

AGENDA
CITY OF WATSONVILLE
MELLO CENTER FOR THE PERFORMING
ARTS JOINT POWERS AUTHORITY MEETING



Opportunity Through Diversity; Unity Through Cooperation.

Working with our community to create positive impact through service with heart.

City of Watsonville Representatives:

Ari Parker, City Council Member - District 7 – Vice Chair
Lowell Hurst, City Council Member - District 3
Or Cindy Czerwin, Administrative Services Director

Pájaro Valley Unified School District Representatives:

Daniel Dodge Jr., Trustee Area IV - Chair
Clara Fernandez, Watsonville High School Principal
Gary Webb, Director of Maintenance and Operations – Secretary/Treasurer

Remote Teleconference Meeting

<https://cityofwatsonville-org.zoomgov.com/j/1614112018>

Or iPhone one-tap:16692545252, 1614112018# or +16692161590, 1614112018#

Or Telephone: +1 669 254 5252 or +1 669 216 1590 or +1 646 828 7666

Webinar ID: 161 411 2018

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Santa Cruz County Health Officer Extended and Modified Shelter in Place Orders, and the Governor's Executive Orders N-25-20 and N-29-20, that allows attendance by members of the Board, City staff, and the public to participate and the Commission to conduct the meeting by teleconference, videoconference, or both.

HOW TO VIEW THE MEETING: There is no physical location from which members of the public may observe the meeting. Please view the meeting via the link available at:
<https://www.cityofwatsonville.org/1831/Mello-Center>

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit written comments by emailing pcs@cityofwatsonville.org. All comments will be part of the meeting record. Emails received three hours before the meeting may not be uploaded to the Agenda and may not be seen by the Committee or staff. They will be added to the agenda the day after the meeting.

HOW TO PARTICIPATE DURING THE MEETING: Members of the public are encouraged to join the meeting through Zoom Webinar from their computer, tablet or smartphone
<https://cityofwatsonville-org.zoomgov.com/j/1614112018> Or iPhone one-tap:16692545252, 1614112018# or +16692161590, 1614112018# Or Telephone: +1 669 254 5252 or +1 669 216 1590 or +1 646 828 7666 Webinar ID: 161 411 2018 to express their comments.

For information regarding this agenda, please call Parks & Community Services at (831) 768-3240.

Americans with Disabilities Act



If you wish to attend a meeting and you will require assistance in order to attend and/or participate, please call Parks & Community Services at least three (3) business days in advance of the meeting to make arrangements. The City of Watsonville TDD number is (831) 763-4075.



AGENDA

Mello Center for the Performing Arts Joint Powers Authority

Thursday, October 14, 2021, 2:30 p.m.

Pages

1. ROLL CALL

2. CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one consensus motion. Any items removed will be considered immediately after the consensus motion. The Chair will allow public input prior to the approval of the Consent Agenda.

2.a. MOTION APPROVING MINUTES OF August 18, 2021 and September 22,2021

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3. ITEMS REMOVED FROM CONSENT AGENDA

4. NEW BUSINESS

5. PRESENTATIONS & ORAL COMMUNICATIONS

This time is set aside for members of the general public to address the Mello Center Joint Powers Authority on any item not on the Agenda, which is within the subject matter jurisdiction of the Mello Center Joint Powers Authority. No action or discussion shall be taken on any item presented except that any Member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Mello Center Joint Powers Authority will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Member may place matters brought up under Oral Communications on a future agenda. ALL SPEAKERS ARE ASKED TO ANNOUNCE THEIR NAME IN ORDER TO OBTAIN AN ACCURATE RECORD FOR THE MINUTES.

5.a. ORAL COMMUNICATIONS FROM THE PUBLIC

5.b. ORAL COMMUNICATIONS FROM THE COMMITTEE

5.c. FACILITY STATUS UPDATES

5.d. FUTURE REPLACEMENT EXPENDITURE PLAN

5.e. OPERATIONAL AGREEMENT CHECK IN

6. ADJOURNMENT

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day and on the City of

Watsonville website at <https://www.cityofwatsonville.org/2251/Mello-Center-Joint-Powers-Authority>.

Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Parks & Community Services Department (231 Union Street) during normal business hours.



**MELLO CENTER FOR THE PERFORMING ARTS
JOINT POWERS AUTHORITY
MEETING MINUTES**

August 18, 2021, 4:30 p.m.

Pajaro Valley Unified School District
Representatives Present: Clara Fernandez, Watsonville High School Principal
Gary Webb, Director of Maintenance and Operations-
Secretary/Treasurer

Pajaro Valley Unified School District
Representatives Absent: Daniel Dodge Jr., Trustee Area IV-Chair

City of Watsonville
Representatives Present: Ari Parker, City Council Member- District 7-Vice Chair
Lowell Hurst, City Council Member – District 3

City of Watsonville
Representatives Absent: Cindy Czerwin, Administrative Services Director

Staff Present: Nick Calubaquib, Parks and Community Services Director
Desiree Moya, Admin Assistant II

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1. **ROLL CALL** – Meeting began at 4:32 p.m.
 2. **CONSENT AGENDA**
 - 2.a **MOTION APPROVING MINUTES OF SEPTEMBER 28, 2020**
MOTION: Approve Minutes of September 28, 2020
Moved by Hurst
Seconded by Fernandez

Motioned Carried by Majority Vote
 3. **ITEMS REMOVED FROM CONSENT AGENDA** - None
 4. **NEW BUSINESS** - None
 5. **PRESENTATIONS & ORAL COMMUNICATIONS**
 - 5.a **ORAL COMMUNICATIONS FROM THE PUBLIC** - None
 - 5.b **ORAL COMMUNICATIONS FROM THE COMMITTEE** - None
 - 5.c **FACILITY STATUS UPDATES** -

Andrea Botsford discussed the requests received to use the Mello Center for upcoming events and would like to discuss how to move forward with

these events and mentioned they are following all state and county guidelines in regards to COVID-19 restrictions. No events had taken place this year with the exception of one Bus training in the month of August. Due to events not taking place in the year of 2020 and most of 2021, no revenue was received to go towards facility repairs.

5.d FUTURE REPLACEMENT EXPENDITURE PLAN -

Andrea Botsford provided an update and informed the Mello JPA that due to transition between facility maintenance and PVUSD staff, repairs (Lighting, isle lights and carpet) that where earmarked to be completed from last year’s events revenue in 2020, have not been completed. Andrea will go over these repairs with Gary Webb, Maintenance and Operations Director, to begin repairs and verify if the funds given for repairs will cover the cost along with identify any other repairs needed.

5.e OPERATIONAL AGREEMENT CHECK IN -

Director Calubaquib suggested meeting with Principal Fernandez and Andrea Botsford to discuss options regarding the operations of the Mello Center, then they could come back to the JPA at the next meeting to discuss the options proposed and make any changes needed to the agreement.

6. ADJOURNMENT

The meeting adjourned at 5:17 p.m. Next meeting will be on September 22, 2021 at 4:30 p.m.

Daniel Dodge Jr., Trustee Area IV-Chair

ATTEST:

Nick Calubaquib, Parks and Community Services Director



MINUTES
MELLO CENTER FOR THE PERFORMING ARTS
JOINT POWERS AUTHORITY
MEETING

September 22, 2021, 4:30 p.m.

Mello JPA Members Present: **PVUSD**
Member Clara Fernandez

City of Watsonville
Member Cindy Czerwin
Member Lowell Hurst
Member Ari Parker

Mello JPA Members Absent: **PVUSD**
Chair Daniel Dodge, Jr.
Member Gary Webb

City of Watsonville
None

Staff Present: Parks & Community Services Director Nick
Calubaquib, Administrative Assistant Desiree Moya,
Theater Technician/Facility Manager Andrea Botsford

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1. **ROLL CALL**
 2. **CONSENT AGENDA**
 - 2.a **MOTION APPROVING MINUTES OF AUGUST 18, 2021**
No quorum, tabled to next meeting on October 14, 2021
 3. **ITEMS REMOVED FROM CONSENT AGENDA**
N/A
 4. **NEW BUSINESS**
N/A

5. PRESENTATIONS & ORAL COMMUNICATIONS

N/A

5.a ORAL COMMUNICATIONS FROM THE PUBLIC

N/A

5.b ORAL COMMUNICATIONS FROM THE COMMITTEE

Member Hurst stated that he wanted to make sure there is a continuation of the JPA and highlight the Mello Center in any way for public usage as well as supporting the school's work with the Mello Center.

Member Fernandez commented that Watsonville High School takes pride in the Mello Center being located on the campus school site. The more the Mello Center is highlighted for its use and purpose to the community the better. She stated she wants to continue the partnership with the City, as there is the same common goal in maintaining the Mello Center and making the best use for this location.

5.c FACILITY STATUS UPDATES

Andrea Botsford provided the facility updates on two District events that took place at the Mello Center and currently has events pending for approval. Botsford asked for clarification on mask mandates from the District and how to handle non-complying attendees in the future.

5.d FUTURE REPLACEMENT EXPENDITURE PLAN

Botsford stated that herself, Fernandez and Webb met to discuss replacements or enhancements needed at the Mello Center. Repairs that were outlined include house and aisle lighting and carpet replacement.

Hurst asked if the organization using the facility from school events provided any feedback regarding the facility such as seating, carpeting, and sound equipment. Botsford mentioned there were some challenges with the sound system and requests for equipment from event organizers.

Parker asked what the parameters are for when the District uses the Mello Center and if there is a financial impact when the District or the City uses the facility. Calubaquib clarified that when the City uses the facility, staff and operations costs are paid by the City. Botsford stated that District events are covered from the District's budget.

Parker requested that at the next meeting, a list of repairs and bids for the aisle and house lighting repairs be made available. Botsford clarified that Webb is currently evaluating the repairs and the cost and will share the information in the

next meeting. Fernandez also stated that Webb has staff assigned to certain areas to conduct repairs and can verify if his staff can provide these repairs before they contract out for bid.

5.e OPERATIONAL AGREEMENT CHECK IN

Calubaquib shared that he met with Fernandez, Botsford and Webb to discuss proposed changes to the Mello center operational agreement that Botsford had forwarded to them. PVUSD members Fernandez, Webb and Botsford requested to hold a separate meeting to discuss proposed changes to the agreement. The group would provide the changes to the JPA for further discussion.

Parker requested a copy of the operational agreement and a summary of the District meeting. Parker also request for PVUSD staff to go over changes with Calubaquib and bring the results to the next JPA meeting.

Botsford would like to provide a budget for this upcoming year.

Hurst mentioned it would be helpful to the JPA to have a list of items that need repairs at the Mello Center for tracking progress.

6. ADJOURNMENT

The meeting adjourned at 5:35 p.m.

Daniel Dodge Jr, Trustee Area IV-Chair

ATTEST:

Nicolas Calubaquib, Parks and Recreation Director