



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Wednesday, January 12, 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. 2021-10.8**.

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 form 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. **INTRODUCING HANNAH FUENTES, RECREATION SERVICES MANAGER**

4. 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.

5. 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 December 8, 2021.](#)

REGULAR BUSINESS

- 6. City Auditorium Ad Hoc Committee verbal update.
- 7. Jack O'Connell Park playground structure update and recommendation.

8. 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.

9. COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS.

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 7th day of January 2022.

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 DECEMBER 8, 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- Present
Commissioner: Emily Dreiling - Present

Pledge of Allegiance:

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

Community Participation Forum:

No participation

Consent Calendar:

1. Motion made by **Salinas**, seconded by **Dreiling** to approve the October 13, 2021, minutes. All ayes, motion passed.

Regular Business:

1. Commissioner Dreiling and the City Auditorium Ad Hoc Committee members stated that on December 6th the Committee met. In preparation for the Recreation & Parks meeting on December 8th, the Committee wanted to ensure they had captured the correct details on the next steps as these notes summarized by the Committee.

The Ad Hoc Committee has ranked the following priorities:

A. Increase electrical capacity either in the breaker box or with a spider electrical system and bring existing outlets up to safety compliant standards. The increased electrical capacity will ensure as we host events in the future, we can meet the electrical requirements for standard events to include a DJ, photobooth, etc. Increasing the frequency of rentals will allow us to receive a return on investment and quickly recapitalize the funds received. Ensuring the power is adequate will ensure city

employees are not required to respond at night and after hours to support breakers going out, which is the current solution for power outages in the facility when a breaker pops.

- Next step: Obtain input and quote from existing city contractor Mark. Shannon will reach out to address requirements/quote.

B. Develop focal point of stage to serve for both performing arts and venue rentals. Creating this focal point would require black paint for the stage floor and back wall. Additionally, we would run LED lighting across the arch way to create focal point lighting. We would need to replace mats along the front of stage to be painted black, as well.

- Next step: Develop engineers estimate for paint, mats, and lighting.

C. Relocate storage items from stage to outside facility.

- Next step: Develop engineers estimate for concrete slab and storage container adequate to store all items currently sitting on the stage (chairs, tables, etc.). Apart from the wrestling mat that will find a permeant home in another area.

D. Improve walkway lighting to create better ambiance for events increasing rentals.

- Next step: Obtain engineers estimate for lighting to be placed just behind each archway walking into the auditorium and updated lighting near current exit signs.

E. Improve heating/air flow for auditorium.

- Next step: Obtain HVAC engineers estimate to improve heating and air flow quality in auditorium.

F. Protect the gym floor. With the increase volume we hope to generate with improved facilities saving the floor will something for consideration. Emily Dreiling included a link the floor protector company she used previously. She said the quality of the material has held up well. However, it does take 2-3 people 30 minutes to set up the protectors. This should be something we consider when adjusting the rates to adequately capture labor cost in the charges.

- Gym Floor Covers: Sheet Vinyl Rolls & Carpet Tiles Protection (greatmats.com) Emily also received a quote from a company called Covermaster that was a GSA advantage company. Next step: calculate engineers estimate and run a cost benefit review of attempting to preserve the flooring vs. cost to resurface floor every few years.

G. Replacement of the back door and ceiling repair.

In summary, this work is on-going, and the Committee does believe the consensus from the group was the auditorium serves multiple purposes for the city (gym for youth sport, event space, performing arts, etc.) While we want to accommodate all those purposes, the budget will only go so far. The plan moving forward is to prioritize these six/seven items and then review the bottom-line once we have a quote/estimate. The suggest we try to budget at 85% of our total budget and leave a 15% buffer. The vision from the Committee is that if we can create a space that has adequate heat/air, power, and space that Chachi mentioned would be "Instagram" worthy, we can increase our revenue streams and hopefully set rates that will not only allow us to break-even but recapitalize profits back into future updates to the facility.

Dreiling stated as a committee, we will plan on coming back together once all the quotes are received, and we can determine if additional funding is available or if we need to make modification to reduce cost. If we have additional funds remaining, we have an expanded list of nice to have's.

Once the new Recreation and Parks Services Manager comes on full-time if they have any interest in creating a social media platform (Instagram), pricing brochures, etc. Emily and others would be happy to help.

2. Commissioner Salinas Jr. provided an update about the Jack O'Connell Park Improvement Ad Hoc Committee project. Salinas Jr. showed his enthusiasm for this project telling the Commissioners that the Ad Hoc Committee will be reviewing the proposals on December 16. Salinas mentioned that the Committee wanted to expand the playground equipment site boundaries but decided it would cost too much considering the budget amount of around \$97,000.
3. The Commissioners then revisited the City of Guadalupe COVID-19 Athletic/Auditorium Use Procedures Agreement and read through the "**Responsible Party Obligation:**" sections and rendered a recommended decision to keep all of the following except to strike/remove "**e & h**" below:
 - 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 always wear a mask 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.

Ortiz believes this policy is too restrictive and should follow the less restrictive policies that several of the schools are committing too.

Bodem indicated that this policy is a fluid document as one never knows how the new strains or variants may affect future governmental laws.

A motion was made by **Salinas Jr.**, seconded by **Ortiz** approving as a recommendation for the City of Guadalupe COVID-19 Athletic/Auditorium Facility Use Procedure Agreement conditioned upon and removing the obligations e) and h) above. All Ayes, motion passed.

4. Staff Requests and Announcements:

Harris indicated that the parks are starting look much cleaner and nicer.

Bodem said it is with great pleasure to announce that the City has received an award from the Statewide Park Program for the renovation of Central Park. The amount: \$4.9M!

The state funded close to \$500M but they received in application requests \$2.5Billion! It was highly competitive and little old Guadalupe got in the door!

More to come soon. LADG will get word out to the community via the Facebook Page and will work with City staff on a press release

Bodem said that Le Roy Park is expected to be open January 28, 2022. On December 7, 2021, the Mayor had very good meeting with the Boys & Girls Club and SER for Progress. It is now time for City, two recreation commission members, etc., to meet with the Clubs to work out details. The

Boys and Girls Club is planning their 2022 budget and do want to include a significant budget dollar for staffing at Le Roy Park. And they would prefer a multi decade lease so they can commit funding and fund raisers to the operation of the site. A MOU will specify what the City would want in their operations to include SER and the wishes of the City Council and Recreation Commission as well as the new Recreation Services Manager.

Bodem stated that the new MOU/Lease needs to have a reopener clause; especially if it is a long-term agreement.

Boys and Girls Club Chief Operations Manager Roberto Rodriquez mentioned that with the Holidays approaching, a meeting needs to be set up soon to discuss a multi-year lease. He stated that the Boys and Girls Club is willing to contribute an estimated \$300,000 to \$400,000 to help fund positions and excited to work with SER for progress and other entities to make this a fully utilized Community Center.

A few of the commissioner reiterated that the Boys and Girls Club should not have total control of the facility. Manager Rodriquez concurred.

A motion was made by **Ortiz**, seconded by **Harris** to appoint Commissioners Salinas Jr. and Ortiz on the Le Roy Park MOU/Lease Committee. All ayes, motion passed.

Bodem asked the Commissioners about the status of the wrestling mats both indoors and outdoors. Ortiz said that the mats are in rough shape and the wrestling club is looking to purchase new mats that are easier to store and carry. Bodem indicated that the Auditorium Ad Hoc Group want the matts removed from the stage as it is not storage area. Ortiz gave Bodem the contract name to address the concerns about the wrestling mats.

Lastly, the Commissioner asked for new name plates to create a sense of professionalism. Bodem said they are already ordered.

Adjournment:

At 6:56 p.m. a **Motion** was made by Commissioner **Salinas Jr.**, seconded by Commissioner **Ramirez** for adjournment. The unanimous vote resulted in the meeting's closure.

City Administrator, Todd Bodem

Recreation Chair, Joe Harris