



City of Guadalupe

AGENDA

Special Meeting of the Recreation and Parks Commission

Tuesday, September 19, 2023

At 6:00 pm

City Hall, 918 Obispo Street, Council Chambers

The Recreation and Parks Commission meeting will broadcast live streamed on the City of Guadalupe's Official YouTube channel: <https://www.youtube.com/channel/UCaxeHWd9JkmvKnGFU8BAYQQ>

If you choose not to attend the Recreation and Parks Commission meeting but wish to make a comment during Community Participation Forum or on a specific agenda item, please submit via email to hsanchez@ci.guadalupe.ca.us no later than 2:00 pm on Tuesday, September 19, 2023.

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 9:00 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 9:00 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 Recreation Office at (805) 356.3906 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 Enrique Ortiz
Commissioner Emily Dreiling
Commissioner Michael Jimenez
Commissioner (Vacant)

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 August 17, 2023.

REGULAR BUSINESS

- 5. BGC Monthly Update
- 6. Adult Volleyball Tournament
- 7. Jack O’Connell Turf
- 8. Movie Nights
- 9. Pumpkin Painting
- 10. October Recreation and Parks Newsletter Additions
- 11. Other matters of importance that the Recreation Services Manager will discuss, if deemed necessary.
- 12. **COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS.**

13. 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 24 hours prior to the meeting. Dated this 18th day of September 2023.

Hannah Sanchez

Hannah Sanchez, Recreation Services Manager

MINUTES

CITY OF GUADALUPE
SPECIAL MEETING OF THE RECREATION AND PARKS COMMISSION
THURSDAY, AUGUST 17, 2023

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

- 1. Roll Call:** Recreation Manager, Hannah Sanchez, noted the Commissioner attendance as follows:

Commission Chair: Joseph Harris- Present
Commissioner: Enrique Ortiz- Present
Commissioner: Emily Dreiling- Present
Commissioner: Michael Jimenez - Present
Commissioner: Vacant

2. Pledge of Allegiance

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

3. Community Participation Forum

No participation.

4. Consent Calendar

- A. Motion was made by **Dreiling**, seconded by **Ortiz** to approve the May 2, 2023, regular meeting minutes. All ayes, 4/0. Motion passed.

Regular Business

5. BGC Monthly Update

Facility Use

- McKenzie wrestling Monday, Tuesday, and Thursday from 6pm to 7:30pm
- Woman & Infant Mobile Care last Tuesday of each month. They use bathrooms and when it rains facility

Building & Grounds

- Overall looking good.

6. Adult Volleyball League

- Ms. Sanchez updated the commission on the Adult Volleyball League. Rather than making it COED this league was left open ended to encourage more players as last

year there were not enough teams to hold the league. The registration fee for resident teams was set at \$380 and non-residents \$495. The registration deadline is September 1st. If there are no registrations Ms. Sanchez will try to set up a one day tournament instead of the league.

7. Commissioner Vacancy

Ms. Sanchez updated the council on the vacant commission seat. Mr. Trevor Lamberson missed all meetings since his appointment, so city council removed him and requested that a posting be made for a new commissioner. Applications will be accepted until September 29, 2023. After that time Ms. Sanchez will submit all applications at the next city council meeting for the council to select a new commissioner.

8. Youth Evolution Sports

Ms. Sanchez is working with Youth Evolution Sports to bring soccer and basketball to Guadalupe. As the master fee schedule was not set and approved by council for recreational use at the facilities, Ms. Sanchez waived the fees until that time as the organization would be providing services to the youth of the community. After the time that the fees are set Ms. Sanchez will reach back out to establish the fees for use with the group.

For their 4-week sessions for both basketball and soccer, youth evolution offers classes for ages 2 – 11 years old. The price is \$64 dollars for all four sessions which also includes a jersey. Soccer classes will be held September 19th – October 10th at Jack O’Connell Park. Basketball classes will be held September 22nd – October 13th at the City Hall gymnasium.

9. Allan Hancock College Community Classes

Ms. Sanchez met with the community course representatives from Allan Hancock College to tour the Guadalupe facilities available for use for community classes. Hancock is willing to provide a limited amount of classes to begin in Guadalupe at various locations (Veteran’s Hall, Senior Cennumbernd City Hall) beginning in the Winter. The next steps are for Ms. Sanchez to work on MOU’s for each facility and provide that to City Council for their approval.

10. Facility Use Agreement with Guadalupe Union School District

Ms. Sanchez updated the commission on the use of the City Hall gymnasium and it’s use by the school district. While the goal is to assist the school district in anyway possible to be able to provide youth recreation, because of the majority use of the gymnasium by the school district, the wear and tear on the gymnasium, and no written procedures being in place, Ms. Sanchez’s concern is safety, liability, and fair compensation. Ms. Sanchez informed the commission of the meeting held with Dr. Handall and is desire to keep things status quo with no agreement. The commission requested that council take action by requiring an agreement to be in place. Ms. Sanchez’s next steps are to work with the city attorney on an MOU for the use.

11. September Recreation and Parks Newsletter Additions

The Rec & Parks Commission requested that the following items be included in the September Newsletter.

- Boys & Girls Club Basketball League
- Poetry Jam
- Adult Volleyball League
- Drop-in Sports Calendar
- Other October Events
- Fiestas Patrias
- Bulldogs Football Schedule

12. Recreation Services Manager Resignation

Ms. Sanchez updated the commission on her resignation from the Recreation Services Manager position. The commission asked that Ms. Sanchez create a calendar of annual events as well as an SOP for whoever fills her position. Ms. Sanchez is hoping that someone will be onboarded while she is still in the position to allow her time to train the individual and introduce the replacement to important contacts needed for events. Ms. Sanchez's last day will be Wednesday, November 15th.

13. Other matters of importance that the Recreation Services Manager will discuss, if deemed necessary.

14. Commission Requests, Comments, and Meeting Reports

No requests, comments, or reports.

15. Adjournment

At 7:43 p.m. a **Motion** was made by Commissioner **Ortiz**, seconded by Commissioner **Jimenez** for adjournment. The unanimous vote resulted in the meeting's closure.

Hannah Sanchez

Recreation Services Manager, Hannah Sanchez

Recreation Chair, Joe Harris