

For the Regular Meeting of City Council on February 4, 2020

Agenda Item # 3

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager  
Gregory Barnes, Parks and Recreation Director

Subject: Parks & Recreation Department Quarterly Report

Date: February 4, 2020

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**RECOMMENDATION:**

Staff recommends that the City Council:

Receive and file Quarterly Report for the Parks & Recreation Department.

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**BACKGROUND:**

For the months of September through January the Parks and Recreation staff worked on and executed the following:

**RECREATION**

**Recreation Classes**

Over the fall & winter months, the Parks & Recreation Department offered various classes for youth participants. These classes included Gymnastics (41 participants), Pre-School classes (40 participants), Tae Kwon Do (33 participants), and Folklorico (23 participants).

**Youth Center**

85 youth served this past quarter. Youth have participated in various team building exercises, went on a field trip to Lazer Tag, hosted a guest speaker from Girls, Inc. and continue to receive daily homework help as well as an opportunity to socialize with other youth in a safe and structured environment. In addition staff started a one-on-one mentoring program for youth participants and continue to meet with county personnel to provide resources to teens such as family counseling and life skills classes.

**Youth Basketball**

Youth basketball began in December 2019 and will run through March 2020. Games are played on Saturdays at the Boys & Girls Club and at Santa Paula High School

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gymnasiums. We currently have 38 teams with a total of 320 participants. Participants are made up of boys and girls in grades 1<sup>st</sup> – 8<sup>th</sup>.

We also have a total of 40 volunteer coaches. All coaches undergo background checks, complete mandated reporter training and concussion protocol training.

#### **City Corps Program**

City Corps continues to be active. They have completed ten (10) projects over the past few months and have added a few new members as well. A few of the projects they have participated in include: National Night Out, Pumpkin Patch, preparing department flyers, Halloween Carnival and Come See Santa.

#### **Adult Softball**

The department successfully completed the fall coed softball season. Six (6) teams participated. 1<sup>st</sup> place was awarded a team plaque and twelve (12) championship sweatshirts.

#### **One-Pitch Coed Softball Tournament (Turkey Slam)**

The Parks & Recreation Department hosted our first annual Turkey Slam tournament on Saturday November 23<sup>rd</sup>. Six (teams) participated with first place being awarded twelve (12) championship sweatshirts and twelve (12) turkeys.

The department also partnered with the Santa Paula Girls Softball League for the tournament. They offered a snack bar, a raffle for a new glove and had a home run derby. All the proceeds from the above listed went to support the girls softball program.

#### **Cornhole Tournament**

On November 17<sup>th</sup>, the department partnered with Bagz & Brewz to hold a one day cornhole tournament. A total of 30 teams participated.

#### **Upcoming Programs / Events**

The department continues to plan and coordinate future programs and events. A few upcoming programs and events include:

Adult Coed Softball Spring League

Easter / Earth Day Celebration on April 4<sup>th</sup>

Teen Dance at the Community Center scheduled for March 13<sup>th</sup>

A video game tournament & jamboree

Cornhole Tournament

Fall Youth Flag Football Program

Mobile Activity Center

Partnering with the Police Department to launch a Police Activities League

McKevett Park will be available for community use / reservations soon

Staff will be attending the annual CPRS conference in March

**SENIOR PROGRAMS & ACTIVITIES****Senior Center**

750 seniors have visited the center or called for information / services during the past quarter. Seniors participate in various classes, social activities, special events, and receive information about senior services offered throughout the community.

**Senior Classes & Activities**

Staff has been busy organizing and offering a full menu of classes and activities to seniors. Offerings include AARP driving safety courses, veteran services, Grey Law, HICAP, knitting club (15 participants), mat yoga (21 participants), chair yoga (10 participants), Seniorcize (17 participants), Zumba (10 participants), Coffee Club (8-10 participants) Wii bowling (5 participants), Bone Builders (14 participants), and Creative Writing Class (15 participants).

**Wii Bowling Tournament**

On December 23<sup>rd</sup>, five (5) seniors attended the county Wii Bowling Tournament at the Goebel Adult Community Center in Thousand Oaks. Our team advanced to the second round. They are determined and have been practicing hard to win it all next year!

**Monthly Senior Luncheon**

The monthly senior luncheons have continued to be very successful. The luncheons consist of entertainment, various vendors and a great meal! The lunches continue to have an average monthly attendance of 150 seniors.

**Senior Nutrition Program**

During the months of September - January the Senior Nutrition Program has served over 3,000 congregate meals and has delivered over 4,455 meals to 50+ homebound seniors.

**Mariachi Fundraiser**

The Mariachi Fundraiser was a great success! On October 5<sup>th</sup> over 200 attendees gathered to enjoy great music, dancing and socializing. The event raised over \$4,000 for the Senior Center.

**Upcoming Programs / Events**

The Senior Center continues to plan and coordinate future programs and events. A few upcoming programs and events include:

**Field Trips**

Hosting a senior Wii Bowling event at the Community Center

VCAA Community Conversation event February 29<sup>th</sup>

Free income tax preparation (offered by AARP volunteers)

Senior Resource Fair in May

### **SPECIAL EVENTS**

#### **Halloween Carnival**

The Halloween Carnival was held October 30<sup>th</sup>. There were 20 carnival games for the trick-or-treaters to participate in, food to purchase and free popcorn. Volunteers from the Optimist Club, Jr. Optimist, Odd Fellows, FFA, Human Services Academy and City Corps helped make the event a great success. Staff estimates that we had over 500 attendees.

#### **Come See Santa**

Over 600 participants showed up to visit with Santa & Mrs. Claus and make crafts with the elves. Mr. Melgar volunteered his time and took over 200 pictures for Santa Paula families. This event was free to the community.

#### **Santa Tour**

Staff introduced a new holiday program / event this year and we believe it was very well received by residents! Santa toured the streets of Santa Paula for three nights in December escorted by Ventura County Fire, Santa Paula Police Department, and the Manx Dune Buggy Club. Councilman Juarez built a custom dune buggy sleigh for Santa as well.

### **PARKS & FACILITIES**

Staff attended a Certified Playground Safety Inspection course hosted by the National Parks & Recreation Society. We are now working on developing a safety inspection plan for each playground.

We hired four (4) part-time park monitors and two (2) part-time facility attendants.

Staff continued to provide weekly landscape maintenance (mowing, edging, and cleaning) at Ebell Park, Obregon Park, Railroad Plaza Park, Recreation Park, Mill Park, Veterans Park, the bike trail, City Hall and the Community Center.

Parks staff assumed maintenance duties for Harding Park while the department worked on advertising for proposals for a new vendor.

Repaired irrigation along the bike trail.

Replaced lighting along the walkway at Las Piedras Park; upgrading the lighting to LED.

Performed tree maintenance / trimming at Railroad Plaza Park and Las Piedras Park.

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Removed a dead tree at Obregon Park.

Aerated and fertilized all parks.

Replaced Railroad Plaza Park / Train Depot walkway lights with LED lights.

Irrigation repairs were completed at Teague Park. Repairs included four valves and various irrigation lines that were damaged and/or had been capped. Staff believes this will improve the overall quality of the turf.

Maintenance staff painted the entry / lobby area of the Senior Center.

Repaired man lift at the Train Depot.

Updated our department sign on the Community Center building to reflect "Parks & Recreation Department".

Painted the Gazebo at Railroad Plaza Park.

Installed and removed all Christmas / Holiday lights at the Train Depot, Oil Museum, Gazebo, Police Department, City Hall, Community Development and the Community Center.

Decorated 30 light poles along Main Street with holiday ribbon supplied by Santa Paula Chamber.

Parks & Maintenance staff have responded to 379 work orders this past quarter. Bringing the year to date total to 598 (as of January 24<sup>th</sup>).

#### **Upcoming Parks & Maintenance Projects**

In addition to the regular parks and maintenance duties, here are a few items staff are either working on or will be undertaking in the near future:

Boys & Girls Club roof replacement

Community Development roof replacement

Train Depot rehab project (wood siding repair & paint)

Remodel of Finance Department office space (AC duct replacement, new ceiling tiles, paint, and new office cubicles.

Upgrading the Cultural Arts Building and surrounding grounds

Laser grading three ball fields at Harding Park

Tree maintenance / trimming at Teague Park

#### **COMMISSIONS & COMMITTEES**

##### **Parks and Recreation Commission**

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Parks & Recreation staff continue to work with the Parks & Recreation Commission. Meetings are held monthly at Council Chambers on the fourth Thursday of each month at 6:30pm. The commission recognized many volunteers and various sports groups for their contributions to the community. In November, long time Parks & Recreation Commissioner, Mr. Bill Grant passed away.

#### **Senior Advisory Committee**

Parks & Recreation staff continue to work with the Senior Advisory Committee. Meetings are held monthly at the Community Center on the first Thursday of each month at 1:30pm. During this last quarter the committee recommended that Dr. Maria Munguia be appointed to the Ventura County Area Agency on Aging Advisory Board; City Council approved the appointment and Dr. Munguia has been actively representing Santa Paula on the advisory board.

#### **Youth Advisory Committee**

Parks & Recreation staff continue to work with the Youth Advisory Committee. Meetings are held monthly at Council Chambers. The committee welcomed a new member and currently has two vacancies. The committee is also planning on hosting a youth town hall in the near future.

#### **Harding Park Advisory Board**

The Harding Park Advisory Board has been successfully reestablished. They held their first meeting on January 30<sup>th</sup>.

#### **Facility Rentals**

The Community Center has been rented fifty-four (54) times for various events such as wedding receptions, quinceaneras, meetings, and church services from September 2019 through January 2020.

#### **Special Event Permits**

The Parks and Recreation Department issued eight (8) special event permits during this last quarter.

- Labor Day Parade, September 2<sup>nd</sup>
- Vintage Tractor Fair, September 2<sup>nd</sup>
- Hands Across Santa Paula, October 20<sup>th</sup>
- SPHS Homecoming Parade, October 25<sup>th</sup>
- Optimist Halloween Parade, October 26<sup>th</sup>
- Santa Paula Street Fair, November 30<sup>th</sup>
- Santa Paula Christmas Parade, November 30<sup>th</sup>
- Santa and Me Event, December 21<sup>st</sup>

#### **Film Permits**

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The Parks & Recreation Department assumed responsibility for film permitting in December. Since then we have issued one (1) permit:

- January 15, Music Video (Corner of Mill & Main Street)

**Other Permits & Transactions**

The Parks & Recreation Department is responsible for processing other various permits, banner requests, etc...Below is that information for the last quarter:

- Jolly Jump Permits: 3
- Main Street Banners: 2
- Teague Park Banners: 2
- Channel 10 Ads: 21
- Recreation Park Rentals: 4

**FISCALS IMPACTS:**

None

**PERSONNEL IMPACTS:**

None

**ATTACHMENTS:**