

**PARKS AND LEISURE SERVICES COMMISSION MINUTES
MEETING OF FEBRUARY 1, 2024**

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

Roll Call

Present:	Chair Pommier	Commissioner Graybehl
	Vice Chair Gurrols	Commissioner Peña
	Commissioner Daly	Commissioner Uresti

Oral Communications – None

Approval of Minutes – Action: Motion was made by Commissioner Peña, Seconded by Commissioner Graybehl, to approve the Minutes of the meeting of January 4, 2024, as presented. Motion passed unanimously.

Correspondence – None

Reports

1. Report on Council Actions from January 16, 2024:

Authorization to Repair Westwood Estates Wall

City Council authorized the repair of the block wall on Westwood Street that is part of the Westwood Estates Landscape and Lighting Maintenance District. The wall was hit by an out of control vehicle. The City is seeking restitution. \$7,000 is the amount of the repair that will be performed by Advanced Concrete.

Authorization to Repair Police Department HVAC Unit

City Council authorized the repair of a failing HVAC unit at the Police Department. The boiler needed replacing along with a few other parts. \$5,868 is the amount of the repair that will be performed by Johnson Controls.

Scheduled Matters

1. Sports Complex Concession License Renewal

Non-profit organizations/leagues are entitled to request a License Agreement with the City for the purpose of authorizing them to exclusively utilize City facilities for fundraising concession sales. The Porterville Soccer League/South Valley Chivas is the only youth organization that has expressed interest once again to operate the City’s Sports Complex concession building for approximately the next twelve months. Scheduled Spring/Summer leagues at the Sports Complex include the City of Porterville Youth Baseball and Junior Giants Baseball leagues, and potentially some youth soccer. Scheduled fall leagues include City of Porterville Fall Soccer, Porterville Soccer League/South Valley Chivas, and potentially some other youth soccer. Seasonal adult softball also is played at the Sports Complex. The current fee for concession building usage is \$8.00 per hour. The fee is adjusted yearly on July 1 by the San Francisco Consumer Price Index. The leagues utilizing City facilities, including concession buildings, are required to remain in good standing with the City regarding supplying the required paperwork and fees. The Porterville Soccer League/South Valley Chivas Academy currently is in good standing with the City.

Action: Motion was made by Commissioner Uresti, Seconded by Vice Chair Gurrola, to recommend the one-year Sports Complex Concession License renewal with the Porterville Soccer League/South Valley Chivas. Motion passed unanimously.

2. Pool Concession License Renewal

The Murry Park Pool concession building is owned by the City and is open only during the pool season which runs May through early September. Past practice for the City has been to enter into a license agreement with interested parties. Valley Paradigm wrapped up a three-year license agreement for the Murry Park Concession License which expires May 1, 2024. Valley Paradigm has fulfilled all of their duties of the agreement and has maintained great communication with City staff.

Prior to forming the non-profit Valley Paradigm, they were operating the pool concession stand on an interim basis under the business name of SM Transit. Valley Paradigm will pay \$275 per month to operate the concession license. Staff's recommendation is that the fee throughout the term of the agreement be adjusted annually based on the San Francisco Consumer Price Index. This is a common practice for monitoring annual fees with a built-in escalator.

Action: Motion was made by Vice Chair Gurrola, Seconded by Commissioner Daly, to recommend the three-year Pool Concession License renewal with Valley Paradigm. Motion passed unanimously.

3. Draft Parks Master Plan Review

Director Moore provided a background of the Parks Master Plan. City Council authorized staff to hire a consultant and work with the selected firm in order to complete a Parks Master Plan. The Parks Master Plan is a comprehensive document that includes an internal assessment, community engagement, resources and data collection, and development of an implementation plan to cover the next fifteen plus years.

QK is the firm working on the Master Plan. They are at the tail end of their nine-month endeavor. It is time now for the Commission to review the draft document and make any comments for staff and QK to take under consideration. Moore provided an overview of the document and included some of its highlights.

Section 1 (Introduction) Provided a definition of the Parks Master Plan, along with stating seven goals.

Section 2 (Community Profile and Demographics) Improving and adding more parks promotes a healthier lifestyle, which can reduce ailments that they may be exacerbated by poor air quality and a sedentary lifestyle.

Section 3 (Community and Stakeholder Input) Court games ranked high amongst the amenity options. The Sports Complex was the first choice for renovations and improvements. The Sports Complex was also the preferred location for a new splash park. A community garden was recommended at a future park. The top amenity at Veterans

Park to be added was a light and sound performance stage. The pool and deck were number one at Murry Park as for the priority of improvements needed. New lighting along the sidewalks and other areas in Zalud Park was the top selection there.

Section 4 (Trends) The top trends are: more playgrounds, more trails, splash parks, and more court games. Soccer as a year-round sport can have an immense impact on natural turf. Future recommendations suggest synthetic turf fields. Safety has led agencies to revisit their designs of park facilities. Improving sight lines near restrooms and changing the placement of benches, installing security cameras, and additional security lighting.

Section 5 (Inventory and Needs Assessment Analysis) Most parks need ADA ramps to playgrounds, nearby public sidewalk ADA ramps, park ID signage, and rules signage. Each park should target playground replacement every 15-20 years, or as needed. Playground wood chips are the preferred surfacing. Benches, trash cans and picnic tables should be replaced and maintained. Lighting should be provided where possible, particularly solar lighting. Parking lots should be sealed and striped every two to five years.

Section 6 (Level of Service Analysis) The Master Plan recommends that the City maintain its current ratio of 4.45 acres per 1,000 residence. This ratio is equal to or better than other California cities of comparable population and land area. The city needs more neighborhood and miniparks. Porterville far exceeds the regional average for trailways per 1,000 residents.

Section 7 (Park Design and Development Guidelines) At the City's projected 2039 population, no new community parks will be needed. The most preferred resident needs for City parks in the future include the expansion of amenities at the Sports Complex and meeting the needs for neighborhood and miniparks as the city grows.

Section 8 (Action Plan) The Sports Complex ranked number one when it came to which park needed renovations and improvements the most. Court games ranked the highest amongst facility needs. An outdoor pool or splash pad ranked number one at the Sports Complex by the public. A splash park ranked highest amongst stakeholders when asked for the greatest facility need.

One of the needs identified by the community was the need for clean and well-maintained parks and facilities. Safety and vandalism are connected to this maintenance issue as the better-maintained and well-used parks and facilities are typically less likely to experience vandalism and crime. Without adequate staffing and funding, these needs cannot be met. The department will need to closely monitor resources to ensure that the assets of the park system reach anticipated lifecycles. The City has 10 full-time parks employees dedicated solely to parks maintenance. The national average is 14.

The Subdivision Ordinance will need to be updated in conjunction with the new policies and procedures of the park impact fee study. The City's current park impact fees are significantly lower than the majority of cities of comparable size in the state.

Action: Information and discussion

4. Parks Maintenance Report

Parks Superintendent, Arthur Demerath, updated the Commission on the following projects: encampment cleanups throughout the city, cleanup at Royal Oaks Phase 1, and cleanup of the old JC Penney's lot.

Action: Informational item

5. Leisure Activities Report

Leisure Services Specialist, Amy Graybehl, reported on the Leisure activities. The items presented were: Youth Basketball, Adult Flag Football, Arena Soccer, Jr. Pirates Track & Field, Youth Baseball, Shamrock Shapeup, Virtual Bingo and the Military Banner Program.

Action: Informational item

6. Schedule Items for Future Meetings

Director Moore mentioned that on the agenda for March will be a capital improvement projects update, and possibly other items as they arise.

Action: Scheduling

7. Other Matters of Information

Director Moore shared that Commissioner Duncan submitted a letter of resignation due to his health. At the next Council meeting, Council will consider appointing Blain Smothermon to the Commission. Parks Maintenance Worker III, Casey, Neria, is the City's Employee of the Month, Porterville Little League decided to not enter into an agreement with the City for use of Zalud Park, and phase two of the skatepark project is underway.

Action: Informational item

Adjournment – Chair Pommier adjourned the meeting at 6:30 PM.

Respectfully Submitted,

Donnie Moore, Director