



City of Guadalupe

AGENDA

Regular Meeting of the Recreation and Parks Commission

Tuesday, May 7, 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, May 7, 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 April 2, 2024](#)

REGULAR BUSINESS

- 5. BGC Monthly Update
- 6. Jack O'Connell Turf Project Update
- 7. [Central Park Update](#)
- 8. Fashion Show – FSA/Community Changers/Little House
- 9. Cinco de Mayo Celebration
- 10. Guadalupe Adult Softball League
- 11. Movie Nights
- 12. Art in the Park
- 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 1st day of May 2024.

Annis Barajas

Annis Barajas, Recreation Services Manager

MINUTES

CITY OF GUADALUPE
REGULAR MEETING OF THE RECREATION AND PARKS COMMISSION
TUESDAY, APRIL 2, 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- Absent
Commissioner: Emily Dreiling- Present
Commissioner: Michael Jimenez - Present
Commissioner: Arnulfo Navarro – Present

*Commissioner Enrique Ortiz arrived at 6:04 and was recorded as 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 Jimenez, seconded by Dreiling to approve the March 5, 2024, regular meeting minutes. All ayes, 5/0. Motion passed.

Regular Business

5. Introduction of Annis Barajas, Recreation Services Manager

Commissioner Chair, Joe Harris introduced Annis Barjas as the new Recreation Services Manager. Annis thanked the commission for the opportunity to be part of the community and department.

6. LeRoy Park Community Center Addition Updates

Michael DeMartini presented on Phase 2 of the LeRoy Park Community Center multi use building project. He gave a presentation with pictures and diagrams of the new expansion which will be built on the playground side of the building.

7. Royal Theater Update

Michael DeMartini gave the commission an update on the plans for the Royal Theater. The budget is still being worked on for all the components that go inside the building. Michael gave updates on the different amenities that the theater will have. Commissioner Dreiling asked to have the opportunity for her and the commissioners to tour the theater in its current state and was told that is possible.

City Administrator, Todd Boden added that the city was awarded two grants to help fund the renovation project and new addition. There is still a 2.2-million-dollar gap and the City Council is looking at a bond that will go on the ballot for the community to vote on later this year.

8. BGC Monthly Update

There was no representative from the Boys and Girls Club and no monthly report was sent in. The Mayor who was present at the meeting wanted to mention that they must show up at the meetings and present their report as is required by contract.

9. Jack O'Connell Turf Project Update

Commissioner Dreiling updated the commission on the status of the turf project. She is trying to reach out to get a grant for the project and constantly looking for more to apply to. She has applied for a grant and is waiting to hear back. She said it will take more than 2 million dollars to build out the whole project but it will get it started if it is awarded to the city. The Mayor requested an update on the weed abatement at the park. City Administrator, Todd Bodem gave an update that a landscaping company has been scheduled to come out and cut down all the weeds.

10. Central Park Update

Recreation Services Manager, Annis Barajas informed the commission that the City Council approved the name change of Central Park to Las Mujeres Park. The commission was pleased with the decision. City Administrator, Todd Bodem spoke about the water tower at the park as a decision on how to move forward with the water tower directly effects the start of the renovation of the park. Currently there are several options that are being considered.

11. Guadalupe Adult Softball League

Recreation Services Manager, Annis Barajas informed the commission that the registration for the Guadalupe Coed Softball Team were open and that the registration closes on May 22. Teams are welcome to join by going to the city website under the Recreation section and registering. The cost per team is \$535 and the price was not raised from last year. Sthe season begins on June 6th.

12. 3v3 Basketball Tournament

Commissioner Chair, Joe Harris informed the commission that the 3v3 Basketball Tournament was cancelled due to only having one team sign up. Plans are to try again next year.

13. Fashion Show – FSA/Community Changers/Little House

Commissioner Arnulfo Navarro updated the commission on the Guadalupe Fashion Show. This is being held in collaboration with the City of Guadalupe Recreation Department. 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 still being accepted. All are welcome regardless of experience. Volunteers are encouraged to reach out to help on the day of the event.

14. Cinco de Mayo Celebration

Recreation Services Manager, Annis Barajas informed the commission on the plans to have a Cinco De Mayo celebration in collaboration with the Boys and Girls Club at LeRoy Park in the Community Center. The event will happen on Sunday, May 5th from 11-3pm and be focusing on family fun with many kid activity booths and information booths for the adults. There will also be food vendors available.

15. Commission Requests, Comments, and Meeting Reports

Recreation Services Manager, Annis Barajas passed on a message from the HR department to the Commissioners to please stop by the HR department and get their paperwork done for the \$100 Recreation and Parks Commission stipend.

Recreation Services Manager, Annis Barajas spoke on the movie nights that are planned and starting in June through the end of the year. More information and dates to come.

Commissioner Arnulfo Navarro suggested having an adult movie night at the Social Club. Recreation Services Manager, Annis Barajas said that she will reach out and ask the Social Club if they are interested in a collaboration.

Commissioner Dreiling wanted to remind the community that Bulldogs Cheerleading and Football are currently taking signups for this year.

Commissioner Arnulfo Navarro noted that there will be a Poetry Jam on April 12th at the Vets Hall from 6-8pm.

16. Adjournment

At 7:22 p.m. a **Motion** was made by Commissioner **Ortiz**, seconded by Commissioner **Navarro** for adjournment. The unanimous vote resulted in the meeting's closure.

Annis Barajas

Recreation Services Manager, Annis Barajas

Recreation Chair, Joe Harris



Monthly Progress Meeting Minutes Guadalupe Central Park

DATE: Meeting date: 4/04/2024

LOCATION: Virtual meeting

ATTENDEES: City of Guadalupe- Jeff van den Eikhof, Annis Barajas; PCLD- Brooke McDonnell

A. 100% Construction Documents

- Brooke stated that the design team met late last week to review the comments from the city and internal redlines (which were more extensive) for coordination of the 100% CDs.
- The team is reviewing their schedules and PCLD will update the city on the 100% CD submittal date.

B. Existing Residential Fencing

- Jeff said he would like PCLD to include composite panel fencing in 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. Overall Project Schedule

- PCLD has estimated the park construction timeline but needs input from the city on the RFP/bid/award timeline for both the park and the water tower rehabilitation.
- Brooke asked Jeff to reach out to the design firm for the water tower to ask about their estimated construction timeline.
- Once PCLD has all the timelines, they will update the schedule to provide the city with a date to provide a final decision about the water tower and still meet the State grant deadline for close-out.

E. Technical Specifications

- Brooke asked if Jeff would provide the front-end specifications for the project, and he indicated that he will, and the design team will provide the technical specifications and the bid schedule.

F. Other Business

- Annis introduced herself and asked about her role in the monthly check-in meetings.
 - Brooke said that Annis' role is to update the Recreation and Parks Commission about the status of the project.

Action Items:

RED = City of Guadalupe

BLUE = Design Consultant Team

100% Construction Documents

1. PCLD will provide the city with an updated submittal schedule, due to the 6 month review period of the 75% CDs.

Existing Residential Fencing

1. PCLD will update the plans to include the composite panel fencing.

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.

Overall Project Schedule

1. The city will estimate the bidding and award timeline for the park construction and the water tower rehabilitation.
2. Jeff will ask the water tower rehabilitation firm for an estimated timeline for that work to be completed.
3. 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.

Technical Specifications

1. The city will provide the front-end specifications for the project.
2. PCLD will assemble the technical specifications and bid schedule for the project.

Respectfully submitted by:

Brooke McDonnell, Senior Associate

