



# City of Kingsburg

## Community Services Department

1401 Draper Street, Kingsburg, CA 93631

Community Services  
Coordinator  
Ashlee Schmal

Chairperson  
Melissa Bethel

Vice Chairperson  
Edward Moreno

Commissioners  
Seth Brown  
Tamara Norris  
Catherine Hambleton  
Sarah Chambless  
Brian Griffin

Student Commissioner  
Austin Bratton

Secretary  
Mary Colby

### COMMUNITY SERVICES COMMISSION

#### REGULAR MEETING

FEBRUARY 22, 2016

**6:30pm**

#### **AGENDA**

1. **Call to Order**
2. **Public Comments** - On any matter which does not appear on the agenda over which the Community Services Commission has jurisdiction. Comments on unscheduled items are limited to five minutes.
3. **Approve Minutes** – Discuss and approve minutes from the Community Services Commission meeting held January 25, 2016 as mailed or corrected. Minutes prepared by Planning Secretary Mary Colby.
4. **Continued discussion regarding Adult Softball League – Tamara Norris**
5. **Pop Up Skate Park at 2016 Swedish Festival.**
  - a. Discussion and approval regarding costs and recommendations for pop up Skate Park.
  - b. Subcommittee recommendations for Skate Park set up.
6. **Discussion regarding Shade Structure quote for Dog Park**
  - a. Discussion and approval of spending plan for shade structure.
7. **Unscheduled Matters for Commission Members** - (For discussion only. Action may not be taken. Items must appear on the agenda as a specific item to be acted upon.)
8. **Adjourn**

**COMMUNITY SERVICES COMMISSION**  
**REGULAR MEETING**  
**JANUARY 25, 2016**

**CALL TO ORDER** – At 6:30PM The Community Services Commission meeting was called to order.

**Commissioners present** – Hambleton, Chambless, Bethel, Griffin, Moreno and Student Commissioner Bratton

**Commissioners absent** – Norris and Brown

**Staff Present** – Community Services Coordinator Schmal and Planning Secretary Mary Colby

**Others Present** – Joy Bratton

**PUBLIC COMMENTS** – There were no citizens present who wished to comment at this time.

**APPROVE MINUTES** – Commissioner Bethel made a motion, seconded by Commissioner Hambleton to approve the minutes from the Community Services Commission meeting held November 23, 2015 as corrected.

- Commissioner Chambless name is misspelled.

The motion carried by unanimous vote of those Commissioners present.

**ADULT SOFTBALL AND/OR COMMISSION DISCUSSION ON ADULT ACTIVITIES.**  
– Table this item to the next meeting.

**SKATE PARK SUB COMMITTEE REPORT.** – Student Commissioner Bratton stated that they have been very busy with outside activities but are now ready to look for property for a skate park. The City of Parlier was asked about their skate park but was informed that it has since closed. The modules that they were using have broken down and are no longer useable.

Commissioner Hambleton stated that the Orchard Church was contacted but the pastor who organized their portable skate park has left. She stated that Keen Ramps, a company down south, stated they will put a pop up Skate Park in any location that is available and could do something for us for about \$1500.00. This may be a way to see if people are really interested in a skate park and we could try it once a month for a while.

Mrs. Bratton stated that the Tony Hawk Foundation has a matching skate park program available. She also stated that her husband is in construction and a lot of the materials they may need could be donated in order to upgrade and make a skate park location more visually appealing.

Student Commissioner Bratton stated that skaters are looking for variety in apparatus not just the way it looks. He also feels that a pop up park would be a good way to start. It could generate more interest in the skating community.

Community Services Coordinator Schmal stated that the Swedish Festival would be a good place to unveil the portable park and if we could entice a celebrity skater to show up and give a demonstration and promote the skate park this could be a way to draw in the crowds. She stated

that she is working with the Chamber of Commerce to include community services activities into the Chamber Directory and we could list the skate spots for the remainder of the year.

Student Commissioner Bratton stated that skaters are more likely to hang out at the Swedish Festival rather than the Car Show. It is more of a family event.

Community Services Coordinator Schmal stated that she will contact Keen Ramps to see if they have any events scheduled in this area that some of us could attend and then schedule a 2 day event of our own with one day for open skate and a competition on the second day.

The Commission discussed the following items:

- Possible locations for a pop up Skate Park.
- Tax benefits if someone donated property.
- A demonstration and presentation of modular skate parks.
- Questions for Keen Ramps pertaining to the use and rental of their equipment.
- Create flyers and contact potential vendors for skate equipment to be displayed at the Swedish Festival.

**CONTINUED DISCUSSION – PAINTING OF THE MEMORIAL PARK BANDSTAND (QUOTES)** – Community Services Coordinator Schmal stated that she has received word from the beautification committee and they are willing to contribute to the painting of the Memorial Park Bandstand. They would like to complete the job before Swedish Festival. She will speak with the committee to determine what is needed to get the project completed. This will have to go to City Council for final approval and we as a Commission will need to determine where the money will come from to pay for the project.

**DOG PARK UPDATE** – Community Services Coordinator Schmal stated that she and Alex will meet with Wabo Construction who have been looking at the dog park to determine where shade structures and benches can go.

Commissioner Bethel stated that she found shade structures for \$200.00 which includes hardware and grommets but no posts. If Wabo Construction could do the posts it would be more cost effective. The Commission discussed the purchase and installation of a water fountain in the park.

Ms. Schmal stated that there are concerns with weeds (goat heads) in the dog park and we will need to determine the best method to eradicate this nuisance.

The Commission will lay out the plan for spending the allotted money at their next meeting and report back to the City Council.

**WORK DAY** – Community Services Coordinator Schmal will meet with Wabo Construction to set up a work day at the dog park in coordination with their efforts to plant trees.

**UNSCHEDULED MATTERS FOR COMMISSION DISCUSSION** – Community Services Coordinator Schmal introduced the Brian Griffin the newest member of the Commission. Mr. Griffin stated that he has been on staff at the First Baptist Church for the last four years is married to his wife Jill and they have 3 children

Commissioner Hambleton asked about the progress of new equipment in Athwal Park. Community Services Coordinator Schmal stated that \$20,000.00 is not enough to purchase and install play equipment in this park.

Commissioner Griffin is concerned about lighting issues at various parks. He stated that Heritage Park is a big concern, the play structure is at the back of the park and the lighting is poor.

**ADJOURN** – At 8:00 PM Commissioner Hambleton made a motion, seconded by Commissioner Chambless to adjourn the Community Services Commission meeting. The motion carried by unanimous vote of those Commissioners present.

Submitted by

Mary Colby  
Planning Secretary



Meeting Date: 2-22-2016  
Agenda Item: V

## COMMUNITY SERVICES COMMISSION MEETING STAFF REPORT

REPORT TO: Community Services Commission

REVIEWED BY:

REPORT FROM: Ashlee Winslow – Schmal  
Community Services and Senior Citizens Coordinator

AGENDA ITEM: Pop – Up Skate Park at Swedish Festival

ACTION REQUESTED:  Motion  Receive/File

### EXECUTIVE SUMMARY

Per the request of the Commission at the January 25<sup>th</sup> meeting, staff has contacted the Kingsburg Chamber and Cory Keen from Keen Ramps regarding the idea of having a pop-up skate park at the Swedish Festival. Both groups are on board with the idea.

Cory Keen, has suggested 3 possible options for the weekend:

1. Delivery and set up of equipment – (cost presented at the meeting)
2. Delivery, set up and supervision/check in of the kids going into the skate park area – (cost presented at the meeting)
3. Delivery, set up, supervision/check in and a competition on Sunday –(cost presented at the meeting)

The Skate Park Subcommittee has already met and agreed that the 3<sup>rd</sup> option is the best option for the type of event that will draw the attention they want to the Skate Park issue.

The Skate Park Subcommittee is also looking for sponsors to help bring this event to Kingsburg. They are talking to local skate shops to see if they would be interested in sponsoring, providing raffle prizes, or simply just by promoting the event to their patrons.

If the Commission approves either of these options, staff will work with the Chamber to make sure the events and set up is all work out logistically with the Swedish Festival and all the events surrounding that.

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

1. Is There A Fiscal Impact? YES
2. Is it Currently Budgeted? NO
3. If Budgeted, Which Line? Recreation Funds

**ATTACHED INFORMATION**

Attached is information for the pop up skate park event.

**ATTACHMENT**

Attachments will be presented at the meeting.

## Skate Park Subcommittee Meeting 2/16/16

### Pop-up Skate Park at Swedish Festival

**Location: On Smith Street between Draper & Ellis (by Chamber of Commerce)**

**Cost: approximately \$4500 – includes ramp set up & removal, supervision, waiver verification, running competition**

Friday – 5/20/16 - Keen Ramps arrives – Ashlee will try to get a good rate for him at Fairfield Inn

Saturday – 5/21/16 – Set up ramps in morning early so people can see what's happening – open after the parade – 11:00-6:00 Open Skate

Sunday – 5/22/16 – 10:00 – 2:00 – Competition

### Planning:

- Sponsor
  - Contact local skate shops to see if any are interested in sponsoring SBI, Zumiez, Prodigy, Mainland in Visalia, and other local shops
  - Provide vendor form from Chamber of Commerce to local shops
  - Deadline to decide on sponsorship 3/16/16
- Vendors
  - Ask local skate shops if they want to set up a booth near skate park
- Prizes for competition
  - Ask local skate shops to donate prizes
  - Ashlee will look into having t-shirt prizes
  - Ask Cory Keen if he has anything to give away
- Border
  - Need to establish a border for the skate park – Ashlee suggested using fruit bins
  - Need measurements of area before asking for bins from Jacksons
- Waivers/Supervision
  - Will be provided by Keen Ramps
  - Need to find out if Cory needs anything from us
  - Will require protective gear of all skaters
- Promotion
  - Will begin promoting after February 22<sup>nd</sup> CSC meeting
  - Ashlee will create flier once it's been decided if we have a sponsor
  - Ask local skate shops to promote on their sites
- Security
  - Skate ramps will be left out on the street overnight from 5/21-5/22.
  - Cory will secure the ramps as he's done at other events
  - Notify KPD and ask them to keep an eye on the area
- Fundraising
  - "Fill the Helmet" – have a booth set up to ask for donations to cover our expenses for event
- Gather Contact List
  - At fundraising booth – have a contact list to gather emails to notify people of next pop-up skate park
- Ashlee will be meeting with Cory Keen to discuss the logistics when she goes to Long Beach in March

**Wildwood Curtain Sides, Inc.**

P.O. BOX 464  
KINGSBURG, CA 93631 US  
(559) 897-2597  
tjohnson@wildwoodcurtainsides.com

**Estimate**

| ADDRESS  |
|--|
| CITY HALL OF KINGSBURG<br>CITY OF KINGSBURG<br>1401 DRAPER STREET<br>KINGSBURG, CA 93631 |

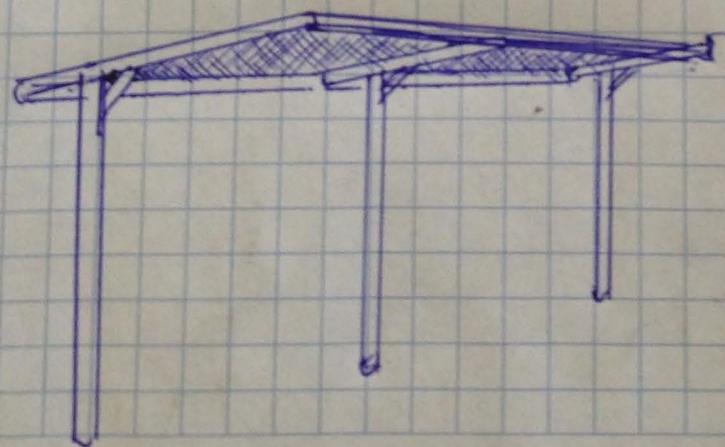
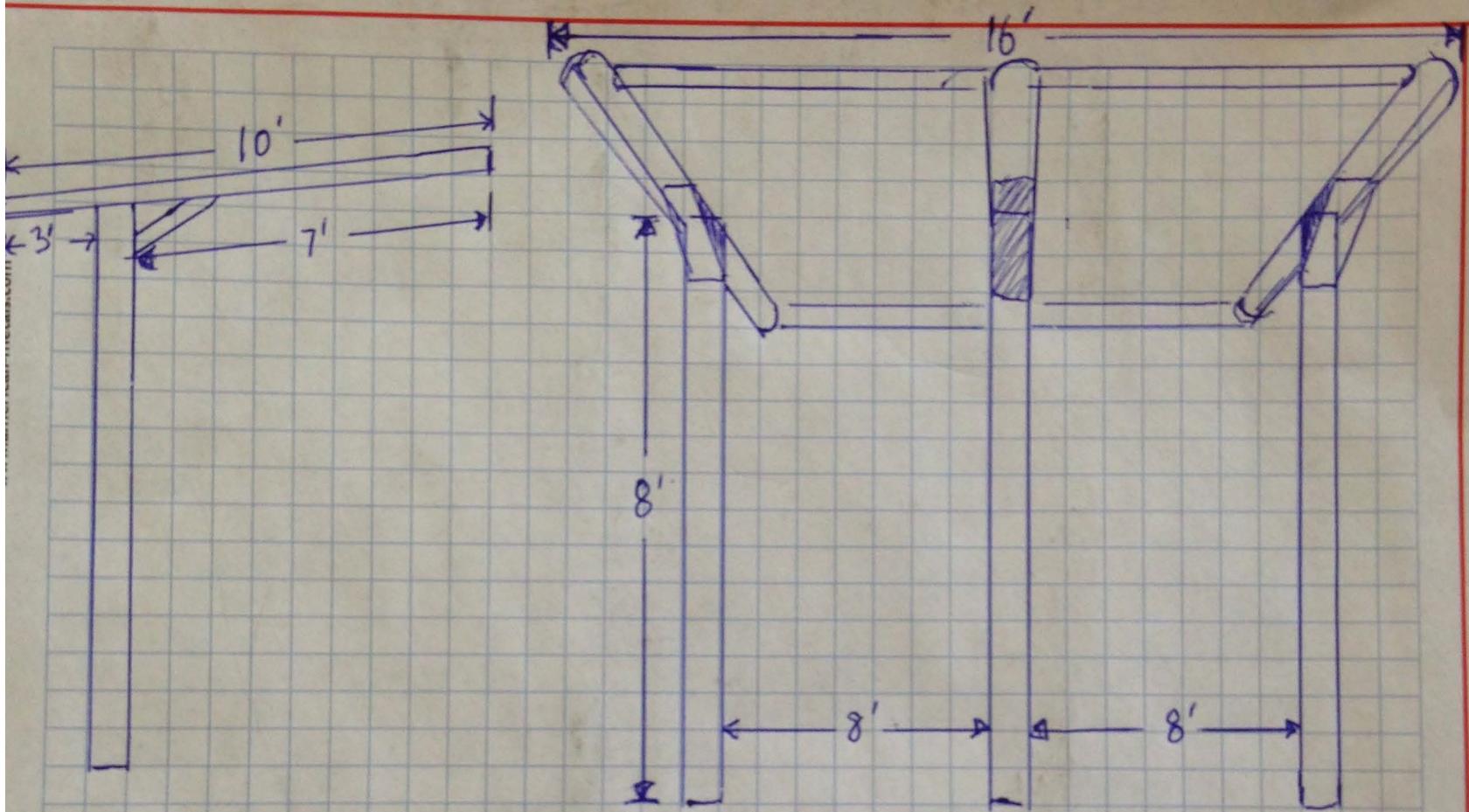
| ESTIMATE # | DATE       |  |
|------------|------------|--|
| 1438       | 02/16/2016 |  |

| ACTIVITY  | QTY | RATE     | AMOUNT    |
|---|-----|----------|-----------|
| <b>SHADE STRUCTURE</b><br>Cantilever Shade Structure 16' * 10' * 8'. Installed. Painted White with Green Shading (90%). | 1   | 2,500.00 | 2,500.00T |

|              |                   |
|--------------|-------------------|
| SUBTOTAL     | 2,500.00          |
| TAX (8.225%) | 205.63            |
| <b>TOTAL</b> | <b>\$2,705.63</b> |

Accepted By

Accepted Date



DOG PARK  
SHADE  
COVER

WILDWOOD  
CARTAIN SIDES