



## City of Guadalupe

### AGENDA

#### Special Meeting of the Recreation and Parks Commission

Tuesday, August 20, 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 submit a written comment for the Community Participation Forum or on a specific agenda item, please submit via email to [abarajas@ci.guadalupe.ca.us](mailto:abarajas@ci.guadalupe.ca.us) no later than 2:00 pm on Tuesday, August 20, 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 4:00 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 4:00 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 the 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. The 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 2, 2024](#)

### **REGULAR BUSINESS**

- 5. BGC Monthly Update
- 6. Jack O'Connell Turf Project Update
- 7. [Las Mujeres Park Update](#)
- 8. Movie Nights
- 9. Lost Kinjo Presentation
- 10. Poetry Jam
- 11. Color Run
- 12. Line Dancing
- 13. Skate Day Event

### **14. COMMISSION REQUESTS, COMMENTS, AND MEETING REPORTS.**

### **15. 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 14<sup>th</sup> day of August 2024.

*Annis Barajas*

Annis Barajas, Recreation Services Manager

MINUTES

CITY OF GUADALUPE  
REGULAR MEETING OF THE RECREATION AND PARKS COMMISSION  
TUESDAY, July 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, Annis Barajas, noted the Commissioner attendance as follows:

Commission Chair: Joseph Harris- Present  
Commissioner: Enrique Ortiz- Absent  
Commissioner: Emily Dreiling- Absent  
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 **Jimenez**, seconded by **Navarro** to approve the June 4, 2024, regular meeting minutes. All ayes, 3/0. Motion passed.

**Regular Business**

**5. BGC Monthly Update**

Boys and Girls Club did not show up or provide their monthly report that is required by their contract.

**6. Jack O'Connell Turf Project Update**

Commissioner Dreiling updated the commission via emailed notes to Recreation Services Manager, Annis Barajas. "No updates on turf, waiting for more funding to open up. Taking the suggestion from the grant company to get local reps interested. Going to reach out to some of their offices when I am back in DC and invite their staffers to come visit during a Bulldogs practice."

**7. Las Mujeres Park Update**

Recreation Services Manager, Annis Barajas informed the commission that after the Las Mujeres Park meeting, she attended June 6<sup>th</sup> she was informed that the future of the project is hinging on the legal negotiations with Verizon. Verizon is the only cellular carrier out of three that will not take their equipment off the water tower long enough for the maintenance

and painting to get done. Once an agreement can be reached the water tower project can be done in an estimated 5 months and the park renovation will follow with an estimated 6-month construction timeline. If all goes well the park is estimated to open summer of 2025 but that all depends on the negotiations with Verizon. The next update meeting is scheduled for Thursday, July 11<sup>th</sup>.

### **8. Art in the Park**

Recreation Services Manager, Annis Barajas informed the commission that Art in the Park went very well and was attended by 200 people on June 30<sup>th</sup> at LeRoy Park. The event included Vendors, Food Vendors, an Art Class, Craft Booths, Yard Games, Bounce Houses, Face Painting, and Party Games. Annis thanked all the Volunteers, Vendors, Info Booths, Lobo Butcher Shop, and the GBA for their participation.

### **9. Skate Day Event**

Recreation Services Manager, Annis Barajas informed the commission that the Skate Day Event planned for June 15<sup>th</sup> 12-2pm went great. It will be located at Jack O'Connell Park, and we had 84 people in attendance. There were free skates and skating instruction as well as a food vendor. The next Skate Day Events are planned for August 24<sup>th</sup> and September 28<sup>th</sup>.

### **10. Movie Nights**

Recreation Services Manager, Annis Barajas informed the commission that the first Movie Night of the Summer Series had 47 people in attendance. The next two months of community Movie Nights are scheduled for Friday, July 12<sup>th</sup> & Friday, August 30<sup>th</sup>. The movies are shown inside the LeRoy Park Community Center and start at 6pm. The movies that will be shown are based on community voting that will be done on the recreation social media pages one week prior to the movie date.

### **11. Color Run**

Recreation Services Manager, Annis Barajas informed the commission that the 3<sup>rd</sup> Annual Color Run will be held on Saturday, July 27<sup>th</sup> at Jack O'Connell Park. The event is free to all who would like to join in. The registration link is available on the Recreation Department Instagram and Facebook as well as on the city website under the Recreation tab. The event will consist of a 5k Run or 1 Mile Run which is up to the participant where they will be doused in colorful chalk powder, followed by a free Hotdog lunch, music and a photo booth. Color Run shirts will be for sale in the Recreation Office the week of the run and at the event. The cost per shirt is \$5 and only cash is accepted. Shirts are available while supplies last.

### **12. Commission Requests, Comments, and Meeting Reports**

### **13. Adjournment**

At 6:47 p.m. a **Motion** was made by Commissioner **Jimenez**, seconded by Commissioner **Navarro** for adjournment. The unanimous vote resulted in the meeting's closure.

**Prepared by:**

Annis Barajas  
**Recreation Services Manager, Annis Barajas**

**Approved by:**

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**Recreation Chair, Joe Harris**



## Monthly Progress Meeting Minutes Guadalupe Central Park

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**DATE:** Meeting date: 7/11/2024

**LOCATION:** Virtual meeting

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

### A. 100% Construction Documents

- Brooke said that the design team continues to work on the 100% construction documents.
- Brooke said that she is working with the electrical engineer on the project, Alan Noelle, to find a costed wifi solution for the security cameras that will work with the cameras that the police department wants to use.
- Brooke said she is still waiting on feedback from the city on where to pull telephone for the wifi. She had reached out to Eddie Shubert and he said he's working on it. Brooke will follow up with him on it again. Annis gave Brooke his cell phone number as another means of contact.

### B. Water Tower- AP Wireless schedule

- Brooke asked if there are any updates on the water tower/cell providers from the city attorney?
  - Jeff said that the city attorney has told him that they are looking at political and PR options for Verizon. There may be state funding for telecommunications that they are looking at- maybe to move the cell equipment to a new location. Another option is to keep their equipment in place and tell them that they need to work around them if they won't move it.
  - Jeff is asking MKN to update their plans so they are ready to be bid out soon. He estimates that they will need at least a month or more.
  - Eric and Brooke stated that PCLD has the graphics for the mural that need to be included in the bid package with the MKN plans for the mural on the tower.
  - Brooke showed the graphics to the group. Jeff and Annis asked if they had been approved and if Brooke could send the exhibit to them.
  - Eric and Brooke believe that City Council approved the graphics, but they would go back in their notes to verify and would send the exhibit to them. *(Note: Brooke found the meeting minutes from the monthly check in meeting June 2023 in which Shannon Sweeney stated that the water tower graphics were approved by City Council and Brooke found the City Council meeting minutes from 5/9/2023 with the item and approval.)*

### C. Public Art

- Brooke wanted to make sure Annis was aware of the role of the Recreation & Park commission in seeking a public artist(s) for the project. Brooke explained that the design team's role is to include locations for the public art, as part of the grant scope of work, but the commission is tasked with obtaining a public artist to carry out the work.

- Brooke explained that Hannah Sanchez had indicated that she had an RFP that could be used as a basis from Leroy park. Annis said she would look through the files to find it and familiarize herself with it.
- Eric explained the timeline for releasing the RFP and how the process works to ask for proposals from artist, the RFP will have parameters in it re: location, size of murals, content, budget, etc. RFP timeline, review period in total about 3-4 months. The painting of the murals should be done in coordination with the contractor and ideally before plants are installed.
- Annis asked if the jail is included in the grant. Brooke stated that they are to provide access to the jail, but it is not included in the grant.
- Annis said the jail needs to be painted. Eric suggested adding a bid item for painting it so that it happens during construction but is paid for by the city and not the grant. Jeff said it could be included as an add alternate. PCLD will add it to the plans and bid/cost estimate as an add alternate. The city can check for funding when bids come back and decide then whether to have the contractor paint it or handle it internally.

#### **D. Other Business**

- No other business was discussed.

#### **Action Items:**

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RED = City of Guadalupe

BLUE = Design Consultant Team

#### 100% Construction Documents

1. PCLD will continue to work with the design team electrical engineer on costed options for the security camera system and set up a meeting to review/discuss further.
2. PCLD will follow up with Eddie to locate telephone cable to pull in the park for wifi for the irrigation controller and possibly the security cameras.

#### Water Tower- AP Wireless schedule

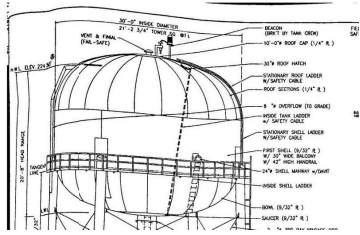
1. The city will continue their negotiations with AP Wireless/Verizon and the updates to the tank rehabilitation plans.
2. Jeff will ask MKN to update their rehabilitation plans to be bid ready.
3. PCLD will send Jeff & Annis the water tower graphics to be included in the bid plans for the water tower rehabilitation. (Note: Brooke emailed the approvals from City Council and graphics to Jeff and Annis on 7/11/24 and had previously been emailed to Dayanira Cruz and Hannah Sanchez on 7/13/2023).

#### Public Art

1. Annis will look through past files for a public art RFP to use as a basis for the public art murals in Las Mujeres park.
2. PCLD will include an add alternate in the construction documents for painting the jail, to be paid for by the city and not the grant.

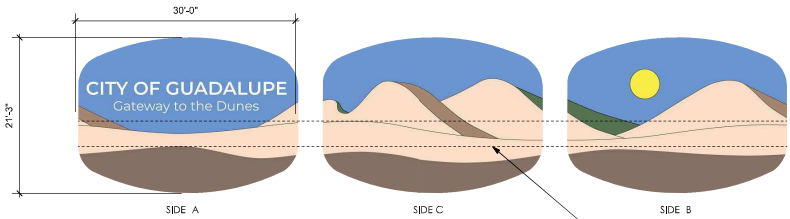
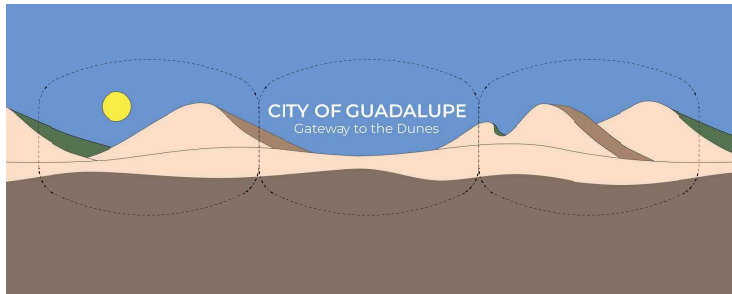
#### **Respectfully submitted by:**

Brooke McDonnell, Senior Associate

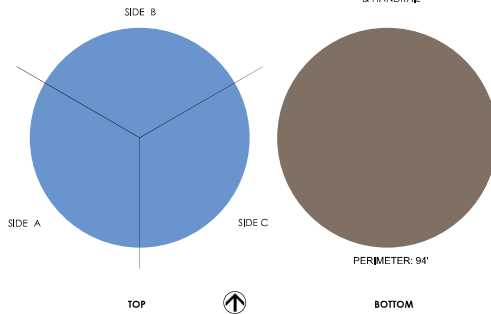


**NOTE:**  
 EXTERIOR COATING SYSTEM SURFACE PREPARATION, EPOXY PAINT AND COATING SPECIFICATIONS PER ELEVATED TANK REHABILITATION PLANS PREPARED BY MIKH. REFER TO SHEETS G-002 & G-101.

1 EXISTING WATER TOWER CONSTRUCTION DRAWING SCALE: N.T.S.

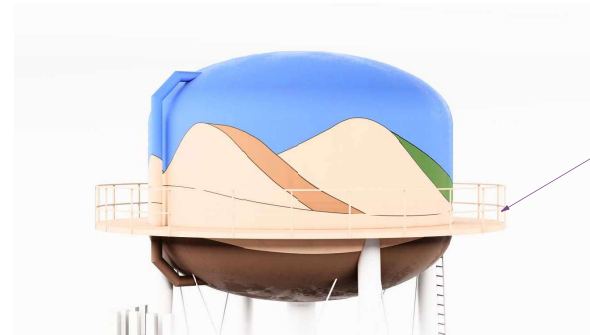


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- COLOR 5  
HEX: F8DC7
- COLOR 6  
HEX: A5846D



PAINT PIPE TO MATCH ARTWORK

WATER TOWER LADDER, PIPING, POSTS AND OTHER FEATURES NOT SPECIFIED FOR PAINTING HERE PER PLANS PREPARED BY OTHERS



PAINT WALKWAY AND RAILING TO MATCH ARTWORK COLOR 5



**CENTRAL PARK RENOVATION PROJECT**  
 GUADALUPE, CA 93434

