city will provide Matt Guzaitis with soft candy before March 13.
- **McClatchy/Health Professions High School** – Day of assistance (about 30).
 - **8:00 – 9:30 a.m.** Set-up games and face painting station, egg hunt areas, tables, signage, and cleaning up park area before the event.
 - **9:00 – 11 a.m.** Help oversee games areas, set-up egg hunt areas after each hunt (there will be 4 hunts alternating between two hunting areas), face painting, help keep kids out of egg hunt areas prior to event start, help set-up of Hat Parade, etc.
 - **10:45-11:45 a.m.** Tear down and clean up park area.

Land Park Egg Hunt & Hat Parade Agenda
Saturday, March 24, 2018

8 a.m. Volunteers Arrive for Set-up

- Rope off Egg Hunt areas/Fill with eggs
- Hang Banners and Signage
- Set-up Egg Recycling Area (Plastic Bins)
- Set-up Face Painting Area (4 tables, 8 chairs)
- Set-up Carnival Games
- Set-up Hat Parade Table (1 table, 2 chairs)
- Set-up Membership Table (1 Table)
- City sets up city stage
- Gift Baskets go near stage
- Easter Bunny – Need to ID student to wear suit and set up photo station

9 a.m. Mr. Cooper Arrives for Set-up (will bring own PA system)

- Need to have check ready

9:30 a.m. Festivities Begin

- Welcome by MC Announcing: Face Painting, Photos with Mr. Cottontail, Carnival Games

9:45 a.m. Announceme that Hat Parade will take place at 10am (repeat at 9:50 and 9:55)

10 a.m. Hat Parade

- Announce Winners
- Pass out prizes & goodie bags

10:20 a.m. MC Announcements

- Thanks Sponsors and Partners
 - Boy Scouts & Cub Scouts Troop/Pack 136 for filling 14-15,000 eggs
 - Freeport Bakery for Cookie Plates
 - Noah's Bagels
 - Vic's Ice Cream for gift certificates
 - Marie's Donuts
 - McDonald's on Freeport
 - Councilmember Steve Hansen for Mr. Cottontail, Gift Baskets, Logistics, Location Rental
 - Pinki Cockrell & Shannel LaDue- Coordinating Hat Parade
 - Hat Parade Judges
 - Volunteers
- Announce that whoever finds the Golded Egg wins a Special Gift Basket, and that 20 Eggs have Vic's Ice Cream Gift Certificates.

10:30 a.m. Egg Hunt Begins - 2 Locations for 4 Hunts- Announced by MC: Time/Location

- 10:30 Ages 0-1 (parents ok)
- 10:40 Ages 2-4 (parents ok)
- 10:45 Ages 5-7 (no parents)
- 10:50 Ages 8+ (no parents)

11 a.m. Breakdown & Clean-up; City Arrives to tear down stage and takes their items.

- Announce: Please put eggs in round, colored tubs. Trash in Trash Cans.

11:30 a.m. Return LPCA supplies to storage unit.

Layout of Event Site

