

LEMOORE  
CALIFORNIA

LEMOORE PARKS AND  
RECREATION COMMISSION  
COUNCIL CHAMBER  
429 C STREET  
AUGUST 8, 2017

**SPECIAL SESSION 5:30PM**  
**AGENDA**

*Please silence all electronic devices as a courtesy to those in attendance. Thank you.*

**5:30 pm SPECIAL SESSION**

**a. CALL TO ORDER**

**CONSENT CALENDAR**

**1-1 APPROVAL – MINUTES – MAY 9, 2017**

**PUBLIC COMMENT**

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council/Agency Board. It is recommended that speakers limit their comments to between 3 to 5 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called. The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time. Speakers are asked to please use the microphone, and provide their name and address. Prior to addressing the Council/Agency Board, any handouts to be provided to City Clerk/Board Clerk who will distribute to Council/Agency Board and appropriate staff.

**DEPARTMENT REPORTS AND UPDATES**

- 2-1 SPRING AND SUMMER SOCCER – JUAN CUEVAS**
- 2-2 SUMMER DAY CAMP – SHEILA TAYLOR**
- 2-3 SENIOR ADVISORY COMMITTEE – JASON GLICK**
- 2-4 THE BIG MOVE – JASON GLICK**
- 2-5 CMC FENCE PLAN – JASON GLICK**
- 2-6 ADMINISTRATIVE ITEMS – JASON GLICK**
- 2-7 UPCOMING PROGRAMS – SHEILA TAYLOR**

**RECREATION COMMISSIONER REPORTS AND REQUESTS**

**3-1 COMMISSIONER REPORTS/REQUESTS**

**ADJOURNMENT**

Public Notification

I, Jordan Barba, Parks and Recreation Department Secretary, declare under penalty of perjury that I posted the above Parks and Recreation Agenda for the meeting of August 8, 2017 at City Hall, 119 Fox Street, Lemoore, CA on August 4, 2017.

Jordan Barba, Parks and Recreation Department Secretary

# **Lemoore Parks & Recreation Commission**

**Tuesday, May 9, 2017**

**5:30 p.m. Regular Session in the Council Chambers**

## **MINUTES**

### **CALL TO ORDER**

Commissioner Fuller called the Session to order at 5:30 p.m.

**COMMISSION MEMBERS PRESENT:** Dustin Fuller, Ernest Smith, Dennis Fuller, Leo Orange Sr. and Community Services Director, Jason Glick.

### **APPROVAL OF MINUTES:**

It was moved by Commissioner Dustin Fuller and seconded by Commissioner Ernest Smith to approve minutes for February 15, 2017 Special Session

### **PUBLIC COMMENT:**

There was no public comment.

### **DEPARTMENT REPORTS AND UPDATES:**

- Director Jason Glick presented the annual golf course report.
  - Presented a brief history of the Lemoore Golf Course.
  - Background of Tom Ringer, the current course professional and course manager.
  - The financial report shows a significant improvement in revenue and number of rounds.
  - Expenditures increased due to necessary course improvements.
  - Without CIP loan and golf cart loan, the Golf Course would show a profit every year.
  - Director Jason Glick has created a Golf Course Committee to develop plans to improve the financial outlook of the course.
  - Tom Ringer is expanding the types of events allowed and creating new events such as allowing weddings and holding soccer golf tournaments to help increase revenue.
  - Discussed points learned during the CPRS Conference.
  - Commissioner Orange recommended networking with West Hills Community College to help with fundraisers and future programs.
- Recreation Coordinator Juan Cuevas discussed the results of the CMC Master Plan survey
  - Two of the top items were the trampoline park and the batting cages in the CMC.
  - The number one item was an additional indoor soccer field.
  - One important item was heating/cooling within the CMC.
  - Director Jason Glick discussed bringing in multi-use flooring for the CMC to help increase space for activities (i.e. basketball, Tiny tots soccer fields, etc.)
- Recreation Coordinator Juan Cuevas discussed the Youth Spring Indoor Season
  - 621 total participants in the youth soccer program for the Spring Session
- Director Jason Glick discussed the creation of the Senior Advisory Committee
- Recreation Coordinator Sheila Taylor discussed Spring Break programs including Spring Break Camp, Spring Art Camp, and the inaugural Lego Camp.
- Director Jason Glick discussed upcoming programs and provided information for the programs and events.



721 W. Cinnamon Drive • Lemoore, California 93245 • (559) 924-6767 • Fax (559) 924-6772  
Community Services

## Staff Report

Item No.: 2-1

Date: August 3, 2017  
To: Lemoore Parks & Recreation Commission  
From: Juan Cuevas, Recreation Coordinator  
Subject: Youth and Adult Indoor Soccer

### BACKGROUND

The Youth Sports and Adult Sports Division is dedicate to facilitating a high level of municipal athletic services and facilities that the citizens of Lemoore want and demand in the most cost effective and efficient manner possible

Overall, the 2017 spring and summer seasons was a successful year for both our Youth and Adult Indoor Soccer league, as was we served 1045 participant in our youth leagues, and 34 team registrations for our adult leagues. Participation level has increased in both youth and adult indoor soccer.

Please see below our financial and participant report.

#### Youth Indoor Soccer (Spring & Summer)

<i>Combined Revenue:</i>	\$62,475.00
<i>Combined Expenditures:</i>	\$19,483.74
<b><i>Net Revenue:</i></b>	<b>\$42,991.26</b>

#### Adult Indoor Soccer (Spring & Summer)

<i>Combined Revenue:</i>	\$14,700.00
<i>Combined Expenditures:</i>	\$ 9,429.20
<b><i>Net Revenue:</i></b>	<b>\$ 5,270.80</b>

Respectfully submitted:

Juan Cuevas, Recreation Coordinator





119 Fox Street • Lemoore, California 93245 • (559) 924-6700 • Fax (559) 924-9003

## Staff Report

Item No.: 2-2

**Date:** August 3, 2017  
**To:** Lemoore Parks and Recreation Commission  
**From:** Sheila Taylor, Recreation Coordinator Click or tap here to enter text.  
**Subject:** Summer Day Camp

### BACKGROUND:

The Recreation Department has been running a Summer Day Camp for over 20 years. When the department moved to the Recreation Center, Summer Day Camp was able to take unlimited registrations. Summer Day Camp is the number two revenue-generating program behind indoor soccer.

Summer Day Camp is a nine-week program and accounts for any extra days until Lemoore Elementary School District begins school. Customers have the following payment options:

- 9 weeks - \$855
- 4 weeks - \$425
- 1 week - \$125

Breakfast and lunch are included for eight of the nine weeks by KCAO (Kings Community Action Organization). Campers get to go on a field trip every week to exciting places such as McDermont Field House, Island Water Park, Tulare Water Slides and Quantum Leap.

Our Summer Day Camp Program offers parents in our community a safe and fun environment for childcare.

### UPDATE:

This year Summer Day Camp averaged 65 children per week. The biggest week was week 7 with 75 children. As of the time of this report, Summer Day Camp has generated \$60,031.00 in income.

This year the entire staff was new. This created about a four-week learning curve and required all of my attention for those four weeks. I am excited about next year as six of the new staff members want to come back. Having experienced staff helps everything run smoothly.

A current financial statement is attached.

Respectfully submitted:  
Sheila Taylor, Recreation Coordinator.

2017 Summer Day Camp  
Financials

Income:

9 week campers	\$33,438.00
Week 1 campers	\$ 2,213.00
Week 2 campers	\$ 3,175.00
Week 3 campers	\$ 3,469.00
Week 4 campers	\$ 2,488.00
Week 5 campers	\$ 3,698.00
Week 6 campers	\$ 2,953.00
Week 7 campers	\$ 3,968.00
Week 8 campers	\$ 3,022.00
Week 9 campers	\$ 1,607.00

Total Income \$60,031.00

Expenses:

Payroll	\$24,527.00 (estimated for 9 weeks of camp)
Field Trips	\$ 7,300.00
Transportation	\$ 7,000.00
Food	\$ 1,200.00
Supplies	\$ 1,500.00
T-shirts	\$ 1,873.00

Total Expenses \$43,400.00

Total Revenue \$16,631.00

# Senior Advisory Committee

*Do you want your voice to be heard?  
Have questions that need answers?  
This is your opportunity!*

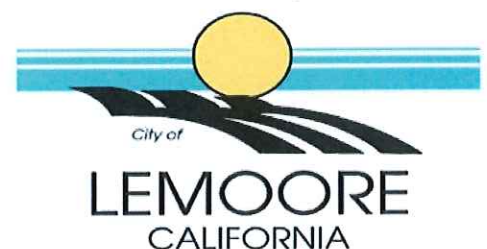
*MEETINGS WILL BE HELD THE 3<sup>RD</sup> THURSDAY OF EVERY MONTH*

**NEXT MEETING WILL BE HELD *THURSDAY, AUGUST 16<sup>TH</sup>, 10:00AM*  
AT THE CINNAMON MUNICIPAL COMPLEX (REC CENTER)**

**BE A PART OF THE CHANGE IN OUR COMMUNITY TO HELP IMPROVE  
THE LIFE OF OUR SENIOR CITIZENS**



ALL meetings are open to the public to encourage discussion on the topics that matter.







119 Fox Street • Lemoore, California 93245 • (559) 924-6700 • Fax (559) 924-9003

## Staff Report

Item No.: 2-4

**To:** Lemoore Parks and Recreation Commission

**From:** Jason Glick

**Date:** 08/01/2017      **Meeting Date:** 08/08/2017

**Subject:** Consolidation of services at the Cinnamon Municipal Complex

### Strategic Initiative:

<input type="checkbox"/> Safe & Vibrant Community	<input type="checkbox"/> Growing & Dynamic Economy
<input type="checkbox"/> Fiscally Sound Government	<input checked="" type="checkbox"/> Operational Excellence
<input type="checkbox"/> Community & Neighborhood Livability	<input type="checkbox"/> Not Applicable

### Subject/Discussion:

This item was taken to the Lemoore City Council on June 20, 2017. The consolidation of services was approved during the June 20<sup>th</sup> meeting. We are providing an update to the Lemoore Parks and Recreation Commission.

Currently the services for the citizens of Lemoore are separated into two locations, City Hall and Cinnamon Municipal Complex (CMC). To increase service and operation excellence for the citizens of Lemoore, staff is proposing to consolidate services at the CMC. This would entail moving the City Manager’s office and Finance into the CMC. For the move to occur, modifications to the CMC building must be made.

The proposed modifications to the building provides the Finance department with a larger lobby for citizens to conduct their business with increased privacy and comfort. The move will also allow citizens to have a “one stop shop” for planning, utility billing, public works, city manager’s office, human resources and recreation services.



Staff has had multiple internal meetings and had the project evaluated to see if the project could be completed in house. In keeping with City Ordinance 2016-05 and Public Contract Code Section 22034 which requires the City Council to enact bidding for projects with expenditures between \$45,000.01 and \$175,000, the project was over the threshold and will need to go to bid. Prior to employing engineers and moving forward with the project staff wanted to get Councils approval and thoughts on the move.

Staff is currently reviewing options on what to do with City Hall if City staff vacates the facility. The options that have been discussed are leasing the space, creating a veterans/ fire department museum and a teen center.

**Financial Consideration(s):**

Project number 59700 – Administrative office relocation is programed in the CIP in the Fiscal Year 2017/2018 budget for \$920,000. This is an additional \$100,000 programed for Fiscal Year 2016/2017 of which \$20,730 has been expended.

The funds to pay for this project are budgeted at \$470,000 out of the development impact fees for general facilities in the amount of \$570,000 and development impact fees of facilities infrastructure of \$450,000.

**Alternatives or Pros/Cons:**

Pros:

- Consolidated services for citizens.
- Improved efficiencies in internal procedures.
- Opportunities to utilize City Hall for other ventures.

Cons:

- Temporary disruption of services during the time of the move.

**Attachments:**

- Resolution:
- Ordinance:
- Map
- Contract
- Other  
List:

**Review:**

- Finance
- City Attorney
- City Manager
- City Clerk

**Date:**

# **Jr. POLICE CAMP**

**SATURDAY, AUGUST 12TH**

**9AM TO 12 NOON**

**LEMOORE RECREATION CENTER**

**\$20**

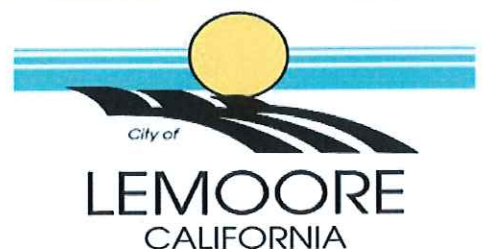
**INSTRUCTED BY**

**OFFICER JONATHAN GILES**



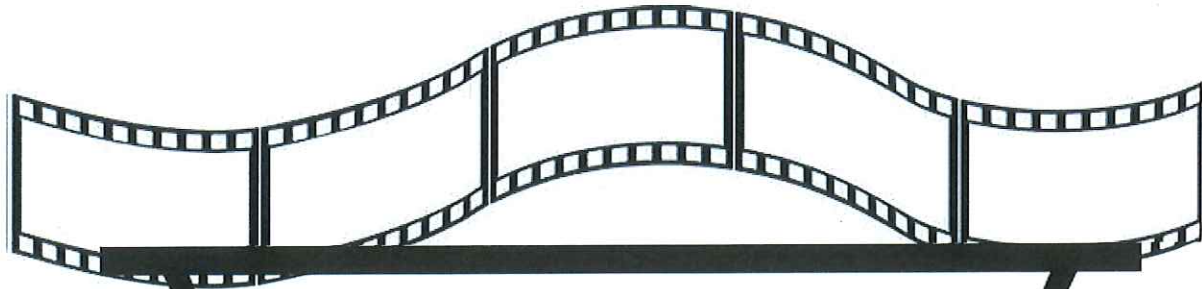
**This camp is for  
children 8 to 15  
years of age.  
Snacks will be  
provided**

**Learn how to take a  
fingerprint  
Explore the inside of  
a police car  
Learn detective  
skills**





# Drama And Film Co.



\$25 per month

Ages 5 to 13

September thru December

CLASS BEGINS:

First week of September

*Lights!*

*Camera!*

Tuesdays

5:00—6:00pm

Lemoore Civic Auditorium

435 C Street

**Maximum of 30 students — REGISTER EARLY**

Children will perform a Play in  
December



City of  
**LEMOORE**  
CALIFORNIA



# 3rd Annual Veteran's Day Parade

*Sponsored by the American Legion Post 100*



**SATURDAY, NOVEMBER 11TH**

**6:00PM DOWNTOWN LEMOORE**

PLEASE VISIT OUR HOLIDAY CRAFT SHOW AT  
THE VETERAN'S MEMORIAL BUILDING BEFORE

OR AFTER THE PARADE.

HOURS ARE 12PM TO 8PM

**No Entry Fee**

**All entries must have patriot theme**

**Register at:**

**Lemoore Recreation**

**721 W. Cinnamon**

**(559) 924-6767**

# VETERANS DAY

## HONORING ALL WHO SERVED







LEMOORE COMMUNITY SERVICES IS PROUD TO PRESENT  
DIGITAL PHOTOGRAPHY CLASSES BY RENOWNED PHOTOGRAPHER  
BRENT RUSSELL PAULL - [WWW.AMWESTPHOTO.COM](http://WWW.AMWESTPHOTO.COM)

*A look at our 2017 photography classes:  
(Dates are subject to change)*

**Cost: \$35.00 per class  
Mondays 6:00 - 8:00pm**

**Jan 16th** - Bring your New Camera and Learn Digital Photography

**Feb 27th** - Process Your Digital Images with Adobe Elements

**April 10th** - Walking Workshop Downtown

**April 17th** - Follow-up class for April 10th Workshop

**June 26th** - Learn Family Photography

**Aug 21st** - Workshop to photograph Agriculture

**Aug 28th** - Follow-up class for Aug 21st workshop

**Oct 23th** - Learn Digital Photography

**Nov 27th** - Sell Your Photos—Learn the Business of Photography

