



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Wednesday, July 14, 2021

At 6:00 pm

City Hall, 918 Obispo Street, Council Chambers

Please be advised that, pursuant to State Law, any member of the public may address the Commission concerning any item on the Agenda, before or during Commission consideration of that item. Please be aware that items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the Commission. If you wish to speak on a Consent Calendar item, please do so during the Community Participation Forum.

The Agenda and related Staff reports are available on the City's website: www.ci.guadalupe.ca.us Friday before Recreation & Parks Commission meeting.

Any documents produced by the City and distributed to a majority of the Commission regarding any item on this agenda will be made available the Friday before the meetings at the Recreation and Parks Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm, and posted 72 hours prior to the meeting. The City may charge customary photocopying charges for copies of such documents. Any documents distributed to a majority of the Commission regarding any item on this agenda less than 72 hours before the meeting will be made available for inspection at the meeting and will be posted on the City's website and made available for inspection the day after the meeting at the Recreation Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, including review of the Agenda and related documents, please contact the Administration Office at (805) 356.3891 at least 72 hours prior to the meeting. This will allow time for the City to make reasonable arrangements to ensure accessibility to the meeting.

1. ROLL CALL:

Commissioner Chair Joseph Harris
Commissioner Robert Salinas Jr.
Commissioner Enrique Ortiz
Commissioner Jesse Ramirez
Commissioner Vacant Position

2. PLEDGE OF ALLEGIANCE

3. COMMUNITY PARTICIPATION FORUM

Each person will be limited to a discussion of three (3) minutes. This time is reserved to accept comments from the public on Consent items or matters not otherwise scheduled on this agenda. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. Recreation and Parks Commission may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

4. CONSENT CALENDAR

The following items are presented for the Commission approval without discussion as a single agenda item in order to expedite the meeting. Should a Member of the Recreation and Parks Commission wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Approve the Minutes of the Recreation & Parks Commission meeting of June 9, 2021, to be ordered filed.

REGULAR BUSINESS

- 5. Review and discuss a possible recommendation to the City Council regarding a waiving of rental facility fees for the Vietnam Veterans of America Post #982 for their use of the Senior / Community Center since the City Veterans Hall is unavailable for their meeting and event(s) use and Recreation Commission co-sponsorship of a Blood Bank drive on 9/24/2021, time TBD.
- 6. Review and discuss possible options for funding of Recreation and Parks targeted goals, event(s) and programming for fiscal year 2021-2022. (See Attachment A)

7. Parks Improvements.

Written Report: Shannon Sweeney, Public Works Director / City Engineer

Recommendation: That the Recreation Commission provide guidance and make a recommendation to City Council on the expenditure of parks improvements funding for fiscal year 2021-2022.

8. STAFF REQUESTS AND ANNOUNCEMENTS:

- A. Recreation and Parks Monthly Report for June 2021.
- B. Status / update on the use of the City owned Veterans Memorial Hall with respect to the lease agreement with the American legion Post 371.
- C. Status / Update of proposed MOU between the City and the Boys and Girls Club of the Mid Coast on the use of the LeRoy Park Community Center.
- D. Review, update and discussion on the City's 75th Anniversary Celebration ongoing preparations.

9. COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS:

- A. Status on the acquisition by the Guadalupe Youth Football Club of a viable alternative unit that can be converted and utilized as a snack bar at Jack O'Connell Park. (Commissioner Ortiz)

10. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall display case and website not less than 72 hours prior to the meeting. Dated this 9th day of July 2021.

Charlie Guzman

Charlie Guzman, Recreation Coordinator

PROPOSED FUTURE AGENDA AND PENDING ITEMS

Other Pending Items/ Events	Proposed Date of Item	Agenda Category
Recreation proposed sports programming involving (Wrestling, Soccer, Volleyball and Basketball for the fiscal 2021-2022 year)	7/14/21	Regular

MINUTES

**CITY OF GUADALUPE
MEETING OF THE RECREATION AND PARKS COMMISSION
WEDNESDAY June 9, 2021**

Call to Order: Recreation Commission Chair- Joe Harris called the meeting to order at 6:05 pm.

Roll Call: Recreation Coordinator Guzman noted the Commissioner Attendance as Follows:

Commission Chair: Joseph Harris- Present
Commissioner: Enrique Ortiz- Absent
Commissioner: Robert Salinas- Present
Commissioner: Jesse Ramirez- Present
Commissioner: Open Position

Pledge of Allegiance:

Commission Chair Joe Harris was recognized and led the Commission in the pledge of allegiance.

Community Participation Forum:

No participation

Consent Calendar:

1. Approve Minutes from April 14, 2021, meeting. Discussion: None.

After a review. The Commission voted unanimously to approve the minutes of the last (April 14, 2021) Recreation and Parks Commission meeting based upon a motion from Commissioner Salinas and seconded by Commissioner Ramirez. (Note: there was no Recreation and Parks Commission meeting on May 12, 2021 due to lack of a quorum.)

Regular Business:

2. After discussion, the Commission voted unanimously, based upon a motion from Commissioner Salinas and seconded by Commissioner Ramirez to recommend to The City Council that a change be made to the hourly City facility rental fee schedule charged to out of town / Non-City affiliated non-profits of \$110.00 per hour to \$50.00 per hour.
3. The Commission reviewed and discussed the details presented by Staff on the City Council's decision to eliminate the Recreation and Parks Commission's recommendations / requests for a programming budget from the proposed the fiscal year 2021-2022 City budget.

4. The Commission discussed at length the possible options in which it would proceed to find funding for recreational programming the Commission wished to target for the upcoming fiscal year. No specific plan was placed up for motion. Instead, this issue was tabled for the next Commission meeting in July 2021.
5. The Commission then addressed the request from “The Little House by the Park” to utilize the Veterans Memorial Plaza for a Fourth of July fireworks fundraiser (See attached staff report). The Commission voted unanimously to approve the request and recommend to the City Council they do the same. This decision was based upon a motion by Commissioner Ramirez and seconded by Commissioner Salinas.

Staff Request and Announcements:

Staff (Recreation Coordinator Guzman) reported that the City will probably be changing its COVID-19 Tier status this month to “Orange” effective 6/15/2021 if all goes well. And it is expected that City rental facility activity will commence. In addition, staff reported that there has been some movement / action with regards to MOU agreements with the American Legion for the use of the Veterans Hall and the Boys and Girls Club of the Mid Central Coast for the use of LeRoy Park Community Center although there was no specific language or agreements to report. Staff also reported that the Recreation and Parks office was contacted by Guadalupe Youth Wrestling and Youth Soccer programs interested in resuming activities in July or August. This is in addition to a summer youth and adult basketball programs that are in the organization and planning stages.

Commission Requests, Comments and Meeting Reports:

The Commission requested Staff continue to monitor and furnish updates on City Recreation and Parks business especially involving any MOU agreements. Commissioner Ortiz was unavailable to report on the search for possible alternative options with respect a snack trailer to be located at Jack O’Connell Park during the expected upcoming youth football season.

Adjournment:

At 8:10 PM a motion was made by Commissioner Salinas and seconded by Commissioner Ramirez for adjournment. The unanimous vote resulted in the meeting’s closure.

Recreation Coordinator, Charlie Guzman

Recreation Chair, Joe Harris



2021 City of Guadalupe Goal Setting Meeting Statement

Scheduled for Monday 4/19/21 9 5:30PM

“Attachment A”

Site: City Council Chambers or via Zoom

Recreation and Parks Commission: Joe Harris, Enrique Ortiz, Robert Salinas Jr.,
Jesse Ramirez

Recommended Targeted Goals, Events and Programming.

Targeted Goals and Events:

- 1 Establish a 5 Year Recreation and Parks Master Strategic Plan
- 2 City 75th Anniversary Celebration 5K Run, Walk and Bicycle Tour (Enrique)
- 3 Monthly / Bi-Monthly Bingo as a City fundraiser to support all Parks (Joe)
- 4 City Diversity Celebration Event(s) (Jesse)
- 5 Collaborative Halloween Carnival (Robert)
- 6 Community Vehicle Club Event ()
- 7 Youth and Adult Tournaments (Basketball, Horseshoe, Wrestling, Video, Softball, Volleyball, Badminton, etc.) (Charlie)
- 8 Youth and Teen Dance and Movie Nights (Joe)
- 9 Outreach to City Businesses and Organizations for Recreation and Parks Sponsorship* (All Recreation and Parks Commissioner)
- 10 Establish Collaborative programs with the local School District and other Organizations (Charlie)



Focused Programming:

- 1 Youth and Adult Basketball*
- 2 Coed Adult Volleyball - open sessions
- 3 Senior Activities, Exercise and Yoga Programs
- 4 Adult Zumba and Dance (Salsa) Aerobic Exercise Programs
- 5 Youth Sports Clinics*
- 6 Judo and Karate Classes*
- 7 Educational, Artistic and Cultural Classes*
- 8 Establishment of Theatrical Arts and Music Programs
- 9 Provide financial and other support for the continuing existence of local youth and teen club Programs. Reestablish such programs as the Boy / Cub Scouts, Girl Scouts, Camp Fire etc.)*

***Self-Sustaining**



**REPORT TO THE RECREATION COMMISSION OF THE CITY OF GUADALUPE
Agenda of July 14, 2021**

Shannon Sweeney

Todd Bodem

Prepared by:
Shannon Sweeney
Public Works Director/City Engineer

Approved by:
Todd Bodem, City Administrator

SUBJECT: Parks Improvements

RECOMMENDATION:

That the Recreation Commission provide guidance and make a recommendation to City Council on the expenditure of parks improvements funding for Fiscal Year 21 – 22.

DISCUSSION:

The City of Guadalupe fiscal year 2021 – 22 budget approved on May 25, 2021 allocates \$45,000 in funds for parks improvements (project #089 – 203). Staff desires direction as to how to spend these funds.

On June 2, 2021, the City received certified playground safety audit reports for the play structures at Paco and Tognazzini Parks. California Health & Safety Code, sections 115725 – 115735 requires owners and operators of public playgrounds to inspect and maintain their facilities in accordance with playground safety standards and accepted best practices according to the National Playground Safety Institute and the National Recreation and Park Association. The code requires all public playgrounds to be inspected by certified playground safety inspector was certified by the National Playground Safety Institute. Based on these findings, operators required to implement any changes identified as necessary to comply with requirements of the California Health & Safety Code.

Based on these reports, there is insufficient protective surfacing underneath the play structures to protect against injury from falls. Estimated cost to resolve this deficiency is approximately \$12,000. In addition, the reports indicate inadequate signage regarding adult supervision, user age group recommendations, and other safety measures. These signs, along with general park rules signs are estimated to cost approximately \$715 each. 7 signs are needed in total for Paco, Tognazzini, and O’Connell Parks, for a total cost of \$5,000.

The original intent of the play structure that was removed from LeRoy Park was to construct a portion of it at O’Connell Park. After spending considerable amount of time reviewing the parts, it has been determined that the structure cannot be safely rebuilt. \$3,000 is recommended to purchase two standalone items, a spinner and a climbing feature. Example photos are provided below.

The barbecue pit awning is exhibiting rust due to the elements. The City received a quote to recoat it at \$12,420. The water fountain at O’Connell Park needs to be replaced. In addition, is recommended that the sinks be removed from the restrooms and installed outside the building and a changing table be added inside the restrooms. These costs are estimated at \$9,000. The irrigation system at O’Connell Park keeps tripping a breaker. Other minor irrigation system repairs plus new breakers are estimated at \$1,000. Staff received a request to make improvements to the horseshoe pit at O’Connell Park, including a safety fence to protect children from running across the area while horseshoes are being thrown. Estimated cost is \$2,000.

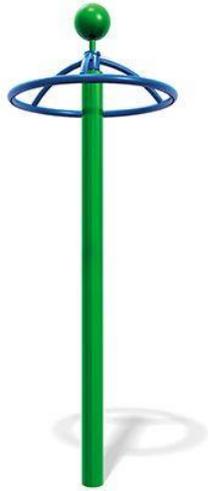
The table below summarizes the items requested and their estimated cost.

Item	Estimated Cost
Play structure ground cover	\$12,000
Signage	\$5,000
New play structure elements	\$3,000
Barbecue pit recoating at O’Connell Park	\$13,000
O’Connell Park restrooms improvements	\$9,000
Irrigation system repairs	\$1,000
O’Connell Park horseshoe pit improvements, including 3’ safety fencing	\$2,000
Total	\$45,000

Spinners



\$1,287



\$1,853

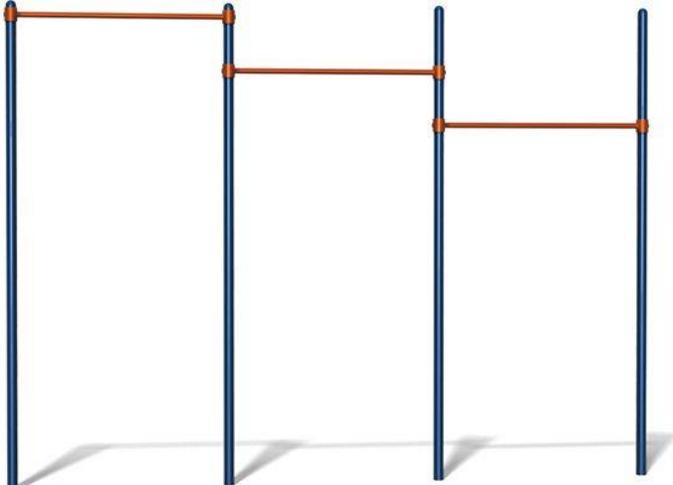


\$899

Climbers



\$1,530



\$1,596



\$1,464