

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

May 8, 2014
Date

Maureen S. Randall
Signature

TOWN OF YUCCA VALLEY

PARKS, RECREATION & CULTURAL COMMISSION

TUESDAY, MAY 13, 2014

4:00 PM

JOSHUA TREE ROOM

YUCCA VALLEY COMMUNITY CENTER COMPLEX

57090 TWENTYNINE PALMS HIGHWAY

YUCCA VALLEY, CALIFORNIA 92284

PARKS, RECREATION & CULTURAL COMMISSION

Jeff Evans, *Chair*

Dan Harman, *Vice Chair*

Laurine Silver, *Commissioner*

Meredith Jones, *Commissioner*

Edith A. Jones-Poland, *Commissioner*

Curtis Yakimow, *Director of Administrative Services*

Shane Stueckle, *Deputy Town Manager*

Maureen S. Randall, *Secretary*

COMMUNITY SERVICES OFFICE 760-369-7211

www.yucca-valley.org

AGENDA

**TOWN OF YUCCA VALLEY
PARKS, RECREATION & CULTURAL COMMISSION
TUESDAY, MAY 13, 2014**

*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 Silver, Commissioner Jones, Commissioner Jones-Poland, Vice Chair Harman, Chair Evans

APPROVAL OF AGENDA

1. Parks, Recreation & Cultural Commission Agenda

Action Motion: **Move to approve the agenda of the May 13, 2014
Parks, Recreation & Cultural Commission meeting.**

Motion _____

Move _____^{2nd} _____ Vote _____

CONSENT AGENDA

1-5 **2. Minutes of the Parks, Recreation & Cultural Commission meeting of
April 8 2014.**

Recommendation: **Move to approve minutes as presented.**

**AGENDA
TOWN OF YUCCA VALLEY
PARKS, RECREATION & CULTURAL COMMISSION
TUESDAY, MAY 13, 2014**

6-14 **3. Museum Report**

Recommendation: Move to receive and file the Hi Desert Nature Museum Monthly Reports for February, March and April 2014.

15-21 **4. Recreation Report**

Recommendation: Move to receive and file the Recreation Monthly Reports for February, March and April 2014.

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 item 2-4

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 13, 2014**

STAFF REPORTS

22-24 5. 2013-14 Youth Commission Term Activity

Recommendation: Review the 2013-14 Youth Commission activity report and move to receive and file the report

Action Motion _____
Move _____ 2nd _____ Vote _____

25-32 6. FY 2014-16 Proposed Budget – Community Services

Recommendation: That the Commission review the proposed FY 2014-16 Community Services budget and provide comments and feedback as appropriate, and forward a budget recommendation to the Town Manager

Action Motion _____
Move _____ 2nd _____ Vote _____

**AGENDA
TOWN OF YUCCA VALLEY
PARKS, RECREATION & CULTURAL COMMISSION
TUESDAY, MAY 13, 2014**

COMMISSIONER REPORTS AND COMMENTS

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

STAFF INFORMATION ITEMS

FUTURE AGENDA ITEM

Youth Commission ~ Park Ordinance review
Donation Guidelines

ANNOUNCEMENTS

The next meeting of the Parks, Recreation and Cultural Commission is scheduled for June 10, 2014 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 8, 2014

CALL TO ORDER by Chair Evans at 4:00 p.m.

PLEDGE OF ALLEGIANCE led by Commissioner Jones

ROLL CALL Commissioners present: Commissioner Jones, Commissioner Jones-Poland, Commissioner Silver, Vice Chair Harman and Chair Evans

APPROVAL OF AGENDA

1. Action Motion: **Move to approve the agenda of the April 8, 2014 Parks, Recreation and Cultural Commission meeting.**

Move: Jones 2nd: Silver Vote: 5-0-0-0

CONSENT AGENDA

2. MINUTES OF PARKS, RECREATION & CULTURAL COMMISSION MEETING OF FEBRUARY 11, 2014

Recommendation: **Approve minutes as presented.**

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 item # 2**

Move: Silver 2nd Jones Poland Vote: 5-0-0-0

PUBLIC COMMENTS

None

STAFF REPORTS

3. Summer Program Offerings- Community Services Department

Recreation Supervisor Sue Earnest reported on the summer program offering for the Community Services Department. Some aquatics programs will be added back such as family swim and a lap swim program. A few new aquatics programs are lifeguard Certification Course and Water Safety Instructor Certification Course. These program will provide the Town with a good selection of possible employees for the summer aquatics program. If the participants are selected as employee they will be reimbursed 50% of the cost of the class. There are 6 Summer Music Festival Concerts this summer starting on July 12 and ending on August 16, 2014. Planned this summer is working in conjunction with the Hi Desert Nature Museum to put on themed special events.

Stefanie Ritter Museum Coordinator reported that the Museum is in the process getting ready to set up a Dinosaur exhibit which will be on display from end of May through September. Working in conjunction with the Recreation staff Dinosaur Family Fun Day will be held during the exhibit time. Ms. Ritter stated that attendance is half of what it was this same time last year, however the Museum is open fewer days.

Action **Motion: Move to receive and file the report outlining the draft summer 2014 programs and events to be organized and conducted by the Community Services Department**

Move: Jones

2nd Jones Poland

Vote: 5-0-0-0

4. Recreation guide publication review Community Services Department

Recreation Supervisor Earnest reported on the recreation guide publication review. She stated that the Experience Yucca Valley guide is a great tool to inform, promote and assist the communities knowledge in the programs and services sponsored or coordinated by the Town's Community Services Department. Currently the guide is scheduled to be produced on a quarterly basis. The Town utilizes Hi Desert Publishing as the primary distribution through the Hi Desert Star as well as counter copies, as well as putting the publication on the Town's web site.

With the evaluation of the guide, staff developed some alternative regarding the production of it. Director Yakimow opened discussion of two alternatives that staff has developed: One alternative of keeping the guide schedule unchanged and a second

alternative of consolidate the production to a semiannual schedule. The second alternative scenario would be to have the Guide produced Spring/Summer - March, April, May, June July, August. Fall/Winter - September, October, November, December January February.

Director Yakimow stated this would require that staff utilize an increased planning horizon for various programs and offerings provided. However due to the repetitive nature of much of the material in the guide, staff feels that this would be not only possible, but desired by many of the contributors. Research shows that other communities have a similar approach using two guides a year. Director Yakimow stated that fiscal saving would be primarily in labor. Commissioner Jones stated she prefers that there are on ads in the Experience Yucca Valley Guide.

Action **Motion: Move to receive and file the recreation guide publication review and recommend alternative number two for consideration as part of the FY 2014-16 proposed budget.**

Move: Jones-Poland 2nd Harmon Vote: 5-0-0-0

5. Supplemental programming

Director Yakimow opened discussion of Supplemental Programming in which the Town takes a secondary role in avocation or supporting programs. One example is the Senior Nutrition Program provided by Family Services Association. With this program another entity produces the program with the Town provides facilities a reduced rate. Supervisor Sue Earnest reported she attended the California Parks and Receptions Society Conference a few months ago. One of the topics covered was how to put on programs with reduced staff levels. The overall consensus at the conference was to join with other organizations to run a program or event, and leverage resources.

Director Yakimow stated that staff is looking for input from the commissioners with regards to, the direction that staff should go towards. Some questions that arose when considering joining with other organizations to provide programing are the quality, pricing and providing a valuable program. The need of the programs is also something to consider.

With discussion and reviewing several options staff will come back to the commission with how other cities are combining recourses to continue to produce an array of programs for the public.

Action **Motion: Move to receive and file a verbal update on staff efforts regarding the planning of supplemental programming**

Move: Jones 2nd Silver Vote: 5-0-0-0

STAFF INFORMATION

Stefanie Ritter Museum Coordinator invited the commissioners to Earth Day April 19th from 9am to 2pm. She mentioned that there are some new vendors to the event.

Sue Earnest Recreation Supervisor reported the annual Easter Egg Hunt will be on Saturday, April 19th also. The event will start at 7am sharp. There will be time to take pictures with the Easter Bunny. The Youth Commission is working on their video shoot and planning Grubstake Days events.

Director Yakimow reported the Council approved the Facility Use Policy and extended their thanks to the Commissioners for all the work put into the document. Council also approved Paradise Park Afterschool program re-structure. The Senior Housing is moving along. There are modulars in the back lot that will be moving out front soon. On April 21st in the Yucca Room the CORE group will be accepting applications and giving out information regarding the senior housing.

COMMISSIONER REPORTS AND COMMENTS

1. **Commissioner Silver:** Thanked everyone, enjoyed the meeting
2. **Commissioner Jones:** No comment
3. **Commissioner Jones-Poland:** No comment
4. **Vice Chair Harman:** Productive meeting
5. **Chair Evans:** He was glad we are moving through items.

FUTURE AGENDA ITEMS

Youth Commission ~ Use of Facility Ordinance review update
Hi Desert Nature Museum operation hours
Donation Guidelines

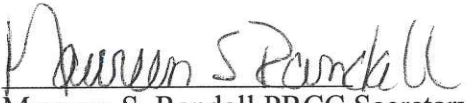
ANNOUNCEMENTS

The next regular scheduled meeting of the Parks, Recreation and Cultural Commission will be Tuesday, May 13, 2014 at 4:00 p.m. in the Joshua Tree Room at the Yucca Valley Community Center.

ADJOURNMENT

The meeting was adjourned at 5:25pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Maureen S. Randall".

Maureen S. Randall PRCC Secretary
Community Services Department

Museum Revenues

The museum received \$387 through the museum's donation box and \$75 for Earth Day sign ups in February 2014.

Upcoming Programs and Special Events

Sat., March 8, Science Saturday, "Nose and Tongue"

Wed., March 12, MBHS presents, "Native American Pottery" with Tony Soares

Thur., March 13, Winter Lecture, "Wildflowers and the Name Game" with Mark Wheeler

Wed., March 19, Adult Spring Crafts

Sat., March 22, Science Saturday, "Eyes and Ears"

Advertising and Promotion:

During the month of February 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 and Facebook page are continually updated with current exhibits, events, and programs.

The electronic newsletter, "Tortoise Tales," was sent to 1310 recipients on February 6th.

Museum Progress on Projects and Programs in February:

Project/Program	Status	Notes
Hosted MBHS Lecture	Completed	February 12, "Willie Boy"
Conducted Winter lecture	Completed	February 13, "Vegetable Gardening in the High Desert"
Conducted two Science Saturdays	Completed	February 8, "Chemical Reactions" February 22, "Physics"
Hosted Desert Institute Class	Completed	February 28, "Rocks and Minerals of Joshua Tree National Park"
Reduce Reuse Recycle Exhibit	Completed	
Initiated inventory of educational collection	Ongoing	Contract Registrar Vanessa Cantu
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

PARKS, RECREATION, CULTURAL COMMISSION STAFF REPORT

To: Members of the Parks, Recreation, Cultural Commission
From: Stefanie Ritter, Museum Program Coordinator
Date: April 1, 2014
For Commission Meeting: April 08, 2014

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 March 2014.

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 (Roll Call Vote, Consent Agenda)

Discussion:

Current Temporary Exhibits:

The Exhibit "Reduce, Reuse, Recycle" and "Wildlife of the Desert" will be on display until April 26, 2014.

Museum Attendance

The month of March brought 1,358 visitors to the museum. The museum was open for 13 days during the month of March.

Reviewed By:

Town Manager

Town Attorney

Mgmt Services

Dept Head

<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 Revenues

The museum received \$280 through the museum's donation box and \$160 for Earth Day sign ups in March 2014.

Upcoming Programs and Special Events

Sat., April 5, Spring Kids Crafts

Wed., April 9, MBHS presents, "Desert Tortoises" with Rae Packard

Sat., April 12, Science Saturday, "Pollution and Recycling"

Sat., April 19, EARTH DAY FESTIVAL

Advertising and Promotion:

During the month of March 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 and Facebook page are continually updated with current exhibits, events, and programs.

The electronic newsletter, "Tortoise Tales," was sent to 1283 recipients on March 8th.

Museum Progress on Projects and Programs in February:

Project/Program	Status	Notes
Hosted MBHS Lecture	Completed	March 12, "Native Pottery"
Conducted Winter lecture	Completed	March 13, "Wildflowers and the name game"
Conducted two Science Saturdays	Completed	March 8, "Nose and Tongue" March 22, "Eyes and Ears"
Hosted Desert Institute Class	Completed	March 28, "Botany of Joshua Tree National Park"
Reduce Reuse Recycle Exhibit	Ongoing	
Initiated inventory of educational collection	Ongoing	Contract Registrar Vanessa Cantu
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

Museum Revenues

The museum received \$215 through the museum's donation box, \$125 for Earth Day sign ups, \$355 for Earth Day T-Shirts, and \$35 for memberships in April 2014.

Upcoming Programs and Special Events

Wed., May 7, CAVA Fieldtrip

Thur., May 8, Girl Scouts Fieldtrip

Sat., May 10, Science Saturday, "Weather"

Wed., May 14, Oasis Elementary Fieldtrip

Wed., May 14, MBHS presents

Fri., May 23, Yucca Valley Head Start Fieldtrip

Sat., May 24, Science Saturday, "Bacteria"

Advertising and Promotion:

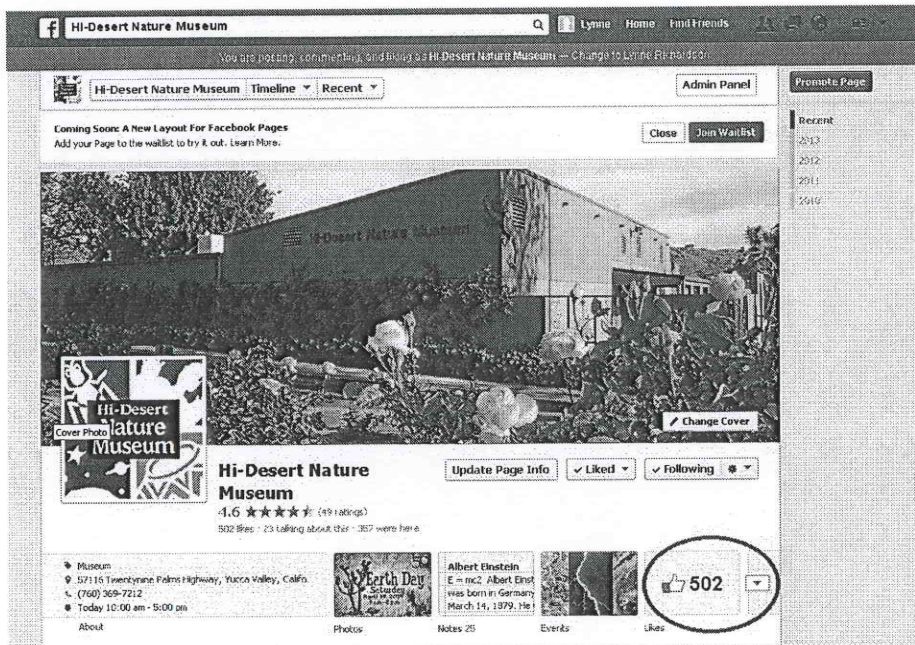
During the month of April the Hi-Desert Nature Museum sent press releases regarding programs and special events to the following media outlets: Copper Mountain Broadcasting, Desert Entertainer, Desert Post Weekly, Desert Sun, Desert Trail, Hi-Desert Star, KESQ, KNEWS, KVCR, Palm Springs Desktop, Press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

The museum's web site, www.hideserturnaturemuseum.org and Facebook page are continually updated with current exhibits, events, and programs.

The electronic newsletter, "Tortoise Tales," was sent to 1334 recipients on April 12th.

Museum Progress on Projects and Programs in April:

Project/Program	Status	Notes
Hosted MBHS Lecture	Completed	April 9, "Desert Tortoises" Attendance: 20
Conducted Kids Spring Craft Program	Completed	April 5, Attendance: 25
Conducted one Science Saturday	Completed	April 12, "Recycling & Pollution" Attendance: 7
Held Earth Day Conservation Fair	Completed	Attendance: ~2,500
Reduce Reuse Recycle Exhibit	Completed	
Yucca Valley High School Art Show	Installed	
Initiated inventory of educational collection	Ongoing	Contract Registrar Vanessa Cantu
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	



The Hi-Desert Nature Museum Facebook site now has over 500 likes.

Reviewed by: Staff

Town of Yucca Valley
Community Services Department - Recreation Division
Monthly Report - February 2014

Town of Yucca Valley					
Community Services Department - Recreation Division					
Monthly Report - February 2014					
SPECIAL EVENTS	Ages	Fee	Day/Date	Participation	Status / Issues / Comments
Healthy Hearts Run	all	\$18/\$20	2/22	188	The 22nd annual Healthy Hearts Run was a big success largely due to enthusiastic participation from the local Teachers Union. The run took place on a newly designed course in and around Essig Park. Excellent weather, later start time and local group participation made for record setting attendance.
Adult Excursion	18 and over	\$70	2/19	21	This day trip to the Lincoln Memorial Shrine and Edward Dean Museum and Gardens in Redlands/Cherry Valley was well received. Travelers were especially pleased with the dining at Joe Greensleeve's restaurant. Customer survey was very positive.
Kids' Valentine Dance	K-6th grade	\$3 per person	2/8	13	This Kids' Dance was not as well attended as staff would have liked. Low attendance at the Town's kids dances are attributed to the fact that the local schools generally hold holiday dances on campus, therefore the program is a duplication of effort. Future program planning will only feature kids dances as an element of a larger event, not a stand alone activity. The kids who attended had a fun time.
SPORTS	Ages	Fee	Season	Participation	Status / Issues / Comments
Youth Basketball League	Ages 6-14	\$60 per player	Practices: Dec-Mar Games: Jan-Mar Average games per week:19	36 teams 7 divisions (297 players)	Games began on January 4th. A total of 297 players make up the 36 teams in the league. The seven divisions offered include 1-2nd Grade Coed, 3-4th Grade Girls, 3-4th Grade Boys, 5-6th Grade Girls, 5-6th Grade Boys, 7-8th Grade Girls, and 7-8th Grade Boys. Registration fee includes jersey and picture packet; participation awards are presented to the pee-wee division (1-2nd grade), 1st & 2nd place trophies are awarded in the competitive divisions. A staff of 13 reekies, 62 volunteer coaches and 12 contract referees support the league. Practices are held at the Boys & Girls Club, EV Free Church, Yucca Valley High School and La Contenta Middle School. Games take place on Saturdays at the Boys & Girls Club, EV Free Church and Copper Mountain College.
Spring Adult Softball	18 & over	\$400 per team	March 24-June 5	Registration underway	Registration for Adult Softball opened on February 24th. Four leagues are offered; Mens, Ladies, Coed Traditional, and Coed Casual, with a maximum of 6 teams per division. All games are played at the community center softball field Monday through Thursday evenings. Fee includes umpire fees, balls, lights, field prep, scorekeeping and awards. Registration closes on March 17 or when full.
YOUTH PROGRAMS	Ages	Fee	Session	Participation	Status / Issues / Comments
Paradise Park Center	5-16 years	no charge	Mon - Thurs 3:00-5:00 pm Opened 9/3	Average attendance 5-6 per day	Drop-in program for children ages 5 to 16. This program includes arts and crafts, movies, organized indoor and outdoor games. The center is located at 58938 Barron Drive in the Paradise Park area. Closed during school holidays.
Youth Commission	Grades 7-12	no charge	Meets first Monday Oct - May	14 Members	The Youth Commission is busy producing their Teen Connection video, planning a middle school presentation as well as their Grubstake Days event.

Town of Yucca Valley
 Community Services Department - Recreation Division
 Monthly Report - Enrichment Activities - February 2014

	Ages	Fee	Meeting Days	# of meetings	Participation last month	Participation this month	Change +/-	Status / Issues / Comments
Open Art Studio	18 & over	\$2/meeting	Thurs 9a-12p	4	40	36	-4	
Bellydance, Beginning	10 & over	\$35/6 meetings	Wed. 7-8p	1	13	28	15	pre registration required
Yucca Valley Bridge Club	18 & over	\$2/meeting	Fri 12:30-4p	4	40	34	-6	
Beginning Guitar	14 & over	\$40/6meetings	Tues 7-8p	0	0	0	0	
Gymnastics, Beginning	6 & over	\$35/month	Mon 4-4:55p	4	12	15	3	pre registration required
Gymnastics, Intermediate	10 & over	\$35/month	Mon 5-5:55p	4	10	9	-1	pre registration required
Kinder Gym	3-5 yrs	\$25/month	Mon 3:30-4p	4	7	8	1	pre registration required
Gymnastics, Rhythmic	6 & over	\$35/month	Mon 6-6:55p	4	8	6	-2	pre registration required
Thursday Bridge	18 & over	\$2/meeting	Thurs 12 -3p	4	34	33	6	
Knit & Crochet	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	4	43	42	-1	
Mom, Dad & Me	2-5 yrs	\$2/meeting	Mon 10:30-11:30a	4	16	8	-8	
Pinochle	18 yrs & over	\$2/meeting	Fri. 1-5p	4	55	17	-38	
Stretch N' Tone	All	\$2/meeting	Mon-Fri 9-10a	20	180	179	-1	
Table Tennis	18 & over	\$2/meeting	Wed 2-5p	4	25	28	3	
Tai Chi Chuan	All	\$30/month	Wed 6-7:30p	4	50	25	-25	
Dog Obedience	16 & over	\$135/6 weeks	Fri 5:30-7p	4	11	11	0	pre registration required
Woodcarving	16 & over	\$2/meeting	Tues 5-8p	4	21	10	-11	
Walking Club	All	\$15.00 one time fee	on your own	n/a	31	31	0	
Western Line Dance -Social	18 yrs & over	\$2/meeting	Mon 5-7p	4	45	21	-24	
Line Dance - Instructional	18 yrs & over	\$3/meeting	Thurs 1-3p	4	26	21	-5	
Creative Writing Workshop	13 & over	\$40/6 weeks	Wed 3-5p	0	0	0	0	
Senior Wii	18 yrs & over	no charge	W12:30-3:30p,Th10a-3:30p	10	14	26	12	

Town of Yucca Valley
Community Services Department - Recreation Division
Monthly Report - March 2014

Town of Yucca Valley Community Services Department - Recreation Division Monthly Report - March 2014					
SPECIAL EVENTS	Ages	Fee	Day/Date	Participation	Status / Issues / Comments
Event Preparation	n/a	TBD	TBD	TBD	Staff is preparing for the upcoming Easter Egg Hunt, Earth Day, Grubstake Days Events and summer programs including the Summer Music Festival.
SPORTS	Ages	Fee	Season	Participation	Status / Issues / Comments
Youth Basketball League	Ages 6 thru 14	\$60 per player	Practices begin in December; Regular season Jan - March All Stars - March	297 (36 teams)	Program is completed. All Star teams competed in 29 Palms, Beaumont, Needles and Apple Valley Tournaments.
Spring Adult Softball	18 & over	\$400 per team	March 24-June 5	24 Teams (sold out)	Registration for Adult Softball is complete. The program is full with several teams on the wait list. Four leagues are offered; Mens, Ladies, Coed Traditional, and Coed Casual, with a maximum of 6 teams per division. All games are played at the community center softball field Monday through Thursday evenings. Fee includes umpire fees, balls, lights, field prep, scorekeeping and awards.
YOUTH PROGRAMS	Ages	Fee	Session	Participation	Status / Issues / Comments
Paradise Park Center	5-16 years	no charge	Mon - Thurs 3:00-5:00 pm	Average attendance 5-6 per day	Drop-in program for children ages 5 to 16. This program includes arts and crafts, movies, organized indoor and outdoor games. The center is located at 58938 Barron Drive in the Paradise Park area. Closed during school holidays.
Youth Commission	Grades 7-12	no charge	Meets first Monday Oct - May	14 Members	The Youth Commission is preparing their Earth Day booth as well as working on a Teen Connection video, planning a middle school presentation and Grubstake Days event.

Town of Yucca Valley
 Community Services Department - Recreation Division
 Monthly Report - Enrichment Activities - March 2014

	Ages	Fee	Meeting Days	# of meetings	Participation last month	Participation this month	Change +/-	Status / Issues / Comments
Open Art Studio	18 & over	\$2/meeting	Thurs 9a-12p	4	36	42	6	
Bellydance, Beginning	10 & over	\$35/6 meetings	Wed. 7-8p	1	28	16	-12	pre registration required
Yucca Valley Bridge Club	18 & over	\$2/meeting	Fri 12:30-4p	4	34	42	8	
Beginning Guitar	14 & over	\$40/6meetings	Tues 7-8p	0	0	0	0	
Gymnastics, Beginning	6 & over	\$35/month	Mon 4-4:55p	5	15	15	0	pre registration required
Gymnastics, Intermediate	10 & over	\$35/month	Mon 5-5:55p	5	9	9	0	pre registration required
Kinder Gym	3-5 yrs	\$25/month	Mon 3:30-4p	5	8	8	0	pre registration required
Gymnastics, Rhythmic	6 & over	\$35/month	Mon 6-6:55p	5	6	6	0	pre registration required
Thursday Bridge	18 & over	\$2/meeting	Thurs 12 -3p	4	33	38	6	
Knit & Crochet	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	4	42	59	17	
Mom, Dad & Me	2-5 yrs	\$2/meeting	Mon 10:30-11:30a	5	8	21	13	
Pinochle	18 yrs & over	\$2/meeting	Fri. 1-5p	4	17	40	23	
Stretch N' Tone	All	\$2/meeting	Mon-Fri 9-10a	25	179	227	48	
Table Tennis	18 & over	\$2/meeting	Wed 2-5p	4	28	31	3	
Tai Chi Chuan	All	\$30/month	Wed 6-7:30p	4	25	23	-2	
Dog Obedience	16 & over	\$135/6 weeks	Fri 5:30-7p	4	11	14	3	pre registration required
Woodcarving	16 & over	\$2/meeting	Tues 5-8p	4	10	18	8	
Walking Club	All	\$15.00 one time fee	on your own	n/a	31	31	0	
Western Line Dance -Social	18 yrs & over	\$2/meeting	Mon 5-7p	5	21	38	17	
Line Dance - Instructional	18 yrs & over	\$3/meeting	Thurs 1-3p	4	21	48	27	
Creative Writing Workshop	13 & over	\$40/6 weeks	Wed 3-5p	0	0	0	0	
Senior Wii	18 yrs & over	no charge	W12:30-3:30p,Th10a-3:30p	10	26	23	-3	

Town of Yucca Valley
Community Services Department - Recreation Division
Monthly Report - April 2014

Town of Yucca Valley Community Services Department - Recreation Division Monthly Report - April 2014					
SPECIAL EVENTS	Ages	Fee	Day/Date	Participation	Status / Issues / Comments
Easter Egg Hunt	8 and under	free	April 19, 2014	450	The annual Easter Egg Hunt was a big success with children ages 8 and under hunting for prize and candy filled eggs, meeting the Easter Bunny, and participating in themed contests. The event took place on the community center softball field and was followed by the Earth Day event. Youth Commissioners volunteered at both events and were a terrific asset.
Adult Excursion Rose Bowl & Norton Simon	18 and up	\$100	April 30, 2014	n/a	This Adult Excursion did not garner enough enrollment to proceed with the trip, the reason is hard to determine, could be price or holiday plans.
SPORTS	Ages	Fee	Season	Participation	Status / Issues / Comments
Spring Adult Softball	18 & over	\$400 per team	March 24-June 5	24 Teams (sold out)	Registration for Adult Softball is complete and games are underway. The program is full with several teams on the wait list. Four leagues are offered; Mens, Ladies, Coed Traditional, and Coed Casual, with a maximum of 6 teams per division. All games are played at the community center softball field Monday through Thursday evenings. Fee includes umpire fees, balls, lights, field prep, scorekeeping and awards.
YOUTH PROGRAMS	Ages	Fee	Session	Participation	Status / Issues / Comments
Paradise Park Center	5-16 years	no charge	Mon - Thurs 3:00-5:00 pm	Average attendance 5-6 per day	This was the last month for the Paradise Park afterschool program. The last day was April 17th, right before the spring break. Future programming at the location will feature special events on Saturdays. Two events are planned for the summer months.
Youth Commission	Grades 7-12	no charge	Meets first Monday Oct - May	14 Members	The Youth Commission had a terrific time volunteering at the Egg Hunt and Earth Day. Their craft booth was very popular and was filled with kids the entire time. They continue to work on their Teen Connection video, planning a middle school presentation and Grubstake Days event, along with reviewing the Parks Ordinance.

Town of Yucca Valley
Community Services Department - Recreation Division
Monthly Report - Enrichment Activities - April 2014

	Ages	Fee	Meeting Days	# of meetings	Participation last month	Participation this month	Change + / -	Status / Issues / Comments
Open Art Studio	18 & over	\$2/meeting	Thurs 9a-12p	4	42	16	-26	
Bellydance, Beginning	10 & over	\$35/6 meetings	Wed. 7-8p	1	16	8	-8	pre registration required
Yucca Valley Bridge Club	18 & over	\$2/meeting	Fri 12:30-4p	4	42	50	8	
Beginning Guitar	14 & over	\$40/6meetings	Tues 7-8p	0	0	4	4	
Gymnastics, Beginning	6 & over	\$35/month	Mon 4-4:55p	5	15	15	0	pre registration required
Gymnastics, Intermediate	10 & over	\$35/month	Mon 5-5:55p	5	9	8	-1	pre registration required
Kinder Gym	3-5 yrs	\$25/month	Mon 3:30-4p	5	8	6	-2	pre registration required
Gymnastics, Rhythmic	6 & over	\$35/month	Mon 6-6:55p	5	6	10	4	pre registration required
Thursday Bridge	18 & over	\$2/meeting	Thurs 12 -3p	4	38	30	6	
Knit & Crochet	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	4	59	65	6	
Mom, Dad & Me	2-5 yrs	\$2/meeting	Mon 10:30-11:30a	5	21	65	44	
Pinochle	18 yrs & over	\$2/meeting	Fri. 1-5p	4	40	38	-2	
Stretch N' Tone	All	\$2/meeting	Mon-Fri 9-10a	25	227	126	-101	
Table Tennis	18 & over	\$2/meeting	Wed 2-5p	4	31	40	9	
Tai Chi Chuan	All	\$30/month	Wed 6-7:30p	4	23	22	-1	
Dog Obedience	16 & over	\$135/6 weeks	Fri 5:30-7p	4	14	7	-7	pre registration required
Woodcarving	16 & over	\$2/meeting	Tues 5-8p	4	18	38	20	
Walking Club	All	\$15.00 one time fee	on your own	n/a	31	31	0	
Western Line Dance -Social	18 yrs & over	\$2/meeting	Mon 5-7p	5	38	45	7	
Line Dance - Instructional	18 yrs & over	\$3/meeting	Thurs 1-3p	4	48	43	-5	
Creative Writing Workshop	13 & over	\$40/6 weeks	Wed 3-5p	0	0	0	0	
Senior Wii	18 yrs & over	no charge	W12:30-3:30p,Th10a-3:30p	10	23	27	4	

Outreach and Teen Issues

Teen Connection Video (completion date – May 20, 2014)

Youth commissioners scripted, produced and performed a video on the effects of sleep deprivation in teens. The video is in the editing phase and will be posted on YouTube upon completion. Commissioners plan to distribute postcards at the Grubstakes event to direct teens to the video.

Middle School Forum (scheduled for May 28, 2014)

The commissioners have prepared a fun and engaging forum to be presented during the lunch period in order to raise awareness of the Youth Commission. The presentation includes pie-eating contests and other games; Youth Commission applications are distributed.

Grubstake Days Events (May 24 & 25, 2014)

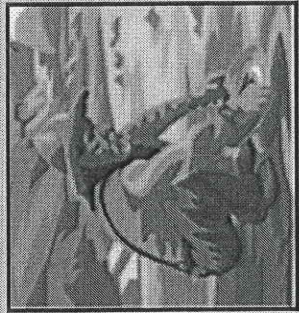
The Youth Commission will represent the Town in the Grubstakes Parade. They will also host a FunZone at the Community Fair that will feature an obstacle course and community survey. They are also volunteering at the Grubstakes Run.

Policy Building

At the direction of the PRCC, the Youth Commission has been reviewing and researching the Facility Policy and Park Ordinance in regards to smoking areas. They plan to forward their final recommendation by the end of May.

The Youth Commission will present a final summary of their term activities to the Town Council on June 3, 2014.

Attachments: Schedule of Grubstake Days Activities



Grubstake Days Activities 2014

The Town of Yucca Valley will be participating in the Chamber of Commerce Grubstake Days event; our activities will include:

Grubstake Days Parade: Saturday, May 24, 10:00 a.m.
Youth Commission Entry

Grubstake Days Community Fair: Saturday, May 24, 11:00 a.m.
Horseshoe Tournament
Youth Commission Fun Zone
Beard Contest

Grubstakes Run: Sunday, May 25, 8:00 a.m. start
10K, 5K Run, 2K Walk. Start and finish at YVHS stadium.

Recreation 40-20

The proposed recreation budget represents the resources needed to provide the Town's recreational programming including but not limited to the following:

- Youth Basketball Program
- Softball Program
- Summer Aquatics Program
- Summer Concert Series
- Adult Excursions and Trips
- Seasonal/One-time Events
 - ✓ Easter Egg Hunt
 - ✓ Family Fun Days
 - ✓ Paradise Park Events
 - ✓ Halloween Candy Scramble and Party
 - ✓ Christmas Tree Lighting and Santa Visit
 - ✓ Other events TBA

While the majority of these activities will continue in their current form, a few have been modified to enhance the programming efficiency or content based on feedback from both the community and staff.

Summer Aquatics – Programming modifications have been incorporated to expand some of the more popular aspects of the program from prior years, while continuing to deliver the program the most cost effective way possible. Changes include enhance lesson schedules (2 week vs. 1 week), expanded open swim, reintroduction of family fun days, and streamlined registration.

Summer Concert Series – This series is scheduled to a six week run in place of the prior eight week run. The changes have been introduced to provide a higher level product each week based on comments and feedback from the public last year. It will also allow staff to attain some labor efficiencies as well as address “concert fatigue” that tends to surface during the last few weeks of the summer season. The six week schedule remains generous relative to most municipal concert series.

Event Consolidation – One of the goals that the recreation department incorporated into the upcoming planning horizon is an effort to attain programming efficiencies. This approach leads staff to work with the various departments in combined programming efforts (e.g. - Recreation/Museum) whereby the program reaches more of the public, while using the combined efforts of staff increasing labor efficiency.

The remaining budget continues the support of existing efforts and administration of the Town's recreation programming.

Museum 40-21

The proposed museum budget reflects an increase of about 30% over current budget and primarily reflects the labor costs attributable to addition of a 0.5 FTE (full-time equivalent). This change is designed to adequately accommodate existing programming demands in an effective manner. While the proposed budget will allow the Museum the flexibility to potentially increase summer hours, it is not designed to increase hours permanently.

The proposed budget will provide for the use of rented exhibits once per year on average. In prior years, many of the exhibits were completed in-house with existing staff, however, as staffing resources have been reduced; the rental of exhibits provides a cost-effective manner through which to provide quality programming.

Community Relations 40-23

Proposed budget in community relations increased significantly to include funding for two projects:

Community Newsletter	2-3 times per year
Veteran's Day Tribute	alternating years with the City of 29 Palms

Community Partnerships 41-40

The proposed partnership budget follows previous guidance by the Town Council in maintaining partnership funding levels at or near current levels, while recognizing the value in the services provided by the Town's non-profit organizations. Funding levels are determined by the Council during the course of the budget development process. Of particular interest to the Commission is the continued programming support of the Boys and Girls Club of the Hi Desert.

Moving Forward

The Town Council will be hosting a public budget workshop on May 20th, at 5:00 pm prior to the regular Town Council meeting. After the workshop, the Town Council will conduct a public hearing on the proposed budget as part of its regularly scheduled meeting. Adoption of the proposed budget is scheduled as part of the regular council meeting on June 3, 2014.

Attachments: FY 2014-16 Proposed Budget – Community Services

Town of Yucca Valley

Revised 5/6/2014

Proposed Budget
FY 2014-16
Expenditures

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Acct.	Description	2012-13	2013-14		2014-15		2015-16	
		Year-end Actual	Amended Budget	Projected Actual	Proposed Budget	Inc(Dec) from PY Budget	Proposed Budget	Inc(Dec) from PY Budget
40-01	Community Services Admin							
5110	Salaries	176,078	58,900	57,500	60,975	2,075	63,120	2,145
5111	Salaries- Part-time	114	-	2,000	2,025	2,025	2,090	65
5112	Salaries - Overtime	155	-	500	-	-	-	-
5115	Vac-Sick Leave Cash	94,679	2,000	4,810	2,500	500	2,500	-
5121	FICA Medicare	2,543	890	890	950	60	990	40
5123	Health Care	25,850	12,600	12,600	12,600	-	12,600	-
5124	Workers' Comp	6,048	2,440	2,440	2,625	185	2,710	85
5125	Life & Disability	1,515	480	480	600	120	600	-
5126	Unemployment Insurance	1,697	1,850	1,850	2,625	775	2,710	85
5127	Retirement	32,501	11,500	11,500	12,525	1,025	13,600	1,075
5128	OPEB	-	1,770	1,770	1,830	60	1,900	70
5200	Car Allowance	5,500	-	-	-	-	-	-
5202	Communications Stipend	1,533	-	-	-	-	-	-
	Personnel	348,213	92,430	96,340	99,255	6,825	102,820	3,565
6110	Office Supplies	1,595	1,600	1,500	2,000	400	2,000	-
6120	Operating Supplies	309	500	500	500	-	500	-
6190	Clothing	-	200	200	200	-	200	-
6610	Reference Materials	101	200	200	200	-	200	-
7110	Professional Services	-	1,000	500	1,000	-	1,000	-
7510	Printing	2,327	2,400	2,000	2,400	-	2,400	-
7620	Staff Training & Education	1,640	5,000	1,000	5,000	-	5,000	-
7630	Dues & Memberships	625	650	650	650	-	650	-
7930	Commission Expense	1,490	1,800	1,500	1,800	-	1,800	-
7931	Service Fees	-	-	-	-	-	-	-
	Supplies & Services	8,087	13,350	8,050	13,750	400	13,750	-
	Total Department	356,300	105,780	104,390	113,005	7,225	116,570	3,565

Town of Yucca Valley
Proposed Budget
FY 2014-16
Expenditures

Revised 5/6/2014

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Acct.	Description	2012-13	2013-14		2014-15		2015-16	
		Year-end Actual	Amended Budget	Projected Actual	Proposed Budget	Inc(Dec) from PY Budget	Proposed Budget	Inc(Dec) from PY Budget
40-20	Recreation							
5110	Salaries	72,415	52,150	52,150	64,175	12,025	66,410	2,235
5111	Salaries - Temp	87,456	75,024	75,024	79,525	4,501	84,340	4,815
5112	Salaries - Overtime	931	-	-	-	-	-	-
5115	Vac-Sick Leave Cash	761	-	-	-	-	-	-
5121	FICA Medicare	2,283	1,850	1,850	2,110	260	2,195	85
5123	Health Care	25,821	12,600	12,600	12,600	-	12,600	-
5124	Workers' Comp	5,584	5,100	5,100	5,765	665	6,045	280
5125	Life & Disability	689	300	300	625	325	625	-
5126	Unemployment Insurance	1,964	3,825	3,825	5,765	1,940	6,045	280
5127	Retirement	13,867	10,175	10,175	13,175	3,000	14,300	1,125
5128	OPEB	-	1,565	1,610	1,925	360	1,995	70
5202	Communications Stipend	563	325	325	325	-	325	-
	Personnel	212,334	162,914	162,959	185,990	23,076	194,880	8,890
6110	Office Supplies	1,997	1,400	1,400	2,000	600	2,000	-
6120	Operating Supplies	38,823	40,000	40,000	38,000	(2,000)	40,000	2,000
6130	Postage	-	200	200	200	-	200	-
6190	Clothing	2,165	2,960	3,000	3,000	40	3,000	-
6610	Reference Material	-	300	300	300	-	300	-
6910	Small Tools & Equipment	560	4,120	4,200	5,000	880	5,200	200
7110	Professional Services	63,042	70,000	70,000	75,000	5,000	75,000	-
7310	Rental of Equipment	344	500	-	-	(500)	-	-
7340	Rental of Bldgs	9,852	30,000	30,000	32,000	2,000	32,000	-
7510	Printing	15,969	16,500	16,500	12,000	(4,500)	14,000	2,000
7520	Advertising	945	1,500	1,500	3,000	1,500	3,000	-
7615	Minor Conferences	-	550	200	200	(350)	200	-
7630	Dues & Memberships	1,370	1,500	2,000	2,000	500	2,000	-
7940	Cash Over/Short	(34)	-	10	-	-	-	-
	Supplies & Services	135,033	169,530	169,310	172,700	3,170	176,900	4,200
	Total Department	347,367	332,444	332,269	358,690	26,246	371,780	13,090

Town of Yucca Valley

Proposed Budget
FY 2014-16
Expenditures

Revised 5/6/2014

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Acct.	Description	2012-13	2013-14		2014-15		2015-16	
		Year-end Actual	Amended Budget	Projected Actual	Proposed Budget	Inc(Dec) from PY Budget	Proposed Budget	Inc(Dec) from PY Budget
40-21	Museum							
5110	Salaries	128,061	48,260	48,260	97,150	48,890	100,550	3,400
5111	Salaries - Part-time	19,467	25,150	25,150	8,075	(17,075)	-	(8,075)
5112	Salaries - Overtime	161	-	-	-	-	-	-
5121	FICA Medicare	2,140	1,075	1,075	1,525	450	1,460	(65)
5123	Health Care	40,991	12,600	12,600	25,200	12,600	25,200	-
5124	Workers' Comp	5,101	2,940	2,940	4,210	1,270	4,030	(180)
5125	Life & Disability	1,193	435	435	1,150	715	1,150	-
5126	Unemployment Ins.	1,515	2,210	2,210	4,210	2,000	4,030	(180)
5127	Retirement	23,411	9,450	9,450	14,750	5,300	16,270	1,520
5128	OPEB	-	1,450	1,450	2,925	1,475	3,020	95
	Personnel	222,040	103,570	103,570	159,195	55,625	155,710	(3,485)
6110	Office Supplies	2,621	3,300	3,000	2,500	(800)	3,200	700
6120	Operating Supplies	13,205	9,350	7,500	19,000	9,650	20,000	1,000
6121	Gift Shop Supplies	8,307	-	-	-	-	-	-
6130	Postage	104	200	-	-	(200)	-	-
6610	Reference Material	-	500	500	200	(300)	500	300
7110	Professional Services	7,148	21,640	25,000	5,000	(16,640)	5,000	-
7510	Printing	2,939	2,600	1,100	3,000	400	3,000	-
7520	Advertising	5,848	6,000	2,500	4,000	(2,000)	4,000	-
7630	Dues & Memberships	654	800	500	500	(300)	500	-
	Supplies & Services	40,826	44,390	40,100	34,200	(10,190)	36,200	2,000
	Total Department	262,866	147,960	143,670	193,395	45,435	191,910	(1,485)

Town of Yucca Valley
Proposed Budget
FY 2014-16
Expenditures

Revised 5/6/2014

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Acct.	Description	2012-13	2013-14		2014-15		2015-16	
		Year-end Actual	Amended Budget	Projected Actual	Proposed Budget	Inc(Dec) from PY Budget	Proposed Budget	Inc(Dec) from PY Budget
40-23	Community Relations							
6110	Office Supplies	316	500	250	500	-	500	-
6120	Operating Supplies	395	1,500	300	1,500	-	1,500	-
6130	Postage	-	500	-	6,300	5,800	6,300	-
6610	Reference Material	149	300	200	300	-	300	-
7110	Professional Services	1,055	2,500	1,000	3,000	500	3,500	500
7510	Printing	230	1,000	250	6,000	5,000	6,000	-
7520	Advertising	180	1,500	250	1,500	-	1,500	-
7890	Promotional Events	3,940	2,500	250	5,000	2,500	2,500	(2,500)
	Supplies & Services	6,265	10,300	2,500	24,100	13,800	22,100	(2,000)
	Total Department	6,265	10,300	2,500	24,100	13,800	22,100	(2,000)

Town of Yucca Valley
Proposed Budget
FY 2014-16
Expenditures

Revised 5/6/2014

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Acct.	Description	2012-13	2013-14		2014-15		2015-16	
		Year-end Actual	Amended Budget	Projected Actual	Proposed Budget	Inc(Dec) from PY Budget	Proposed Budget	Inc(Dec) from PY Budget
	7920							
41-40	Community Partnerships							
4104	Hi-Desert Aquatics	-	-	-	-	-	-	-
4105	Rotary Fireworks	10,000	8,000	8,000	8,000	-	8,000	-
4109	Rotary-Festival of Lights	1,748	2,000	2,000	1,000	(1,000)	1,000	-
4110	MB Tennis Assn	-	1,500	1,500	2,500	1,000	2,500	-
4115	Reach Out Morongo Basin	-	-	-	7,500	7,500	7,500	-
4157	Boys & Girls Club	-	16,000	16,000	16,000	-	16,000	-
4162	YV Branch Library	3,000	3,000	3,000	-	(3,000)	-	-
4164	Healthy Generations	5,000	5,000	5,000	6,000	1,000	-	(6,000)
		<u>19,748</u>	<u>35,500</u>	<u>35,500</u>	<u>41,000</u>	<u>5,500</u>	<u>35,000</u>	<u>(6,000)</u>
	7925							
41-41	Contracts							
4151	Chamber Grubstakes	-	5,000	5,000	4,500	(500)	4,500	-
4156	Chamber Joint Marketing	15,000	15,000	15,000	20,000	5,000	20,000	-
4157	Boys & Girls Club	43,000	-	-	-	-	-	-
4159	Desert Tourism-CA Ctr	15,000	25,000	25,000	22,500	(2,500)	22,500	-
		<u>73,000</u>	<u>45,000</u>	<u>45,000</u>	<u>47,000</u>	<u>2,000</u>	<u>47,000</u>	<u>-</u>
	Total Department	<u>92,748</u>	<u>80,500</u>	<u>80,500</u>	<u>88,000</u>	<u>7,500</u>	<u>82,000</u>	<u>(6,000)</u>