

REGULAR MEETING AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

- III. ROLL CALL**
- | | |
|-----------------------------|------------------------|
| Rich Rankin, Chair | Diane Graybehl, Member |
| Rocco Calantone, Vice Chair | Carroll Land, Member |
| Kieran Daly, Member | Rachel Lucero, Member |
| Phillip Duncan, Member | Janet Uresti, Member |

IV. ORAL COMMUNICATIONS FROM PUBLIC

This is the opportunity to address the Commission on any matter of interest, whether on the agenda or not. Unless additional time is authorized by the Commission, all commentary shall be limited to three minutes.

V. APPROVAL OF MINUTES – June 6, 2019 meeting.

VI. CORRESPONDENCE – None

VII. REPORTS – This is the time for staff informational items.

- 1) **Report on Council Actions**
- 2) **Leisure Services Relocation**
- 3) **Prop 68**
- 4) **Commissioner Terms**

VIII. SCHEDULED MATTERS

- 1) **CSET Senior Services Agreement Renewal** – Re: Consideration of renewing the current agreement with CSET to provide senior services at the Santa Fe Depot.
- 2) **OHV Park State Grant Resolution** – Re: Consideration of annual State OHV Park Grant Resolution submittal.
- 3) **Wall of Fame Relocation** – Re: Consideration of recommending a new location for the City's Wall of Fame.
- 4) **Parks Maintenance Report** – Information and discussion.
- 5) **Leisure Activities Report** – Information and discussion.
- 6) **Schedule Items For Future Meetings** – Information and discussion.
- 7) **Other Matters of Information** – Information only.

IX. ADJOURNMENT to October 3, 2019 at 5:30 p.m.

The mission of the City of Porterville Parks and Leisure Services Commission is to advise on the provision of excellent customer services to the citizens of the community, to enhance their quality of life by providing opportunities for the public enjoyment, inspiration, education, personal development and cultural enrichment, and to advocate for clean, safe, well designed parks and facilities.

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the Deputy City Clerk, 559.782.7442. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet. (28 CFR 35, 102-35.104 ada Title 11.)

PARKS AND LEISURE SERVICES COMMISSION MINUTES September 5, 2019

Chair Rankin called the meeting to order at 5:32 p.m.

Chair Rankin led the Pledge of Allegiance.

Roll Call of Parks & Leisure Services Commission

Present: Richard Rankin, Chair
Rocco Calantone, Vice Chair
Kieran Daly, Member

Diane Graybehl, Member
Carroll Land, Member
Janet Uresti, Member

Absent: Phillip Duncan, Member - Rachel Lucero, Member

Oral Communications – None

Approval of Minutes – **Action:** Motion was made by Vice Chair Calantone, seconded by Commissioner Graybehl to approve the minutes of the meeting of June 6, 2019, as presented. Motion carried unanimously.

Correspondence – None

Reports

- 1) Director Moore highlighted the items that went before Council since the Commission's last meeting covering Council meetings on June 18, July 2 & 16, August 6 & 20, 2019.

OHV Park 4th Quarter Report- numbers were down after April due to the operator ending his agreement two month's early.

Golf Course 4th Quarter Report- The three month average was close to last year's 4th quarter numbers.

Annual Landscape and Lighting Maintenance Districts – Council approved a Resolution to continue maintenance of Landscape and Lighting Maintenance Districts and confirming assessments for the 2019/20 Fiscal Year.

Authorization to Negotiate a Renewal Agreement for Golf Course Management Services – The City Council agreed with the Commission's recommendation to renew the Agreement with Mr. Casey Butler for continued management services of the Golf Course for five additional years.

Authorization to Negotiate a Contract for OHV Park Management Services- There were no Request for Proposals submitted to conduct OHV Park management services. After the deadline, Mr. Myron Short displayed interest in managing the facility. Mr. Short had been travelling all summer and didn't hear about the RFP prior to the deadline. City Council authorized staff to negotiate a management services contract with Mr. Short. The City did receive the full grant award from the State for this fiscal year.

Authorization to Repair North Creek Estates Entrance Median Island- On July 11, 2019, a traffic accident occurred at the east entry into North Creek Estates off of Westwood Street. A vehicle struck the pillar in the median island causing structural damage. The cost to repair for labor and material is \$7,600. The work will be done by RGB Construction Unlimited as they were the lowest and only responsive bid.

- 2) **Leisure Services Relocation-** After conducting business at the Heritage Center since November 2005, Leisure Services moved to Centennial Plaza last month. They are sharing office space with Porterville Transit. PUSD is in the process of purchasing the Heritage Center and expanding Santa Fe School. The Youth Center is staying on site at the Heritage Center.
- 3) **Prop 68-** The Prop 68 grant application was turned in August 5. Award notifications are expected January 2020. Staff applied for the maximum amount allowed \$8,500,000. Public input meetings were held and information from those meetings were incorporated into the grant including the six most requested recreation features desired: recreation center, youth center, walking/jogging track, athletic field, covered picnic area and trail lighting.
- 4) **Commissioner Terms-** Chair Rankin, Vice Chair Calantone and Member Land's second consecutive terms are all set to expire October 3, 2019. Per the Municipal Code they must not resubmit for reappointment until at least one term has passed. Commissioner Lucero's term is expiring but she may wish to apply for reappointment should she choose to do so. Therefore, the Commission will have four vacancies after the October 3 meeting. Staff will advertise the upcoming vacancies and the City Council may appoint new Commissioners as early as at their meeting on October 15, 2019.

Action: Informational items

Scheduled Matters

1. CSET Senior Services Agreement Renewal-

Director Moore initiated the discussion by stating that Community Services Employment Training (CSET) has provided programming at the Santa Fe Depot Senior Center since 2014 in conjunction with Kings/Tulare Area Agency on Aging. CSET staffs the facility in order to administer a daily meal program, give arts and crafts classes, conduct special events, and offer other recreational opportunities.

The current Agreement between the City and CSET expires January 2020. CSET has requested the Agreement be renewed for another five years. City staff have been pleased with the performance of CSET over the past five years.

Action: Commissioner Uresti made a motion and Vice Chair Calantone seconded for the City to renew the Agreement with CSET to provide senior services for additional five years. Motion passed unanimously.

2. **OHV Park State Grant Resolution-** Director Moore notified the Commission that Staff was successful in receiving the full requested grant award for the OHV Park to continue ground operations for this fiscal year. Part of the grant application requires each applicant to submit a Resolution authorizing submittal of the application and certifying that the City will accept the grant award and carry out its duties.

Action: Commissioner Land made a motion and Commissioner Uresti seconded for the City Council to approve a Resolution regarding the OHV Park State Grant. Motion passed unanimously.

3. Wall of Fame Relocation – Director Moore introduced the item by stating that due to the impending sale of the Heritage Center to Porterville Unified School District, the City is in need of a new location for the Wall of Fame currently displayed in the hallway of the Heritage Center. The location should be easily accessible to the public in a prominent location, and ideally in close proximity to a site where the annual ceremony could be held. Two possible locations within City Hall include either of the two main public hallway walls, or in the Council Chambers.

Action: The Commission recommended the Wall of Fame be relocated to City Hall.

4. Parks Maintenance Report – Parks Superintendent Darren Maddox presented to the Commission projects his staff has been working on lately. Projects include: Olive St. Medians, golf course trees maintenance, Veterans Park large Oak tree limb removal and North Creek Estates entry trees trimming off Westwood Street. The Commission expressed concern over Southern California Edison’s tree trimming practices after Superintendent Maddox mentioned their lack of forewarning of work and their subpar work.

Action: Informational item

5. Leisure Activities Report – Leisure Services Specialist Amy Graybehl reported on the Leisure activities. The items of discussion were: Summer Night Lights, Freedom Fest, Dive In Theatre, City Pool, KJUG Concert, adult flag football and youth basketball registration, fall soccer league beginning, Corporate Games, Music on Main and Museum Day Live! Chair Rankin praised staff for the new location at the Sports Complex of the City’s soccer league.

Action: Informational item

6. Schedule Items for Future Meetings – Porterville Girls Fastpitch annual report and possibly discussion on an upcoming trail between Putnam and Olive.

Action: Scheduling

7. Other Matters of Information – Commissioner Land asked why the City never improved the Tule River Parkway trail portion that runs adjacent to Highway 65.

Action: Informational item

Adjournment

Chair Rankin adjourned the meeting at 6:11 p.m.
Next meeting is scheduled for October 3, 2019 at 5:30 p.m.
Respectfully Submitted,

Donnie Moore, Director

Chair