



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Tuesday, April 2, 2024

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 abarajas@ci.guadalupe.ca.us no later than 2:00 pm on Tuesday, April 2, 2024.

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 Arnulfo Navarro

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 March 5, 2024](#)

REGULAR BUSINESS

- 5. Le Roy Park Community Center Addition Updates – Michael DeMartini
- 6. Introduction of Annis Barajas, Recreation Services Manager
- 7. BGC Monthly Update
- 8. Jack O’Connell Turf Project Update
- 9. [Central Park Update](#)
- 10. Royal Theater Update- Todd Bodem
- 11. Guadalupe Adult Softball League
- 12. 3v3 Basketball Tournament
- 13. Fashion Show – FSA/Community Changers/Little House
- 14. Cinco de Mayo Celebration
- 15. Other matters of importance that the Recreation Services Manager will discuss, if deemed necessary.

16. COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS.

17. 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 27th day of March 2024.

Annis Barajas

Annis Barajas, Recreation Services Manager

MINUTES

**CITY OF GUADALUPE
REGULAR MEETING OF THE RECREATION AND PARKS COMMISSION
TUESDAY, MARCH 5, 2024**

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: Arnulfo Navarro – Present

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 **Ortiz**, seconded by **Navarro** to approve the February 12, 2024, regular meeting minutes. All ayes, 4/0. Motion passed.

REGULAR BUSINESS

5. BGC Monthly Update

Mr. Josue Rojo was present to update the commission on all the activities and events taking place at LeRoy Park/Ron Estabillo Clubhouse.

- Bobcat Wrestling: He informed the commission that Bobcat wrestling started on March 4th and had roughly 50 children participating. They will be practicing Monday through Thursday.
- BGC Flag Football: A coed flag football league will start with BGC combining all teams from Orcutt, Santa Maria, and Guadalupe. A grant will be covering all teams fees. It is

open to 1st – 8th grade. Guadalupe has the most sign ups so far. They are currently looking for coaches.

- Teen Nights: Teen nights on Friday nights from 6pm – 8pm where boys play pick-up basketball and girls do crafts.
- Daily: Around 60-70 children that are bussed from McKenzie and Mary Buren. Fine arts with mixed media as the current focus, Smart Moves, PE with hockey as the current focus, and passport of manhood are some of the activities currently running.

6. Jack O’Connell Turf

Commissioner Dreiling was unable to attend this meeting so she sent her report in an email to Recreation Services Manager, Hannah Sanchez. Commissioner Dreiling wrote:

“I spoke with Christine Rose about the status of the Jack O’Connell grant. She said the funding source for the grant has changed and this will delay the award decision to closer to the summer. She will keep us updated as she receives additional information.”

7. Daddy & Daddy Dance

Recreation Services Manager, Hannah Sanchez, updated the commission on how the Daddy and Daughter Dance event went. The event included a game of Bingo that required the three free spaces on the card to be signed off at each station. The three stations were the Central Coast Photobooth, the swing photo op located in the courtyard, and the craft table. The prize for Bingo was a father-daughter Stanley cup set. Ms. Sanchez noted that if Bingo is played again the following year to change the bingo format from a 3 by 3 space to a 5 by 5 space. After Bingo was played and the award was given, NextGen Dance came and gave a free rhumba lesson and promoted their kids dance camp that will be taking place in the summer. Also at the event was A Class Act DJ, Lobo Butcher Shop, and A Sweet Affair.

8. 3v3 Basketball Tournament

Ms. Sanchez updated the commission on the plans for the 3v3 basketball tournament. The tournament was advertised as an open league for anyone 16+. Teams must have at least 3 people to register. The registration fee is \$45 per team. The registration deadline was set for Monday, March 18th. Because of discussions with players from drop in basketball staff and the commission was under the impression that we would have many teams signing up. That being said, the idea was to extend the registration deadline as close to the event as possible to allow for “late” entries. During the week of March 4th, Commission Chair Joe Harris and Ms. Sanchez discussed that there was only one registration at that time, so the deadline needed to be moved up. The deadline was changed to Wednesday, March 14th. Ms. Sanchez informed the council that the updated flyers have been posted every day since the deadline change to ensure that the community is aware of the change. The updated flyer included that there needed to be at least 4 teams per division or 4 teams willing to play regardless of division.

9. Fashion Show – FSA/Community Changers/Little House by the Park

Commissioner Arnulfo Navarro updated the commission on the Guadalupe Fashion Show. This is being held in collaboration with the City of Guadalupe. The event is going to be held at

City Hall on Saturday, April 20th from 10:30am to 1:30pm. Applications for fashion designers and models are being accepted.

10. Recreation Services Manager Position Update

An individual will be sent the conditional offer. After that time the commission will be updated on who has been chosen once all necessary hiring procedures have been completed.

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

12. Commission Requests, Comments, and Meeting Reports

13. Adjournment

At 7:41 p.m. a **Motion** was made by Commissioner **Navarro**, seconded by Commissioner **Ortiz** for adjournment. The unanimous vote resulted in the meeting's closure.

Hannah Sanchez

Recreation Services Manager, Hannah Sanchez

Recreation Chair, Joe Harris

**REPORT TO THE CITY COUNCIL OF THE CITY OF GUADALUPE****Agenda of March 26, 2024***Annis Barajas***Prepared by:****Annis Barajas, Recreation Services Manager***Todd Bodem***Approved by:****Todd Bodem, City Administrator****SUBJECT:** Renaming of Central Park**RECOMMENDATION:**

The Recreation and Parks Commission recommends that the City Council adopt Resolution No. 2024-xx renaming of Central Park to Las Mujeres Park, and review the proposed process for selecting a recipient of the Las Mujeres Park Woman of the Year award and inscribing her name on a perpetual memorial plaque in the park.

BACKGROUND:

Discussions by the Recreation and Parks Commission regarding the renaming of Central Park began last year. Around the time that the names of streets in the Pasadera community were going to be named after local Guadalupe veterans., and the idea of renaming Central Park came up. Over the course of multiple Recreation and Parks Commission meetings, the Commission began to develop the idea of recommending the renaming of Central Park to be named after something significant to Guadalupe. During the March meeting last year, Commissioner Emily Dreiling mentioned that March is Women's History month and recommended to the Commission that Central Park be renamed after a Guadalupe female of significance. Over the course of the next few meetings, the commission discussed rather than naming it after one female to rename it Las Mujeres Park to recognize women as a whole. In order to still recognize an individual female, the Commission recommended having a woman of the year nominated by the community to be recognized each year.

DISCUSSION:

Changing the name from Central Park to Las Mujeres Park would not only allow for a new name along with the renovation of the park itself, but also recognize the women of Guadalupe who have made a positive impact on the community and its members.

The process to rename the park would begin with the City Council renaming the park as Las Mujeres Park. Thereafter, the Recreation and Parks Commission recommends that the next step would be to

open a nomination period beginning on August 26 and ending in mid-October to accept nominations of women in Guadalupe who would be eligible to be named as the “Las Mujeres Park Woman of the Year.” August 26th is Women’s Equality Day and commemorates the 1920 adoption of the 19th Amendment to the United States Constitution, which prohibited the states and the federal government from denying the right to vote to citizens on the basis of sex. The special observance was first celebrated in 1971 and designated by congress in 1973.

Proposed nomination process:

The Recreation and Parks Commission also recommends the following process for determining who will receive the Las Mujeres Park Woman of the Year award:

After receiving the final submissions in the middle of the month of October, the Recreation Services Manager would submit a staff report to the Recreation & Parks Commission containing all of the nominations. The criteria for nominations along with what information should be submitted to the Recreation Department about the nominee will be determined at a later date should the renaming of Central Park be approved by the City Council. The Recreation Manager would allot two Recreation and Parks Commission meetings to allow the Commission time to narrow down the nominations to three candidates.

During the month of January, the Recreation Services Manager would submit a staff report to the City Council with the top three Recreation and Parks Commission recommended nominees. After the January meeting, following the final decision of the City Council the Recreation Services Manager would inform the selected individual that they will be awarded the Las Mujeres Park Woman of the Year.

The Recreation Services Manager would then procure a perpetual memorial plaque. Each year upon being selected a new honoree would be added to the plaque. The Recreation Department in conjunction with the Recreation and Parks Commission would hold a ceremony celebrating the honoree annually on March 8th which is recognized as International Women’s Day. International Women's Day is a global day celebrating the social, economic, cultural, and political achievements of women. The day also marks a call to action for accelerating women's equality. In addition to the plaque, a QR code containing the biography of the honoree would be located at the bottom of the plaque. The QR code would direct the public to a city recreation page designated for the honorees.

FISCAL IMPACT:

Hopefully, impact on the general fund will be limited to City staff time. If the City Council approves the renaming of the park and the process for selecting a recipient of the annual award, the Recreation Department will solicit local organizations to volunteer their time and resources to raise funds to cover the cost of the plaque, installation, and ongoing maintenance.

ATTACHMENTS:

1. Resolution No. 2024-xx.



Monthly Progress Meeting Minutes Guadalupe Central Park

DATE: Meeting date: 3/07/2024

LOCATION: Virtual meeting

ATTENDEES: City of Guadalupe- Jeff van den Eikhof, Dayanira Cruz, Hannah Sanchez, Edward Shubert; PCLD- Brooke McDonnell

A. 75% Construction Documents- Plan Check Status Update

- Jeff is still compiling comments to the CDs from police, fire, water, and his own comments and hopes to return them by the end of next week (March 15th, 2024).
- PCLD will review the comments internally and with the design team, and then provide Jeff with the revised project schedule, including the date for submittal of 100% CDs.
- Jeff mentioned that one of water's comments is in regard to the existing water meter and concerns that it isn't large enough and that a new meter may need to be installed.

B. Existing Residential Fencing

- Jeff said he would most likely recommend the composite panel fencing to the city.
- Hannah said that Todd and the city attorney were reviewing steps forward with the residential property owners.
- Jeff will let PCLD know what direction to take with the fencing either with the comments to 75% CDs or during the design team revisions, so that it can be incorporated into the 100% CDs.

C. Water Tower- AP Wireless schedule

- The city is still deciding on their next steps with the wireless providers and water department.

D. Check in with State Grantor

- Dayanira said that she and Todd have been in contact with the State Grantor PM, Omar, and that they are providing the status updates to him as required.

E. Other Business

- Dayanira asked about estimating a deadline for decision making on the water tower, knowing that the grant deadline was extended.
 - Brooke said that she and Eric could estimate the park construction schedule.
 - Brooke asked if the city would estimate the timeline for RFP, bidding, and award and if Jeff could find out the estimated timeline needed for the water tower rehabilitation/painting from that designer.
 - PCLD can work backwards from the grant deadline to let the city know what their deadline is for deciding on the water tower.

Action Items:

RED = City of Guadalupe

BLUE = Design Consultant Team

75% Construction Documents

1. Jeff will compile and send PCLD the comments.

Existing Residential Fencing

1. The city will review the fencing options and provide feedback to PCLD.

Water Tower- AP Wireless schedule

1. The city will continue their negotiations with AP Wireless/Verizon and the updates to the tank rehabilitation plans.
2. The city will inform PCLD about a schedule of when those plans will be ready to bid AND/OR other next steps.

Other Business

1. PCLD will estimate the construction timeline for the park construction.
2. The city will estimate the bidding and award timeline for the park construction and the water tower rehabilitation.
3. Jeff will ask the water tower rehabilitation firm for an estimated timeline for that work to be completed.
4. PCLD will then compile those timelines and estimate a final decision deadline for the water tower to keep with the grant deadline. PCLD will also include an estimated inflation/cost escalation percentage.

Respectfully submitted by:

Brooke McDonnell, Senior Associate