



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Wednesday, August 10, 2022

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. 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 July 13, 2022.

REGULAR BUSINESS

- 5. LeRoy Community Center Mural
- 6. Recreation Commissioners & Meeting Day Updates/Revisions
- 7. Auditorium Ad Hoc Committee Verbal Update
- 8. Los Puentes Unidos Resource Fair Verbal Update
- 9. Guadalupe Color Fusion 5k Verbal Update
- 10. Fabulous Fifties Dance
- 11. Christmas Light Competition
- 12. Other matters of importance that the Recreation Services Manager will discuss, if deemed necessary.
- 13. **COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS.**

14. 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 5th day of August 2022.

Hannah Fuentes

Hannah Fuentes, Recreation Services Manager

PROPOSED FUTURE AGENDA AND PENDING ITEMS

Other Pending Items/ Events	Proposed Date of Item	Agenda Category
Facility & Parks Fee Schedule		

MINUTES

**CITY OF GUADALUPE
REGULAR MEETING OF THE RECREATION AND PARKS COMMISSION
WEDNESDAY, JULY 13, 2022**

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

Roll Call: Recreation Manager, Hannah Fuentes, noted the Commissioner attendance as follows:

Commission Chair: Joseph Harris- Present
Commissioner: Enrique Ortiz- Present
Commissioner: Robert Salinas- Absent
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.

Community Participation Forum:

No participation.

Consent Calendar:

1. Motion was made by **Harris**, seconded by **Ortiz** to approve the June 21, 2022, special meeting minutes. All ayes, 3/0. Motion passed.

Regular Business:

1. Le Roy Community Center Mural Winner Feedback

Servando Garcia was present at the meeting as the winner of the Le Roy Community Center Mural competition. Ms. Fuentes discussed that the initial drawing would need to be adjusted as the Recreation and Parks Commission wishes to keep the glass windows clear to allow natural light. Mr. Garcia had visited the site and noticed that those adjustments would need to be made. He estimated that it should only take about a week to complete. He did request, if possible, that the city provide scaffolding.

Ms. Fuentes requested that Mr. Garcia send the adjustment so that it may be presented at the next Recreation and Parks Commission meeting so that they may view it prior to commencement. Nicole Segovia, Los Amigos de Guadalupe representative, was present and informed Mr. Garcia that at the next meeting once the Commission approved his final mural submission that he would

be given a contract that details the terms of the job and payment. After the agreement is read, understood, and signed he would be able to begin work on the mural.

2. Le Roy Park Phase II Verbal Update

Public Works Director, Shannon Sweeney, gave a verbal update on Le Roy Park Phase II plans. The city was awarded \$1.7 million to complete the phase II scope of work. Adult fitness exercise equipment, west side parking lot DG to asphalt, BBQ, approximately 4,000 square foot multipurpose room. All elements were included in the original set of drawings and have gone through plan check. Ms. Sweeney received an email from the architect who oversaw Le Roy Park Phase I with an estimate of the Le Roy Park Phase II entire project. The number ended up being in excess of \$2.1 million. She spoke with the architect to figure out what some options might be. She asked the architect to put together a few different scenarios. One scenario that Ms. Sweeney mentioned was only completing the Multipurpose Room and the Parking Lot. She already put this item on the agenda for the next city council meeting so that she could receive their input, however, she wanted Rec and Park Commission's recommendations first. Just the building is 1.5 million. To stay under the 1.7 million is only a 9% contingency, however, it is Ms. Sweeney's recommendation is to have at least a 15% contingency. Le Roy Park Phase I \$770,000 in change orders. Contingency was 12.4%.

The architect designed the building and project, and it was over budget. The project was designed by committee and the architect came up with an \$8 million project. However, they were asked to go back and shave off elements to cut costs.

Ms. Sweeney and the commission discussed what the use of the multipurpose would be. By knowing what the use would be, adjustments could be suggested for how to stay within the amount of funds available for Phase II.

3. Central Park Verbal Update

The City received a grant from California State Parks Program in the amount of almost \$4.9 million. The City went out for proposals in May. Ms. Sweeney, Nicole Segovia, and Hannah Fuentes evaluated the proposals and agreed on the strongest one. Due to the work that Pacific Coasts Land Design has done in the past and how similar the demographics of those cities are as well as their amazing public outreach, the committee ranked them the highest. Ms. Sweeney would like to request to City Council to provide the notice of award to Pacific Coasts Land Design.

The Recreation and Parks Commission made a recommendation for Ms. Sweeney to proceed with taking the notice of award to City Council. Motion was made by **Dreiling**, seconded by **Ortiz**.

4. Auditorium Ad Hoc Committee Verbal Update

Ms. Sweeney and Ms. Fuentes have collaborated on completing the list of tasks assigned for the renovation of the Auditorium. The last task on the list is the painting of the auditorium. The City went out to bid and opened bids on July 10th. Two bids came in at \$31,000 and \$46,000. The

contractor with the \$31,000 bid was chosen. Auditorium use/reservations were blocked out for the first three weeks in August. There will be a preconstruction meeting on Monday, August 1st.

Ms. Fuentes coordinated the ordering of the curtains for the windows. The warrant for payment was approved at the most recent city council meeting so once the payment is received, the vendor will ship the items. Shipment is estimated at 3-5 weeks.

5. Los Puentes Unidos Resource Fair

Ms. Fuentes updated the Commission on the final plans for the Resource Fair. Ms. Fuentes, the Mayor, SER Jobs for Progress representative, and CCAT representative met on Friday and finalized all details.

6. Guadalupe Color Fusion 5k Verbal Update

Ms. Fuentes updated the Commission on the run plans. All materials were purchased and delivered. The only preparation that will need to occur is the grading and flagging of the course. All other matters are planned.

7. **Other matters of importance** – Nothing to report.

8. The Commission requested that the other agenda items be moved to a special meeting as the third commissioner had a schedule conflict and had to leave. This left the commission with only two people.

Adjournment:

At 7:04 p.m. a **Motion** was made by Commissioner **Ortiz**, seconded by Commissioner **Dreiling** for adjournment. The unanimous vote resulted in the meeting's closure.

Hannah Fuentes

Recreation Services Manager, Hannah Fuentes

Recreation Chair, Joe Harris