

AGENDA

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

**TUESDAY, JULY 13, 2021
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

INTRODUCTION OF IVAN NICAR, PARKS MANAGER
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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 June 8, 2021, regular meeting

VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS ~ None

VII. GENERAL BUSINESS

(1) Staff report on Request for Proposal

- (2) **Review Recreation Division attendance report for the month of June.**
- (3) **Staff report on upcoming Recreation and Special Events**
- (4) **Staff report on Park Maintenance Operations & Projects**

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 684-4311
so that a quorum may 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, June 8, 2021
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.

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

STAFF PRESENT: Jason Glick Brian Beck
 Karie Rodriguez

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Lori Fishbough.

III. CITIZEN COMMENTS

None.

IV. COMMUNICATIONS

None.

V. CONSENT CALENDAR

(1) Approve Commission minutes of May 11, 2021

It was motioned by Vice-Chair Sherwood and seconded by Commissioner Farrenkopf that the minutes of May 11, 2021 be approved as presented (7-0).

VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS

None.

VII. GENERAL BUSINESS

(1) Staff report to approve revisions to Master Fees & Charges Schedule for the 2020/21 fiscal year

Recreation Manager Beck presented minor increases to four independent charges on the existing fee schedule. It was motioned by Chairman Hancock and seconded by Commissioner Fishbough to approve the Master Fees & Charges Schedule as presented (7-0)

- (2) **Staff report on Proposition 68 Per Capita Allocations**
Community Services Director Glick explained that \$177,000.00 has been allocated to the City of Tulare to create or improve an outdoor play area in an underserved/disadvantaged area of our community. The proposal for use of this grant funding it to add an additional lighted basketball court and resurface the existing basketball court at Prosperity Sports Park. No fund matching is required. Vice-chair Sherwood asked if expense estimates have been procured. Director Glick advised that remaining/excess funding may be used to request bleachers/benches for the area surrounding the courts. There was also an inquiry about potential for a dog park in the future and Director Glick said that the Master Plan is currently under review and any new projects that are selected will be presented at a later date. Glick also relayed interest in the development of a regional sports park. It was motioned by Commissioner Farrenkopf and seconded by Commissioner daSilva to present this project for consideration to City Council for approval (7-0)
- (3) **Staff Report on Recreation Division attendance report for May**
Manager Beck reported that attendance numbers are beginning to increase for arbor and field rentals. He reminded the Board that Elk Bayou Soccer Complex is closed annually May 31 through August to preserve the grass.
- (4) **Staff report on Upcoming Recreation and Special Events**
Manager Beck reported that the following programs will begin the week of June 14, 2021; Aquatics, Tennis, Softball, Summer Camp, and Pre-Sports Plus. July includes registration for BEST Club as well as Movies in the Park. He also mentioned that the Recreation Foundation dispersed \$300 scholarships to three recipients from Tulare Western and Mission Oak (no applications from Tulare Union were received)
- (5) **Staff Report on Park Maintenance Operations & Projects**
Manager Beck stated that in May multiple main line breaks were repaired; including Live Oak, Prosperity Sports Park and Blain Park. These repairs were often hindered by response time from USA locates before digging. Inspections of lighting and landscape districts continue. Nearly daily repairs and repainting of restrooms are necessary due to vandalism. Splash pads are currently operating weekends only from noon to 7pm. The State issued Stage 2 restrictions are in affect and subject to change. Director Glick also added that interviews for Parks Manager will take place this Friday. The budget is projected for approval during the June 15th session; following approval positions at the Senior Center as well as the Parks Ranger position will be scheduled for recruitment.

IX. ITEMS OF COMMISSION INTEREST

Commissioner Fishbough noted that the private tennis instruction and crowding at the Del Lago courts has subsided. Beck further noted that the Recreation Division's tennis instruction will take place at Live Oak courts.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:08 a.m.

**ATTENDANCE REPORT JUNE 2021
TULARE PARKS AND RECREATION DEPARTMENT**

Location/Activity	This Year				Comparable Year			
	Total Attendance JUN 2021	Total Events JUN 2021	Number of Program Participants JUN 2021	Calendar Year to Date Attendance 2021	Total Attendance JUN 2019	Total Events JUN 2019	Number of Program Participant JUN 2019	Calendar Year to Date Attendance 2019
Summer Camp Week 6								
Summer Camp Week 7								
SUMMER CAMP TOTAL ATTENDANCE	387		90	387	811		162	811
SUMMER PLAYGROUND DROP-IN								
Prosperity Sports Park Clubhouse					254	15	17	254
SPECIAL EVENTS								
Concerts in the Park					315	3	105	505
Movies in the Park								
Santa Letters								
Kid's Day								
Fishing Derby								
Spring Carnival/Eggstravaganza								1,050
Choboian/Wong Legacy Race								249
Tulare Youth Track & Field Meet								580
TEENS								
Volunteens					1	1	1	11
Teen Heroes								155
Teens on Board								35
Teen Fest								600
INSTRUCTIONAL								
C.P.R. for Kids								
Golf, Youth					30	3	10	30
Jr. Lifeguard								
Little Dancers-Ballet								218
Little Dunkers								440
Little Kickers								
Little Sluggers								512
Presports					116	4	29	313
Presports Plus	46	2	23	46	120	4	30	364
Splashball	451	11	41	451	390	15	26	390
Super Sitter								
Tennis, Youth	112	14	8	112	81	3	27	81
Track, Youth								130
Tumbling								230
Water Polo					135	15	9	135
AQUATICS								
Instructional Swim Session 1	2,000	10	200	2,000	2,450	10	245	2,450
Instructional Swim Session 2	519	3	173	519	925	5	185	925
Instructional Swim Session 3								
INSTRUCTIONAL SWIM TOTALS	2,519			2,519	3,375			3,375
Public Swim-Western	412	14		412	1,250	18	69	1,250

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PAVILION RENTALS/GENERAL PARK								
Bender Park (Pleasant)	50	1	50	215	50	1	50	440
Blain Park	101	4	25	461	305	6	51	1,055
Cypress Park	135	4	34	331	210	4	53	825
Live Oak Park	215	5	43	665	190	5	38	890
Centennial Park								90
Zumwalt Park	300	1	300	300	400	4	100	4,990
Del Lago Park	1,235	34	36	3,654	1,300	33	39	5,318
Elk Bayou Park	50	1	50	190	50	1	50	260
Mulcahy Park	159	5	32	339	405	10	41	1,315
FIELD RENTALS								
Bender				40				
Centennial				513	88	8	11	1,313
Chavez								500
Cypress	259	16	16	879	287	14	21	1,834
Elk Bayou Soccer Complex	805	23	35	7,020	1,190	25	48	22,903
Live Oak West	1,730	33	52	3,098	1,275	20	64	4,725
Live Oak Lombardi	200	4	50	3,350				3,511
Live Oak Tennis	112	14	8	112				
Prosperity (#2 & #3 only)					50	3	17	380
Centennial Tennis					128	8	16	832
Centennial Horseshoes								150
Del Lago Tennis								
Del Lago Phase I								200
Santa Fe Trail								
Elk Bayou Concessions					10	1	10	90
POOL RENTALS								
Western					975	18	54	975
TOTALS	13,065	229		29,124	20,844	376		154,019

(1) Number of program participants is the average number of participants each day.



RECREATION REPORT

Commission meeting June 13, 2021

Summer Programs

- **Aquatics**
- **Youth and Adult Tennis**
- **Sr. and Adult Softball**
- **Summer Camp**
- **Pre-Sports Plus**
- **Movies in the Park (July)**
- **Upcoming Programs (B.E.S.T. CLUB)**

PARKS DIVISION MONTHLY REPORT

June 2021

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

- 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.
- Transient cleanups – Pedestrian Overpass, Santa Fe Trail
- Repair antenna at Chavez due to storm/tree branch
- Storm damage at the following: Bender, Blain, Del Lago, Chavez (5 trees), and Pleasant.
- 6-month P.O. for Gopher Getter, and Lake Dr.
- Accepted Kensington Estate Trail phase 2.
- Restrooms cleaned and painted. Damage at Live Oak and Blain.
- Splash pads operating weekends only 12pm-7pm.