

I declare under penalty of perjury that I am employed by the Town of Yucca Valley, in the Community Services Department, and that I posted this Agenda at the designated locations in the Town of Yucca Valley on Thursday

5-8-12 Maureen S Randall  
Date Signature

## MEETING AGENDA

# TOWN OF YUCCA VALLEY PARKS, RECREATION & CULTURAL COMMISSION

TUESDAY, MAY 8, 2012

5:30 PM

JOSHUA TREE ROOM

YUCCA VALLEY COMMUNITY CENTER COMPLEX

57090 TWENTYNINE PALMS HIGHWAY

YUCCA VALLEY, CALIFORNIA 92284

## PARKS, RECREATION & CULTURAL COMMISSION

**Jeff Evans, Chair**

**Jennifer Collins, Vice Chair**

**Dan Harman, Commissioner**

**Laurine Silver, Commissioner**

**Meredith Jones, Commissioner**

**Mark Nuaimi, Town Manager**

**Jim Schooler, Director of Community Services**

**Maureen S. Randall, Secretary**

COMMUNITY SERVICES OFFICE 760-369-7211

[www.yucca-valley.org](http://www.yucca-valley.org)

**AGENDA**

**TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION  
TUESDAY, MAY 8, 2012**

*The Town of Yucca Valley complies with the Americans with Disabilities Act of 1990.  
If you require special assistance to attend or participate in this meeting,  
please call the Town Clerk's office at 369-7209 at least 48 hours prior to the meeting.*

(WHERE APPROPRIATE OR DEEMED NECESSARY, ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THE AGENDA)

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

Led by \_\_\_\_\_

**ROLL CALL** Commissioner Harman, Commissioner Silver, Commissioner Jones, Vice Chair Collins,  
Chair Evans

**APPROVAL OF AGENDA**

1. Parks, Recreation & Cultural Commission Agenda

Action                      Motion: **Move to approve the agenda of the May 8, 2012  
Parks, Recreation & Cultural Commission meeting**

Motion \_\_\_\_\_

Move \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**CONSENT AGENDA**

1-3      2. **Minutes of the Parks, Recreation & Cultural Commission meeting  
April 10, 2012**

Recommendation: **Approve minutes as presented**

**AGENDA  
TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION  
TUESDAY, MAY 8, 2012**

4-5     **3. Youth Commission Report**

Recommendation: **Move to receive and file the Youth Commission  
Monthly Report for April 2012**

6-8     **4. Museum Report**

Recommendation: **Move to receive and file the Hi Desert Nature Museum  
Monthly Report for April 2012**

9-13    **5. Recreation Report**

Recommendation: **Move to receive and file the Recreation Monthly  
Reports for April 2012**

*All items listed on the consent calendar are considered to be routine or non-controversial matters. The items listed on the consent calendar may be enacted in one motion. There will be no separate discussion of specific consent calendar items unless a member of the Parks, Recreation and Cultural Commission or Town Staff requests such discussion at the beginning of the meeting.*

Recommendation: **Approve Consent Agenda items 2-5**

Move \_\_\_\_\_ 2nd \_\_\_\_\_ Vote \_\_\_\_\_

**PUBLIC COMMENTS**

*In order to assist in the timely conduct of the meeting, the Parks, Recreation & Cultural Commission will usually not respond to citizens' comments or inquiries during this part of the meeting. The Parks, Recreation & Cultural Commission is prohibited by state law from taking action on items not included on the printed agenda. Are there any public comments on items not on the printed agenda?*

**AGENDA**

**TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION  
TUESDAY, MAY 8, 2012**

**STAFF REPORTS**

14-17    **6. Facility Use Waiver Request - Valley Community Chapel**

Recommendation: . **Consider the issue and make a determination regarding the request for a waiver of facility use fees**

Action                      Motion \_\_\_\_\_  
Move \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Vote \_\_\_\_\_

**STAFF INFORMATION ITEMS**

**COMMISSIONER REPORTS AND COMMENTS**

1. Commissioner Silver
2. Commissioner Harman
3. Commissioner Jones
4. Vice Chair Collins
5. Chair Evans

**FUTURE AGENDA ITEM**

**ANNOUNCEMENTS**

The next meeting of the Parks, Recreation and Cultural Commission is June 12, 2012 at 4:00pm in the Joshua Tree Room of the Yucca Valley Community Center.

**ADJOURNMENT**

**TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION  
MINUTES**

**TUESDAY, APRIL 10, 2012**

**CALL TO ORDER** by Chair Evans at 4:03pm

**PLEDGE OF ALLEGIANCE** led by Commissioner Harman

**ROLL CALL** Commissioners present: Commissioner Harman, Commissioner Jones, Chair Evans. Commissioner Silver and Vice Chair Collins were excused.

**APPROVAL OF AGENDA**

1. Action Motion: **Move to approve the agenda of the April 10, 2012 Parks, Recreation and Cultural Commission meeting.**

Move: Jones

2<sup>nd</sup>: Harman

Vote: 3-0-0-2

**CONSENT AGENDA**

2. **MINUTES OF PARKS, RECREATION & CULTURAL COMMISSION MEETING MARCH 13, 2012**

Recommendation: **Approve minutes as presented.**

3. **YOUTH COMMISSION REPORT**

Recommendation: **Move to receive and file the Youth Commission Monthly report for March 2012.**

4. **MUSEUM REPORT**

Recommendation: **Move to receive and file the Museum Monthly report for March 2012.**

5. **RECREATION REPORT**

Recommendation: **Move to receive and file the Recreation Monthly reports for March 2012.**

*All items listed on the consent calendar are considered to be routine or non-controversial matters. The items listed on the consent calendar may be enacted by one motion and a second. There will be no separate discussion of the consent calendar items unless a member of the Parks, Recreation and Cultural Commission or Town staff requests discussion on specific consent calendar items at the beginning of the meeting.*

Action                      Motion: **Move to approve Consent Agenda items 2-5**

Move: Harman                      2<sup>nd</sup>: Jones                      Vote: 3-0-0-2

**PUBLIC COMMENT**

None

**STAFF REPORTS**

**6. SUMMER PROGRAM PLANS –COMMUNITY SERVICES DEPARTMENT**

Director Schooler reported that staff has developed the schedule of activities and events for the summer months – June through August. Detailed program descriptions are being prepared for inclusion in the printed Experience Yucca Valley activity guide that will be distributed throughout the community in mid May. He offered the commissioners an opportunity to review the program offerings.

Chair Evans pointed out that looking at the list there is a lot going on at the Museum. Commission Harman stated that staff is doing a good job. Commissioner Jones mentioned that the Brown Bag Lecture Series at the Museum is great.

In response to Commissioner questions, Director Schooler noted that the aquatics program will include Learn-to-Swim classes Monday through Thursday mornings in 5 time slots and 5 age and skills-based instruction levels, 17 classes per session, 6 swimmers per class and each class usually fills to capacity. The currently running spring softball program is full, with some teams on a waiting list. The senior trips are guided by a volunteer trip escort and most trips fill the bus to capacity.

Chair Evans commented that there are numerous events going on in the Recreation division. Commissioner Harman inquired on how the leisure classes are run. Director Schooler responded that each class is taught by a contract instructor, who typically gets 70% of the registration fees.

Action                      Motion: **Move to forward the reviewed list of proposed summer programs and events to the Town Council with a recommendation to receive and file the report.**

Move: Jones                      2<sup>nd</sup> Harman                      Vote: 3-0-0-2

**STAFF ONFORMATION ITEMS**

Director Schooler reported that:

- The Town's Prop 84 grant application was not funded. The Basin Wide Foundation is still moving ahead with the project. Town staff will be meeting with the committee to determine next steps.
- The Earth Day event will be held at the Community Center on Saturday, on April 21<sup>st</sup>... the usual attendance is about 3000.
- The Community Center Playground project is still in the design phase. Director Schooler stated that the project may need to be scaled down to fit the budget.
- The construction bid should be awarded shortly on the South Side Park project and construction will likely get underway in May.
- The Hi Desert Nature Museum is putting together a You Tube video project with an professional video production team. The video message will be to encourage visitors to the Hi Desert Nature Museum before going to the National Park.
- The Youth Commissions Teen Connection video is almost ready to air.

## COMMISSIONER REPORTS AND COMMENTS

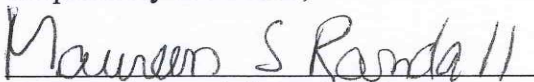
1. **Commissioner Silver:** Commissioner Silver was excused.
2. **Commissioner Jones:** Commissioner Jones made a complimentary reference to the letter in the LA Times that Town Manager Mark Nuaimi wrote.
3. **Commissioner Harman:** Commissioner Harman reported that there will be a meeting regarding Brehm Youth Sports Park on April 18<sup>th</sup> at 5: 30pm at the Hi Desert Star building
4. **Chair Collins:** Vice Chair Collins was excused.
5. **Chair Evans:** Chair Evans commented on the great value of volunteers in our town. Chair Evans gave a run down of the up coming April meetings. Vice Chair Collins was chosen as Woman of Distinction by the Soroptimist International Club of Yucca Valley.

## ANNOUNCEMENTS

The next regularly scheduled meeting of the Parks, Recreation and Cultural Commission will be on Tuesday, May 8, 2012 at 4:00pm in the Joshua Tree Room of the Yucca Valley Community Center.

## ADJOURNMENT

Chair Evans adjourned the meeting at 4:30pm  
Respectfully submitted,



Maureen S. Randall, PRCC Secretary  
Community Services Department

## PARKS, RECREATION, CULTURAL COMMISSION STAFF REPORT

**To:** Members of the Parks, Recreation, Cultural Commission  
**From:** Jim Schooler, Community Services Director  
Lynne Richardson, Museum Supervisor  
Candy Drake, Recreation Coordinator  
**Date:** May 2, 2012  
**For Commission Meeting:** May 8, 2012

**Subject:** Youth Commission Update

**Prior Commission Review:** The Commission receives a monthly Youth Commission report and update from staff.

**Recommendation:** Receive and file the monthly Youth Commission report for April 2012.

**Summary:** The Parks, Recreation & Cultural Commission is appointed by the Town Council to oversee the activities of the Youth Commission. The items presented in this report are to inform the commissioners of current activity with the Youth Commission, and to create an opportunity for Commission questions and discussion.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Questions
- Motion/Second
- Discussion on Motion
- Call the Question

**Discussion:**

During the April 2, 2012 Youth Commission meeting commissioners chose Wednesday, May 23, 2012 to conduct a forum at La Contenta Middle School. Potential games to include in the forum were discussed during the April 16, 2012 meeting. Logistics will be finalized during the May meetings. Interview questions for Teen Connection Video 2 were reviewed and rewritten, including the topics of the Town of Yucca Valley General Plan Update (Commissioners Denison & Goddard), Bicycle Motocross (Commissioners Green & Rowe), Bullying/Social Media (Commissioners C. & K. Hendry), and Youth Accountability Board (Commissioners Lombardo & Laney-Ramsay).

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Reviewed By:

\_\_\_\_\_  
Town Manager

\_\_\_\_\_  
Town Attorney

\_\_\_\_\_  
Mgmt Services

\_\_\_\_\_  
Dept Head

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Department Report

Ordinance Action

Resolution Action

Public Hearing

Consent

Minute Action

Receive and File

Study Session



On April 26, 2012, Commissioners Ana Goddard, Nick Lombardo and Kalie Hendry participated in the Town's General Plan workshop, contributing feedback on the youth visioning component.

Commissioners volunteered at the Easter Egg Hunt on April 7, 2012 and Kids' Spring Dance on April 28, 2012. The Youth Commission also led a children's beading craft during the Town's Earth Day Conservation Fair on April 21, 2012.

**Previously Reviewed by:** Staff

**Attachments:** None

**PARKS, RECREATION, CULTURAL COMMISSION STAFF REPORT**

**To:** Members of the Parks, Recreation, Cultural Commission  
**From:** Lynne Richardson, Museum Supervisor  
**Date:** May 2, 2012  
**For Commission Meeting:** May 8, 2012

**Subject:** Museum Report

**Prior Commission Review:** The Commission receives a monthly Museum report and update from staff.

**Recommendation:** Receive and file the monthly museum report for April 2012.

**Summary:** The Parks, Recreation and Cultural Commission is appointed by the Town Council to serve in an advisory capacity in matters pertaining to the primary activities of the Community Services Department. The Commission is also designated by the Council as the Museum Advisory Commission. This report is intended to inform the Commissioners of current exhibitions, events and activities at the Hi-Desert Nature Museum and to create an opportunity for Commission questions and discussion.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Questions
- Motion/Second
- Discussion on Motion
- Call the Question

**Discussion:**

Current Temporary Exhibits:

The "Yucca Valley High School Art Show" will be on display in the Temporary Gallery through June 2, 2012.

Museum Attendance

The month of April brought 2,292 visitors to the museum, in addition to an estimated 2,500 on Earth Day, making a total museum attendance for April of 4,792. This is a decrease in visitation from April 2011.

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Reviewed By:      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
                                 Town Manager      Town Attorney      Mgmt Services      Dept Head

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<input checked="" type="checkbox"/> Department Report	<input type="checkbox"/> Ordinance Action	<input type="checkbox"/> Resolution Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Consent	<input type="checkbox"/> Minute Action	<input checked="" type="checkbox"/> Receive and File	<input type="checkbox"/> Study Session

### Museum Donations

The museum received \$312 donations in April, which was higher than donations received in April 2011.

### Gecko Gift Shop

Merchandise sold:	\$ 1062.51
Sales Tax:	\$ 82.36
April Total:	\$ 1144.87

Gift shop sales for April 2012 were lower than sales in the corresponding month of 2011.

### Fundraising Efforts:

April Income: 2 Bricks sold for a total of \$400

### Upcoming Programs and Special Events

Fri., May 4, YVHS Art Show Reception

Wed., May 9, MBHS Program, History of Joshua Tree National Park

Sat., May 19, Science Saturday: Money

Sat., June 9, Science Saturday, Optical Illusions

Wed., June 13, MBHS Program, Landers Earthquake 20 Year Retrospective

Thu., June 14, Brown Bag Lunch Lecture

Sat., June 23, Science Saturday, Light and Color

Wed., June 27, Art & Culture Wednesday, Mexico

Thu, June 28, Brown Bag Lunch Lecture

### Upcoming Temporary Exhibitions

Cold-Blooded in the Mojave

June 9 – September 15, 2012

Ride 'em Cowboy! The West in Popular Culture

September 22, 2012 – January 19, 2013

Reduce, Reuse, Recycle

January 25 – April 27, 2013

### Advertising and Promotion:

During the month of April the Hi-Desert Nature Museum sent press releases regarding programs and special events to the following media outlets: Copper Mountain Broadcasting, Desert Entertainer, Desert Post Weekly, Desert Sun, Desert Trail, Hi-Desert Star, KESQ, KNEWS, KVCR, Palm Springs Desktop, Press Enterprise, San Bernardino Sun, Sun Runner, and Z107.7.

The museum's web site, [www.hidesertnaturemuseum.org](http://www.hidesertnaturemuseum.org), Facebook page and Twitter account are continually updated with current exhibits, events, and programs.

The electronic newsletter, "Tortoise Tales," was sent to 1159 recipients on April 5.

The *Hi-Desert Star* published a full-page color article regarding the Earth Day Conservation Fair in the Wednesday, April 25, edition. Guest Soapboxes regarding the museum were printed on April 7 by Tom O'Key and April 14 by Mark Wheeler.

Museum Progress on Projects and Programs in April:

Project/Program	Status	Notes
Hosted the Earth Day Celebration & Conservation Fair	Completed	April 21
Presented two Science Saturday programs	Completed	April 14: Pollution & Recycling April 28: Density
Hosted a Second Wednesday Program with MBHS	Completed	April 11: Harrison House
Hosted a wine reception for international travel writers	Completed	April 26
Completed the museum's promotional video	Completed	Now viewable on You Tube
Deinstalled the "Reduce, Reuse, Recycle" & "Desert Wildlife" exhibits	Completed	April 30
Participated in the CMC Resource Fair	Completed	April 19
Completed 1, 3 & 5 day itineraries for Yucca Valley and surrounding areas	Completed	
Initiated full inventory of collections	Ongoing	
Conduct various educational programs for students and special interest groups	Ongoing	
Address visitor inquiries regarding desert ecology and local history	Ongoing	
Continue developing partnerships with local agencies and community organizations	Ongoing	

**Reviewed by:** Staff  
Department Director

**PARKS, RECREATION AND CULTURAL COMMISSION STAFF REPORT**

**To:** Members of the Parks, Recreation and Cultural Commission  
**From:** Jim Schooler, Director of Community Services  
**Date:** May 3 2012  
**For Commission Meeting:** May 8, 2012

**Subject:** Monthly Recreation Division reports – April 2012

**Recommendation:** Receive and file the April 2012 Recreation Division monthly reports.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Discussion / Questions of Staff
- Motion/Second
- Discussion on Motion
- Call the Question

**Discussion:** The attached pages summarize the primary programming activity conducted by the recreation staff in the month of April 2012.

**Attachments:** April Youth Programs report  
April Sports Activities report  
April Enrichment Activities report  
April Special Events

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Reviewed By:      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
                            Town Manager      Town Attorney      Mgmt Services      Dept Head

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<input checked="" type="checkbox"/> Department Report	<input type="checkbox"/> Ordinance Action	<input type="checkbox"/> Resolution Action	<input type="checkbox"/> Public Hearing
<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Minute Action	<input type="checkbox"/> Receive and File	<input type="checkbox"/> Study Session

Town of Yucca Valley

Community Services Department - Recreation Division

Monthly Report - Youth Programs - April 2012

		Ages	Fee	Session	Participation	Status / Issues / Comments
Paradise Park	After School In	Ages 5-16	no charge	Mon thru Thurs 3:00 - 5:30 p.m.	16 days 175	Hrs. during spring break 1:00 - 4:00. In celebration of Earth Day participants and staff clean up the park and made dolls out of recycled items like yogurt containers, plastic spoons, bottle caps and paper.

Town of Yucca Valley

Community Services Department - Recreation Division

Monthly Report - Sports - Apr 2012

Ages	Fee	Season	Participation	Status / Issues / Comments
Sunday Open Gym	Ages 16 & up \$2.00 per session	Ongoing	Men 15-28 Women 0-10	Open Gym at the Boys and Girls Club featuring Adult Women's Basketball from 4pm-6pm, followed by Adult Men's Basketball from 6:30 - 8:30 pm. Programs are drop-in with no registration required. Cost: \$2.00 per activity per night. Due to continued low participation numbers, the women's session will be held the first Sunday of the month only beginning May 6th.
Adult Softball Spring Leagues	Ages 18 & up \$400 per team	4/2 - 6/19	368	Registration is closed for Spring Leagues. Four Leagues were offered: Mens, Traditional Coed, Casual Coed, and Ladies. Men's League filled with 6 teams. Both coed leagues filled as well with a total of 12 teams. Ladies League was left with only one opening, with 5 teams registered. A total of 23 teams registered, this is an increase from spring of 2011 (20 teams) and three coed teams were turned away when the program filled. Program takes place Monday through Thursday nights at the Community Center.
Hershey Track Meet	Ages 9-14 Free	5/5/2012	registration underway	Registration is underway for the youth track meet. The event received good coverage from the Hi-Desert Star and other media. Flyers were distributed to local schools, mailers sent to former participants, and email blasts to existing customers. This is a free event and winners are eligible to compete at the regional competition in San Bernardino. The event takes place at the YVHS Stadium.
Grubstakes Day Family Kickball Tournament	Ages 12 & up Free	5/26/2012	registration underway	Third annual Kickball Tournament. Registration is underway. Awards given for 1st, 2nd, & Team Spirit.

Town of Yucca Valley  
Community Services Department - Recreation Division  
Monthly Report - Enrichment Activities -April 2012

	Ages	Fee	Meeting Days	# of meetings	Participation last month	Participation this month	Change + / -	Status / Issues / Comments
Art Studio	18 & over	\$2/meeting	Thurs 9am-12pm	4	57	61	4	
Bellydance, Adv. Beginning	10 & over	\$35/6 meetings	Wed.7-8 pm	4	16	32	16	
Bellydance, Beginning	10 & over	\$35/6 meetings	Wed. 6-7 pm	4	4	36	32	
Bridge	18 & over	\$2/meeting	Fri 12:30 -4 pm	4	40	44	4	
Guitar	14 & over	\$40/6meetings	Tues 7-8 pm	4	36	20	-16	
Gymnastics, Beginning	6 & over	\$25/month	Mon 4-4:55 pm	4	40	44	4	
Gymnastics, Intermediate	10 & over	\$25/month	Mon 5-5:55 pm	4	36	32	-4	
Kinder Gym	3-5 yrs	\$25/month	Mon 3:30-4:00 pm	4	8	8	0	
Knit & Crochet	16 & over	\$2/meeting	Thurs. 9:15 a.m. - 12:15 p.m.	5	17	23	6	
Line Dance, Western	18 & over	\$2/meeting	Mon 6-7:30 pm Thurs 1-3 pm	6	38	45	7	Instructor Hazel Bader passed away, Cooki Bilborough filling in until May 24, 2012
Scrabble	21 & over	\$2/meeting	Tues 1-4 pm	4	12	20	8	
Stretch N' Tone	All	Mon 3:30-4:00 pm	Sat - 9-10 Mon-Fri 5:45-6:45 pm	22	236	315	79	
Table Tennis	18 & over	Fri 5-8 pm	Wed 2-5 pm	4	52	25	-27	
Tai Chi Chuan	All	\$30/month	Wed 6-7:30 pm	4	25	44	19	
Tennis lessons	5 yrs. to adult	\$30/4 meetings	Tues. & Wed. 4:00 - 8:00 pm	0	0	0	0	
Woodcarving	16 & over	\$2/meeting	Tues 6-9 pm	4	27	35	8	
Get Fit Club	13 & over	\$8/meeting	Mon 6:30 & 7:30 p.m.	4	13	15	2	
Walking Club	All	\$15.00 one time fee			15	15	0	
Beginning Harmonica	5 yrs 7 over	\$2/meeting	Fri 4:00 - 5:00 p.m.	4	20	24	4	New class
					692	838	146	



Town of Yucca Valley

Community Services Department - Recreation Division

Monthly Report - Special Events - April 2012

	Ages	Fee	Day/Date	Participation this month	Status / Issues / Comments
Easter Egg Hunt	2-12 yrs.	no charge	Saturday, April 7	900	Attendance down from 2011, 67 children had their picture taken with the Easter Bunny
Kid's Spring Dance	k-6th grade	\$3.00	Saturday, April 28	18	The 2013 dance will not be scheduled near spring break.

**PARKS, RECREATION AND CULTURAL COMMISSION STAFF REPORT**

**To:** Members of the Parks, Recreation and Cultural Commission  
**From:** Maureen Randall, Administrative Assistant  
**Date:** May 1, 2012  
**For Commission Meeting:** May 8, 2012

**Subject:** Request for Waiver of Fees – Valley Community Chapel

**Prior Commission Review:** None

**Recommendation:** Consider the issue and make a determination regarding the request for a waiver of rental fees.

**Summary:** Valley Community Chapel has requested a waiver of rental fees for Paradise Park Neighborhood facility.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Discussion / Questions of Staff
- Motion/Second
- Discussion on Motion
- Call the Question

**Discussion:** The rental and use of public facilities and equipment is regulated by the Town's adopted fee schedule and policy. The Council has made provision for user groups to request a waiver or reduction in fees, and has established guidelines under which such requests should be favorably considered. The Council has delegated authority to the Parks, Recreation and Cultural Commission to interpret the guidelines and rule on waiver requests.

The Council has approved the following specific criteria for consideration in dealing with waiver requests.

1. The activity or event is conducted by a local organization and the primary purpose of the activity or event is to provide services for the youth of the community, or
2. The activity or event is of large scale community-wide interest or benefit, is conducted by a local organization and will be open free of charge to all

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Reviewed By: \_\_\_\_\_  
                                 Town Manager                                Town Attorney                                Mgmt Services                                Dept Head

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<input checked="" type="checkbox"/> Department Report	<input type="checkbox"/> Ordinance Action	<input type="checkbox"/> Resolution Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Minute Action	<input type="checkbox"/> Receive and File	<input type="checkbox"/> Study Session

members of the local community who wish to participate, or

3. If the activity or event does not clearly meet either of the first two guidelines, it must be demonstrated that the service provided replaces the need for the Town to provide such services.

In cases where the request does not fall clearly within the Council's guidelines for a waiver, the Parks, Recreation and Cultural Commission is authorized by Council to make a final decision on the request.

Valley Community Chapel has requested the use of town facilities at Paradise Neighborhood Park. The group would like to use the building and the park area on four separate Fridays May 25, June 29, July 20 and August 24 2012. On these dates between the hours of 2:30pm and 6:30pm the organizers would like to provide various outside activities, crafts inside the building and BBQ hotdogs, chips cookies and lemonade for kids in grades K through 12<sup>th</sup>.

While the outside park facilities are open to the public and not subject to rental fees, Valley Community Chapel is requesting a waiver of fees for the use of the building on the above mentioned dates and has also requested use of the Town's the sno-cone machine free of charge.

The group is aware of the Town's requirement for proper insurance coverage and has agreed to comply.

**Alternatives:** Approve the waiver request; deny the waiver request; or determine an appropriate partial waiver of rental fees.

**Fiscal impact:** Approval of this waiver request would result in approximately \$210 of forfeited revenue.

**Attachments:** Valley Community Chapel application for facility use  
Valley Community chapel letter requesting waiver

**Facility Rental Application**

Organization Name: Valley Community Chapel

Contact Person: Michele McKay/Pastor Tom

Address: 59025 Yucca Trail Aversa

City Yucca Valley State CA Zip 92284

Phone Number: 760 365 6774

E-mail Address: michele@vcchapel.org

Type of Event: Community Outreach

Date(s) Requested: see letter

Times Requested: In: 2:30pm Out: 6:30pm  
(includes client set-up/clean up)

Actual Event Times: In: 3pm Out: 6pm  
(time guests arrive/depart)

**Facility Requested**

- Yucca Room
- Mesquite Room
- Ocotillo Room
- Courtyard Area
- Senior Center
- Joshua Tree Room
- Cholla Room
- Other Paradise

**Equipment Requested**

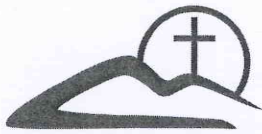
- Tables, quantity ?
- Chairs, quantity ?
- Podium / Lectern
- PA System
- TV/DVD
- Other \_\_\_\_\_

	<u>Yes</u>	<u>No</u>
Local Resident?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commercial Enterprise?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Charging Fees or Donations To Attend?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kitchen Required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alcohol Served, Sold or Permitted?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The undersigned agrees to the terms and conditions applicable to the use of public facilities managed by the Town of Yucca Valley, accepts responsibility for damage occurring during such use, and releases the Town and its agents from responsibility for claims of damage, injury or loss of property resulting from this use of public facilities.

Michele McKay  
Applicant Signature

3-15-12  
Date



April 12, 2012

Maureen Randall  
Community Services Department  
57090 Twentynine Palms Hwy  
Yucca Valley, CA 92284

Dear Maureen:

As a follow up to our request for approval to use the town facilities in the Paradise neighborhood for community outreach, here is the additional information you requested.

We would like to request a waiver of the fees for the use of the facility on these days: 5/25, 6/29, 7/27, and 8/24; from 3pm to 6pm. If possible, we would also love to use the town's snow cone machine free of charge.

The program we've outlined is as follows:

- ❖ 3:00pm – Our volunteers arrive to set up.
- ❖ 3:30pm – 2 different areas for the kids to break into age groups (K – 6<sup>th</sup> grade, 6<sup>th</sup> grade up) and hear an interactive story.
- ❖ 4:00pm – Various outside activities and a craft will be offered.
- ❖ 5:00pm – We'll use the park's BBQs to cook hot dogs and we'll offer these along with chips, cookies, and lemonade. As such, we won't need to use the cooking facilities in the building. We may, however, have access to a BBQ trailer that could be parked in the parking lot. If so, would we need special approval for this?

We can get the Certificate of Insurance and an "Additional Insured Endorsement", if that's what you need, from our Insurance provider. Please just let Michele McKoy know what wording you would like on these documents.

If you have any further questions, please contact my assistant, Michele McKoy at (760) 365-6774 or [michele@vcchapel.org](mailto:michele@vcchapel.org).

Thank you for your consideration,

Pastor Tom Aversa  
Senior Pastor

Cc: Jim Schooler