



## City of Guadalupe

### AGENDA

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

Tuesday, September 3, 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, September 3, 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 special meeting of August 20, 2024.](#)

### **REGULAR BUSINESS**

- 5. BGC Monthly Update
- 6. Jack O'Connell Turf Project and Grants Update
- 7. [Las Mujeres Park Update](#)
- 8. Movie Nights
- 9. Poetry Jam
- 10. Line Dancing
- 11. Skate Day Event
- 12. Glow Dance Party
- 13. Art Class Series
- 14. Guadalupe Non-Profit Organizations Joint Meeting

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

### **16. 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 28<sup>th</sup> day of August 2024.

*Annis Barajas*

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Annis Barajas, Recreation Services Manager

## MINUTES

### CITY OF GUADALUPE REGULAR MEETING OF THE RECREATION AND PARKS COMMISSION TUESDAY, AUGUST 20, 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- 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 **Jimenez**, seconded by **Dreiling** to approve the July 2, 2024, regular meeting minutes. All ayes, 4/0. 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 & Recreation Grants Update**

Commissioner Dreiling updated the commission that there are 3 different grants that she is working on. \$10K RERC ORR Grant submitted 22 July, 25K Art in CA Parks Grant submitted 15 June, and 250K CA Youth Access Grant submitted 14 Aug. She has submitted the grants and is waiting on the replies.

**7. Las Mujeres Park Update**

Recreation Services Manager, Annis Barajas informed the commission that her next Las Mujeres Park meeting is August 22, 2024 so she has no new update for this meeting.

**8. Movie Nights**

Recreation Services Manager, Annis Barajas informed the commission that the next Movie Night is August 30<sup>th</sup>. The movie is shown inside the LeRoy Park Community Center and start at 6pm. The

Guadalupe Bulldog Cheer Squad will give a pre movie cheer presentation and be putting on the concession stand as a fundraiser.

#### **9. Lost Kinjo Presentation**

Recreation Services Manager, Annis Barajas informed the commission that the presentation went very well and was attended by 41 people on July 14<sup>th</sup> at the Vets Hall. The event included a presentation about the disappearing Japanese American neighborhoods.

#### **10. Poetry Jam**

Commissioner Navarro informed the commission that the next Poetry Jam is this Friday, August 23<sup>rd</sup> at 6:30pm. They are hosted at the Vets Hall and light refreshments will be served.

#### **11. Color Run**

Recreation Services Manager, Annis Barajas informed the commission that the Color Run held on Saturday, July 27<sup>th</sup> at Jack O'Connell Park was a huge success. The event was free to all who wanted to join in. There was a total of 169 runners and 50+ family and friends cheering them on from the sidelines. The run was followed by a free hotdog lunch, music and a photo booth. The Santa Maria Times newspaper did a ¾ page article about the event the following week.

#### **12. Line Dancing Class**

Recreation Services Manager, Annis Barajas informed the commission that the first Line Dancing class on August 12<sup>th</sup> located at the City Hall Auditorium went great and we had 41 people attend. The next class is on August 26<sup>th</sup> at 6:30pm and the hope is to have 2 classes a month as long as the community is still interested!

#### **13. Skate Day Event**

Recreation Services Manager, Annis Barajas informed the commission that the Skate Day Event planned for August 24<sup>th</sup> 12-2pm is on! It will be located at Jack O'Connell Park! There are free skates and a skating class for all who are interested. The next Skate Day Event is planned for September 28<sup>th</sup>.

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

Recreation Services Manager, Annis Barajas informed the commission that she attended the Senior Center Advisory meeting and gave them each a flyer for the Master Plan for Aging survey for them to share with the community.

#### **15. Adjournment**

At 7:25 p.m. a **Motion** was made by Commissioner **Jimenez**, seconded by Commissioner **Dreiling** 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

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**DATE:** Meeting date: 8/22/2024

**LOCATION:** Virtual meeting

**ATTENDEES:** City of Guadalupe- Todd Bodem, Annis Barajas; PCLD- Eric Berg, Brooke McDonnell

### A. 100% Construction Documents

- Brooke said that the design team submitted plans for city plan review on July 25<sup>th</sup>, 2024.
  - The plans are also being reviewed by the design team's CASp reviewer and the geotechnical engineer.
- Annis asked about the next steps for the project.
  - Eric and Brooke explained the remaining steps for the project:
    - The 100% construction documents are being reviewed by the city.
    - Once comments are returned, the design team will revise the plans per comments and finalize the bid set of plans, including the bid schedule and technical specifications.
    - Then the city will decide the timeline for issuing the plans for bidding.

### B. Cost Estimate

- Review of the estimate was tabled for the next check in meeting, when Jeff is in attendance.

### C. Remaining Coordination Items

- Discussion about the technical specifications and bid schedule was tabled for the next check in meeting, when Jeff is in attendance.
- Brooke explained the design team is still working on the security cameras for the park and is having difficulty finding the location of the data utility in the park to use for the irrigation controller wifi.
  - Annis asked if the wifi from the Senior Center across the street on 10<sup>th</sup> St could be used?

### D. Water Tower- AP Wireless schedule

- Brooke asked if there are any updates on the water tower/cell providers from the city attorney?
  - Todd stated that Verizon continues to refuse to pay to stage their equipment and that Jeff and the city attorney could speak more to their progress.

### E. Other Business

- Eric asked the group to review the signage at the skatepark, especially in regard to what the sign should say.
- Annis asked if there is a park sign anywhere else in the park? Eric and Brooke stated that there isn't but one should be located in the park.
- The group agreed that the lettering should be removed from the skatepark sign.
- The group discussed possible locations for a park monument sign and agreed that placing a sign in the planting area at 10<sup>th</sup> Street would be the best location.
  - The sign will state the park name and will need to follow the grant guidelines for signage.

## Action Items:

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RED = City of Guadalupe

BLUE = Design Consultant Team

### 100% Construction Documents

1. The City will continue their plan review of the 100% construction documents.
2. PCLD will follow up with the CASp reviewer and geotechnical engineer about their review.

### Remaining Coordination Items

1. PCLD will continue to work with the city on locating the data utility for the wifi for the park (security cameras and irrigation controller).
2. PCLD will coordinate with the city regarding the bid schedule and technical specifications.

### Other Business

1. PCLD will design a park monument sign following the state grant guidelines.

## Respectfully submitted by:

Brooke McDonnell, Senior Associate