



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Wednesday, September 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. 2021-10.3.**

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. CEREMONIAL CALENDAR

- [Oath of Affirmation to Recreation and Parks Commission - Emily Dreiling](#)

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 -No meeting minutes to approve.

REGULAR BUSINESS

6. [Park Rules Signs.](#)

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

Recommendation: That the Recreation Commission provide a recommendation to City Council on the content and appearance of park rules signs.

7. [Recreation and Parks Commission items for discussion and feedback:](#)

- Discuss possible need for a Recreation and Parks Commission Handbook which outlines the Commissions responsibilities.
- Discuss possible uses of American Rescue Funds for capital and personnel expansions (Covid-19 monies for parks).
- Discuss possible options for funding of Recreation and Parks targeted goals, event(s) and programming for fiscal year 2021-2022. What are your goals and aspirations?
- Discuss ideas about redoing, painting, upgrading the City Auditorium.
- Discuss update of proposed MOU/Lease between the City and the Boys and Girls Club of the Mid Coast on the use of the LeRoy Park Community Center.
- Discuss possible walk through of our parks for an upgrade and report back to the City Council for direction i.e., renovations, play equipment, etc.

8. STAFF REQUESTS AND ANNOUNCEMENTS

- A. Status / update on the use of the City owned Veterans Memorial Hall with respect to the lease agreement with the American legion Post 371.
- B. 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)
- C. Central Park Volunteer Clean Up (Chair Harris)
- D. 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 3rd day of September 2021.

Todd Bodem

Todd Bodem, City Administrator

PROPOSED FUTURE AGENDA AND PENDING ITEMS

| Other Pending Items/ Events | Proposed Date of Item | Agenda Category |
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**REPORT TO THE RECREATION AND PARKS COMMISSION
Agenda of September 8, 2021**

Todd Bodem

Prepared by:
Todd Bodem, City Administrator

SUBJECT: Oath of Office of Emily Dreiling to the Recreation and Parks Commission.

RECOMMENDATION:

The City Administrator will administer the Oath of Office to Emily Dreiling to the Recreation and Parks Commission.

DISCUSSION:

At their August 24, 2021 City Council meeting, Council approved the appointment of Ms. Emily Dreiling to the fill a vacancy left open on the Recreation and Parks Commission. Emily has lived in Guadalupe since 2017. She is currently the Deputy Director of the Force Support Squadron at Vandenberg Space Force Base. She sees all aspects of the Moral, Welfare, and Recreation to Vandenberg's 16K population. She has a wide array of experiences and would like to be part of the Recreation and Parks Commission and continue to support positive recreation programs in Guadalupe. Her family plans to put down roots in Guadalupe, and they plan on staying here for the rest of their life.

Ms. Emily Dreiling will be present to take the Oath of Office and say a few words.

State of California

County of Santa Barbara

Oath of Affirmation of Allegiance for Public Officers and Employees

The execution of this Oath is required by Article XX, Section 3, of the Constitution of the State of California.

I, Emily Dreiling do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without mental reservation or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter.

SUBSCRIBED AND SWORN TO before me this 8th day of September, 2021.

Signature of Officer Administering Oath

Todd Bodem, Deputy City Clerk

Name of Officer Administering Oath

Signature of Person Taking Oath

Emily Dreiling, Recreation Commissioner

Name of Person Taking Oath



**REPORT TO THE RECREATION COMMISSION OF THE CITY OF GUADALUPE
Agenda of September 8, 2021**

Shannon Sweeney

Prepared by:
Shannon Sweeney
Public Works Director/City Engineer

Todd Bodem

Approved by:
Todd Bodem, City Administrator

SUBJECT: Park Rules Signs

RECOMMENDATION:

That Recreation Commission provide a recommendation to City Council on the content and appearance of park rules signs.

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 received direction from both the Recreation Commission and City Council on how to spend these funds.

At the City Council meeting of August 10, 2021, City Council allocated \$5,000 for new Park signage. Some of the required signage includes adult supervision, user age group recommendations, and other safety measures associated with play structures. That signage will be addressed at a later date. Signage being presented tonight is specific to park rules. Existing signage regarding park rules is sporadic and outdated. Figure 1 shows an existing park rule sign located at Paco Park. This sign does not include the majority of 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.

Figure 2 provides an alternative option. This sign clearly identifies jurisdiction, can be fabricated with graffiti resistant materials, contains updated code references, provides a phone number to call if problems occur and with minor exceptions includes all municipal code provisions. This sign is presented to the Recreation Commission for comment and may be edited in any manner, including size, shape, color, and content.

Figure 1: Existing Paco Park sign



Figure 2: Proposed Park Rules Sign



CITY OF GUADALUPE PARK REGULATIONS

USE OF THE BARBECUE AND PICNIC AREAS BY RESERVATION ONLY. CONTACT THE RECREATION DEPARTMENT. (805) 356-3894 MON – FRI 8 AM-4PM

PARKS ARE CLOSED TO THE PUBLIC SUNSET UNTIL SUNRISE THE FOLLOWING DAY GMC 12.14.120

NO GLASS BEVERAGES ON CITY PARK PROPERTY GMC 12.14.080

NO CONSUMPTION OR SALE OF ALCOHOLIC BEVERAGES ON CITY PARK PROPERTY WITHOUT A PERMIT GMC 12.14.090

DOGS MUST BE ON A LEASH AND ARE NOT PERMITTED ON SPORTS FIELD, WITHIN 20 FEET OF ANY PLAYGROUND EQUIPMENT, OR ON A LEASH LONGER THAN 6 FEET GMC 12.14.100

IMMEDIATELY CLEAN UP AFTER DOGS GMC 6.04.080

NO OVERNIGHT RECREATIONAL VEHICLES OR OTHER CAMPING GMC 12.14.110

NO GOLFING GMC 12.14.110

NO DUMPING GMC 8.12.050

NO SMOKING GMC 8.70.050

NO ADVERTISING OR SPECIAL EVENTS WITHOUT A PERMIT GMC 12.14.060

NO WASHING OR REPAIRING MOTORIZED OR NONMOTORIZED VEHICLES OR LEAVING SUCH VEHICLES OTHER THAN IN A DESIGNATED LOCATION GMC 12.14

IF YOU OBSERVE ANY VIOLATIONS, PLEASE CALL THE GUADALUPE POLICE DEPARTMENT AT 805 – 343 – 2112 (NON-EMERGENCY) OR 911 (EMERGENCY)



REPORT TO THE RECREATION AND PARKS COMMISSION
Agenda of September 8, 2021

Todd Bodem

Prepared by:
Todd Bodem, City Administrator

SUBJECT: Recreation and Parks Commission agenda items for discussion and feedback

RECOMMENDATION:

Discuss and seek input/guidance about the regular agenda business item 7.

DISCUSSION:

The City of Guadalupe Recreation and Parks Department is going through some significant changes. The City Administrator will be attending the next 2 to 4 Recreation and Parks Commission meetings to maintain the mission of the Recreation and Parks Commission until it hires a full-time Recreation Manager who will help build a more robust recreation and parks program. The City Administrator will discuss and seek guidance from the Recreation and Parks Commission under Regular Business, agenda item 7. All regular agenda items will be discussed and then generate an action for the subsequent meetings. Nothing will be handed out at the meeting.