

Visalia Parks & Recreation Commission
Meeting Minutes February 21, 2012

1. Call Meeting to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, February 21, 2012, at the Visalia Convention Center, 303 E. Acequia Street, Visalia, California. The meeting was called to order by Chairperson Mann at 5:32 pm.

Present: Lesa Mann, Carla Calhoun, Travis Griffith, Robert Doi, and Jeff Boswell

Absent: Ben Filiponi

Guests: Pat Reule, Ed Glass, Scott Maderos, and Bill Huott

Staff: Vince Elizondo, Jeannie Greenwood, Jim Bean, Michael Carr, Adam Ennis, and Brenda Miernik

- 2. Review and Approve the Minutes of the January 17, 2012 Meeting.** Commissioner Mann requested a motion to approve the minutes of January 17, 2012. Commissioner Boswell made a motion to accept the minutes as read and Commissioner Calhoun seconded the motion.

MOTION

Motion passed 5-0

- 3. Public Comments:** Mr. Huott addressed the Commissioners regarding the need for a park in the Houston Elementary School area. He stated he would like this considered in the Parks and Recreation Master Plan, and submitted to the City's GPURC.

Stephanie Bartsch stated she works for the Neighborhood Church in charge of outreach and volunteer projects. She said the church is very involved with the families in the Houston School area and she too would like to see a park in the area. She said she lives in the area and has been working with a Parent Group, discussing the needs of the community.

Mr. Elizondo, Director of Parks and Recreation, stated that the City is in the process of adopting an Updated General Plan and this is a good time to bring forth new ideas for parks and schools. He said there are many communities within Visalia that are under served by parks, however it comes down to funding to build and care for them. He said he looks forward to working with Mr. Huott and Ms. Bartsch in the future on parks projects.

- 4. Update on Santa Fe Trail Project from Tulare Avenue to Caldwell Avenue.** Mr. Carr, City Engineering & Design, stated the Santa Fe Bike Path, also known as the Santa Fe Trail, is a significant piece of the Bike Plan consisting of 2.5 miles going from Avenue 272 to Tulare Avenue. The trail is off the roadway (a Class 1 path) and will be a park-like setting. He said there will be a section of the trail that will cross the active railroad tracks. Mr. Carr stated that ultimately there are county plans to connect the trail to the City of Tulare, and the City of Visalia plans to connect it with the St. John's River Trail.

Mr. Carr stated there are approximately 129 Eucalyptus trees that will be removed and 627 new trees will be planted. The trail will be densely landscaped with native plants and shrubs. He said the project should begin late summer or early fall, and the contract has been awarded to Dunn's Sand. He said a study is necessary by a biologist to discover whether or not migratory birds are nesting in the Eucalyptus trees. He said nesting should take place from February 15 to September 1.

Commissioner Boswell asked about funding for the project. Mr. Carr said the contract was for \$1.8 million, with a budget of \$2.1 million.

In order to gain public comment on the project, Mr. Carr stated a 911 reverse call was placed on February 14 informing 400 residents that trees would be removed during the project. He said he received one phone call.

Mr. Elizondo stated this is a significant project and when the trees are felled it will change the landscape and there could be a public reaction.

Commissioner Mann asked if there were any questions in regard to the Santa Fe Trail Project. There was none.

- 5. Request by Visalia Optimist Club for a Fee Waiver for the Annual Fishing Derby to be held at Plaza Park on Saturday, May 19, 2012.** Mr. Bradley, Recreation Supervisor, said the Visalia Optimist Club is planning its 34th Annual Youth Fishing Derby for children 14 and younger.

Mr. Bradley supplied the following history of this event.

- In 1993, the City of Visalia water conservation coordinator offered to combine efforts with the Optimist Club to promote Water Awareness Month. California Water Service (Cal Water), the City of Tulare and the City of Visalia formed a Water Awareness Committee who joined forces with the Optimist's to provide an annual fishing derby.

- From 1993 through 2006, the Cities of Visalia and Tulare partnered together to provide the funds to stock the pond, purchase bait and advertise the event. The Optimist Club provided insurance and prizes. The City, through the Recreation Department, also provided the facility, labor and logistical support.
- After 2006, the City of Visalia Water Conservation Division discontinued sponsorship of the event. Permission to use the City park for the event went before the Parks and Recreation Department and the City's Special Event Committee. In 2010 and 2011, the Parks and Recreation Commission waived the \$130.00 fee.
- Stocking of the pond and cost of bait is currently funded by the City of Tulare, Cal Water, and the Optimist Club. The club continues to coordinate the event and provide insurance and prizes. They also provide the children with a snack, a drink, bait and a bamboo fishing pole. In years past, the club has experienced theft of fish between the time of stocking and the time of the event. The club would like to pursue ways to protect their investment by having a local Boy Scout Troop camp over night or have club members stay overnight in the park in their personal travel trailers/recreation vehicles.

Mr. Bradley said the rental fee has increased in 2012 to \$160, due to the new additional Special Event Planning Fee. The Optimist Club is asking the Parks and Recreation Commission to waive this fee. Each year the event stocks the pond with over \$1,200 of cat fish and after the event the community receives the benefit of a stocked pond to fish from.

Mr. Bradley said City staff recommends that the Parks and Recreation Commission consider the request for a fee waiver for the Annual Fishing Derby and to authorize the Director of Parks and Recreation to issue a permit to the Visalia Optimist Club granting overnight camping at Plaza Park Pond. City staff will impose a cleaning/damage deposit of \$250, which is refundable, based on the clean return of the park properties after the event.

Mr. Hayslett, Optimist member, stated he appreciated the past support of the Commission. He said it was a fun event and good for the kids.

Commissioner Griffith said he felt this was a good event for the community for kids who might not have the opportunity otherwise.

The Commissioners approved the fee waiver by consensus.

6. Request by the Guild of St. Mortimer to Host the Tulare County Renaissance Festival at Plaza Park on April 28-29, 2012. Mr. Bradley stated the Guild of St. Mortimer is requesting the use of Plaza Park for the 22nd Annual Tulare County Renaissance Festival. This will be the 13th year they have used Plaza Park for this event. The dates are Saturday, April 28 from 10 am to 6pm, and Sunday, April 29 from 10 am to 5 pm. The schedule of park use is as follows.

- Thursday, April 26 – layout the site, mark booth locations, put up perimeter fencing and begin bringing in supplies and equipment,
- Friday, April 27 – set-up,
- Monday, April 27 – breakdown and cleanup.
- The park will be closed to the public from Friday, April 27 and will re-open to the public on Monday morning, April 30.

Mr. Bradley estimated that the event draws approximately 7,000 people to the park and the Guild of St. Mortimer estimates that around \$50-\$75 per person is generated in tourist revenues to the city. He said the set up will be similar to last year's faire except in addition to the park use, the applicant has requested use of the turf area on Field 5 for parking. The Guild provides volunteer staff to coordinate parking. Event organizers are also seeking permission for overnight tent camping in the grass area along Plaza Arena.

Mr. Bradley said the Guild charges admission fees of \$10 per adult, \$5 for seniors and military, and \$5 for children. The Guild operates on a budget of roughly \$42,000 - \$45,000 per year. City staff will be imposing a rental fee of \$1,400.00 (\$700 per day) and requiring a cleaning and damage deposit of \$1,000. Additionally in 2012, consistent with new park event fees, there is a one-time \$25 alcohol fee, \$30 Special Event fee and a \$30 park maintenance fee for the time the parks maintenance staff marks sprinkler heads.

Mr. Bradley said the City staff recommendation is that the Parks and Recreation Commission authorize the Director of Parks and Recreation to issue a permit to the Guild of St. Mortimer granting special permission to do the following.

- Close park access to the general public Friday, April 27 through Sunday, April 29.
- Allow horses in the park with required fencing.
- Allow vehicles in the park to load and unload. This would also allow parking on the turf area adjacent to field 5 for parking. Staff also requests that the Guild be more restrictive when granting vehicle access to the park. No request has been made, nor a permit recommended, that would allow event organizers or an agent of the organizer to charge or collect fees for parking.
- Allow noise that exceeds 60 decibels. During the day there are several black powder cannon shots to signify specific times (open/close of the day's events, etc.). These cannon shots will exceed the noise limits but are short in duration.
- Allow glass containers in the park. Some vendors do sell glass items and bottles, which were used during the renaissance period. Event staff is extremely careful about prompt cleanup of any broken bottles and safety checks are performed.

- Allowing overnight parking and camping in the park. RV's will be restricted to parking lots; no RV's shall be permitted in the park or on the east side of Plaza Drive.
- The applicant shall provide the appropriate general liability insurance to include liquor liability, an ABC license to sell alcohol and security guards as required by the Visalia Police Department; portable restrooms and trash receptacles, health permits for food concessionaires, City business licenses for commercial vendors, an assembly permit, and other additional minor requirements.

Mr. Bradley said the City reserves the right to cancel the event in case of excessive rain before the event as they have a vested interest in protecting the park turf from damage and the public from injuries related to moisture on the park grounds.

Mr. Ruele, representative for the Guild, stated six years ago Myth Busters, a television show, filmed a segment from Plaza Park and two years ago two pilot episodes for the Knights of Mayhem (Netgeo Channel) and Full Metal Jousting (History Channel) were shot. He said this year he would like to move the Jousting arena into the Raceway for safety reasons.

The Commissioners approved the request for the use of Plaza Park for the Renaissance Festival by consensus with conditions as presented.

7. **Request from Visalia Youth Baseball to Construct a Cobblestone Flag Pole at Riverway Sports Park, C.R. Shannon Baseball Complex Honoring Clyde Soto.** Mr. Glick, Recreation Supervisor, stated that on June 21, 2011, the Parks and Recreation Commission voted to recommend the City Council name Field #1 at the C.R. Shannon Baseball Complex Clyde Soto Field. On July 18, 2011, the Council formally approved the name, and Visalia Youth Baseball (VYB) requested the ability to place signage with this designation.

Mr. Glick stated that in January 2012, VYB requested to construct a cobblestone structure with a flag pole and plaque naming Field #1 at the C.R. Shannon Baseball Complex "Clyde Soto Field". The cobblestone structure would be a smaller replica of the existing flag pole. The flag pole would allow the placement of a plaque in honor of Mr. Soto and serve as an area where the VYB could fly their World Series Banners.

Mr. Glick stated that since 2010, VYB has made significant financial and in-kind contributions to the C.R. Shannon Baseball Complex at Riverway Sports Park. VYB purchased and installed three new scoreboards, planted new infield turf on field one, purchased brick dust and re-shaped all four infields. The VYB Board secured over \$100,000 to fund the Cal Ripken World Series that was held in Visalia in August 2011, resulting in a significant economic impact to the community.

Mr. Glick said City staff proposes that the Parks and Recreation Commission approve the VYB's request to construct the cobblestone structure with a flag pole honoring Clyde Soto and handle all maintenance associated with it. The size, design, and specific location is subject to the approval of the Parks and Recreation Department and must comply with all applicable permit requirements.

Mr. Scott Maderos, former Vice President of VYB and the person in charge of the 2011 World Series, stated he appreciated the City's help with designing an appropriate flag pole for the subject area. He said VYB feels it is important that citizens understand why the field is named after Mr. Soto and realize what he accomplished for the City.

Commissioner Calhoun asked what the cost is for the structure. Mr. Maderos replied around \$4,000.

Commissioner Mann called for a motion. Commissioner Calhoun moved to accept the staff recommendation and Commissioner Griffith seconded the motion.

MOTION

Motion passed 5-0

8. **Annual Tree Maintenance Report.** Mr. Pendergraft, Urban Forestry Supervisor, said he manages the City's tree maintenance program in Landscape & Lighting Districts, City right-of-ways, City owned parks, and roadsides and medians. He is a Certified Arborist by the International Society of Arboriculture Organization and he also inspects all city and private Valley Oak trees within the city limits. He said he supervises a 2-man crew and manages tree trimming contracts. He reported the following regarding City contractors.

- ✓ West Coast Arborists – 5 year contract totaling \$210,000. Areas of maintenance – Landscape & Lighting and riparian areas.
- ✓ Private Contractors – responsible for Valley Oak trees, emergency call outs, resistograph testing, and give second opinions when necessary.
- ✓ Additional Tree Trimmers –are utilized in medians, streets and for garbage truck clearances.

Mr. Pendergraft said 2,972 new trees have been planted between 2007 and 2011. The Urban Tree Foundation provides grant writing and funding for the process. Planting projects include Make a Difference Day, Arbor Day, and Chip-In days. The Urban Tree foundation works with community youth organizations such as Community Services & Employment Training (CSET) for labor.

Mr. Pendergraft reported that Visalia has been a Tree City USA for 29 years. The requirements for this honor are as follows.

- ✓ A Tree Board (Parks and Recreation Commissioners) and,
- ✓ A community Tree Ordinance and,
- ✓ A community Forestry Program with an annual budget of at least \$2 per capita and,
- ✓ An Arbor Day observance and Proclamation.

Mr. Pendergraft said that 44,533 trees have been trimmed between 2007 and 2011. He said common tree problems include severe tree topping, trees planted under power lines, curb damage and trees planted too close to walls. He said 2,014 trees and stumps have been removed and 1,455 were removed by private contractors. There were 39 tree related emergency call backs this year and ten required City crews to respond.

Mr. Pendergraft stated the City has a mitigation fund totaling \$26,619. It is funded by permit fees and money required for removing Valley Oak trees, which is stipulated in the Valley Oak Tree Ordinance. The funds are used for removing or trimming Valley Oak trees on private property for low income residents.

Mr. Pendergraft stated that over the past five years the City has seen a reduced number of tree related issues. The last large storm took place in December 2010 and there were very few tree failures. This success is attributed to safe trimming standards and practices by our contractors and City crews.

9. Annual Senior and Adult Program Report. Mr. Sanchez, Recreation Coordinator, stated he is responsible for the adult and senior programs at the Senior Center. His staff consists of two hourly office assistants, an hourly program assistant, building attendants, and volunteers. He said senior services consist of senior meals, classes, activities, referral services, and non-city programs.

- Senior meals are provided by Royal Dining Caterers from noon to 12:30 pm. Price is \$3.50 for seniors and \$4.50 for non-seniors and this year 9,022 meals have been served.
- City programs include, but are not limited to, ping pong, Poker, china painting, oil painting, Yoga, Square dancing, Line dancing, ceramics, and basic computers. Registered participants for 2010 - 261 and for 2011 - 621. The increase was 360 registrations. Revenue for 2010 was \$7,598 and for 2011 was 13,407, which resulted in increased revenue of \$5,809.
- Special events included an Open House barbeque. Special holiday luncheons included Valentine's Day, St. Patrick's Day, Art Showcase and barbeque, a watermelon seed spitting contest, Mother's and Father's Day luncheons, Thanksgiving and Christmas Day luncheons.

Mr. Sanchez noted facility improvements completed this year include the computer lab, which was painted and trimmed, a computer counter was added, and new computer monitors were purchased. He said chairs were donated by Prestige Assisted Living, a ping pong table was donated by Delta Nursing and Rehab and a new alarm panel was installed.

Mr. Sanchez said the Senior Advisory Committee meets once a month at the Senior Center and they discuss issues that have taken place during activities and programs. Sub-committees have grown from this committee and consist of the Behavior Board, Policy and Procedures, Facility Review, Meal Evaluation, and Events.

Mr. Sanchez said Services and Information Referral is available to seniors. Subjects include, but are not limited to, City and county government services, food commodities, senior housing, legal assistance, tax assistance and Kings and Tulare Area Agency on Aging. He said non-City sponsored programs and services include the Visalia Gadabouts, Senior Pride Bingo, Visalia Bridge Club, Saturday night dances, and AARP Driver Safety Classes. City programming includes, but is not limited to, Ladder League ping pong, Bocce ball, crocheting, Salsa dancing, conversational Spanish, Facebook, and photo editing. Registered participants for 2010 - 206 and for 2011 - 478. The increase was 282 registrations. Revenue for 2010 was \$3,808 and for 2011 was 9,023, which resulted in an increase of \$5,215.

Mr. Sanchez said some of the challenges that lie ahead for the Senior Center are the need to increase participation in programs, find marketing tools to include younger seniors, and to continue to improve the facility.

Commissioner Griffith asked what type of programming is being considered for the younger seniors. Mr. Sanchez stated day-trips to Three Rivers and other possible locations nearby. Ms. Greenwood, Recreation Manager, said the department offered yoga classes not long ago and then could not accommodate everyone who wanted to sign up.

Mr. Bradley said most people don't envision themselves as seniors because they lead an active, independent lifestyle. He said younger programs could be held in different buildings and eventually worked into the Senior Center. Ms. Greenwood said the existing seniors feel very proprietary about the center and another MultiGen facility would be a real asset to the community.

Commissioner Mann asked if the prices charged for the senior meals completely covered the actual cost and Mr. Sanchez replied affirmatively.

10. Annual Park Ranger Report. Mr. Bean, Parks and Urban Forestry Manager, stated the City employs one full-time Ranger who works a 40-hour weekly schedule. He works 24 hours as a park maintenance worker during the week, Wednesday through Friday. He works 16 hours as a Park Ranger enforcing laws during weekends and some holidays.

Mr. Bean stated in 2011 the City added a second Park Ranger hourly employee position which would work 1000 hours or less annually. The hourly Park Ranger typically works weekends or holidays with a maximum of 600 hours per season. The shift begins at 11:00 am and ends at 8:00 pm and will extend our hours of coverage during weekends, which is beneficial to park users.

Mr. Bean said each Park Ranger has the authority to issue citations for specific violations, but is not armed. The Rangers performs many types of maintenance and construction tasks, as well as public relations duties. They spend the majority of their time in the four larger parks including Blain, Plaza, Whitendale, and Riverway Sports Park due to reservations and heavy usage of these parks. Rangers work from March through the end of October.

Mr. Bean said the following outline is for the specific period of March 5, 2011 through November 19, 2011.

CITATION – NOTICE TO APPEAR: (26) Major problem areas:

- | | |
|---|---|
| ❖ Illegal parking (17) | Non-permitted bounce house activity (4) |
| ❖ Illegal use of alcohol (2) | Illegal vehicle on park (2) |
| ❖ Non-permitted commercial activity (1) | |

WRITTEN WARNINGS – NOTICE OF VIOLATION: (2)

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|---|-------------|
| ❖ Non-permitted commercial activity (2) | |
| Bounce house activity (1) | Vending (1) |

VERBAL WARNINGS: (518)

- | | |
|---|--|
| ❖ Illegal use of alcohol (117) | Dogs off leash (103) |
| ❖ Non-permitted commercial activity (51) | Hazardous games and or activities (42) |
| ❖ Child in dog park (20) | Illegal vehicle on park (18) |
| ❖ Illegal parking (17) | Illegal amplified sound (16) |
| ❖ Picnic reservation conflicts (15) | Non-permitted bounce house activity (13) |
| ❖ Damage/litter at park (11) | Electricity issues (7) |
| ❖ Damage/litter at arbors (7) | |
| ❖ Other, miscellaneous issues (6) | |
| Smoking near playground (2) | Persons living in park (2) |
| Female showering in restroom | Homeless camp near park |
| ❖ Park maintenance issues reported by Rangers (68) | |
| ❖ Other miscellaneous incidents reported by Rangers (7) | |
| Bee hives (2) | lack of parking |
| Lack of restrooms | Bounce house complaint by neighbor |
| Gates not locked | Trash cans over flowing/lack of trash cans |

ASSISTANCE RENDERED BY RANGERS FROM VISALIA POLICE: (24)

- | | |
|---------------------------------------|---|
| ❖ Illegal use of alcohol (11) | |
| ❖ Other miscellaneous issues (6) | |
| Persons living in park (2) | Drug activity |
| Indecent exposure | Abandoned bike |
| Homeless shopping carts | |
| ❖ Property vandalized (2) | Non-permitted bounce house activity (2) |
| ❖ Hazardous games/activity/injury (2) | Reckless driving (1) |

ASSISTANCE RENDERED BY RANGERS FROM ANIMAL CONTROL: (2)

SPCA officers continue to assist us in our parks with various issues.

- ❖ Hazardous activity – Pit bulls in cages left in park (2)

EMERGENCY MEDICAL SERVICES RENDERED BY RANGERS: (1)

- ❖ Hazardous games/activity/injury – first aid was given (1)

Mr. Bean said the benefits of the Park Ranger Program is a reduction in vandalism, a reduction of loitering and violators of park rules, increased satisfaction to arbor renters, and an enhanced relationship with the Visalia Police Department and the Parks and Recreation Divisions. He said the number one goal is to educate the public of park rules and to help facilitate a better relationship between the public, recreation staff, and park maintenance staff.

Mr. Bean said the future needs of the program include the following.

1. Attend annual training on citation writing and procedures, which will be held by City of Visalia's Code Enforcement Department in the spring of 2012.
2. Hourly training in citation writing procedures as well as PC 832 – Laws of Arrest.
3. Hire a Riverway Sports Park House Host. This employee will reside in the home located at Riverway Drive and Dinuba Boulevard. This on-site employee will work between 15-25 hours per week for exchange of paid living expenses on the park premises. They will work evenings and weekends to assist the Rangers.

Commissioner Calhoun asked if the Park Ranger has had any involvement with Recreation Park and the Skate Park. Ms. Greenwood stated the Skate Park has completely improved with the implementation of the cameras and fencing.

- 11. Parks & Recreation Commission Annual Report.** Commissioner Mann stated the report was ready to forward to Council and she called for a motion. Commissioner Griffith moved to submit the report as written to City Council and Commissioner Boswell seconded the motion.

MOTION

Motion passed 5-0

12. Update on City Council Reports & City Staff Announcements:

- **Upcoming Recreation Programs & Special Events.** Ms. Greenwood said Friday, February 24, is the Father/Daughter Dance and ticket sales have hit 400. This year's theme is "A Night at the Oscars".
 - The spring brochure is out in the mail and baseball and youth volleyball sign ups have begun.
 - The ViTri will be held March 31.
 - March 16, Open Mic Night will be held at Garden Street Plaza.
- **Upcoming Parks & Urban Forestry Projects, Programs & Special Events.** Mr. Jim Bean, Manager of Parks & Urban Forestry, stated that in the packets were pictures of the new equipment installed at Rotary and Sunset Parks. He said a bridge at Plaza Park had been replaced with plastic planks, which will last for 15 years and was left over from the Jim Bird playground at Riverway Sports Park.

Mr. Bean reported on work in progress.

- Seven Oaks playground replacement began today.
- Creekside Park is on schedule
- St. Johns Riverwalk is on schedule and the black granite boulder will be ready for placement in a few weeks. It will be covered after placement and will be unveiled on Arbor Day. Sierra Designs designed it for the City and it is remarkable.
- Rotary Park restrooms are scheduled for removal next week.
- Earth Day and Serve Visalia Day have been combined on April 15. Ditch cleanup is being planned for that day.

Mr. Bean reported that work has begun on Highway 198 and 80, near Plaza Park. Trees have been removed and irrigation is being installed. He said next month he will bring a drawing to demonstrate to the Commission what the project consists of. Ms. Greenwood stated there are many City events scheduled at Plaza Park and she is trying to get a schedule of work so that customers can be informed of how to get to the events. The project is an 18 month project.

- **Director's Report on Administrative Items.** Ms. Miernik stated the California Parks and Recreation Society Conference will be held March 20 through 23, and participating Commissioners will be Mr. Doi, Ms. Mann and Ms. Calhoun. Ms. Mann is signed up for the 5k run and Mr. Elizondo and the Commissioners will be attending the California Association of Park and Recreation Commissioners and Board Members (CAPRCBM) dinner on Thursday evening. The next meeting of the Commission, normally held on the third Tuesday of the month, will be held on March 13 due to the departure of the Commissioners on the regular scheduled meeting night. There will be

two vehicles leaving that day, one at noon and one after 5 pm. Ms. Miernik said she will send out an email to schedule departure times for each attendee.

13. Commissioner's Requests & Comments:

- **Soccer Agreement Sub-Committee Report.** Commissioner Boswell stated a meeting will be held with Commissioner Doi, Ms. Greenwood and Mr. Glick to discuss the requests of the American Youth Soccer Organization (AYSO) and Visalia Youth Soccer (VYS). Afterward the groups will be brought together for negotiations.
- **Health & Wellness.** No report.
- **Waterways & Trails Committee Report.** No report.
- **North Visalia Neighborhood Advisory Committee.** No report.
- **Senior Citizens Advisory Committee Update.** Commissioner Mann reminded everyone of the Open House on February 14.
- **Parks & Recreation Foundation Monthly Report.** Commissioner Boswell stated the meeting is this Thursday.
- **General Plan Advisory Committee.** Commissioner Calhoun said this was her 34th meeting. She said the 1st Phase has come to an end and everyone has been heard. She said Visalia has been planned in a circular pattern so that the center, which is the downtown area, stays strong. She said a goal is not to impinge on the agriculture in the area. She said the next Phase will include discussion of the elements of the plan. She is not aware of a future meeting.
- **CAPRCBM.** Commissioner Doi stated the meeting will be held at the CPRS conference in Long Beach.

- 14. Adjourn to Regular Meeting, March 13, 2012, at 707 W. Acequia, City Council Chambers at 5:30 pm.** Commissioner Mann requested a motion to adjourn to the next meeting. Commissioner Boswell made a motion to adjourn, Commissioner Griffith seconded the motion.

MOTION

Motion passed 5-0

Prepared by:

Brenda Miernik

Senior Administrative Assistant