



PARKS and RECREATION COMMISSION

Lemoore Council Chamber
429 C Street
Lemoore, CA 93245

Regular Meeting Agenda June 10, 2025 5:30 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment

If you wish to comment on an item, which is not on the agenda, you may do so under "Public Comment." The Commission cannot legally discuss or take official action on comments that are introduced at this time. Each individual's comments are limited to three minutes. When addressing the Commission, you are requested to come forward to the speaker's microphone, state your name and address, and then proceed with your presentation.

5. Approve Minutes – Parks and Recreation Commission Meeting – May 13, 2025 (Taylor)
6. Information Only- Recreation Commission Response (Taylor)
7. Information Only – Volunteer Hour Requirements (Haroutian)
8. Discussion and Direction – Upcoming Events, Programs, and Projects (Haroutian)
 - a. Summer Bash Event
9. Commissioner Reports and Requests
10. Next Regularly Scheduled Meeting – July 8, 2025
11. Adjournment

In compliance with the Americans with Disabilities Act and the Brown Act, if you require reasonable accommodations to attend or participate in this meeting, please make arrangements by contacting the office of the City Clerk at least 24 hours prior to the meeting. They can be reached (559) 924-6744 or by mail at 711 West Cinnamon Drive, Lemoore, CA 93245.

PUBLIC NOTIFICATION

I, Hannah Haroutian, Recreation Manager for the City of Lemoore, declare under penalty of perjury that I posted the above Parks and Recreation Commission Agenda for the regular meeting of June 10, 2025 at the Council Chamber, 429 C Street, Lemoore, CA on June 5, 2025.

//s//

Hannah Haroutian, Recreation Manager

Minutes of the Regular Meeting of the
LEMOORE PARKS AND RECREATION COMMISSION
May 13, 2025

1. Call to Order

At 5:30 p.m. the meeting was called to order.

2. Roll Call:

Commissioners:

Taylor, Parham, Salzer, Gonzales, Limon

City Staff present:

Recreation Manager Haroutian, City Manager Trejo, City Clerk Avalos, Mayor Matthews

4. PUBLIC COMMENT:

No Public Comment.

5. Administration of Oath of Office – New Commission Members (Avalos)

City Clerk Avalos administered the Oath of Office to the new commissioners.

6. Reorganization of Commission (Avalos)

Commissioner Taylor was nominated by Commissioner Gonzales for Chair.

Motion by Commissioner Gonzales, second by Commissioner Limon to appoint Commissioner Taylor as Chair of the Parks and Recreation Commission.

Ayes: Gonzales, Limon, Taylor, Salzer, Parham

Commissioner Gonzales was nominated by Commissioner Taylor for Vice Chair.

Motion by Commissioner Taylor, second by Commissioner Parham to appoint Commissioner Gonzales as Vice Chair of the Parks and Recreation Commission.

Ayes: Taylor, Salzer, Parham, Limon, Gonzales

7. Introductions – Parks and Recreation Staff (Haroutian)

Recreation Manager Haroutian introduced herself to the Commission.

8. Information Only – Volunteer Hour Requirements (Haroutian)

Recreation Manager Haroutian discussed that there are 8 hours required a month and the time spent at commission meeting counts towards those hours. Hours can be done at the office, for events and fundraising opportunities.

9. Discussion and Direction – Lemoore Youth Recreation Fund (Haroutian)

Recreation Manager Haroutian discussed and asked for direction regarding the Lemoore Youth Recreation Fund. The Commission is advising that the Youth Recreation Fund cover \$150 per child to allow participation in multiple programs.

10. Discussion and Direction – Upcoming Events, Programs, and Projects (Haroutian)

- a. *Easter Event: Recreation Manager Haroutian discussed that was biggest donations of 25000 eggs and great turn out*
- b. *Adult Soccer: Recreation Manager Haroutian discussed that starting in July working on finalizing details to post now.*
- c. *Softball Training Camp: Recreation Manager Haroutian discussed that looking for possible coaches to the camp*

11. Commissioner Reports and Requests

Commissioner Salzer: No Comment

Commissioner Parham

- 1. Requested information on how individuals can volunteer with the Recreation Department.*
- 2. Requested information on donating supplies and materials.*
- 3. Requested information on instructors renting City recreation facilities.*

Commissioner Limon:

- 1. Requested exploring possibility of a second indoor soccer field or a futsal court.*

Vice Chair Gonzales: No Comment

Chair Taylor: 1. Requested information on facility rental costs.

Stated that rent cannot be increased more than 10% per year and asked how the City was able to get around that for instructors renting recreation facilities.

2. Stated that rent cannot be increased without providing at least a 60 day notice to tenants and asked how the City was able to raise rent without a 60 day notice.

3. Requested facility rental information for Day Camp/Multi-Purpose Room and Dance/Meeting

4. Room over the last 2 years for private rentals. If only 1-2 people renting per year, consider removing from fee schedule to negotiate leases with instructors.

5. Requested list of Recreation events scheduled for the remainder of the year.

6. Requested to explore possibility of turning one of the tennis courts at Heritage Park into a pickleball court.

7. Requested Parks and Recreation Commission pick a project to bring back to community.

12. Next Regularly Scheduled Meeting – June 10, 2025

13. ADJOURNMENT

At 6:08 p.m., the meeting adjourned.

Approved the 10th of June, 2025.

APPROVED:

Sheila Taylor, Chairperson

ATTEST:

Hannah Haroutian, Recreation Manager



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May 14, 2025

City of Lemoore Parks and Recreation Commission,

During the May 13, 2025, Parks and Recreation Commission Meeting, under Item 11. Commissioner Reports and Requests, the following requests were made:

Commissioner Taylor-

1. Requested information on facility rental costs.

Information attached. Also available on City website at <https://lemoore.com/wp-content/uploads/2025/05/2024-22.pdf>

2. Stated that rent cannot be increased more than 10% per year and asked how the City was able to get around that for instructors renting recreation facilities.

The California Tenant Protection Act of 2019 (AB 1482) limits rent increases to no more than 5% plus the percentage of change in the local cost of living, or 10% overall, whichever is less, in any 12-month period. This is specific to residential tenants.

The Commercial Tenant Protection Act (SB 1103), effective January 1, 2025, does provide some limits on rental increases for certain business types but this does not apply to the contract instructors operating within the Recreation Center.

3. Stated that rent cannot be increased without providing at least a 60 day notice to tenants and asked how the City was able to raise rent without a 60 day notice.

Contract Instructors operating businesses in the recreation center, with the exception of Cross Fit and Boxing, do not have exclusive use of rented facilities outside of their scheduled and rented usage. They provide a schedule of classes and they are calendared for the usage of the rented facility during those times only. Outside of those times, those facilities are available to rent by the general public. Therefore, an advanced notice does not apply.

4. Requested facility rental information for Day Camp/Multi-Purpose Room and Dance/Meeting Room over the last 2 years for private rentals. If only 1-2 people renting per year, consider removing from fee schedule to negotiate leases with instructors.

This information will need to be provided by the Recreation Department as I do not have access to it, however, I would just like to point out that we are hopeful rentals will increase as we are now advertising the spaces and that there are some concerns with a lack of previous recordkeeping and also how information was entered so I do have some concern in regard to the accuracy of the information the Recreation Department will be able to provide.

Additionally, the dance room also serves as a meeting room and the day camp room also serves as a multi-purpose room. These rooms are utilized by more than one entity now so removing them from the fee schedule for exclusive use, such as referenced for Cross Fit and Boxing, would eliminate programs such as the senior art class program, the senior bridge program, the children's art program that is about to start, and others. It would also be my recommendation to continue to allow residents to rent these facilities for private use as rental space in Lemoore is limited and residents need more options of venues to hold birthday parties and other events, not less.

Lastly, this information will not reflect when an individual may have been interested in renting the rooms for a private event but was unable to do so because it was already booked by one of the operating businesses.

5. Requested list of Recreation events scheduled for the remainder of the year.

These are currently scheduled, but we continue to add more along the way:

- Summer Soccer: June 2nd-August 2nd
- Summer Bash: August 9th
- NFL Flag Football: September 13th-November 1st
- Candy Crawl: October 25th
- Jingle and Mingle: November 30th
- Mini-Kickers: October 30th-December 18th
- Jr NBA: November 3rd-December 15th
- Breakfast with Santa: December 13th
- Sweets with Seniors: The date is up to the American Legion because they provide the food. We help with setup and decorations. But it's usually either before Breakfast with Santa, the Sunday after, or the week after.

6. Requested to explore possibility of turning one of the tennis courts at Heritage Park into a pickleball court.

Staff has been exploring options for pickleball courts for several months. We have been exploring both indoor and outdoor options including Heritage Park. Surprisingly, the Recreation Department recently completed a community survey asking what types of programs and amenities the public would like to have and we received no responses for pickleball. Nonetheless, it remains a popular sport and we currently have no facilities within the City that offer pickleball so we continue to explore options.

7. Requested Parks and Recreation Commission pick a project to bring back to community.

No staff response required.

Commissioner Limon-

1. Requested exploring possibility of a second indoor soccer field or a futsal court.

There is not room in the recreation center to install another full indoor soccer field without eliminating other amenities, but staff will gather information on what is required to convert the basketball courts to temporary futsal courts and bring that information back to the Commission.

Commissioner Parham-

1. Requested information on how individuals can volunteer with the Recreation Department.

To volunteer in the Recreation Department, interested applicants should contact the Recreation Manager. She will advise them to complete a volunteer application available on the City of Lemoore website located at: <https://www.governmentjobs.com/careers/lemoore/jobs/4735805/volunteer/apply?pagetype=jobOpportunitiesJobs>

Applicants will then be invited for a short interview. If recommended to move forward, and over age 18, the applicant will be required to complete a live scan.

Once cleared, the volunteer can begin.

2. Requested information on donating supplies and materials.

Anyone can donate supplies and material and they are appreciated and welcomed. We do have a current need for the following donations: ball bags, practice pinnies, safety signs, cones, first aid kits and bandages.

3. Requested information on instructors renting City recreation facilities.

The recreation instructors Commissioner Taylor referenced at the beginning of Commissioner Reports and Requests are contractors and not City employees. They operate for-profit businesses within the recreation center. They are not employees of the City. They are required to have City of Lemoore Business Licenses and liability insurance to operate their businesses. They pay a fee for facility rentals and set their own rates and hours for the programs they offer.

Contract instructors who do not charge rates for their programs and offer a free service, such as Witness 4 Fitness and the Kings Art League, are not charged a rental fee.

The senior Bridge program is also a free program but that is taught and led by a volunteer of the Recreation Department.

Respectfully submitted,

Marissa Trejo
City Manager



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Staff Report

Item No: 7

To: Parks and Recreation Commission

From: Hannah Haroutian, Recreation Manager

Date: June 4, 2025

Meeting Date: June 10, 2025

Subject: Commissioners Volunteer Hours Requirements

Strategic Initiative:

- | | |
|--|--|
| <input type="checkbox"/> Safe & Vibrant Community | <input type="checkbox"/> Growing & Dynamic Economy |
| <input type="checkbox"/> Fiscally Sound Government | <input checked="" type="checkbox"/> Operational Excellence |
| <input type="checkbox"/> Community & Neighborhood Livability | <input type="checkbox"/> Not Applicable |

Proposed Motion:

Information Only.

Subject/Discussion:

On March 4, 2025, Lemoore City Council adopted Ordinance 2025-01, Amending Title 2, Chapter 5 of the Lemoore Municipal Code regarding the Parks and Recreation Commission.

Article E of the ordinance outlines required volunteer hours for the Parks and Recreation Commission. A minimum of eight (8) hours per with the Recreation Department. Commission meeting attendance will count toward the monthly requirement.

Financial Consideration(s):

None.

Alternatives or Pros/Cons:

None.

Commission/Board Recommendation:

None.

Staff Recommendation:
Information Only.

Attachments:

- ☐ Resolution:
 - ☒ Ordinance: 2025-01
 - ☐ Map
 - ☐ Contract
 - ☐ Other
- List: