

TULARE COUNTY PARKS ADVISORY COMMITTEE

3:00 PM on September 15, 2015

**MEETING NOTICE
TULARE COUNTY GOVERNMENT PLAZA
CONFERENCE ROOM L – PLANNING COMMISSION ROOM*
5953 S. MOONEY BLVD*
VISALIA, CA 93277**

***PLEASE NOTE MEETING LOCATION CHANGE**

NOTICE TO THE PUBLIC PUBLIC COMMENT PERIOD

At this time, members of the public may comment on any item not appearing on the agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Committee at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Committee consideration. Any person addressing the Committee will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak. At all times, please state your name and address for the record.

AGENDA

- 1. Call to Order**
- 2. Welcome & Introductions**
- 3. Public Comment**
- 4. Role of the Parks Advisory Committee**
- 5. Overview of By-Laws & Establish Regular Meeting Time and Location**
- 6. History and Overview of Tulare County Parks**
- 7. Mooney Grove Master Plan Discussion & Distribution**
- 8. Elect Chair & Vice-Chair**
- 9. Parks Manager Update**
- 10. Committee Member Matters & Next Meeting Date**
- 11. Adjournment**

Contact Person: Tulare County General Services (559) 624-7227

As a courtesy to those in attendance, please turn off or place in alert mode all cell phones and pagers.

Information concerning items on this Agenda is available for public consideration during normal working hours at the Board of Supervisors office at 2800 W. Burrel Ave., Visalia, CA 93291. The staff will assist in answering questions.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board's Office at (559) 636-5000.



Tulare County Parks Advisory Committee

AGENDA ITEM No. 4

**Committee
Members**
Karol Aure-Flynn
Michael Chrisman
Carol Finney
Aaron Gomes
Nancy Hawkins
Neil Pilegard
Courtney Roche, Jr.

AGENDA DATE: September 15, 2015

SUBJECT: Role of the Parks Advisory Committee

REQUEST(S):

That the Parks Advisory Committee:
Receive a presentation regarding the overview and role of the Parks Advisory Committee.

SUMMARY:

The Tulare County Parks Advisory Committee (PAC) was established by the Board of Supervisors on May 19, 2015. Appointments for the vacant positions were sought through June and July, and appointments to the Committee were made on August 11, 2015. This is the first meeting of the Committee, and this summary provides a brief overview of the role the Committee will play in the future of the County parks.

The Committee was formed in order to create a forum for citizen input into matters of the County parks system. The Committee's purview includes all matters related to the County's ten parks, including funding, improvements, maintenance, etc. The vision for the Committee is to allow for interested members of the community to have input on parks matters and ultimately enhance the experiences of parks users. In addition, members of the Committee will be able to play an important role in promoting the County's park resources, features, and events in their communities.

The Committee has seven members as follows: five members appointed by the Board of Supervisors (one nominated by each individual Supervisor); the President of the Tulare County Historical Society as one member; and the Tulare County Parks & Recreation Manager as one member. Taskforces and Subcommittees could be established by the Committee to address the specific needs of a particular park or a matter of particular interest. Taskforces and Subcommittees would be organized around a central project, idea, or event, and would exist for a designated amount of time.

The Committee will study issues, advise on subjects, and make recommendations and comments to the Board of Supervisors regarding matters in its purview. Tulare County staff would continue to receive direction from the Board of Supervisors regarding the implementation of any Committee recommendations.

FISCAL IMPACT/FINANCING:

N/A

SUBJECT: Receive a presentation regarding the overview and role of the Parks
Advisory Committee.

DATE: September 15, 2015

Attachment(s)

N/A



Tulare County Parks Advisory Committee

AGENDA ITEM No. 5

**Committee
Members**
Karol Aure-Flynn
Michael Chrisman
Carol Finney
Aaron Gomes
Nancy Hawkins
Neil Pilegard
Courtney Roche, Jr.

AGENDA DATE: September 15, 2015

SUBJECT: Overview of By-Laws and Establish Regular Meeting Time and Location

REQUEST(S):

That the Parks Advisory Committee:

1. Receive a presentation regarding the Tulare County Parks Advisory Committee By-Laws; and
2. Set and establish the regular meeting time and location for future Committee meetings.

SUMMARY:

The Tulare County Parks Advisory Committee (PAC) was established by the Board of Supervisors on May 19, 2015. The Committee was formed in order to create a forum for citizen input into matters of the County parks system. The Committee's purview includes all matters related to the County's ten parks, including funding, improvements, maintenance, etc. The vision for the Committee is to allow for interested members of the community to have input on parks matters and ultimately enhance the experiences of parks users. In addition, members of the Committee will be able to play an important role in promoting the County's park resources, features, and events in their communities.

By-Laws for the Committee outline the purpose, responsibilities, membership requirements, officers, and other important details regarding the Committee. The By-Laws are divided into eight sections:

1. Purpose
2. Responsibilities
3. Members
4. Officers
5. Meetings
6. Committees
7. Amendment
8. List of County Parks

Staff will provide the Committee with an overview of the By-Laws and how they will govern the activities of the Committee moving forward. Additionally, staff is requesting that the Committee vote to determine the official meeting time and location for future meetings, as outlined in Section 5 of the By-Laws.

SUBJECT: Receive a presentation regarding the overview and role of the Parks
Advisory Committee.

DATE: September 15, 2015

FISCAL IMPACT/FINANCING:

N/A

Attachment(s)

By-Laws (approved by the Board of Supervisors on May 19, 2015)

COUNTY OF TULARE
PARKS ADVISORY COMMITTEE BYLAWS

SECTION 1. PURPOSE:

The Parks Advisory Committee (PAC) has been established by the Board of Supervisors to provide citizen input into matters of the County parks system, including funding, improvements, and maintenance. The PAC and its members will provide important citizen involvement and a channel of public communication to the Board. PAC members will also assist the County in the promotion of park resources, features, and events within the community.

As directed by the Board and supported by staff, the PAC will study issues, advise on subjects, and make recommendations and comments to the Board of Supervisors. The PAC shall have no authority to direct staff; staff will receive direction from the Board of Supervisors regarding the implementation of PAC recommendations.

SECTION 2. RESPONSIBILITIES:

The PAC shall:

- (a) Advise the Board of Supervisors on matters relating to the acquisition, development, maintenance and operation of parks in the County of Tulare;
- (b) Provide recommendations to the Board of Supervisors regarding priorities and long term planning of Parks operations;
- (c) Review the recreational program of the County in relation to the needs and desires of the citizens and make recommendations to the Board of Supervisors; and
- (d) As directed by the Board of Supervisors, conduct such investigations, studies and hearings which, in the judgment of the Board, will aid in effectuating the general purposes of the Board on matters pertaining to county parks.

SECTION 3. MEMBERS:

The PAC shall be composed of seven members:

- (a) Five members of the public appointed by the Board of Supervisors.

Each supervisor shall nominate one member. The nominee need not reside in the district of the nominating supervisor, but must be a resident of Tulare County.

These members shall be appointed for four-year terms and shall serve until a successor is duly appointed and qualified. Each of these members shall possess expertise in one or more of the following areas: auditing, finance or municipal finance, general business, planning, biology or environmental science, resource management or protection, wildlife management or protection, historic preservation, construction management, recreation management or planning.

In order to establish staggered terms, the initial members nominated by the supervisors from Districts 1, 2, and 3 shall serve two-year terms expiring on June 30, 2017, and the initial

members nominated by the supervisors from Districts 4 and 5 shall serve four-year terms expiring on June 30, 2019. Each term thereafter shall be four years.

Vacancies in these positions shall be filled by the Board of Supervisors for the remainder of the term. If the vacancy is filled with less than six months remaining in the term, the Board of Supervisors may appoint for the full upcoming term as well as for the remainder of the current term.

Members may resign by submitting a resignation letter to the Clerk to the Board of Supervisors. Members who have three consecutive unexcused absences shall be deemed to have resigned from the PAC. At each meeting the PAC shall determine whether any absences are excused or unexcused.

- (b) The President of the Tulare County Historical Society. This position does not have a term. The President may name an alternate, who shall also be a member of the board of the Historical Society, to attend in the President's absence.
- (c) The Parks Manager of Tulare County. This position does not have a term. The Parks Manager may name an alternate, who shall also be a County employee in the Parks Division, to attend in the Parks Manager's absence.

SECTION 4. OFFICERS:

The PAC shall have a Chair and a Vice Chair, who shall be elected annually at the first meeting of the fiscal year. The Chair and Vice Chair may succeed themselves in office. County staff shall serve as the secretary.

SECTION 5. MEETINGS:

The PAC shall conduct its regularly scheduled meetings quarterly at the County Administrative Office at 2800 W. Burrell Ave, Visalia, at _____ on the _____ of the _____ month of the calendar quarter.¹ The PAC may hold special meetings as needed between the regular quarterly meetings. All meetings shall be open to the public in accordance with the Ralph M. Brown Act, Government Code Section 54950 et seq. A majority of the full membership shall constitute a quorum for the transaction of any business, except adjournment. A majority of the quorum present is required to take any action.

SECTION 6. COMMITTEES:

The PAC may appoint subcommittees or task forces as needed to assist it in advising the Board of Supervisors. Such committees or task forces shall also comply with the Brown Act if required by that Act.

SECTION 7. AMENDMENT:

These bylaws may be amended only at a regular meeting. Proposed amendments must be distributed to the members of the PAC in writing or by email at least one week prior to the meeting at which the amendments are proposed to be adopted. Amendments may be adopted at a single meeting. Amendments must be adopted by a two-thirds vote of the full membership of the PAC, and shall go into effect upon approval by the Board of Supervisors.

¹ The initial membership of the PAC shall fill in this language as desired by the PAC, e.g., at 5:30 p.m. on the second Thursday of the first month of the calendar quarter.

SECTION 8. LIST OF COUNTY PARKS:

Below is a current list of parks that are operated by the County of Tulare. These parks may be owned and operated by the County, or owned by another entity and operated by the County.

1. Cutler Park, Visalia
2. West Main Street Park, Visalia
3. Mooney Grove Park, Visalia
4. Ledbetter Park, Cutler
5. Pixley Park, Pixley
6. Balch Park
7. Bartlett Park, Porterville
8. Alpaugh Park, Alpaugh
9. Kings River Park
10. Woodville Park, Woodville

History

1. Original bylaws approved by the Board of Supervisors on May 19, 2015.



Tulare County Parks Advisory Committee

AGENDA ITEM No. 6

**Committee
Members**
Karol Aure-Flynn
Michael Chrisman
Carol Finney
Aaron Gomes
Nancy Hawkins
Neil Pilegard
Courtney Roche, Jr.

AGENDA DATE: September 15, 2015

SUBJECT: Overview of Tulare County Parks

REQUEST(S):

That the Parks Advisory Committee:
Receive a presentation regarding the history and overview of the Tulare County Parks

SUMMARY:

Tulare County is fortunate to have ten parks that provide not only recreation but also opportunities for visitors to learn about the rich history of this area. Many of the County Parks were established in the 1900's, with some of the parks being more recent acquisitions by the County. The County's parks are scattered over a wide geographical range providing unique amenities, from camping at Balch Park to floating down the St. John's River past Cutler Park on the Valley floor, there is a lot to experience at our parks.

Both Balch Park and Mooney Grove Park have museums that are also operated by the County that provide an overview of the history of their respective areas. Kings River and Mooney Grove Parks have disc golf courses. All of the County's parks are equipped with picnic tables and areas to enjoy the outdoors. County staff will provide the Committee members with a background and overview of the County's ten parks.

FISCAL IMPACT/FINANCING:

N/A

Attachment(s)

N/A



Tulare County Parks Advisory Committee

AGENDA ITEM No. 7

**Committee
Members**
Karol Aure-Flynn
Michael Chrisman
Carol Finney
Aaron Gomes
Nancy Hawkins
Neil Pilegard
Courtney Roche, Jr.

AGENDA DATE: September 15, 2015

SUBJECT: Mooney Grove 20 Year Conceptual Master Plan Overview

REQUEST(S):

That the Parks Advisory Committee:

Receive a presentation regarding the Mooney Grove 20 Year Conceptual Master Plan

SUMMARY:

The Mooney Grove Park 20 Year Conceptual Master Plan is a planning document intended to provide a vision for the future of Mooney Grove Park while recognizing the Park's historic value. The document is a starting point for future comprehensive planning, engineering, architectural and landscape concepts. In this way, the Plan is not an operational or strategic plan and, therefore, does not identify current facility, landscape, or maintenance needs. These items are addressed in a variety of documents, including, but not limited to, the County's Capital Improvement Plan, Facilities Improvement Plan, and annual Parks budget.

The Plan's recommendations are designed to increase attendance and create a greater diversity of activities available at the Park for visitors. The proposed recommendations would enhance the public's experience while visiting the museum complex, the historical buildings, and recreational facilities. The Plan provides a concept for development that includes the relocation of existing features reconfigured into a Main Street plan, new trails and venues, historic monuments, public art spaces, improved utilities and circulation, and Cameron Creek improvements.

The Mooney Grove Park 20 Year Conceptual Master Plan was prepared by Kleinfelder, Inc. in cooperation with County staff, community organizations, and County residents. Kleinfelder was selected by the County in 2008 to provide four contract deliverables for Mooney Grove Park, one of which was the Conceptual Master Plan. To support the recommendations, the Plan includes: a conceptual layout of the proposed improvements; elevations or cross-sections of major elements, scaled figures and photographed elevations of structures to be reconstructed; a concept for dry utilities, domestic water, sanitary sewer, recharge water and waterways, storm drainage, internal circulation, and parking.

The Board of Supervisors adopted the Conceptual Master Plan on January 27, 2015. In summary, the Plan includes six major improvement categories, which are:

SUBJECT: Receive a presentation regarding the Mooney Grove 20 Year Conceptual Master Plan
DATE: September 15, 2015

- Utilities: water, sewer, and dry utilities
- Roads and Trails: new vehicle entries, trails, parking, and roads
- Park in the Park concept: a central, dedicated area surrounding the lake and museum complex for identified recreational and historical activities
- Cameron Creek improvements: new vegetation and naturalization of existing stream banks
- Main Street concept: rehabilitate and relocate existing historic structures into a newly designed Main Street configuration
- Public Space features: a variety of improvements for public use, including an outdoor performance venue, ball field, outdoor art, and picnic areas.

The proposed Plan outlines the County's priorities in regards to the future of the Park and includes a proposed set of recommendations for the Park that will enhance the recreational experiences for visitors. Staff will provide the Committee with the details of the plan and copies of the plan. It is the intention of the County to solicit input from the Committee regarding the implementation of the Plan's recommendations.

FISCAL IMPACT/FINANCING:

N/A

Attachment(s)

Mooney Grove 20 Year Conceptual Master Plan available on the County's website at:
<http://tularecounty.ca.gov/cao/index.cfm/mooney-grove-plan/>



Tulare County Parks Advisory Committee

AGENDA ITEM No. 8

**Committee
Members**
Karol Aure-Flynn
Michael Chrisman
Carol Finney
Aaron Gomes
Nancy Hawkins
Neil Pilegard
Courtney Roche, Jr.

AGENDA DATE: September 15, 2015

SUBJECT: Elect Chair & Vice-Chair

REQUEST(S):

That the Parks Advisory Committee:

1. Elect Chair
2. Elect Vice-Chair

SUMMARY:

Pursuant to Section 4 of the Committee By-Laws, "the PAC shall have a Chair and a Vice-Chair, who shall be elected annually at the first meeting of the fiscal year. The Chair and Vice-Chair may succeed themselves in office. County staff shall serve as the secretary." Therefore, staff is requesting that the Committee elect a Chair and a Vice-Chair to fill these offices.

FISCAL IMPACT/FINANCING:

N/A

Attachment(s)

N/A