

**CITY OF LOS BANOS
PARKS AND RECREATION COMMISSION MEETING MINUTES
January 17, 2017**

ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the Parks and Recreation Commission.

CALL TO ORDER: Commissioner Munoz called the Parks and Recreation Commission Meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE: Commissioner Mitchell led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE PARKS AND RECREATION COMMISSION PRESENT: Baker, Mitchell, Munoz

STAFF MEMBERS PRESENT: Public Works Director/City Engineer Fachin, Parks and Recreation Operations Manager Cardoza, Recreation Coordinator II Baker, Administrative Coordinator de Melo.

NOMINATION AND SELECTION OF CHAIR AND VICE CHAIR FOR 2017: Commissioner Munoz was elected as 2017 Chairperson. Commissioner Mitchell was elected as 2017 Vice-Chairperson.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Baker, seconded by Munoz to approve the agenda as submitted. The motion carried by the affirmative vote of all Parks and Recreation Commission Members present.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE COUNCIL ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE CITY; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. DETAILED GUIDELINES ARE POSTED ON THE COUNCIL CHAMBER INFORMATIONAL TABLE. No one came forward to speak, and the Public Forum was closed.

PARKS & RECREATION 2016/2017 REVENUE/EXPENDITURE REPORT: Public Works Director/City Engineer Fachin explained that the financial reports in the Commission packet are actual print outs from our accounting system, and our fiscal year runs from July to June. The Parks and Recreation Commission reviews the budgets for the Parks, Recreation, Seniors, and Community Center, which are divisions of the Public Works Department. Expenses are on track for this time of year. Some revenues are a little low, however, we do receive a large amount of revenue at the end of the fiscal year.

RECREATIONAL PROGRAM MONTHLY REPORT: Recreation Coordinator Baker welcomed the new Commissioners. We are currently in our 3rd week of youth

basketball, with 465 kids participating. Staff is currently working on putting together our Arbor Day Celebration, which will be held March 3rd at Oliveira Park; encouraged all Commissioners to attend. We are trying to set up a Junior High Dance on March 18th for ages 11-14 years old. We are always looking for new classes and instructors.

PARKS & RECREATION, MUNICIPAL CODE, CHAPTER 2, ARTICLE 1. Director/City Engineer Fachin reviewed the section of the Municipal Code that pertained to the Parks & Recreation Commission.

PARKS & RECREATION OPERATIONS MANAGERS REPORT. Parks and Recreation Operations Manager Cardoza reviewed a list of duties for the Parks & Recreation Divisions. We have replaced the flooring at the College Greens Facility. We will be replacing the flooring at the Ranchwood Building next. We have replaced the roof at the Ag Sports Complex storage shed, and put a new roof on the shade structure in Ranchwood Park. We are planning to replace 50-60 dead or diseased trees around town in the spring.

PUBLIC WORKS DIRECTOR/CITY ENGINEER REPORT. Public Works Director/City Engineer Fachin stated the PAL league is ran by the Police Department. We have an Airport Commission that deals with airport issues, and a Tree Commission that deals with tree issues. Because we only meet quarterly, please contact us any time when you have concerns. We will have a park tour in early summer.

COMMISSION MEMBER REPORTS.

BAKER: Thank you for allowing him to serve. Looking forward to working with everyone.

MITCHELL: Thank you for allowing him to serve as well. Asked who to contact regarding program ideas.

MUNOZ: Thankful to serve. It's a pleasure to take charge and be a part of this organization. We can all work together to accomplish our goals.

ADJOURNMENT: The meeting was adjourned at the hour of 6:39 p.m.

APPROVED:

Gary Munoz, Chairperson

ATTEST:

Jelene de Melo, Secretary