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
MARCH 28, 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 February 22, 2016 as mailed or corrected. Minutes prepared by Planning Secretary Mary Colby.

4. **Update on approved recreation funds – staff report prepared by Community Services Coordinator Ashlee Winslow Schmal**

5. **Commission Discussion on remaining recreation funds**

6. **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.)

7. **Adjourn**

COMMUNITY SERVICES COMMISSION
REGULAR MEETING
FEBRUARY 22, 2016

Call to Order- The Kingsburg Community Services meeting was called to order at 6:32pm.

Commissioners present- Hambleton, Chambless, Moreno, Bethel, Griffin, Bratton.

Commissioners absent- Brown.

City Staff Present- Community Service and Senior Director Ashlee Winslow-Schmal and City Clerk Abigail Palsgaard.

Public Comments – None.

Approve Minutes – Commissioner Bethel made a motion, seconded by Commissioner Moreno to approve minutes from the Community Services Commission meeting held January 25, 2016 as presented. The motion carried by unanimous vote of those Commissioners present.

Continued discussion regarding Adult Softball League – Not discussed because Ms. Norris was not present. A citizen said that there is interest in the community for an adult league.

Pop Up Skate Park at 2016 Swedish Festival-
Commissioner Hambleton said that the committee thought it would be good to have the pop-up skate park arrive on May 20th, set up on May 21st and open it for free skate and then have the competition on May 22nd. The skate park will be set up on Smith Street between Draper and Ellis Street. They would like to have vendors and sponsors for the competition. Commissioner Chambless said businesses are interested in donating, but wanted a flyer or more information to present to their management. Commissioner Moreno asked about prizes and Ashlee Winslow-Schmal said it is in the proposal.

The commission discussed the prices in the proposal and it was mentioned that the initial price did not include the cost of the ramps, which are $2,700. Commissioner Hambleton said she thought it was a good idea to have the pop-up skate park begin during the Swedish Festival to gain interest and to be able to reach people in surrounding towns. Commissioner Moreno asked if the rates are negotiable. Ashlee Winslow-Schmal said that company doesn't usually provide all the services that we need. They usually just drop off the ramps and then pick them up. So the price includes the travel and staff time. Commissioner Griffin asked if the noise will over power the Swedish Festival performers. Ashlee Winslow-Schmal said the competition will be on Sunday so hopefully the sound will be ok. Commissioner Bethel said that initially they budgeted $15,000 for the pop up skate parks and she thinks that the momentum will be rolling after the Swedish Festival. Commissioner Hambleton asked for permission for the skate park committee to make a final decision. Commissioner Griffin suggested an admission fee for the competition, he said it would make the competition more valuable. Commissioner Bratton agreed. There was discussion about pre-registration the day before the competition.

Following the discussion, a motion was made by Commissioner Bethel, seconded by Commissioner Hambleton, to authorize staff to spend up to $7,000 for the pop-up skate park

during the Swedish Festival. The motion carried by unanimous voice vote of those Commissioners present.

There was discussion about marketing and doing anything special since it will be the Swedish Festival's 50th anniversary. Ashlee Winslow-Schmal said there has been a lot of discussion about fun activities and that she will speak to Cory about the flyer. She also mentioned maybe having an art competition for the graphic on the t-shirts.

Discussion regarding Shade Structure quote for Dog Park- Commissioner Bethel said that the 16x10x8 shade structure is $2,489 after she negotiated $200 off the cost. She said Wabo would like to plant the trees by the beginning of March. She said on Kingsburg Neighbors she asked if they had to choose shade or a water fountain right now, the majority said shade. Ms. Winslow-Schmal said that Wabo donated 30 trees and that they were thinking about putting up the shade structure with its back to the freeway so they can utilize the structure for maximum amount of shade. There was discussion about the weeds and how they should be removed, spraying, bugs or even with a goat. Commissioner Griffin said we would be the only town with a goat park. There was discussion about sectioning off a small dog area and Commissioner Moreno spoke about an already fenced off area with a separate gate. Commission Bethel suggested pulling out the pre-budgeted $20,000 for Athwall and using the money elsewhere. Ms. Winslow-Schmal said she would like to complete the dog park with adding a fountain and benches.

Unscheduled Matters for Commission Members- Commissioner Bethel asked about the beautification of the stage. Ms. Winslow-Schmal said that the Beautification Committee will help with their extra funds. She said that they went with Brian's Classic Colors. Commissioner Griffin asked why they chose that company and Ms. Winslow-Schmal said that he is located in Kingsburg and we try to keep our funds local. Also, he is an established business and we know he does a good job. Commissioner Moreno asked if they can add a water fountain and benches back on the agenda. Ms. Winslow-Schmal said yes. Commissioner Chambless spoke about how big dogs can see small dogs as prey and the owner may not be aware. There was more discussion about sectioning off a small dog area at the dog park. Commissioner Hambleton spoke about looking into a movie screen. There was discussion about making sure Brian's Classic Colors paints around the murals. Commissioner Griffin spoke about the possibility of pickle ball, cement ping pong tables and maybe a volleyball court. Commissioner Moreno spoke about volleyball also, bocce ball courts and horse shoes.

Adjourn – At 7:41pm Commissioner Hambleton made a motion, seconded by Commissioner Bethel to adjourn The Community Services Commission was adjourned. The next meeting will be March 28, 2016.

Submitted by

Abigail Palsgaard
City Clerk

Meeting Date: 3-28-2016
Agenda Item:

COMMUNITY SERVICES COMMISSION STAFF REPORT

REPORT TO: **Community Services Commission**

REPORT FROM: **Ashlee Winslow – Schmal** **REVIEWED BY:**

Community Services and Senior Citizens Coordinator

AGENDA ITEM: **Update on Approved Recreation Funds**

ACTION REQUESTED: ___Motion __**X**__Receive/File

EXECUTIVE SUMMARY

At the March 2nd Council Meeting the City Council approved the items and funding that were proposed to the Council by the Commission.

At the meeting, the Council Approved:

1. Pop – Up Skate Park
    a. Staff and send off the contracts and the check for the first half of the park.
    b. Total came to: $8,073.00
2. Memorial Park Stage Area Painting
    a. Painting began the week of March 21st.
    b. The Beautification Committee will pay for ½ of the costs.
3. Shade Structure
    a. Staff notified Wildwood Curtain Side and they are working on fabrication.

Projected remaining balance - $26, 076.19

PRIOR ACTION/REVIEW

Previously discussion about the Skate Park being a Saturday and Sunday event has been changed to Friday and Saturday. In discussions with the Chamber and the Skate Park Sub-Committee, it was decided that it would be best to move it to Friday and Saturday. The Park would be available from 3 to 7PM Friday and from 12:00PM to 6:00PM Saturday, which is still the same amount of hours, just replacing Sunday for Friday.

ATTACHED INFORMATION

1. Bill from Keen Ramps

Keen Ramps
*3914 Cherry Ave Unit D
Long Beach, CA 90807
Phone: (562) 715-8643
Email: info@keenramps.com
Website: www.keenramps.com

*mailing address at bottom of invoice

INVOICE

Bill To:

City of Kingsburg
Attn: Ashlee Winslow
1401 Draper Street
Kingsburg, CA 93631
Phone: (559) 897-6549

Invoice #: 10357
Date: 2/24/16
Customer: City of Kingsburg

Description:

Rental of Keen Ramps Skate Course and Skate Contest Services for Swedish Festival May 21, 2016

Quantity	*Item*	*Description*	*Unit Price*	*Total*
2	3'x8' Quarter Pipe	2" galv. steel coping, 7' transition radius	$299	$598
2	3'x6' Quarter Pipe	2" galv. steel coping, 7' transition radius	$239	$478
	Contest A-frame	18" high x 5' wide x 14' long w/ 22" high rail		$499
	Large Wedge	14" high x 6' wide to place next to A-frame		$139
	Ramp 2 Rail	4' wide x 12" high with removable rail		$189
2	Small Wedges	10" high x 32" wide x 4' long	$69	$138
2	Kicker	12" high x 2' wide x 40" long	$59	$118
	Grind Box	6' long x 32" wide x 10" high "Plaza Pad" ledge		$149
	Flatbar rail	7' long adjustable round rail		$75
2	Setup/ Strike Labor	Labor associated with setup and teardown	$195	$390
520	Fuel		$0.75	$390
	Travel	Additional travel hours for crew/ per diems / 2 rooms 2 night hotel stay		$925
	Interactive Contest	***See attached pdf for breakdown of Contest Services*		$3,985
			Subtotal	$8,073
			Sales Tax	N/A
			TOTAL	**$8,073**

If you'd like to move forward, please provide deposit payment (1/2 of the total: $4,000) in the form of check, cash, debit/ or credit card. Make check payable to "Keen Ramps" & send to:

13819 Regentview Ave
Bellflower,CA 90706

****Please note a 3.5% service charge will be added to all credit card purchases.**

Thank you for your business!