



RECREATION COMMISSION REGULAR MINUTES

Tuesday, March 19, 2024 at 6:00 PM

Kerman City Hall, 850 S. Madera Avenue, Kerman, CA 93630

1. OPENING CEREMONIES

A. Call to Order

Meeting called to order at 6:00pm

B. Roll Call

PRESENT

Lora Nehring

Mike Teixeira

Daniel Perez

Katie Wettlaufer

C. Pledge of Allegiance

2. AGENDA APPROVAL / ADDITIONS / DELETIONS

To accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed.

Motion made by Teixeira, Seconded by Perez.

Voting Yea: Nehring, Wettlaufer

3. REQUEST TO ADDRESS COMMISSION

This portion of the meeting is reserved for members of the public to address the Commission on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Commission. Speakers shall be limited to three minutes. It is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Commission on items on the Agenda should notify the Chairperson when that Agenda item is called, and the Chairperson will recognize your discussion at that time. It should be noted that the Commission is prohibited by law from taking any action on matters discussed that are not on the Agenda. Speakers are asked to please use the microphone, and provide their name and address.

4. REVIEW AND APPROVE MINUTES OF LAST REGULAR MEETING

Motion made by Teixeira, Seconded by Wettlaufer.
Voting Yea: Nehring, Perez

A. Minutes - February 20, 2024 (AV)

5. PRESENTATIONS

6. DEPARTMENT UPDATES AND CONTINUING BUSINESS

A. **SUBJECT:** Park and Facility Updates (TJ)

B. **SUBJECT:** Recreation Division Updates (TJ)

LN-Check to see if we are able to select specific program notifications through the website instead of getting notifications of each/all programs. TJ will look into this.

C. **SUBJECT:** Adoption of revised bylaws for the Parks, Recreation, and Community Services Commission

RECOMMENDATION: None

LN-2.1.A: Chairperson/Vice-Chairperson: Clarifying we would name one person as Chairperson Pro Tem if both Chairperson and Vice-Chairperson are not able to attend meeting. Currently,

2.1.B Secretary/Designation, who is designee? Arlene is designee appointed by TJ.

2.2.C6 Secretary minutes, does chairperson need to sign approved meeting minutes? TJ stated we no longer need to have those signed by chairperson.

3.5 Attendance. updated ordinance as pertains to attendance. Commissioners should notify secretary when they can not attend. if three unexcused absences occur within 12 months, commissioner will be referred to City Clerk to reach out to commissioner via written notice to allow explanation or resignation. KW: If someone vacates their position, does the position need to wait until the end of term to be filled. TJ stated no it does not, we can open the position and that selected person will complete the term.

DP-3.2 Special Meeting: Generally, special meetings are called if a situation needs immediate resolution and can not wait for regularly scheduled meeting.

LN: If the 5th position is not filled, do we keep advertising? TJ: This is not covered in the bylaws but is in the ordinance. Someone serving on another commission or committee can apply and join and serve on both commissions as long as due diligence has been made advertising for recruitment for the seat. DP asked if we follow Roberts Rules of Orders. TJ stated we do. MT stated it looks good.

Motion: Accept Bylaws as presented

Motion made by Nehring, Seconded by Teixeira.
Voting Yea: Perez, Wettlaufer

7. NEW BUSINESS

A. SUBJECT: Hart Ranch Community Park Project Update (JG)

Update and timeline presented by Jesus Gonzalez (JG)

MT asked how many charging stations are required at the park. JG stated 3 stations are required but there should be systems installed in preparation for 10.

8. COMMISSIONER'S REQUESTS AND COMMENTS:

MT: Asked if Zumba situation has been resolved. TJ stated she will meeting Luisa on Friday, March 22 to discuss next steps.

9. ADJOURNMENT

Meeting adjourned at 6:32pm

NOTICE OF AVAILABILITY OF AGENDA MATERIALS: Any writings or documents provided to a majority of the Recreation Commission within 72 hours of the meeting regarding any item on this agenda will be made available for public inspection at the Parks and Recreation Department Office located at 720 S. 8th Street, Kerman, CA 93630 and on the City website at www.cityofkerman.net

ADA Compliance and Reasonable Accommodation: The City has adopted a Reasonable Accommodation Policy, which is available on the City website at www.cityofkerman.net or upon request by emailing the Community Services Secretary at avillarreal@cityofkerman.org or calling (559) 846-9324. The Policy provides a procedure for receiving and resolving requests for accommodation to participate in this meeting. If you need assistance in order to attend this Commission meeting or require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Commission, please contact the Community Services Secretary at (559) 846-9324 or email at avillarreal@cityofkerman.org so such aids or services can be arranged. Accommodations should be requested as early as possible as additional time may be required in order to provide the requested accommodation. The meeting room is accessible to persons with physical disabilities.

AGENDA POSTING CERTIFICATION

I, Arlene Villarreal, Community Services Secretary for the City of Kerman, do hereby declare under penalty of perjury that I caused the above agenda to be posted at City of Kerman Council Chambers at 850 S. Madera Ave., Kerman, CA 93630 and on the City website at www.cityofkerman.org.

Date: MARCH 19, 2024 /s/ Arlene Villarreal, Community Services Secretary