



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Wednesday, December 8, 2021

At 6:00 pm

City Hall, 918 Obispo Street, Council Chambers

All persons attending the Recreation and Parks Commission meeting are required to wear nose and face masks regardless of vaccination status when indoors in public setting, with limited exceptions pursuant to **County of Santa Barbara Health Officer Order No. 2021-10.6.**

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. If you wish to speak on any item on the agenda, including any item on the Consent Calendar or the Ceremonial Calendar, please submit a speaker request from for that item. If you wish to speak on a matter that is not on the agenda, please do so during the Community Participation Forum.

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 Emily Dreiling

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 Calendar 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 regular meeting of October 13, 2021.](#)

REGULAR BUSINESS

- 5. City Auditorium Ad Hoc Committee verbal update.
- 6. Jack O’Connell Park Improvements Ad Hoc Committee verbal update.
- 7. [City of Guadalupe COVID-19 Athletic/Auditorium Facility Use Procedure Agreement.](#)
- 8. Recreation Services Manager verbal update.

9. STAFF REQUESTS AND ANNOUNCEMENTS

- A. Central Park Volunteer Clean Up (Chair Joe Harris)
- B. Other matters of importance that City Administrator will discuss, if deemed necessary.

10. COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS.

11. 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 1st day of December 2021.

Todd Bodem

Todd Bodem, City Administrator

PROPOSED FUTURE AGENDA AND PENDING ITEMS

Other Pending Items/ Events	Proposed Date of Item	Agenda Category

MINUTES

CITY OF GUADALUPE
MEETING OF THE RECREATION AND PARKS COMMISSION
WEDNESDAY October 13, 2021

Call to Order: Recreation Commission Chair- Joe Harris called the meeting to order at 6:00 p.m.

Roll Call: City Administrator Todd Bodem noted the Commissioner attendance as follows:

Commission Chair: Joseph Harris- Present
Commissioner: Enrique Ortiz- Present
Commissioner: Robert Salinas- Present
Commissioner: Jesse Ramirez- Absent
Commissioner: Emily Dreiling - Present

Pledge of Allegiance:

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

Presentation:

Service Employment and Redevelopment (S.E.R. Jobs for progress, Inc.): Mr. Michael Jimenez, Vice President of S.E.R. gave a fantastic presentation about the SER Jobs for Progress and their desire to develop programming covering a wide arrange of activities proposed for the Le Roy Park Community Center. SER-Jobs for Progress, Inc. (SER) is a 501 (C)(3) incorporated in California in 1973 as a community-based non-profit. The agency provides affordable housing and social services throughout California and maintains a corporate office in Fresno, California.

During the past thirty-nine years SER has provided services to residents in over 100 cities in 23 counties throughout California. SER has developed a variety of programs to address the needs in these diverse communities.

Community Center for the Arts and Technology

Mr. Jimenez stated his desire to be a part of this community and mentioned what he can offer the Le Roy Park Community Center to include Arts and Technology (CCAT). Several of the commissioners asked what are the benefits? The idea is to spend some funds for staffing and develop the community center programs, which is designed to engage rural youth in performing arts and civic participation while developing leadership skills to increase their understanding of social responsibility.

The Center Offers Classes In:

Drone Technology
Robotics

Music (Guitar, Piano, Ukulele) for beginners and intermediates
Folklorico
Theater
Boxing
Radio Production
Television Production
Senior Programs

SER would be able to share the facility with other entities and work in collaboration with the Boys and Girls Club, along with the city special interests. It was also stated that they can write grants to further enhance programming.

The Commissioners asked when the Le Roy Park renovation will be completed. Bodem stated, it will be open on January 28, 2022.

Community Participation Forum:

No participation

Consent Calendar:

1. Motion made by Salinas, seconded by Harris to approve the September 8, 2021, minutes.

Regular Business:

1. Follow up Discussion: Joint City Council/Recreation & Parks Commission Workshop on uses of the American Rescue Plan Act for capital and personal expansions. Administrator Bodem gave a summary of the recreation related items approved by the City Council at their October 12, 2021, City Council meeting. They are as follows:
 - a. One Full-Time Recreation Services Manager/Grant Writer
 - b. One Part-Time Facility Rental Coordinator
 - c. Jack O'Connell Park Investment – ADA Play Structure & Installation, Concession Stand, recreational programming, apparatus
 - d. Le Roy Park Wi-Fi
 - e. Tree Trimming (large trees)
 - f. Auditorium Upgrades

The above value is over \$300,000 for Recreation and Parks Improvements. Chair Harris expressed his satisfaction in what the City Council Approved.

2. Appoint two Recreation & Parks Commissioners: One for the City Auditorium Renovation Ad Hoc Committee and the second one for the Jack O'Connell Park Improvements Ad Hoc Committee:

A motion was made by **Harris**, seconded by **Salinas** to appoint Commissioner Dreiling to the City Auditorium Renovation Ad Hoc Committee. All ayes, motion passed.

A motion was made by **Harris**, seconded by **Ortiz** to appoint Commissioner Salinas to the Jack O'Connell Park Improvements Ad Hoc Committee. All ayes, motion passed.

3. Appoint Recreation & Parks Commission to the interview panel for Recreation Services Manager/Grant Administrator

A motion was made by **Salinas**, seconded by **Ortiz** to appoint Commissioner Dreiling to the interview panel and Salinas as an alternate. All ayes, motion passed.

Staff Requests and Announcements:

City Administrator Bodem provided an update on the use of the city owned Veterans Memorial Hall with respect to the lease agreement with the American Legion Post 371. The MOU/Lease is in draft form and is being negotiated by Committee via the City Attorney and the Legion's Attorney. Currently, the City Attorney is working with staff on the various issues, and in doing so, we realized that it would be very helpful to have an accurate and clear floor plan to attach to the exhibit to the MOU and so reference to the various location can be clearly indicated. We have obtained services of a person to prepare this floorplan and intend on providing him full access to the building on the future Saturday. Bodem said we should know more by the end of this year.

Commissioner Chair Harris indicated that he is working on a plan for the continued clean up and landscaping volunteerism of Central Park. He talked about the need to work on cleaning up the hedges, etc. Harris stated that this item be put on next meeting agenda.

Commissioner Salinas passed out a fiscal year 2021-2022 draft of recently approved options for funding of Recreation and Parks target goals, event (s) and programming. Bodem indicated that much of these items are addressed with the new funding. The new Recreation Manager/Grant Writer will further design and implement a timeline to the goals and provide targeted milestones.

Public Works Director Shannon Sweeney stated that the City of Guadalupe fiscal year 2021–22 budget has recently increased to just under \$100,000 for a playground structure the O'Connell Park. The Ad Hoc Committee will evaluate the proposals and eventually make their recommendation to the City Council.

Ms. Sweeney presented the revised sign language and image for the parks signs previously discussed with the Commission. Ms. Sweeney said that the signage being presented tonight is specific to park rules discussed. Ms. Sweeney showed an exhibit of a proposed / revised park rule sign and message. The old sign does not include most prohibitions listed in the municipal code, does not clearly define the jurisdiction, contains outdated code references, does not provide a phone number to call if problems occur, and generally looks dilapidated.

Ms. Sweeney also provided the Commission with the City of Guadalupe playground rules sign language:

1. Play at your own risk
2. Adult Supervision Recommended
3. Avoid Choking Hazards
4. Caution: Surface may be hot
5. No animals in the play area
6. No glass
7. No smoking at park
8. Hours: Dawn to dusk

This sign (s) will also be posted.

Ms. Sweeney also provided a brief report on status of contract landscapers, new city maintenance workers and plans for a landscaping procedure that services on the seasonality of the city parks. Sweeney talked about the staffing rotations and new electric equipment; things are slowly taking shape. The mowing contractor will still mow the large fields, but staff are tasked with the lighter landscaping and mowing.

The Commission requested that the bushes on the north end of Central Park be removed. Chair Harris said he would like to talk about the Central Park Volunteer Clean Up the next meeting.

Discussion ensued about a possible Commission walk through of all our city parks. Motion was made by **Harris**, seconded by **Dreiling** to hold a Joint Special parks walkabout meeting with the City Council on a future Saturday. All ayes, motion passed.

Bodem asked for some direction from the Commission and raised several points with them on masks and vaccination policies: 1) masks or no masks, on and/or off the court; 2) verify vaccination certification for those 12 & older; 3) require mask wearing for all spectators; 4) test or not test, those 12 & older who can't provide vax certification & those under age 12; if yes to testing, frequency? 5) exception for wrestling – not required to wear masks when on floor, wear mask when on bench.

The Commission talked extensively about masks, vaccination and hold harmless agreements, etc. The Commission came to the following conclusion and recommendations. Much of this was driven by the new commissioner Emily Dreiling, but the Commission agreed:

The Commission agreed that Commissioner Dreiling provide a policy on masks, vaccination, and hold harmless agreements as she has been working on at Vandenburg that has been running for the last 15 months operating sports, both indoor and outdoor in her day job.

According to Dreiling, for all indoor sports we allow athletes that are actively participating in activity to remove their mask. For example, in basketball when you are on the court and playing

your mask can come off. When you are waiting on the bench, mask is required. They require coaches, and all spectators to always wear a mask. Upon arrival at the facility, they take temperatures, and require sanitation prior to entry into the court. They open as many doors as possible for cross air flow.

For practices they hold a very strict no spectator policy regardless of age. They ask that parents drop off children at the main entrance and depart the facility. They keep emergency contact information on file for any calls they need to make. For events, each athlete/family is given two tickets per season. The athlete can give the ticket to mom and dad one week, and grandma and grandpa the next. Ultimately, regardless of circumstances no one can have more than 2 spectators in the gym per game. This allows them to plan for social distancing. Prior to entry into the gym spectators are required to have their temperature taken and sanitize. They have signs at the entrance reminding “fans” of the rules, “must wear mask at all times”, please don’t enter if you are feeling ill, etc. Even siblings count towards the 2 spectators regardless of age.

At the start of the season, they have the parents sign a rule of engagement for the season, and what I would generalize as a hold harmless agreement. Stating that they are engaging in activity at their own risk, and they are assuming the risk associated with the activity. Emily’s legal team drafted the letter, and it has some additional verbiage that keeps them from getting sued. The agreement signed by the parents is kept on file, and they are very clear this is a zero-tolerance policy. Emily could ask for the agreement for City use.

They ended up not going down the vaccinated card checking or requirement route. For several reasons, but the bottom line legally the policy did not get written to support the enforcement. Emily and the Recreation and Parks Commission would assume the city would probably look at in a similar fashion. What type of exposure would the organization have for future lawsuits if someone wasn’t vaccinated and was denied entry? For example, later claiming the reason from non-vaccinated was due to a medical condition or religious belief. Personally, they may revisit the requirement in the future when case law or policy is established but given the two options not enforcing was the last of least risk for future law action. They didn’t go down the testing route due to cost, time, and the ability the support logistically.

Emily indicated that the procedures in place aren’t perfect, but in 15 months they haven’t seen an outbreak and have had very few issues with rule following. In looking at bringing back sports, Emily did quite a bit of research, not really focused as much on COVID, but more from the viewpoint of positive public health benefits from sports. The research was overwhelming on the benefits to the mental health of children and creating a positive social outlet, along with reduction in crime, improved grades, self-esteem, etc.

Emily mentioned that she is not an expert, but unfortunately stated that she has a lot of experience working COVID protocols with her day job.

Again, the recreation and parks commission agreed to the above.

City Council member Gilbert Robles talked about the mural that he and Stephane Krouse painted on 9th Street.

Commissioner Ortiz showed his concern of the cost associated with reserving the Auditorium for a football fundraiser. The Commission mentioned that the new fees developed by Chief Cash was never approved by the City Council even though the fees are posted on the City Website. Bodem indicated, now that the Finance Director is in the office working, the master fee schedule will be revisited.

Chair Harris indicated that there is a need for parent soccer coaches. Bodem mentioned that the new Recreation Manager/Grant Writer will be able to work with the Commission on building these programs for a more robust recreation program.

Adjournment:

At 8:25 p.m. a **Motion** was made by Commissioner **Ortiz**, seconded by Commissioner **Dreiling** for adjournment. The unanimous vote resulted in the meeting's closure.

City Administrator, Todd Bodem

Recreation Chair, Joe Harris



City of Guadalupe COVID-19 Athletic/Auditorium Facility Use Procedure Agreement

This COVID-19 Athletic/Auditorium Facilities Use Agreement (“Agreement”) is made and entered into on _____ between the City of Guadalupe and _____.

Responsible Party: The person(s) who completes and signs this Agreement shall be the Responsible Party. The Responsible Party shall coordinate all event details and outlined COVID-19 procedures detailed below with participants from the Responsible Parties organization.

Responsible Party Obligation:

- a) The Responsible Party shall assume responsibility for advising all participants and their guardians of the COVID-19 procedures outlined below on behalf of the City of Guadalupe.
- b) The Responsible Party understands that in the event their organization does not adhere to the COVID-19 guidelines outlined below as a condition of use of the Guadalupe Auditorium hereby referred to as the “Facility” their facility use agreement will be terminated without refund or notice.
- c) Upon entry into the Facility, the user understands all participants must wear a facial covering mask. When an athlete is actively participating in physical activity the athlete is allowed to remove their mask during the duration of the time they are participating in active physical activity.
- d) All individuals not engaged in active physical activity must wear a mask at all times while inside the Facility.
- e) Upon entry into the Facility all participants must submit to a temperature check performed by the Responsible Party. In the event a participant has temperature above a 1.5-degree variation from 98.6 F the Responsible Party will deny entry of that individual.
- f) Upon entry into the Facility all participants will be required to sanitize their hands with sanitizer provided by the Responsible Party.
- g) During the duration of practice, only athletes and coaches as defined by the Responsible Party will be permitted in the Facility.
- h) For each official game the Responsible Party understands each athlete is allowed two spectators regardless of age into the Facility. It is the responsibility of the Responsible Party to advise athletes and their guardians of this policy prior to arrival at the Facility.
- i) The Responsible Party shall require all athletes to complete the City of Guadalupe Hold Harmless and Indemnification Agreement outlined below as a condition of entry for each participate.

Termination/Cancellation: This Agreement to use the Facility is granted subject to observance of current CDC, State of California, and Santa Barbara County Guidance. The City of Guadalupe may revoke this Agreement effective immediately upon the Responsible Parties failure to comply with any COVID-19 procedures outlined above. The City of Guadalupe may terminate the Agreement without notice in the event of an emergency which, in the opinion and sole discretion of the City of Guadalupe, would make the use of the facility unfeasible.

Modifications of this Agreement: This Agreement contains the COVID-19 protocols outlined by the City of Guadalupe, as a condition of use of the Guadalupe City Auditorium. Any modifications, changes or amendments to this Agreement must be written and signed by all Parties to the Agreement. Notwithstanding above, the Parties to this Agreement incorporate by reference, as though fully set forth herein, those specific paragraphs outlined by the Parties in the attached Facility Use Agreement Addendum.

Acceptance of Terms: I have read and understand the above terms and conditions and agree to abide by these terms and conditions.

Responsible Party Signature: _____ Date: _____

Printed Name and Title: _____

City of Guadalupe Representative Signature: _____ Date: _____

Printed Name and Title: _____

THIS IS AN IMPORTANT LEGAL DOCUMENT. BY SIGNING IT YOU WILL GIVE UP IMPORTANT LEGAL RIGHTS. READ THIS DOCUMENT CAREFULLY. DO NOT SIGN IT UNLESS YOU UNDERSTAND AND COMPLETELY AGREE WITH ITS TERMS.

City of Guadalupe Hold Harmless and Indemnification Agreement

I am freely assuming the risk of any injury that may result while participating in activities associated with the Guadalupe Auditorium. There are inherent, known, possible and potentially unknown risks and hazards associated with the above activities. I will not hold the City of Guadalupe responsible for any injury, however caused, arising out of or related to the above activities, to include any injury caused by the negligence of the City of Guadalupe. I release and hold the City of Guadalupe harmless from and against any and all claims, demands, suits, liability and injury, however caused, arising out of or related to the above activities, to include any and all claims, demands, suits, liability and injury arising out of or related to the negligence of the City of Guadalupe. Furthermore, I agree to indemnify the City of Guadalupe for any injury caused by my negligence, gross negligence, willful misconduct, dishonesty or fraud.

As used throughout this agreement, "I" includes, but is not limited to, my family members, my heirs, administrators, executors or assigns. "City of Guadalupe" includes, but is not limited to, the City of Guadalupe including, but not limited to, officers, members, agents or employees of the

City of Guadalupe. Injury” includes, but is not limited to, personal injury, sickness, and death, any financial loss or damages, and any property damage, loss or destruction that may result arising out of or related to my participation in the above activities.

Invalidity or unenforceability of one or more provisions or parts of this Agreement shall not affect any other provision or part of this Agreement.

Date Printed Name Signature

Street Address Phone Number

City, State and Zip Code

FOR MINOR PARTICIPANT, OBTAIN PARENT’S/GUARDIAN’S SIGNATURE:

I, _____, parent or legal guardian of the above-named minor do hereby (1) consent to him/her participating in the above activities, (2) **expressly agree to the provisions of the above agreement and adopt it as my own** and (3) agree to indemnify the City of Guadalupe for any injury for which this minor would be liable as stated above.

Date Legal Guardian’s Printed Name Legal Guardian’s Signature