

AGENDA

PARKS & RECREATION COMMISSION
CLAUDE MEITZENHEIMER COMMUNITY CENTER
830 S. BLACKSTONE STREET
TULARE, CA

TUESDAY, MARCH 10, 2020
6:30 A.M.

City of Tulare Mission Statement

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZEN COMMENTS

This is the time for citizens to comment on items within the jurisdiction of the Commission. The Commission cannot legally discuss or take official action on citizen comments that are introduced today. Each speaker will be allowed 3 minutes, with a maximum of 10 minutes per item, unless otherwise extended by Commission.

IV. COMMUNICATIONS

Communications are to be submitted 10 days prior to a meeting to be considered for this section of the Agenda. No action will be taken on matters listed under Communications; however, the Commission may direct staff to schedule issues raised during Communications for a future agenda. Citizen comments will be limited to 3 minutes per topic, unless otherwise extended by Commission.

V. CONSENT CALENDAR

All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

(1) **Approve Commission minutes of February 11, 2020, regular meeting**

VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS ~ None

VII. STUDENT REPORTS

(1) **Teens on Board Student Reports ~ Abigail Garcia & Dieago Cruz-Minnis**

VIII. GENERAL BUSINESS

- (1) **Arbor Day Celebration**
- (2) **Review Recreation Division attendance report for the month of February 2020, upcoming special events and review of cost recovery report**
- (3) **Staff report on park maintenance operations for the month of February 2020, update on park projects and special events**

IX. ITEMS OF COMMISSION INTEREST

X. ADJOURNMENT

Parks and Recreation Department Mission

Provide Recreational Experiences, Enhance Human Development, Promote Health and Wellness, Support Cultural Unity, Facilitate Community Problem-solving, Protect Natural Resources, Strengthen Community Image and Sense of Place, Support Economic Development, Strengthen Community Safety through the provision of Leisure Programs

**Commissioners, if you cannot attend this meeting,
please contact Karie at the Recreation office at 684-4311
so that a quorum can be determined.**

In compliance with the Americans with Disabilities Act and the Brown Act, if you need special assistance to participate in this meeting, including the receipt of the agenda and documents in the agenda package in an alternate format, please contact the Parks and Recreation Department at (559)684-4310. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35, 104 ADA Title II), and allow for the preparation of documents in the appropriate alternate format.

City of Tulare
PARKS AND RECREATION COMMISSION
Tuesday, February 11, 2020
MINUTES

I. CALL TO ORDER

The Regular Meeting of the Tulare Parks and Recreation Commission was called to order at 6:31 a.m., by Chairperson Craig Hancock, at the Claude Meitzenheimer Community Center, Sequoia Room

COMMISSIONERS PRESENT:	Craig Hancock	Nicholas Sherwood
	Lori Fishbough	Mike Jamaica
	Eric Farrenkopf	Ira Porchia

STAFF PRESENT:	Craig Miller	Karie Rodriguez
	Brian Beck	J. Dean Johns

STUDENT PRESENT:	Abigail Garcia
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II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Fishbough.

III. CITIZEN COMMENTS

None.

IV. COMMUNICATIONS

None.

V. CONSENT CALENDAR

(1) **Approve Commission minutes of January 14, 2020**

It was motioned by Vice-Chair Sherwood and seconded By Commissioner Farrenkopf that the minutes of January 14, 2020, be approved as presented (6-0).

VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS

None.

VII. STUDENT REPORTS

Tulare Western student Abigail Garcia reported on campus activities including spring sports and the upcoming "Dude Be Nice" campaign.

VIII. GENERAL BUSINESS

(1) Elks Athletic League program for students with special needs

Recreation Manager Beck reported that he was approached by Kevin Brown, representing Elks Lodge #1424, regarding a grant funded recreation opportunity. It was decided that the Recreation Division will provide the Cecil Berkeley Activity Center on four Saturdays in March. Elks will provide all equipment and staffing to participants with special needs. This specialized sports camp will feature activities adapted to the abilities of the participants.

(2) Review of Recreation Division attendance report for the month of January 2020 and upcoming special events

Recreation Manager Beck reported on the following: Softball tournaments will begin in March, Co-ed volleyball has ended, afterschool basketball has 14 teams, B.E.S.T Club has 660 enrollees for Spring (more than last January). Little Dunkers had less participation than 2019 due in part to the outside basketball programs starting at earlier ages than before. Teen Fest will not happen this year as Time Out Pizza/Waterslides is closed; this location was ideal as it was fully fenced and entertaining with batting cages, waterslides and arcade. Focus for sponsorship will be directed to the Spring Carnival. Cost recovery for Little Dunkers is 55% while cost recovery for winter camp was 116%. In February we begin pre-sports, pre-sports plus, and dance. The Choboian-Wong race will be held March 22, 2020.

(3) Staff report on park maintenance operations for the month of January 2020 update on park projects and upcoming special events

Parks Manager Johns noted the following: Excavation for the Bender Park Playground Equipment Project is underway, Blain Park Playground Replacement Project proposals will soon be reviewed. We have also begun to review plans for Kensington Estates phase II and proposed Pocket Park. SWAP for January logged 704 hours.

IX. ITEMS OF COMMISSION INTEREST

Commissioner Sherwood noted that a community group of residents from the Alpine Vista area plan to attend an upcoming City Council meeting in support of a park near the storage tank. Community Services Director Miller noted that the history for this 5+ acre parcel dates back to 2002; staff will request direction from Council for handling this.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:18 a.m.

Location/Activity	This Year				Last Year			
	Total Attendance FEB 2020	Total Events FEB 2020	Number of Program Participants FEB 2020	Calendar Year to Date Attendance 2020	Total Attendance FEB 2019	Total Events FEB 2019	Number of Program Participants FEB 2019	Calendar Year to Date Attendance 2019
INSTRUCTIONAL								
C.P.R. for Kids								
Golf, Youth								
Jr. Lifeguard								
Little Dancers-Ballet	112	4	28	112	21	1	21	21
Little Dunkers	49	1	49	285	110	1	110	440
Little Kickers								
Little Sluggers								
Presports	40	2	20	40	29	1	29	29
Presports Plus	42	2	21	42	31	1	31	31
Super Sitter								
Tennis, Youth								
Track, Youth	153	4	54	153	100	4	25	100
Tumbling					24	1	24	24
Water Polo								
AQUATICS								
Instructional Swim								
Public Swim-Comm. Center								
Public Swim-Western								
FACILITY RENTALS								
Meitzenhelmer Comm. Center	667	14	48	1,994	841	14	60	2,211
Cecil Berkley Activity Center	194	8	24	417	109	4	27	332
Prosperity Sports Park				15				15
Youth Center/KLUB KAOS								
Youth Center/Gymnasium	844	13	65	1,657	1,623	25	65	3,389
Youth Center/Conference Rm				10				
PAVILION RENTALS/GENERAL PARK								
Bender Park (Pleasant)				0	40	1	40	40
Blain Park	30	1	30	30	75	2	38	75
Cesar E. Chavez Park								
Cypress Park	50	1	50	0				
Live Oak Park	100	2	50	100				
Topham Park								
Centennial Park								20
Zumwalt Park								
Del Lago Park	445	12	445	680	215	6	36	375
Elk Bayou Park								
Mulcahy Park					250	2	125	250
FIELD RENTALS								
Bender								
Centennial	313	18	17	368	245	13	19	305
Chavez	175	5	35	35				
Cypress	601	28	21	616	270	15	18	385
Elk Bayou Soccer Complex	4,035	106	38	7,190	1,220	27	45	2,330
Live Oak West	930	26	36	1,490	950	19	50	1,535
Live Oak Lombardi	840	19	34	1,200	950	19	50	1,561
Prosperity (#2 & #3 only)				20				
Centennial Tennis	40	5	8	72	128	8	16	288
Centennial Horseshoes					30	1	30	30
Del Lago Tennis	130	13	130	260				
Del Lago Phase I								
Santa Fe Trail								
Elk Bayou Concessions								
POOL RENTALS								
Western								
TOTALS	32,218	487		56,128	21,359	390		37,037

PARKS DIVISION MONTHLY REPORT

FEBRUARY 2020

(on-going/**complete**/new)

Acreage Maintained: The Parks Division maintains 363 acres of landscape and grounds which includes 295 acres of park land, 35 acres of Landscape Maintenance Districts, and approximately 33 acres of green belts, medians, and tree lined streets.

PARKS

Maintenance:

- Restrooms (13) 7 days per week opening/closing, cleaning, stocking supplies, and repairs;
- Picnic Shelters 7 days per week cleaning BBQs, tables, surfaces;
- Playgrounds (14) inspections, repairs, trash removal;
- Tennis Courts (3) daily opening/closing, lighting repairs, surface cleaning, net repair replacement;
- Parks (20) litter clean up, servicing trash containers, graffiti removal, lighting inspections (arbors, trail, sports fields, parking lots) set programs, irrigation systems check including VFD's, calculating ET values, programming, repair as needed citywide communications for LAGUNA (central command irrigation management system), weather station service, sprinkler head adjustments, valve repairs, mainline repairs; herbicide applications for weed management; pesticide monthly usage reports to the State of California DPR; Del Lago Park Lake maintenance; parking lot clean up, tree and shrub pruning;
- Maintenance contract inspections and compliance for mowing (126 Acres)
- Public assistance; Street Tree/Heritage Tree inspection/removal requests
- Weekly park closures for maintenance Centennial, Zumwalt and Skate Park
- Tracking expenditures and man hours for budget recommendations Clean Team

Projects:

- Fall surfacing for Tyler and Mulcahy Park playgrounds to refill existing surfacing
- Security fencing going up at Blain Park around playground
- Removal of the old playground and excavation at Blain Park
- Installing new ADA sidewalk to arbor at Bender Park Arbor
- Installing new ADA high low drinking fountain at Bender Park Arbor
- Installing new ADA and standard picnic tables at Bender Park Arbor
- Installing new trash receptacles at Bender Park Arbor
- Will be closing Santa Fe Trail for maintenance Prosperity to "O" Street 3-24-2020
- Arbor Day Tree Planting Ceremony April 1st at the Historical Museum
- Submitted Version 1 of the Parks, Downtown Parking Fund and L&LD's Budgets
- Construction of the new playground equipment at Bender Park begins March 16th
- **Completed epoxy painting on concrete slab at Bender Park Arbor**

- Completed irrigation relocations for the new sidewalk at Bender Park Arbor
- Began post emergent applications medians, trail and parks
- Citywide irrigation system checks and repairs all parks, trail and medians
- PSP field preparations for the softball season and lighting repairs
- Completed DX3 controllers and Laguna software updates to latest versions
- Completed planting 150 replacement trees in parks, trail and medians
- Blain Park Playground Replacement Project was awarded at Council to Game Time

Budget:

- Pending approval by Council June 2020

Contracts:

- Route "D" Park Mowing & Blowing

DOWNTOWN DISTRICT

Maintenance:

- Contract compliance (Tower Square, 9 City Parking Lots, Pedestrian Overcrossing)
- PBID (Tower Square) attend monthly board meetings
- Specified Municipal Area Response Team (SMART Team) – proactive code violation enforcement in the Downtown area.

Contracts:

- Route "F" Downtown and Other Miscellaneous Locations

Projects:

- None at this time

Budget:

- Pending approval by Council June 2020

CITY BUILDING LANDSCAPES, MEDIANS, SANTA FE TRAIL

Maintenance:

- Maintenance contract inspections and compliance
- Pre-emergent applications
- Post Emergent Applications Santa Fe Trail
- Post Emergent Applications Parks and Sports Fields
- Illegal dumping, homeless encampment clean up and removal
- Graffiti removal

Contracts:

- Route "E" Median and Grade Separation Maintenance

Projects:

- None at this time

LANDSCAPE MAINTENANCE DISTRICTS (22):

Maintenance:

- Landscape Maintenance District inspections, maintenance contract compliance, respond to resident complaints and concerns.

Projects:

- Identifying sidewalk trip hazards in Del Lago L&LD to help prevent injuries
- Create RFP for sidewalk replacements and tree removals Del Lago L&LD (177 trip hazards and 37 tree removals identified)

New Development Projects:

- Reviewing plans for Kensington Estates Phase 2 and Pocket Park

Contracts:

- Routes A, B, C Landscape & Maintenance Districts

Budget:

- Pending approval by Council

- PERCENTAGE OF ANNUAL BUDGET EXPENDED AS OF FEBRUARY 29, 2020 72%
- SWAP HOURS JANUARY 1259 HOURS