

**PARKS AND LEISURE SERVICES COMMISSION MINUTES
MEETING OF MAY 4, 2023**

Chair Pommier called the meeting to order at 5:30 PM.
Chair Pommier led the Pledge of Allegiance.

Roll Call

Present:	Chair Pommier	Vice Chair Duncan
	Commissioner Daly	Commissioner Graybehl
	Commissioner Fiormonti	Commissioner Gurrola

Absent:	Commissioner Daly	Commissioner Peña
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Oral Communications – None

Approval of Minutes – Action: Motion was made by Commissioner Vice Chair Duncan, Seconded by Commissioner Graybehl, to approve the Minutes of the meeting of May 4, 2023, as presented. Motion passed unanimously.

Correspondence – None

Reports

Report on Council Actions from April 18 and May 2, 2023:

Golf Course and OHV Park Quarterly Reports- Council received reports covering the third fiscal year quarter for the Golf Course and OHV Park.

Authorization to Execute Consultant Agreement with 4Creeks, Inc - Veterans Park Multi-Use Trail, Phase 2- Consideration to authorize the Engineering & Project Management Director to execute the Consultant Service Agreement for the design of Phase 2 of the Veterans Park Multi-Use Trail, with 4Creeks, Inc. in the amount of \$132,355.

Authorization of Temporary Overflow Parking on City Property- Consider authorization for temporary parking at the Porterville Sports Complex and City property adjacent to the east of the Porterville Fairgrounds in support of the opening of the new Eagle Mountain Casino the days of April 20 - 23 and May 5 - 14, 2023.

Authorization to Negotiate Consultant Agreement Parks Master Plan- Consideration to authorize staff to negotiate a scope of services and contract with QK, Inc. for a Parks Master Plan.

Scheduled Matters

1. Scheduling Upcoming Commission Meetings

Director Moore presented the annual item explaining that as a result of the specific Parks and Leisure Services Commission meeting months not being in the Municipal Code, this item must be discussed annually should the Commission wish to take a summer hiatus similar to the Library and Literacy, and Youth Commissions. The item would then need to go before City Council for final approval.

It has been common practice of the Commission to take a summer hiatus either in June and July, or July and August. Should the Commission wish to again take a summer hiatus, a meeting could be scheduled with proper notice if an item(s) was to come up that needed to be addressed.

Action: Motion was made by Commissioner Fiormonti, Seconded by Vice Chair Duncan, to recommend the Commission take a summer hiatus during July and August 2023, with the understanding that the Commission would reconvene sooner if given direction by the City Council. Motion passed unanimously.

2. 10-Year Capital Improvement Projects List

Director Moore introduced the item telling the Commission that annually, as part of the budget process, City departments meet to update their 10-year capital improvement project list. The list is then included in the overall budget process for the upcoming new fiscal year which Council reviews and then adopts. Projects with funding may be listed in the upcoming fiscal year while remaining projects are listed with an approximate year of completion. Moore highlighted some of the projects on the list.

Action: Informational item.

3. Parks Maintenance Report

Parks Superintendent Demerath provided an update to the Commission on recent projects which included: cleanup efforts at the Armory, weed abatement work throughout the city, and Arbor Day.

Action: Information and discussion

4. Leisure Activities Report

Director Moore reported on the Leisure activities. The items of presented were the County Youth Track Meet, May 1st marked the opening day of registration for Day Camp, Youth Volleyball and Swim Lessons, Military Banner Ceremony upcoming, and the City Pool opens to the public the last weekend in May.

Action: Informational item

5. Schedule Items for Future Meetings

Director Moore mentioned that on the agenda for May would be an update on the Tule River Parkway Phases III and IV, in addition to potentially more items.

Action: Scheduling

6. Other Matters of Information

None

Action: Informational item

Adjournment

Chair Pommier adjourned the meeting at 6:04 PM.

Respectfully Submitted,

Donnie Moore, Director