

**PARKS AND RECREATION COMMISSION**  
TUESDAY, FEBRUARY 13, 2018  
MINUTES

**I. CALL TO ORDER**

The Regular Meeting of the Tulare Parks and Recreation Commission was called to order at 6:30 a.m. by Chairman Craig Hancock in the Sequoia Room.

COMMISSIONERS PRESENT:    Craig Hancock            Nick Sherwood  
   Mike Jamaica            Eric Farrenkopf  
   Lori Fishbough        Armando daSilva

STAFF PRESENT:                Rob Hunt                    Brian Beck  
   J. Dean Johns            Kathy Melendez

STUDENT PRESENT:            Brock Borba                Kallista Wales

**II. PLEDGE OF ALLEGIANCE**

The flag salute was led by Chairperson Hancock.

**III. CITIZEN COMMENTS**

None.

**IV. COMMUNICATIONS**

Director Rob Hunt advised that Administration is still accepting applications for the vacant seat on the Commission. Currently, no applications have been submitted for consideration.

Director Hunt reported that staff has been working on the 2018/19 budgets. Initially, Departments were asked to reduce their budgets by 5% across the board, totaling approximately \$300,000 for the Community Services Department. At this time, staff is looking at the potential of eliminating some future CIP projects to cover the 5% reduction. City Council will be having their mid-year budget review on March 13 at 6:00 p.m.

Director Hunt advised there will be a special City Council session with the Planning Commission and Board of Public Utilities sometime in April.

**V. CONSENT CALENDAR**

It was motioned by Commissioner Sherwood and seconded by Commissioner daSilva that the item on the consent calendar be approved as submitted.

1)     Approve Commission minutes of December 12, 2017, regular meeting

**VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS**

None.

**VII. STUDENT REPORTS**

Tulare Western student Kallista Wales reported that students are applying for scholarships, and reported on swimming activity. She advised that she is planning on attending UC Davis to study the veterinary field.

Tulare Union student Brock Borba reported on Student Life activity, swimming and baseball. Borba mentioned he plans on attending Fresno State in the fall.

**VIII. GENERAL BUSINESS**

**(1) Selection of new Chairperson and Vice Chairperson for the 2018 calendar year**

A nomination and motion was made by Commissioner Fishbough to select Craig Hancock as Chairperson for 2018. A second was made Mike Jamaica to accept the nomination and all commissioners were in favor 6-0.

A nomination and motion was made by Chairman Hancock to select Nicholas Sherwood as Vice Chairperson for 2018. A second was made Commissioner Farrenkopf to accept the nomination and all commissioners were in favor 6-0.

**(2) Recreation Division attendance report for the months of December 2017 and January 2018**

Recreation Manager Brian Beck reviewed the monthly attendance reports with Commission. In addition, he reported that the Spring/Summer activity guide was delivered to Tulare City School students; parks staff are prepping softball fields at Prosperity Sports Park for the upcoming season; softball tournaments begin in March; the Max/Wong Legacy Race will be held on March 25 at Del Lago Park; Little Dunkers program has ended; track and field program continues at Tulare Western; staff is preparing for the Spring Carnival in March as well as concerts and movie nights. Beck also reviewed cost recovery reports for Youth Volleyball and Co-ed Volleyball. Beck advised that he will make some minor changes to this year's youth volleyball but overall it was a good program for its first year. Cost recovery was 71%. Chairman Hancock felt that cost recovery has been good.

(3) **Staff report of Park maintenance operations for the months of December 2107 and January 2018 and update on park projects and special events**

Parks Manager Johns provided a synopsis of all park activity, maintenance, and projects, and gave a brief overview of what is completed and reviewed ongoing activity. In addition, Johns stated that the playground at Chavez Park has been removed and area excavated to prepare for the next First 5 playground equipment. Johns reported that Arbor Day will be held at Cypress Park on March 22 at 10am and invited all commissioners to attend.

SWAP activity for December 2017 was 728 hours and 616 hours in January 2018.

**IX. ITEMS OF COMMISSION INTEREST**

None.

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:22 a.m.