

**WELCOME TO YOUR MERCED
RECREATION AND PARKS COMMISSION MEETING**

COMMISSION MEMBERS

Jeremy Jenkins, Napoleon Washington, Onis Lentz, Flip Hassett, Eric Nelson

AGENDA

**COUNCIL CHAMBERS
678 WEST 18TH STREET
MERCED, CALIFORNIA**

**5:30 PM
MONDAY
AUGUST 24, 2015**

STAFF REPORTS OR OTHER WRITTEN DOCUMENTATION RELATING TO EACH ITEM OF BUSINESS REFERRED TO ON THE AGENDA ARE ON FILE IN THE PARKS AND COMMUNITY SERVICES OFFICE. ANY PERSON WHO HAS QUESTIONS CONCERNING ANY AGENDA ITEM MAY CALL THE PARKS AND COMMUNITY SERVICES DIRECTOR AT (209) 385-6855 TO MAKE INQUIRY REGARDING THE NATURE OF THE ITEM DESCRIBED ON THE AGENDA. PRIOR TO EACH REGULAR COMMISSION MEETING, A COMPLETE AGENDA PACKET IS AVAILABLE FOR REVIEW IN THE FOYER OUTSIDE THE COUNCIL CHAMBERS AND ON THE CITY'S WEBSITE AT WWW.CITYOFMERCED.ORG. ANY DOCUMENTS PROVIDED TO A MAJORITY OF THE COMMITTEE MEMBERS AFTER THIS AGENDA IS POSTED WILL BE AVAILABLE FOR PUBLIC INSPECTION IN THE PARKS AND COMMUNITY SERVICES OFFICE DURING NORMAL BUSINESS HOURS.

FOR CITIZEN PARTICIPATION INSTRUCTIONS, PLEASE REFER TO THE CITY'S WEBSITE AT WWW.CITYOFMERCED.ORG. A HANDOUT IS ALSO AVAILABLE AT THE MEETING ADJACENT TO THE AGENDA. INDIVIDUAL AGENDA ITEMS MAY BE HEARD IN AN ORDER THAT IS DIFFERENT THAN THEY APPEAR ON THE AGENDA TO ACCOMMODATE MEETING PARTICIPANTS.

INFORMATION FOR INDIVIDUALS WITH DISABILITIES:

Accommodation for individuals with disabilities may be arranged by contacting the City Clerk's Office at 209-388-7100.

Assisted Hearing Devices Available for Hearing Impaired
Teletypewriter (TTY) 209-385-6816

THE PUBLIC HAS THE OPPORTUNITY TO ASK QUESTIONS OR COMMENT AT THE TIME SPECIFIC AGENDA ITEMS ARE CONSIDERED. NORMALLY, EACH AGENDA ITEM WILL HAVE A STAFF PRESENTATION, FOLLOWED BY COMMENTS OR QUESTIONS BY THE COMMISSION MEMBERS. IF REQUESTED BY AN AUDIENCE MEMBER, THE CHAIRPERSON WILL THEN ALLOW THE PUBLIC TO MAKE COMMENTS OR ASK QUESTIONS. AFTER ANY PUBLIC INPUT, THE COMMISSION MAY HAVE FURTHER DISCUSSION BEFORE TAKING ACTION TO THE NEXT AGENDA ITEM.

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **CEREMONIAL MATTERS**
- E. **ORAL COMMUNICATIONS**

AT THIS TIME, ANY MEMBER OF THE AUDIENCE MAY COMMENT ON ANY MATTER NOT LISTED ON THE AGENDA. PLEASE STAND AND STATE YOUR NAME AND ADDRESS FOR THE RECORD. THE COMMISSION WILL NOT TAKE ACTION ON THE ITEM THAT IS BROUGHT TO THEIR ATTENTION THIS EVENING. IF IT REQUIRES ACTION, IT WILL BE REFERRED TO STAFF AND/OR LISTED ON THE NEXT COMMISSION AGENDA.

PLEASE BE BRIEF AND TO THE POINT. AVOID REPEATING WHAT PREVIOUS SPEAKERS HAVE SAID. IF TWO OR MORE INDIVIDUALS ARE HERE AS A GROUP AND WISH TO SPEAK ON ONE SIDE OF AN ISSUE, PLEASE SELECT A SINGLE SPOKESPERSON TO PRESENT YOUR VIEWS.

F. **CONSENT ITEMS**

1. **MINUTES OF JULY 27, 2015**

Recommendation: Motion to approve and file

G. **BUSINESS**

1. **REQUEST BY HPEC TO USE SCOUT HUT FOR FREE**

Recommendation: Motion to approve use of Scout Hut at non-profit , co-sponsored or free rate.

2. **BUDGET SUBCOMMITTEE**

(COMMISSIONERS)

Recommendation: Motion to make recommendation to subcommittee

3. RECREATION PROGRAMMING

(COMMISSIONERS)

Recommendation: Motion to make recommendation regarding future recreation programming

H. REPORTS

1. STAFF REPORTS

(CHAVEZ, JOHNSON, CONWAY)

No action required-information only

I. ADJOURNMENT

TO THE MERCED RECREATION AND PARKS COMMISSION MEETING,
MONDAY, SEPTEMBER 28, 2015 AT 5:30 PM IN THE CITY COUNCIL
CHAMBERS, 678 WEST 18TH STREET, MERCED, CALIFORNIA.

ADVISORY BODY/CITY COUNCIL RELATIONSHIP

As a Council advisor, your principal role will be to make the best recommendation possible to Council on key policy and program issues.

Typically these issues are discussed in depth in public advisory body meetings, where public input is encouraged. The advisory body recommendations are forwarded through the department liaison to the Council in the form of administrative staff reports. These reports analyze the issues and carry the staff's recommendation, which may concur or disagree with the advisory body's viewpoint. The Council considers the recommendation(s) along with public input, and ultimately makes the final decision. Officers and members of advisory bodies may address the Council on matters of concern to the groups.

There may be times when the Council needs more information in order to make a decision. The matter is returned to staff and/or the advisory body for further analysis and direction. There are also times when Council will convene joint sessions with advisory bodies to deal with highly complex issues and engage in long-range planning.

ADVISORY BODY/CITY STAFF RELATIONSHIP

By virtue of their technical training and experience, City department representatives are assigned by the City Manager to provide staff assistance required by advisory bodies. While advisory bodies may freely communicate with their respective departments, they have no authority to supervise or direct the work of the departments.

Staff works under the direction of the City Manager, and their duties with advisory bodies are restricted to providing administrative support, orienting new group members, holding briefings, conducting field trips, and other similar activities.

If a substantial amount of staff time is required for a particular study, the advisory body should make a recommendation to the responsible department head. Dependent upon goals set by the City Council and the current workload, priorities may allow or preclude staff attention to the request. If concerns persist about this or any matter dealing with relationships with staff or staffing levels, they should be brought to the attention of the City Manager.

While City staff will communicate all recommendations of advisory bodies to the Council, staff will not advocate the bodies' viewpoints if they are counter to those held by staff and/or those recommended by the City Manager.

Criticisms of staff performance – past or present – should be done privately with the department head and/or City Manager. Any contact with the City Council over staff issues should be copied or noticed to the City Manager.

ADVISORY BODY/PUBLIC RELATIONSHIP

While advisory bodies have a major responsibility to the City Council, their ultimate responsibility is to the residents of the City of Merced. Their job is to review proposals within the scope of the committees' respective responsibilities to determine whether they are effective, fiscally feasible, and will benefit the community.

Members are encouraged to take advantage of every resident contact to ask what they like/dislike about issues relevant to the body. They should keep in mind that the City's "customers" are the residents, visitors, and businesses who pay for the services the City delivers.

No member of an advisory body is authorized to appear or speak on behalf of that body unless specifically authorized by vote of that body. This includes correspondence to or appearances before the City Council as well as community groups, public agencies, newspapers, etc. Likewise, no member of an advisory body is authorized to appear or speak on behalf of the City unless specifically authorized by the City Council. Without authorization by the advisory body or City Council, an advisory body member should clarify that he/she is appearing or speaking as an individual, although he/she may specify the fact of membership on the advisory body.

ADVISORY BODY/MEDIA RELATIONSHIP

Advisory groups should be very cautious when dealing with the news media. Reporters look for the controversial angle to all issues. Thus, for those issues in which advisory body members have divergent views, it may not be in the best interest of the group process for a member to use the press as a forum to promote his or her individual position. To foster productive group relations, it may be best to defer public comments on such issues to the chairperson, who should articulate the views of the group. The body must also refrain from speaking on behalf of the City Council on a policy matter; and, should not speculate about pending action by the City Council on any issue. It is best to defer responses to such questions to the City Council and the City's Public Information Officer.

**CITY OF MERCED
RECREATION AND PARKS COMMISSION MINUTES**

COUNCIL CHAMBERS ROOM
MERCED CIVIC CENTER
678 WEST 18TH STREET
MERCED, CA

MONDAY
JUNE 27, 2015

A. CALL TO ORDER

Commissioner Nelson called the meeting to order at 5:32 PM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Members Present: Washington, Lentz, Hassett, Nelson, Jenkins
Staff Present: Chavez, Johnson

D. CEREMONIAL MATTERS

E. ORAL COMMUNICATIONS

F. CONSENT ITEMS

1. MINUTES OF JUNE 22, 2015

M/S/C- Lentz/Washington motioned to approve the minutes of June 22, 2015.

G. BUSINESS

1. CO-SPONSORED REQUEST BY NAACP (JOHNSON)

M/S/C- Hassett/Lentz motioned to approve the co-sponsored rate for the annual NAACP fundraiser.

2. CONSIDER APPOINTING NEW CHAIR (COMMISSIONERS)

M/S/C-Hassett/Lentz motioned to appoint Commissioner Washington as the new Chair

3. BUDGET SUBCOMMITTEE (COMMISSIONERS)

Commissioner Hassett handed out information that he wanted distributed to all Commissioners, Council Members and Recreation Staff. Commissioner Lentz also gave a document to the Clerk and asked that his ideas be shared with all other Commissioners.

The Commission requested to see a financial report for the past 10 years.

4. RECREATION PROGRAMMING

(COMMISSIONERS)

5. JOINT MEETING WITH CITY COUNCIL

The Commission discusses several topics including the following:

- What does Council want from Commission?
- Holding meetings in different locations
- What are Council's recreation priorities?
- Social media
- Would like to see more than just numbers on staff reports

The Commission would like to have a study session at Coffee Bandits to discuss talking points for the joint council meeting.

H. REPORTS

1. STAFF REPORTS

(CONWAY, JOHNSON)

No action required-information only

I. ADJOURNMENT

The Recreation and Parks Commission meeting was adjourned at 6:44 p.m. and will meet again on Monday, August 12, 2015 for a study session at 8AM at Coffee Bandits.

Dr. Napoleon Washington, Chairperson
Recreation and Parks Commission

**City of Merced
Recreation and Parks Commission**



Date:	August 18, 2015
To:	Recreation and Parks Commission
From:	Lindsey Johnson, Recreation Supervisor
Re:	HPEC request to use Scout Hut for free

ACTION: 1) Request a motion to approve the non-profit rate or the co-sponsored rate for use of the Scout Hut by the HPEC

DISCUSSION: On August 17, 2015, the Office of Recreation received a request from the HPEC After School Homework Tutorial Program to use the Scout Hut free of charge for their program. They would like to offer their program October through the first week in June, at the Scout Hut, Monday through Thursday, from 3-5:30PM.

There are approved regular, non-profit and co-sponsored rates for the building. All of these rates will recover costs associated with renting the hall; however, giving the building out for free will not.

The regular, non-profit and co-sponsored rates for a 2.5 hr event are as follows:

<u>Regular Rate:</u>	<u>Non-Profit</u>
\$100 Refundable Deposit	\$100 Refundable Deposit
\$100 Rental Fee (\$40/hr)	\$50 Rental Fee (\$20/hr)

Total = \$190

Total = \$150

Co-Sponsored Rate (requires City Council's approval)

\$50 Refundable Deposit
\$25 Staff Charge (\$10/hr)
\$15 Energy Surcharge (\$5/hr)
\$25 Per Event Facility Maintenance Fee

Total = \$115

RECOMMENDATION: The staff recommendation is to approve either the non-profit or co-sponsored rate.

HPEC/SFEC

SUMMER FUN ENRICHMENT CAMP

- **Week 1**

UCM Art & Nature/PBLT©
Community Science – A
University Experience for
Kids!

- **Week 2**

PBLT© Socio-Economics
“Quick Study” of Your
Grades, Future Jobs, &
Emotional Wellness!

- **Week 3**

PBLT© English Literacy...
Getting It Right from the
Beginning Kids!

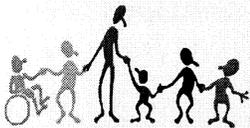
- **Week 4**

PBLT© Math! Enjoying
Both Reading & Math?!

- **Week 5**

PBLT© Natural Sciences..
“RRR Fun”... Recycling,
Re-Creating, Restoring!
Becoming a Better Citizen
Early-On Is Easy!

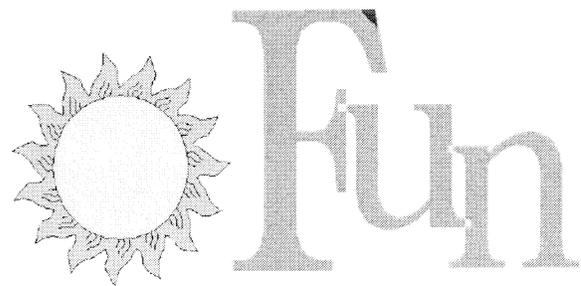
**HARVEST PARK
EDUCATIONAL CENTER**
Our 7th Year



**HPEC 2015 SUMMER FUN
ENRICHMENT CAMP/SFEC**

Center for HOPE®

Community-Based
Organization of VHC
Non-Profit 501 (c)(3)
ID# 94-1347058 Group# 1634
Your Donations Are Tax
Deductable!



PARENTS!!

Children Experience “UNIVERSITY LIFE FOR KIDS”!
While having Fun and Sharpening
ACADEMIC & LIFE SKILLS!
Thru “PBLT® Principle-Based Lifestyle Training”®

Grades – Transitional Kindergarten (TK) thru Eighth
Five Week Program June 30 – July 30
Classes: 3 Days T, W, Th 8 AM – 12 Noon
Registration June 22–26 @ Merced Mall 10:30 AM – 1:30 PM
(Near Kohls Inside Mall Entrance)
Register Early! Tutor/Student Ratio 1 to 2
*Wednesdays Fun Field Trips “Optional” 12:30 PM – 5 PM

Tuition \$485 Mornings Only
*Tuition \$585 Includes Wednesday Extended Afternoon
Tuition Discounts for Larger Families!
Reduced Tuition for Income Qualified Families
Phone: (209) 756-6777 or (209) 658-2771
Email: whemerced@aol.com

Johnson, Lindsey

From: Gloria Morris <vhcmerced@gmail.com>
Sent: Friday, August 14, 2015 6:49 PM
To: conleym@cityofmerced.org; Johnson, Lindsey
Subject: Request for donated use of the Scout Hut, at Applegate Park, for HPEC After School Tutorial Program

Mr. Conley & Parks Commission Members:

It is with great enthusiasm that I present to you a proposal requesting the "free use" of the Scout Hut at the City of Merced's Applegate Park for the 2015-2016 HPEC After School Homework Tutorial Program. This school year will be our 8th academic year of providing homework tutorial services to families of children who are "at risk" academically and/or behaviorally. We rented the space for 3-weeks of our 5-week summer camp this year. The parents really loved bringing their children to the Scout Hut at Applegate.

We have had some great results over the past 7 years and about 75% of those who enter HPEC's doors, in the course of 1-2 school years of enrollment, many student's become honor roll students. As a curriculum developer and author of PBLT (Principle-Based Lifestyle Training, 1994-2015, by Gloria J. Morris), I believe in working with students based on a combined methodology of brain-based learning and their personal preferred learning style. This combination creates a strength-based form of learning. These proven methods (e.g., Eric Jensen, Jensen Learning; and, The Brainwaves Center) are under girded by scientific research and when applied consistently, by students, whether rich, middle class or poor, they produce astonishing and dramatic results, every time.

On July 30, HPEC completed a Summer Fun Enrichment Camp, in partnership with UC Merced's Blum Center (for poverty research). The 5-Week, summer syllabus focused on *research and brain-based learning*. For UCM Interns, curriculum solutions were developed as student's presented needs (deficits in understanding) during class training sessions. The children ranged from Transitional Kinder - Grade 3. They really enjoyed the *research and brain-based learning* experiences, as did the participating UCM Interns and HPEC Staff. The UCM Interns along with HPEC's 4 staff members were able to produce an unforgettable learning experience for the students. Specifically, the outcome was "increased self-confidence and well prepared students, ready for the new school year".

As parents, educators, and caring citizens, we must provide additional solutions to "after care" for parents who are searching for something more for their investment in their children's futures. HPEC provides an innovative, structured, and warm environment, aiming to close the gaps in a child's learning experiences between school and home. Our mission encourages students to emotionally, become better citizens and learners while improving their brain and memory functions. Students are trained and encouraged to enjoy learning...while becoming better citizens at an earlier age. The key, I believe, is that they are learning to use their entire brain (both the left and right sides) to help with learning to accomplish left brain learning - like logical/linear/math/science/language/memorization, etc., and right brain related concepts - like visual/spatial/creative thinking/artistic/reading/ writing/linking & building skills, etc.

Because most participants come from financially challenged homes, and/or the students partake of their school's free lunch programs, we find it difficult to ask for more than a donation in the range of \$35.00 per week (per child) or a donation based on a sliding income scale to cover costs associated with providing a healthy snack/food, water, materials & supplies, and fuel stipends for HPEC staff (4). At 4 pm each day, we serve a sit-down, healthy snack to all volunteers and students, this includes interns & staff. This brings about a calming down and

emotional bonding between the students, Interns and staff. About 15-20 people share this special time together during snack, 4 days per week. In total, we serve about 60-80 persons per week at 4:00 pm. The daily costs average between \$1.35 - \$1.50 per serving.

The school year runs from October to the first week in June and the hours of operation are Monday thru Thursday, from 3:00 pm - 5:30 pm. We would need to have access to the facility by 2:00 pm and all staff would clear out by 5:45 pm. We usually start the year the second week of October, following the release of progress reports by the school district. We serve kids from Kindergarten - Grade 8. The golden rule: All homework must be completed daily, before the student leaves for home. HPEC is a Non-Profit, Community-Based Organization (CBO) of Valley Harvest Church/VHC. (NOTE: Our HPEC Summer Fun Enrichment Camp is open to Transitional Kindergarten thru Grade 8. Our goal: to assist parents in preparing students for the next school year.)

Thank you for your consideration. HPEC (via VHC) can post a certificate of insurance naming the city of Merced, if requested.

Gloria J. Morris, Mg. Director, HPEC After School
Websites: www.pbllt.org and center4hope.education

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Gloria J. Morris, M.A. Organizational Behavior
CFH&R & HPEC Managing Director
P. O. Box 2771
Merced, CA 95344
209.756.6777

**CITY OF MERCED
PARKS AND RECREATION**

STAFF REPORT: JOEY CHAVEZ
RECREATION SUPERVISOR SPORTS/AQUATICS/CIP PROJECTS

PROGRAM UPDATES: JULY 2015

1) YOUTH SPORTS

City of Merced Youth NFL Flag Football Program

i. Practices/games conducted in July: 0

Location	Pee Wee (3-4 grade)	Junior Varsity (5-6 grade)	Varsity (7-8 grade)	Total
Joe Herb Park	-	-	-	-

B. City of Merced Jr. Warriors NBA Youth Basketball Program

i. Practices/games conducted in July: 0

Location	Pee Wee (3-4 grade)	Junior Varsity (5-6 grade)	Varsity (7-8 grade)	Total
McComb's	-	-	-	-

2) YSO'S (Co-Sponsored Youth Sports Organizations)

- A. Merced Youth Baseball League:** Practices and games at YSC in July. There were 42 field preps (dragging and chalking) of youth baseball fields conducted by City Staff in July.
- B. Merced Girls Softball League:** Practices and games at Rivera in July. There were 25 field preps (dragging and chalking) of girl's softball fields conducted by City Staff in July.
- C. Merced Youth Soccer Association:** Spring Competitive League conduct at Merced High School during July.
- D. Merced Cougars Tackle Football:** Practices conducted at East Campus in July.
- E. Merced Atlas Soccer Academy:** Program conducted at Sports Complex and McNamara Park during the month of July.

3) ADULT SPORTS

A. City of Merced Adult Basketball Program

i. Games played in July: 0

Location	"A" Div.	"B" Div.	"C" Div.	"D" Div.	35 & over	Total
Merced High	-	-	-	-	-	0
EL Capitan	-	-	-	-	-	0

C. City of Merced Adult Softball Program

i. Games played in July: **102**

Location	Men's	Women's	Coed	Industrial	Total
Joe Herb Park	31	16	37	18	102

4) FIELD RENTALS

i. Rentals in July: **0**

Location	Type of Rental	# Rentals

5) SOFTBALL TOURNAMENTS

i. Tournaments conducted at Joe Herb Park in July: **1**

July 25-26/2015	The 18 Classic NSA Youth Fast Pitch Tournament	Stan Hanson
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6) AQUATICS

A. Swim Lessons:

i. Lessons in July: **942**

Session	Parent & Me	Tiny Tots I	Tiny Tots II	Begin. Prep	Stroke Tech	Totals
McNamara Pool #1	23	31	35	33	22	144
Merced High #1	30	30	31	30	33	154
McNamara Pool #2	31	45	32	31	34	173
Merced High #2	28	31	31	30	32	152
McNamara Pool #3	21	42	31	36	37	167
Merced High #3	30	31	30	30	31	152
Total	163	210	190	190	189	942

B. Pool Rentals:

i. Rentals in July: 1

McNamara Pool
Boys and Girls Club

C. Rec Swim:

i. Approximately **1,601** visits to McNamara during June 11 thru July 31, 2015.

****** Please note we served 152 children for swim lessons from Planada Elementary at Golden Valley High School.**

7) UPCOMING EVENTS/REGISTRATION DATES (August 2015)

Date	Location	Event
08/01/15-08/21/15	Parks and Recreation Office	City of Merced NFL Flag Football Registration Monday – Friday 10:00am to 5:00pm
08/01/15-08/31/15	Joe Herb Park	Adult Softball Fall League Tues. – Fri. 7:00 pm, 8:00 pm & 9:00 pm game times

STAFF REPORT July Activities

FACILITY RENTALS - LEISURE CLASSES - APPLGATE PARK ZOO – WEB/COMPUTER PROGRAMS

Facility usage:

Please see attached report.

Meetings/trainings/workshops:

Meeting with Fish and Wildlife to discuss SHARE program 7/28

Recreation Supervisor updates – June

- Cooking Matters class for Middle School students- July 21, 23, 28, 30
- Our department met with our UC Merced intern to show him Fahren's Park as a possible bike park site
- Open/close senior center daily and provided support to senior groups
- Met with Senior groups to coordinate volunteer hours
- Met and trained new AARP worker for the Senior Center
- Worked on new hire information for our new Zookeeper

I continue to provide customer assistance at the counter, prepare payroll, payment requests, purchase orders, budget adjustments, public news releases, advertising, web site updates, flyers, agreements and various reports in addition to scheduling facility rentals and overseeing part time facility rental staff and preparing administrative reports.

Applegate Park Zoo:

Attendance for the month of July was 4,027. Volunteers and staff at the Zoo were busy planning the Dinner with Buggy event, which included dinner, movie and an up close experience with our baby Alpaca Buggy.

Lindsey Johnson
8/18/15

Free/Co-sponsored	-																			
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Scoroptimist Shelter																				
Rentals	3																			
Free/Co-sponsored	-																			
MOAT																				
Rentals	-																			
Free/Co-sponsored	-																			
Leisure class meetings	-																			
Gazebo/Rose Garden																				
Rentals	-																			
Free/Co-sponsored	-																			
Rosotti Ed-Zoo-Cation																				
Rentals	6																			
Free/Co-sponsored	13																			
Leisure class meetings	9																			
Applegte Park Zoo																				
visitors	4,027																			
WWTP Mitigation Area																				
Hunting permits																				

The Senior Center was closed for rentals for approximately one week while the floor was being refinished.