

**MINUTES  
REGULAR PARKS & RECREATION COMMISSION MEETING**

May 6, 2019

City of Watsonville  
Council Chambers  
275 Main Street, Top Floor

**1. ROLL CALL**

<b>Commissioners:</b>	<b>Carrasco, DeWorken, Flores, Hayashibara, Sanchez, Sencion</b>
<b>Commissioners Absent:</b>	<b>Hurtado</b>
<b>PCS Staff:</b>	<b>Parks &amp; Community Services Director Calubaquib Assistant Parks &amp; Community Service Director Heistein Administrative Assistant II Moya Administrative Assistant II Diaz Recreation Supervisor Bragado</b>

**2. PLEDGE OF ALLEGIANCE**

**3. COMMUNICATIONS**

**3.1 ORAL COMMUNICATIONS** – Chair Sanchez visited the Earth Day/Day of the Child event at the Watsonville City Plaza and said he was happy to see the community support the event and looks forward to next year's event.

**3.2 DIRECTOR'S REPORT** – Director Calubaquib updated the Commission on the Park Master Plans and Park Strategic Plans. The Commission will receive a progress report at the June meeting on the results of the planning process. Director Calubaquib provided an update on development of an Integrated Pest Management Action Plan and policy. Director Calubaquib reminded the Commission about the upcoming events including the Wine, Beer & Art Walk on May 11, the City Council meeting announcing May is Aquatics Safety month at the second meeting in May, and the Department Summer activities program beginning on June 17.

**4. CONSENT AGENDA**

**4.1 MOTION TO APPROVE MINUTES OF THE REGULAR MEETING OF MARCH 4, 2019**

**MOTION:** It was moved by Commissioner Sencion, seconded by Commissioner Hayashibara and carried by the following vote to approve the Minutes of the Regular Meeting on April 15, 2019.

<b>Ayes:</b>	<b>CARRASCO, DEWORKEN, FLORES, HAYASHIBARA, SANCHEZ, SENCION</b>
<b>Noes:</b>	<b>NONE</b>
<b>Absent:</b>	<b>HURTADO</b>
<b>Abstain:</b>	<b>NONE</b>

**5. ITEMS REMOVED FROM CONSENT AGENDA**

**NONE**

## 6. PRESENTATIONS & REPORTS

**6.1 REPORT ON THE G.H.W.R. YOUTH CENTER DROP-IN PROGRAM** – Recreation Supervisor Eugene Bragado provided an overview and update on the Drop-in Program at the G.H.W.R. Youth Center. Recreation Supervisor Bragado announced plans to celebrate the 25<sup>th</sup> Anniversary of the G.H.W.R. Youth Center on October 4<sup>th</sup>. Commission asked if the activities offered at the drop-in program are free. Recreation Supervisor Bragado answered the daily activities are free and the activities that are hosted after hours have a small fee.

**6.2 PROGRESS REPORT FOR CAPITAL PROJECTS FOR FISCAL YEAR 2018-19** – Assistant Parks and Community Services Director Heistein provided an update to the Capital Projects and the progress to their completion. The Commission asked questions and Director Calubaquib and Assistant Director Heistein answered and provided clarification.

## 7. NEW BUSINESS

### 7.1 ESTABLISHMENT OF ANNUAL COMMISSIONER PROGRAM LIAISON APPOINTMENTS

- a) **STAFF REPORT** – Director Calubaquib proposes and recommends establishing a Commissioner Program Liaison for the Department and appoint Commissioners as Program Liaison to key service areas. Serving as a Program Liaison will provide the Commissioner a more in-depth understanding of operations and empower Commissioners to provide informed and relevant feedback and policy recommendations for the Department's services. The key service areas are Parks (2 Liaisons), Sports, Youth Development (2 Liaisons), Special Events and Facility Rentals.
- b) **COMMISSIONER QUESTIONS & INPUT** – Commissioners stated their preferences for the key service areas they would like to be appointed to. Key service area appointments have been assigned by Chair.
- c) **PUBLIC INPUT** – NONE
- d) **MOTION:** It was moved by Commissioner Carrasco, seconded by Commissioner DeWorken and carried by the following vote to approve the Establishment of Annual Commissioner Program Liaison Appointments.

**AYES:** CARRASCO, DEWORKEN, FLORES, HAYASHIBARA,  
SANCHEZ, SENCION

**NOES:** NONE

**ABSENT:** HURTADO

**ABSTAIN:** NONE

### 7.2 DEVELOPMENT OF ANNUAL PARKS & RECREATION COMMISSION WORK PLAN

- a) **STAFF REPORT** – Director Calubaquib proposes and recommends developing and adopting an annual Parks & Recreation Commission Work Plan and appoint Commissioners to lead the implementation of Work Plan Projects. Director Calubaquib explained the process used to develop and foster an annual work plan with desired outcomes.
- b) **COMMISSION QUESTIONS & INPUT** – The Commission brainstormed various work plan ideas. The Commission requests a Public Works Department staff member provide a presentation to understand the services the department provides and the collaborations with Parks & Community Services. Commissioners stated the work plans projects they are interested in leading.

c) **PUBLIC INPUT** – NONE

d) **APPROPRIATE ACTION** – The Commission will continue further discussion at the next Commission meeting.

**8. ADJOURNMENT – 8:25pm**