



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

Meeting Agenda

Recreation & Parks Commission

Tuesday, January 28, 2020

5:30 PM

City Council Chamber, 2nd Floor, Merced Civic
Center, 678 W. 18th Street, Merced, CA 95340

NOTICE TO PUBLIC

WELCOME

At least 72 hours prior to each regular Board/Commission meeting, a complete agenda packet is available for review on the City's website at www.cityofmerced.org or at the City Clerk's Office, 678 W. 18th Street, Merced, CA 95340. All public records relation to an open session item that are distributed to a majority of the Commission will be available for public inspection at the City Clerk's Office during regular business hours.

PUBLIC COMMENT: OBTAIN SPEAKER CARD FROM THE BOARD/COMMISSION CLERK

Members of the audience who wish to address the Commission are requested to complete a speaker card available at the podium against the right-hand side of the Council Chamber. Please submit the completed card to the Board/Commission Clerk before the item is called, preferably before the meeting begins.

INDIVIDUALS WITH DISABILITIES

Accommodation for individuals with disabilities may be arranged by contacting the City Clerk at (209) 388-8650. Assisted hearing devices are available for meetings held in the Council Chamber.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. PUBLIC COMMENT

Members of the public who wish to speak on any matter not listed on the agenda may speak during this portion of the meeting and will be allotted 3 minutes. State law prohibits the Board/Commission from acting at this meeting on any matter raised during the public comment period. Members of the public who wish to speak on a matter that is listed on the agenda will be called upon to speak during discussion of that item.

E. CONSENT CALENDAR

Adoption of the Consent Calendar may be made by one motion of the Board/Commission, provided that any Member, individual, or organization may request removal of an item from the Consent Calendar for separate consideration. If a request for removal of an item from the Consent Calendar has been received, the item will be discussed and voted on separately.

[20-056](#)

SUBJECT: Recreation and Parks Commission Minutes of October 28, 2019

REPORT IN BRIEF

Recreation and Parks Commission Minutes of October 28, 2019

RECOMMENDATION

Adopt a motion approving and filing the Recreation and Parks Commission Minutes of October 28, 2019

F. REPORTS

[20-053](#)

SUBJECT: Report on Senior Activities and Needs from Senior Citizens, Inc.

REPORT IN BRIEF

Senior Citizens, Inc., President Howard Smith will provide an update on senior activities and discuss needs at the Merced Senior Community Center.

RECOMMENDATION

For information only

[20-058](#)

SUBJECT: Approval of Department Name Change and Fee Schedule Modification

REPORT IN BRIEF

Considers the approval of department name change and fee schedule modification.

RECOMMENDATION

Recreation and Parks Commission - Adopt a motion approving the department name change and fee schedule modification.

G. BUSINESS

[20-054](#)

SUBJECT: Review of Park and Open Space Master Plan Executive Summary

REPORT IN BRIEF

Vice Chair CUIEL will review and discuss the Park and Open Space Master Plan Executive Summary.

RECOMMENDATION

For information only

[20-055](#)

SUBJECT: Recreation and Parks Commission Goals

REPORT IN BRIEF

Chair CARDONA will discuss identifying and developing goals as a commission.

RECOMMENDATION

For information only

[20-051](#)

SUBJECT: Request to Add Item to Future Agenda

REPORT IN BRIEF

Provides members of the Boards/Commissions to request that an item be placed on a future Boards/Commissions agenda for initial consideration by the Boards/Commissions.

[20-052](#)

SUBJECT: Commissioner Comments

REPORT IN BRIEF

Provides an opportunity for the Chair and/or Commissioner(s) to make a brief announcement on any activity(ies) she/he has attended on behalf of the Boards/Commissions and to make a brief announcement on future community events and/or activities. The Brown Act does not allow discussion or action by the legislative body under this section.

H. ADJOURNMENT



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

ADMINISTRATIVE REPORT

File #: 20-056

Meeting Date: 1/28/2020

Report Prepared by: Michelle Reid, Recreation Supervisor

SUBJECT: Recreation and Parks Commission Minutes of October 28, 2019

REPORT IN BRIEF

Recreation and Parks Commission Minutes of October 28, 2019

RECOMMENDATION

Adopt a motion approving and filing the Recreation and Parks Commission Minutes of October 28, 2019

ATTACHMENTS

1. Recreation and Parks Commission Minutes of October 28, 2019



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

Minutes Recreation & Parks Commission

Monday, October 28, 2019

5:30 PM

NOTICE TO PUBLIC

WELCOME

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INDIVIDUALS WITH DISABILITIES

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A. CALL TO ORDER

Chair CARDONA called the meeting to order at 5:33 PM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Present: 5 - Ralph Morris, Norma Cardona, Valente Huitron, Yesenia Curiel and Justin Anderson

Absent: 1 - Member Eric Moore

D. PUBLIC COMMENT

Haika Hanley, Director of Shakespeare in the Park commented on the dilapidated condition of the Merced Open Air Theater (MOAT).

Members of the public who wish to speak on any matter not listed on the agenda may speak during this portion of the meeting and will be allotted 3 minutes. State law prohibits the Board/Commission from acting at this meeting on any matter raised during the public comment period. Members of the public who wish to speak on a matter that is listed on the agenda will be called upon to speak during discussion of that item.

E. CONSENT CALENDAR

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SUBJECT: Recreation and Parks Commission Minutes of September 23, 2019

REPORT IN BRIEF

Recreation and Parks Commission Minutes of September 23, 2019

RECOMMENDATION

Adopt a motion approving and filing the Recreation and Parks Commission Minutes of September 23, 2019

A motion was made by Vice Chair Curiel, seconded by Member Huitron, that this agenda item be approved. The motion carried by the following vote:

Aye: 3 - Member Morris
Member Huitron
Vice Chair Curiel

No: 0

Absent: 1 - Member Moore

Abstain: 2 - Chairperson Cardona
Member Anderson

F. REPORTS

SUBJECT: Update and Discussion on the Movies in the Park Surveys

REPORT IN BRIEF

Vice-Chair CURIEL will provide an update and discuss the Movies in the Park surveys.

RECOMMENDATION

For information only

Vice Chair CURIEL updated the Commission on the results of the survey conducted at the Movies in the Park event.

G. BUSINESS

SUBJECT: Request to Add Item to Future Agenda

REPORT IN BRIEF

Provides members of the Boards/Commissions to request that an item be placed on a future Boards/Commissions agenda for initial consideration by the Boards/Commissions.

Vice Chair CURIEL requested to add a review of the Park and Open Space Master Plan Executive Summary at the next meeting.

Chair CARDONA requested to add a discussion about identifying and developing goals as a commission at the next meeting.

SUBJECT: Commissioner Comments

REPORT IN BRIEF

Provides an opportunity for the Chair and/or Commissioner(s) to make a brief announcement on any activity(ies) she/he has attended on behalf of the Boards/Commissions and to make a brief announcement on future community events and/or activities. The Brown Act does not allow discussion or action by the legislative body under this section.

Vice Chair CURIEL discussed adding Commission meetings to the department Facebook page and questioned how to direct people to Public Works with concerns about parks and facilities maintenance.

Member MORRIS discussed support of organizations that use City parks and agreed with Vice Chair CURIEL'S statement.

Chair CARDONA agreed with Vice Chair CURIEL'S and Member MORRIS' comments, and asked if the commissioners would be present for the November and December meetings.

H. ADJOURNMENT

Clerk's Note: The Recreation and Parks Commission meeting was adjourned at 6:20 PM.

A motion was made by Member Anderson, seconded by Member Morris, to adjourn the Recreation and Parks Commission meeting to January 27, 2020. The motion carried by the following vote:

Aye: 5 - Member Morris
Chairperson Cardona
Member Huitron
Vice Chair Curiel
Member Anderson

No: 0

Absent: 1 - Member Moore



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
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ADMINISTRATIVE REPORT

File #: 20-053

Meeting Date: 1/28/2020

Report Prepared by: Michelle Reid, Recreation Supervisor

SUBJECT: Report on Senior Activities and Needs from Senior Citizens, Inc.

REPORT IN BRIEF

Senior Citizens, Inc., President Howard Smith will provide an update on senior activities and discuss needs at the Merced Senior Community Center.

RECOMMENDATION

For information only



ADMINISTRATIVE REPORT

File #: 20-058

Meeting Date: 1/28/2020

Report Prepared by: Michelle Reid, Recreation Supervisor

SUBJECT: Approval of Department Name Change and Fee Schedule Modification

REPORT IN BRIEF

Considers the approval of department name change and fee schedule modification.

RECOMMENDATION

Recreation and Parks Commission - Adopt a motion approving the department name change and fee schedule modification.

DISCUSSION

In the last 10 - 12 years, the Parks and Community Services Department has experienced transfers of the Code Enforcement Division and the Merced Community Action Network (MCAN) contract. The MCAN contract provided graffiti removal throughout the City. Much of the work of Code Enforcement and MCAN relates to community development or services, neighborhood cleanup, and beautification, all of which contribute to the "Quality of Life," in Merced.

The citizens do not always understand how "community services" relates to park development and recreation programming. As a result, staff fields calls and inquiries for social and health services, reducing time they are able to spend expanding current programming for the community.

Additionally, most parks throughout the City have the "Parks and Recreation" label on their stone markers, including the regional parks, such as McNamara Park, Rahilly Park, and Applegate Park, as well as Applegate Zoo. The differing names has occasionally caused confusion for the public when trying to locate the offices or contact staff by phone.

As a result, staff is requesting the department name be officially changed from "Parks and Community Services" to "Parks and Recreation" effective July 1, 2020.

The Parks and Community Service fees were last updated on June 2, 2008. Since then, California minimum wage has increased six times, rising from \$8.00 per hour in 2008 to \$13.00 per hour in 2020. The minimum is set to increase to \$15.00 per hour by 2022. The result will be an hourly rate for part-time staff that has nearly doubled since the last department fee increase.

Rising minimum wage coupled with increasing costs to provide public recreation services makes it necessary for the Parks and Community Services Department to increase a number of fees for programs and services to reduce its strain on the City's General Fund.

While the department does its best to recruit volunteers for special events, youth sports and other services, extra staff are required for nearly all programs and activities. Full-time staff members oversee regular and after-hour activities, but at least two part-time staff members are needed at each function to assist with a growing number of participants and attendees.

One example of a much-needed increase is in the Summer Playground Program. Currently, participants pay \$25 per week to attend camp from 8:00 AM to 12:30 PM. Children are provided free-play time, organized activities, arts and crafts, visits from the Mobile Library and a free lunch daily. The hourly fee collected for one child to attend for all five days of the week is roughly \$1.11. The average hourly rate for part-time staff is \$14.20, a difference of \$13.09 per hour. The Summer Playground Program is one of the most popular, highly attended youth services provided by the department.

Contracted services have also increased in cost, widening the gap between revenue and expenses. Staff has been notified by multiple contractors that in 2020 they will likely need to increase their charges to the department to remain competitive and maintain revenue.

Consequently, staff recommends a modification to the fees approved in 2008. The attached fee schedule addresses the proposed modifications and increases. If approved, the revisions would become effective with the name change on July 1, 2020.

A public hearing must be held and Council approval is necessary for changes to take effect.

PARKS AND COMMUNITY SERVICES FEE SCHEDULE

MERCED SENIOR COMMUNITY CENTER REGULAR EVENTS

	EXISTING		PROPOSED			
	FEE	unit	19/20 Fees	unit	Difference	Comments
BOOKING FEE	300.00	event	300.00	event	\$ -	
MAIN HALL - FULL ROOM	125.00	hr	125.00	hr	\$ -	
HALF ROOM - 2 HR MIN	75.00	hr	75.00	hr	\$ -	
QUARTER ROOM - 2 HR MIN	50.00	hr	50.00	hr	\$ -	
CLEANING FEES	300.00	event	366.00	event	\$ 66.00	contract service amount per event
SET UP FEES - FULL ROOM	150.00	event	100.00	event	\$ (50.00)	offset increase in cleaning fees
SET UP FEES - HALF ROOM	75.00	event	75.00	event	\$ -	
SET UP FEES - QUARTER ROOM	50.00	event	50.00	event	\$ -	
KITCHEN	150.00	event	50.00	hr	\$ -	Rental of kitchen only (not incl in reg fees)
FACILITY MAINTENANCE CHARGE (REMOVE)	90.00	event	-	event	\$ -	fees have been suspended since 2009
ENERGY SURCHARGE (REMOVE)	10.00	hr	-	hr	\$ -	fees have been suspended since 2009

YOUTH EVENTS (REMOVE)

BOOKING FEE	300.00	event		event
MAIN HALL - FULL ROOM	175.00	hr		hr
CLEANING FEES	300.00	event		event
SET UP FEES	150.00	event		event
KITCHEN	150.00	event		event
FACILITY MAINTENANCE CHARGE	90.00	event		event
ENERGY SURCHARGE	10.00	hr		hr.

PROPOSE REMOVE "YOUTH EVENTS" OPTION, USE "REGULAR" FEES ONLY

CO-SPONSORED EVENTS (requiring Council approval)

COST RECOVERY CHARGES:

REFUNDABLE BOOKING FEE	50.00	event	50.00	event	\$ -	
STAFF HOURLY CHARGE	30.00	hr	50.00	hr	\$ 20.00	
STAFF CHARGE (before 6am)	-	hr	-	hr	\$ -	REMOVE CHARGE
ENERGY SURCHARGE	10.00	hr	-	hr	\$ (10.00)	REMOVE CHARGE
FACILITY MAINTENANCE FEE	45.00	event	-	event	\$ (45.00)	REMOVE CHARGE
CLEANING FEE	-	event	50.00	event	\$ 5.00	Replaces Facility Maint. & Energy fees

PARKS AND COMMUNITY SERVICES FEE SCHEDULE

	EXISTING		PROPOSED			
	FEE	unit	19/20 Fees	unit	Difference	Comments
SAM PIPES ROOM						
REGULAR MEETINGS						
SECURITY DEPOSIT	100.00	event	100.00	event	\$ -	
SECURITY DEPOSIT - RENTAL WITH FOOD/BEVERAGES	300.00	event	300.00	event	\$ -	
FULL ROOM HOURLY	40.00	hr	40.00	hr	\$ -	
FULL ROOM SET UP FEES	100.00	event	100.00	event	\$ -	
HALF ROOM SET UP FEES	50.00	event	50.00	event	\$ -	
NON-PROFIT RATE - 50% DISCOUNT (hourly fees only)	20.00	hr	20.00	hr	\$ -	
CO-SPONSORED USE (NO CHARGE)						
INCLUDES YSO'S AND COMMUNITY ORGANIZATIONS USING						
SAM PIPES ROOM ON LONG TERM, RECURRING MEETING						
SCHEDULE						
CITY COUNCIL CHAMBER						
NEW FEES						
SECURITY DEPOSIT	-	event	100.00	event	\$ -	
HOURLY RATE	-	event	40.00	hr	\$ -	
NON-PROFIT AND CO-SPONSORED RATE	-	hr	20.00	hr	\$ -	Council and CM to determine users
CIVIC CENTER FOYER						
EVENTS ONLY (no charge for displays)						
SECURITY DEPOSIT	-		100.00	event	\$ 100.00	fees needed to cover City's interests
SECURITY DEPOSIT - RENTAL WITH FOOD/BEVERAGES	-		300.00	event	\$ 300.00	fees needed to cover City's interests
HOURLY RATE	-		40.00	hr	\$ 40.00	fees needed to cover City's costs
FULL ROOM SET UP FEES	-		100.00	event	\$ 100.00	fees needed to cover City's costs
HALF ROOM SET UP FEES	-		50.00	event	\$ 50.00	fees needed to cover City's costs
NON-PROFIT RATE - 50% DISCOUNT (hourly fees only)			20.00	event	\$ 20.00	

PARKS AND COMMUNITY SERVICES FEE SCHEDULE

	EXISTING		PROPOSED			
	FEE	unit	19/20 Fees	unit	Difference	Comments
ROSSOTTI ED-ZOO-CATION BUILDING						
						Fees added in 2009 after construction
SECURITY DEPOSIT	100.00	event	100.00	event	\$ -	
RENTAL FEES	50.00	hr	60.00	hr	\$ 10.00	
NON-PROFIT RATE - 50% DISCOUNT (hourly fees only)	25.00	hr	30.00	hr	\$ 5.00	

CO-SPONSORED EVENTS (requiring Council approval)

COST RECOVERY CHARGES:

REFUNDABLE BOOKING FEE

STAFF CHARGE

ENERGY SURCHARGE

FACILITY MAINTENANCE CHARGE

PROPOSE REMOVING CHARGES/USE NON-PROFIT RATES INSTEAD

100.00	event	-	event	\$ (100.00)	
10.00	hr	-	hr	\$ (10.00)	
5.00	hr	-	hr	\$ (5.00)	fees have been suspended since 2009
25.00	event	-	event	\$ (25.00)	fees have been suspended since 2009

ROTARY SCOUT HUT

SECURITY DEPOSIT	100.00	event	100.00	event	\$ -	
RENTAL FEES	40.00	hr	50.00	hr	\$ 10.00	
ENERGY SURCHARGE (REMOVE)	5.00	hr	-	hr	\$ (5.00)	fees have been suspended since 2009
FACILITY MAINTENANCE CHARGE (REMOVE)	25.00	event	-	event	\$ (25.00)	fees have been suspended since 2009
NON-PROFIT RATE - 50% DISCOUNT (hourly fees only)	20.00	hr	25.00	hr	\$ 5.00	

CO-SPONSORED EVENTS (requiring Council approval)

COST RECOVERY CHARGES:

REFUNDABLE BOOKING FEE

STAFF CHARGE

ENERGY SURCHARGE

FACILITY MAINTENANCE CHARGE

PROPOSE REMOVING CHARGES/USE NON-PROFIT RATES INSTEAD

50.00	event	-	event	\$ (50.00)	
10.00	hr	-	hr	\$ (10.00)	
5.00	hr	-	hr	\$ (5.00)	
25.00	event	-	event	\$ (25.00)	

PARKS AND COMMUNITY SERVICES FEE SCHEDULE

	EXISTING		PROPOSED			
	FEE	unit	19/20 Fees	unit	Difference	Comments
TRANSPO COURTYARD						
	REMOVE (Recreation no longer occupies this area)					
SECURITY DEPOSIT	100.00		100.00	event	\$ -	
COURTYARD RENTAL	50.00		50.00	hr	\$ -	
ENERGY SURCHARGE	5.00		5.00	hr	\$ -	
FACILITY MAINTENANCE CHARGE	25.00		25.00	event	\$ -	
NON-PROFIT RATE - 50% DISCOUNT (hourly fees only)						
CO-SPONSORED EVENTS (requiring Council approval)						
COST RECOVERY CHARGES:						
	REMOVE (Recreation no longer occupies this area)					
REFUNDABLE BOOKING FEE	50.00	event	50.00	event	\$ -	
STAFF CHARGE	10.00	hr	10.00	hr	\$ -	
ENERGY SURCHARGE	5.00	hr	5.00	hr	\$ -	
FACILITY MAINTENANCE CHARGE	25.00	event	25.00	event	\$ -	
MERCED OPEN AIR THEATRE						
SECURITY DEPOSIT	100.00	event	100.00	event	\$ -	
MERCED OPEN AIR THEATRE RENTAL	40.00	hr	50.00	hr	\$ 10.00	
NON-PROFIT RATE - 50% DISCOUNT (hourly fees only)	20.00	hr	25.00	hr	\$ 5.00	
ENERGY SURCHARGE (REMOVE)	5.00	hr	-	hr	\$ (5.00)	fee has been suspended since 2009
FACILITY MAINTENANCE CHARGE (REMOVE)	45.00	event	-	event	\$ (45.00)	fee has been suspended since 2009
CO-SPONSORED EVENTS (requiring Council approval)						
COST RECOVERY CHARGES:						
	PROPOSE REMOVING CHARGES/USE NON-PROFIT RATES INSTEAD					
REFUNDABLE BOOKING FEE	50.00	event	-	event	\$ (50.00)	
STAFF CHARGE	10.00	hr	-	hr	\$ (10.00)	
ENERGY SURCHARGE	5.00	hr	-	hr	\$ (5.00)	
FACILITY MAINTENANCE CHARGE	45.00	event	-	event	\$ (45.00)	

PARKS AND COMMUNITY SERVICES FEE SCHEDULE

	EXISTING	PROPOSED				
	FEE	unit	19/20 Fees	unit	Difference	Comments
GAZEBO AND PICNIC SHELTERS						
GAZEBO/ROSE GARDEN RENTAL	20.00	hr	20.00	hr	\$ -	
PICNIC SHELTER RENTAL	10.00	hr	20.00	hr	\$ 10.00	
BOUNCE HOUSE PERMIT	20.00	event	20.00	event	\$ -	
CO-SPONSORED EVENTS (requiring Council approval)						
COST RECOVERY CHARGES:						
FACILITY MAINTENANCE CHARGE	45.00	event	-	event	\$ (45.00)	
APPLEGATE PARK ZOO						
ZOO ADMISSION - UNDER 5 YEARS	Free	day	Free	day	\$ -	
ZOO ADMISSION - 6 TO 15 YEARS	2.00	day	2.50	day	\$ 0.50	
ZOO ADMISSION - ADULTS 16-61	3.00	day	3.50	day	\$ 0.50	
ZOO ADMISSION - SENIORS	1.50	day	2.00	day	\$ 0.50	
YOUTH SPORTS						
YOUTH BASKETBALL	65.00	player	75.00	player	\$ 10.00	
YOUTH FLAG FOOTBALL	65.00	player	75.00	player	\$ 10.00	
YOUTH VOLLEYBALL (PROPOSED NEW PROGRAM FY 20/21)	-	player	65.00	player	\$ -	
ADULT SPORTS						
ADULT BASKETBALL LEAGUE	500.00	team	550.00	team	\$ 50.00	
ADULT SOFTBALL - SUMMER LEAGUE	550.00	team	550.00	team	\$ -	
ADULT SOFTBALL - FALL LEAGUE	450.00	team	450.00	team	\$ -	
AQUATICS						
REC SWIMMING - DAILY FEE YOUTH	1.00	day	1.00	day	\$ -	
REC SWIMMING - DAILY FEE ADULT YOUTH	1.00	day	2.00	day	\$ -	
TINY TOTS SWIMMING LESSONS	35.00	session	45.00	session	\$ -	Reduced to \$10 by Council action
POOL RENTALS (2 hour minimum rental)	50.00	hr	100.00	hr	\$ 50.00	Cover staff costs (lifeguards)

PARKS AND COMMUNITY SERVICES FEE SCHEDULE

	EXISTING		PROPOSED			
	FEE	unit	19/20 Fees	unit	<i>Difference</i>	Comments
TOURNAMENT RENTALS						
RESERVATION FEE	75.00	tourney	100.00	tourney	\$ 25.00	
FIELD RENTAL	75.00	field	100.00	field	\$ 25.00	
FIELD PREP	25.00	field	25.00	field	\$ -	
LIGHT RENTAL	20.00	tourney	20.00	tourney	\$ -	
STAFF SUPERVISION	10.00	hr	20.00	hr	\$ 10.00	increased minimum wage costs
BALL FIELD RENTALS						
PRACTICE - WITH BASES AND LIGHTS	25.00	hr	25.00	hr	\$ -	
LEISURE CLASSES						
Creative Arts						
UECHI RYU KARATE	45.00	Month	45.00	Month	\$ -	
JUJITSU (REMOVE)	35.00	Month	35.00	Month	\$ -	Class cancelled in 2015
INDOOR/OUTDOOR SOCCER (REMOVE)	45.00	8 weeks	0.00	8 weeks	\$ -	Class cancelled in 2018
HUNTER SAFETY	10.00	Session	10.00	Session	\$ -	
TINY TOTS ACTIVITIES	5.00	Class	15.00	Class	\$ 10.00	Additional material fees may be added
SPECIAL EVENTS (ZOO)						
MERMAIDS AND PIRATES	4/adults, 3/child & srs		5/adults, 4/child & srs		\$ 1.00	Under 3 years old free
ZOO BOO (Zoological Society event)					\$ -	Fees set by Zoological Society
LIGHTS BEFORE CHRISTMAS	4/adults, 3/child & snrs		4/adults, 3/child & snrs		\$ -	No change
SUMMER PLAYGROUND PROGRAM						
1st child - GRADES KINDERGARTEN - 6	25.00	Week	40.00	Week	\$ 15.00	Increase needed to cover staff costs
2nd child (same family)	20.00	Week	35.00	Week	\$ 15.00	Increase needed to cover staff costs



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

ADMINISTRATIVE REPORT

File #: 20-054

Meeting Date: 1/28/2020

Report Prepared by: Michelle Reid, Recreation Supervisor

SUBJECT: Review of Park and Open Space Master Plan Executive Summary

REPORT IN BRIEF

Vice Chair CURIEL will review and discuss the Park and Open Space Master Plan Executive Summary.

RECOMMENDATION

For information only



PARK AND OPEN SPACE MASTER PLAN

Executive Summary

INTRODUCTION

As the largest city in Merced County, Merced is a regional provider of park and recreation services. However, the current service level is lower than that of most California communities of similar size. One of the main questions addressed in this master planning effort was whether the City should attempt to improve the quality of life in Merced by providing a larger and more comprehensive park and recreation program.

The City has been fortunate in that its inventory of parks is good, and most existing neighborhoods are served by parks. The City also wisely pursued the development of an off-street bicycle trail system that is now widely viewed as a local treasure. However, in the absence of a plan for park acquisition and development, many of the newer parks are poorly designed, poorly located, or underdeveloped. The result is a park system that is underutilized in many cases. In addition, with the increase in new development, more parks are coming on-line, increasing the maintenance needs of the park system. In addition, the level of recreation programming (both public and private) in Merced is very low, and there are limited options available for residents.

This plan addresses community needs and charts a new direction for the City to take in the future. The City has the basis for an excellent park system, and the potential to develop comprehensive recreation programming. However, to provide a higher level of service to residents, the existing system needs improvement, as well as expansion to meet the expected population growth. In addition, an increased level of programming is needed to meet community recreation needs. With the current level of development in Merced, it is now time to expand the basics and go to the next level of park and recreation services.

EXISTING RESOURCES

The Merced park system consists of both active and passive recreational areas, including a variety of park types, as well as an extensive off-street bicycle path system. The City of Merced has approximately 187 acres of active parkland, more than 120 acres of linear parkland encompassing the stream corridors where the bike paths are located, and more than 29 acres of undeveloped parkland.

The bike trail system is contained in 4 creek corridors, and currently total 13.11 miles. Expansions to this system are planned, and funding is in place for some of them.

In Merced, the inventory of recreation facilities such as sports fields used by the public is relatively low, and the City itself provides only a few facilities. There are no gymnasiums owned by the City, except the McCombs Youth Center which is operated by the Boys and Girls Club. The City relies heavily on the local school districts for athletic fields and gymnasiums. The following facilities are available for public use in Merced:

- 23 youth softball/baseball fields (3 lighted);
- 5 adult softball fields (all lighted);
- 13 soccer fields (does not include open turf areas);
- 6 tennis courts; and
- 5,450 s.f. of pool space.

Other recreational sites in the planning area owned by public agencies include the Merced County Fairgrounds (owned by the State of California), Courthouse Park, and Flanagan Park, (both owned by Merced County). Lake Yosemite, also owned by Merced County, is located to the northeast of the planning area and is adjacent to the U.C. Merced campus.

COMMUNITY INPUT

The Park and Open Space Master Planning process incorporated community input in several ways.

These include:

- A public workshop
- A youth workshop
- Stakeholder interviews

A public workshop was held on the evening of June 10, 2003 in the Sam Pipes Room at the Merced Civic Center. Key findings are summarized below.

- The top three priorities identified by participants were:
 - City-wide trail system expansions
 - Outdoor sport field complex
 - More aquatic facilities (Pools and water playgrounds)
- Participants seemed to value the parks in the City and see them as an important component of quality of life. The trail system was cited as a major success by many.
- Generally, there appeared to be interest in the City's providing additional recreation programs and developing more partnerships, especially with the school districts.
- There was support for a mix of park facilities, with neighborhood parks within walking distance of most citizens.

On June 10, 2003, a noontime workshop for youth was held at McCombs Youth Center. Approximately twenty youth ranging from ages 7 to 18 were in attendance, with the majority of the group ages 10 and 11.

Participants identified swimming and waterslides; very active amusements such as skate parks; and concessions in parks their top activities and facilities to include in parks. Other input received through the youth workshop included a need to provide park facilities that accommodate people with disabilities.

In May, 2003, telephone interviews were conducted with stakeholders identified by the City of Merced Park and Open Space Master Plan project team. Key findings were:

- There is a perception of crime in the parks, and on the bike paths. The City needs to address

this, such as through increased policing or volunteer foot patrols.

- There is a lack of indoor recreation space. There is a need for gyms, classrooms, indoor meeting places, community rooms, and similar indoor spaces.
- The bike trail system is wonderful and should be expanded, especially toward U.C. Merced and Lake Yosemite.
- There should be parks within walking distance of most neighborhoods.
- There is a need for more programming, especially for youth.

PARK LAND AND FACILITY NEEDS

- It is recommended the City consider reducing its inventory of mini-parks because of the low use of these parks and the overlapping service areas.
- Based on the recommended service level, 8 additional neighborhood park sites are needed to serve the current city limits, and an additional 13 are needed to serve the planning area at build-out. However, 9 sites are already available or dedicated to park use.
- The majority of the current Merced city limits are served by the existing community and large urban parks. To provide community park service to the entire planning area, 4 additional community or large urban parks will be needed.
- In addition to other park land needs, land is needed for the following special use facilities: 2 youth centers, 2 recreation centers, and additional athletic complexes.
- There are opportunities to develop trails along linear corridors such as the Cottonwood Creek corridor and the northern portion of the Fahrens Creek corridor. In order to build out the City of Merced's off-street bikeway network as planned, approximately 65 acres of linear park land containing approximately 10.8 miles of trail are needed.
- Based on the recommended demand standard, 1 additional adult softball field is needed to serve current demand and a total of 6 additional fields would be required at build-out.
- It is recommended the city maintain about the current level of service for youth baseball and

softball fields. The supply and demand analysis showed that current needs can be served by the existing field inventory. A total of 17 additional fields will be needed to serve the City at build-out.

- Based on the recommended demand standard, there is a shortage of 3 soccer fields at this time. This will be reduced to a shortage of 2 fields once the new field at Joe Herb Park is complete. At build-out, a total of 17 additional soccer fields will be needed.
- Based on the supply and demand analysis, there is a need for additional gymnasium space. The recommended demand standard indicates a current need for 2 courts, with a need for the equivalent of a total of 11 courts at build-out.
- There is a need for additional pool space.

FACILITY PLAN

The Master Plan includes a facility plan that sets forth recommendations for existing parks, proposed new parks, and new facilities. Key points of the facility plan are summarized below:

- Due to their size, maintenance costs, and limited recreational value, additional mini-parks are not recommended. In addition, the City should consider reducing its current inventory of this park type by either selling some sites or acquiring additional land to make them into neighborhood parks.
- Improvements are proposed to most of the City's neighborhood parks, with major improvements proposed for Burbank Park.
- Land is available for eight new neighborhood parks, but the parks need to be designed and developed.
- Thirteen new neighborhood parks will require land acquisition, as well as planning and park development.
- Upgrades are proposed to the City's existing community and large urban parks, including McNamara, Joe Herb, and Applegate. Development of Fahrens Park as per the master plan is proposed.
- Four new community parks are proposed, including a 40 acre site in south Merced and three 20 acre sites in north Merced. These sites are intended to serve new growth in the community.
- Two new indoor recreation centers and two new youth centers are proposed.
- A second adult softball complex is proposed, preferably to be located in north Merced.
- A soccer complex is proposed for inclusion in the new community park in south Merced, site CP-42. This site should be about 20 acres in size, and should include lights on at least a portion of the fields.

OTHER RECOMMENDATIONS

- The City should work with local leagues and any new leagues that may form to establish a Sports Council that will develop policies for field scheduling and other field sports-related topics. This group should include representatives from all field sports, and should meet regularly (at least quarterly).
- The City should consider moving the Zoo from Applegate Park to another site in the long term.
- Improve park security. In addition to park design improvements, this can be accomplished by regular patrol of bike paths and parks by police bike patrols, volunteer, Explorers, or paid park rangers.
- Increase recreation programs and classes. Target areas include more programs for adults, fitness programs, youth at-risk programs, arts and crafts, special one day events, cultural events, day camps, sports instructional programs, indoor instruction and special interest classes. Another potential program area is additional recreational sports, especially for youth.
- Implement a computerized program registration program, preferably one that allows registration via the internet, to increase the level of customer service.
- Establish cost recovery goals for each program area. Track revenues and expenditures for each program area so that cost recovery can be evaluated routinely.
- Improve the level of park design.
- Adopt specific restroom policies about when and where restrooms will be provided, and what type they will be. The policies will help reduce vandalism and improve safety in park restrooms.

CAPITAL IMPROVEMENT OPTIONS

This plan is intended to be a twenty to twenty-five year document. A short-term six year capital improvement plan is proposed for initial implementation of the plan. It is anticipated that work on the park system would continue beyond the initial 6 year strategy, and that successive CIPs would continue to be prepared and updated.

Two approaches to financing the Plan are presented: a pay-as-you-go approach based on availability of grants and local funding and a more aggressive approach based on a voter-supported tax measure paying for selected improvements. There are numerous other options and combination of options to accomplish the Plan.

Option 1 (Pay As You Go Approach):

Due to the current economic climate and the limited available resources, Option 1 will continue on as in the past and proceed based on a pay-as-you-go approach. Using this approach, the City will only fund smaller capital projects. Large capital projects, such as a recreation center or acquisition of land for the South Merced Community Park, will be deferred until funds are appropriated to develop multimillion dollar projects. This is the recommended approach for the near future. The table below lists the capital projects proposed under Option 1.

Project Name	Opinion of Probable Cost	Comment
Charles Richard Drew Park	\$147,000	Upgrade
Santa Fe Strip N'hood Park	\$601,500	Development
Flanagan Park	\$300,000	Upgrade
Alfarata Ranch	\$316,845	Partial Development
New Neighborhood Park	\$800,000	Partial development
New Neighborhood Park	\$800,000	Partial development
New Neighborhood Park	\$800,000	Partial development
New Neighborhood Park	\$800,000	Partial development
Ada Givens Park	\$270,000	Upgrade
McNamara Park	\$340,000	Upgrade
Fahrens Park	\$940,000	Development
New Community Park	\$5,290,000	Acquisition/Dev.
Bikeway development and improvements	\$543,630	Development
Total Expenditures	\$11,148,975	

Option 2 (More Aggressive Tax-Supported Approach):

The second approach is more ambitious and assumes that certain key projects, such as acquisition of Site CP-42, the South Merced Community Park, would occur in the first six-year period. This approach will require a voter-supported tax measure to implement, and a citywide Landscaping & Lighting District is the proposed financing mechanism. The cost of an L&L district to raise \$6 million in capital project funds is projected to be approximately \$22 per household annually. Due to the current economic climate, it is not recommended that the City pursue tax-supported financing at the present time, but that this be reevaluated in a few years if the economy improves.

Option 2 includes two major projects: acquisition of 40 acres for the South Merced Community Park and development of the North Recreation Center. It is important to secure the property for the South Merced Community Park while the land is still available and reasonably priced. The North Recreation Center is also proposed as part of this CIP to meet the community's pressing indoor recreation needs and to provide park service in an underserved area.

The table below lists the capital projects proposed under Option 2.

Project Name	Opinion of Probable Cost	Comment
Charles Richard Drew Park	\$147,000	Upgrade
Santa Fe Strip N'hood Park	\$281,500	Partial development
Flanagan Park	\$300,000	Upgrade
Alfarata Ranch	\$316,845	Partial Development
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S. Merced Community Park	\$2,000,000	Land acquisition
New Community Park	\$5,290,000	Acquisition/dev.
North Recreation Center	\$4,500,000	Acquisition/dev.
Bikeway Development/improvements	\$543,630	Development
Total Expenditures	\$17,328,975	



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

ADMINISTRATIVE REPORT

File #: 20-055

Meeting Date: 1/28/2020

Report Prepared by: Michelle Reid, Recreation Supervisor

SUBJECT: Recreation and Parks Commission Goals

REPORT IN BRIEF

Chair CARDONA will discuss identifying and developing goals as a commission.

RECOMMENDATION

For information only



PARK AND OPEN SPACE MASTER PLAN

Executive Summary

INTRODUCTION

As the largest city in Merced County, Merced is a regional provider of park and recreation services. However, the current service level is lower than that of most California communities of similar size. One of the main questions addressed in this master planning effort was whether the City should attempt to improve the quality of life in Merced by providing a larger and more comprehensive park and recreation program.

The City has been fortunate in that its inventory of parks is good, and most existing neighborhoods are served by parks. The City also wisely pursued the development of an off-street bicycle trail system that is now widely viewed as a local treasure. However, in the absence of a plan for park acquisition and development, many of the newer parks are poorly designed, poorly located, or underdeveloped. The result is a park system that is underutilized in many cases. In addition, with the increase in new development, more parks are coming on-line, increasing the maintenance needs of the park system. In addition, the level of recreation programming (both public and private) in Merced is very low, and there are limited options available for residents.

This plan addresses community needs and charts a new direction for the City to take in the future. The City has the basis for an excellent park system, and the potential to develop comprehensive recreation programming. However, to provide a higher level of service to residents, the existing system needs improvement, as well as expansion to meet the expected population growth. In addition, an increased level of programming is needed to meet community recreation needs. With the current level of development in Merced, it is now time to expand the basics and go to the next level of park and recreation services.

EXISTING RESOURCES

The Merced park system consists of both active and passive recreational areas, including a variety of park types, as well as an extensive off-street bicycle path system. The City of Merced has approximately 187 acres of active parkland, more than 120 acres of linear parkland encompassing the stream corridors where the bike paths are located, and more than 29 acres of undeveloped parkland.

The bike trail system is contained in 4 creek corridors, and currently total 13.11 miles. Expansions to this system are planned, and funding is in place for some of them.

In Merced, the inventory of recreation facilities such as sports fields used by the public is relatively low, and the City itself provides only a few facilities. There are no gymnasiums owned by the City, except the McCombs Youth Center which is operated by the Boys and Girls Club. The City relies heavily on the local school districts for athletic fields and gymnasiums. The following facilities are available for public use in Merced:

- 23 youth softball/baseball fields (3 lighted);
- 5 adult softball fields (all lighted);
- 13 soccer fields (does not include open turf areas);
- 6 tennis courts; and
- 5,450 s.f. of pool space.

Other recreational sites in the planning area owned by public agencies include the Merced County Fairgrounds (owned by the State of California), Courthouse Park, and Flanagan Park, (both owned by Merced County). Lake Yosemite, also owned by Merced County, is located to the northeast of the planning area and is adjacent to the U.C. Merced campus.

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The Park and Open Space Master Planning process incorporated community input in several ways.

These include:

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- Stakeholder interviews

A public workshop was held on the evening of June 10, 2003 in the Sam Pipes Room at the Merced Civic Center. Key findings are summarized below.

- The top three priorities identified by participants were:
 - City-wide trail system expansions
 - Outdoor sport field complex
 - More aquatic facilities (Pools and water playgrounds)
- Participants seemed to value the parks in the City and see them as an important component of quality of life. The trail system was cited as a major success by many.
- Generally, there appeared to be interest in the City's providing additional recreation programs and developing more partnerships, especially with the school districts.
- There was support for a mix of park facilities, with neighborhood parks within walking distance of most citizens.

On June 10, 2003, a noontime workshop for youth was held at McCombs Youth Center. Approximately twenty youth ranging from ages 7 to 18 were in attendance, with the majority of the group ages 10 and 11.

Participants identified swimming and waterslides; very active amusements such as skate parks; and concessions in parks their top activities and facilities to include in parks. Other input received through the youth workshop included a need to provide park facilities that accommodate people with disabilities.

In May, 2003, telephone interviews were conducted with stakeholders identified by the City of Merced Park and Open Space Master Plan project team. Key findings were:

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this, such as through increased policing or volunteer foot patrols.

- There is a lack of indoor recreation space. There is a need for gyms, classrooms, indoor meeting places, community rooms, and similar indoor spaces.
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PARK LAND AND FACILITY NEEDS

- It is recommended the City consider reducing its inventory of mini-parks because of the low use of these parks and the overlapping service areas.
- Based on the recommended service level, 8 additional neighborhood park sites are needed to serve the current city limits, and an additional 13 are needed to serve the planning area at build-out. However, 9 sites are already available or dedicated to park use.
- The majority of the current Merced city limits are served by the existing community and large urban parks. To provide community park service to the entire planning area, 4 additional community or large urban parks will be needed.
- In addition to other park land needs, land is needed for the following special use facilities: 2 youth centers, 2 recreation centers, and additional athletic complexes.
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CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

ADMINISTRATIVE REPORT

File #: 20-051

Meeting Date: 1/28/2020

SUBJECT: Request to Add Item to Future Agenda

REPORT IN BRIEF

Provides members of the Boards/Commissions to request that an item be placed on a future Boards/Commissions agenda for initial consideration by the Boards/Commissions.



CITY OF MERCED

Merced Civic Center
678 W. 18th Street
Merced, CA 95340

ADMINISTRATIVE REPORT

File #: 20-052

Meeting Date: 1/28/2020

SUBJECT: Commissioner Comments

REPORT IN BRIEF

Provides an opportunity for the Chair and/or Commissioner(s) to make a brief announcement on any activity(ies) she/he has attended on behalf of the Boards/Commissions and to make a brief announcement on future community events and/or activities. The Brown Act does not allow discussion or action by the legislative body under this section.