

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 29, 2014 Maureen S. Randall
Date Signature

MEETING AGENDA

TOWN OF YUCCA VALLEY

PARKS, RECREATION & CULTURAL COMMISSION

TUESDAY, JUNE 10, 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, JUNE 10, 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 June 10, 2014
Parks, Recreation & Cultural Commission meeting.**

Motion _____

Move _____ 2nd _____ Vote _____

CONSENT AGENDA

1-4 **2. Minutes of the Parks, Recreation & Cultural Commission meeting of
May 13, 2014**

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

**AGENDA
TOWN OF YUCCA VALLEY
PARKS, RECREATION & CULTURAL COMMISSION
TUESDAY, JUNE 10, 2014**

5-6 **3. Museum Report**

**Recommendation: Move to receive and file the Hi Desert Nature Museum
Monthly Reports for May 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 2-3

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?

STAFF REPORTS

7-8 **4. 2013-14 Youth Commission Year End Summary**

**Recommendation: Receive and file the Youth Commission activity for
2013-14**

Action Motion _____

Move _____ 2nd _____ Vote _____

**AGENDA
TOWN OF YUCCA VALLEY
PARKS, RECREATION & CULTURAL COMMISSION
TUESDAY, JUNE 10, 2014**

5. FY 2014-16 Proposed Budget Update

Verbal Information Item

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

Donation Guidelines

ANNOUNCEMENTS

The next meeting of the Parks, Recreation and Cultural Commission is scheduled for July 8, 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, MAY 13, 2014

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

PLEDGE OF ALLEGIANCE led by Commissioner Silver

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

APPROVAL OF AGENDA

1. Action **Motion: Move to approve the agenda of the May 13, 2014 Parks, Recreation and Cultural Commission meeting.**
- Move: Jones 2nd: Silver Vote: 4-0-0-1

CONSENT AGENDA

2. MINUTES OF PARKS, RECREATION & CULTURAL COMMISSION MEETING APRIL 8, 2014

Recommendation: **Approve minutes as presented.**

3. MUSEUM REPORT

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

4. RECREATION REPORT

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

- Action **Motion: Move to approve Consent Agenda items 2 – 4.**
- Move: Jones Poland 2nd Jones Vote: 4-0-0-1

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.

PUBLIC COMMENTS

None

STAFF REPORTS

5. 2013-14 Youth Commission Term Activity

Recreation Supervisor Sue Earnest reported that the commission has been enthusiastic about their service during their term this year. The Youth Commission will have a presence in the upcoming Grubstake Days festivities. Along with the Recreation staff the commissioners will be doing a “Fun Zone” which includes a large inflatable slide and carnival games. They will also be in the Grubstake Days parade. Other upcoming events are Teen Connection Video, Middle School Forum at La Contenta, the continuing review of the Park Ordinance in regards to smoking areas. Supervisor Earnest pointed out that the Youth Commissioners were instrumental in the execution of Town special events.

Action Motion: **Move to receive and file the 2013-14 Youth Commission activity report.**

Move: Silver 2nd Jones Vote: 4-0-0-1

6. FY 2014-15 Proposed Budget – Community Services

Director Cutis Yakimow presented the 2014-16 proposed budget for Community Services Department to the Commissioners for discussion. Director Yakimow stated that here are a few different budget line items when it comes to Community Services Department. There are three staffing modifications in the department’s budget. Director Yakimow reviewed each division of the department with the Commissioners and pointed out some modifications.

- Community Services Administration~ No significant changes proposed.
- Recreation~ Recreation Leader II part time seasonal for basketball 500 hours. While the majority of the recreation activities will continue in their current form, a few will be modified to enhance the programming efficiency.

- Hi Desert Nature Museum ~ Museum Program Coordinator to Museum Program Supervisor and addition of Museum Registrar/Exhibits Coordinator – former contract services. Budget will provide for the use of rented exhibits once a year on average.
- Community Relations budget to increase to include a community newsletter and Veteran’s Day Tribute.
- Community Partnerships no significant budget changes proposed.

Commissioner Jones-Poland inquired if there is another organization that could take over the basketball program. Supervisor Earnest stated that in the past youth soccer, tee ball and flag football use to be Town Recreation programs until an organization was able to step in and provide a quality program. As of yet no one has offered to take over the basketball program.

Chair Evans stated that the youth needs to continue to be exposed to recreation sports and not always needs to be competitive. The value of going to all stars is to serve the child that wants to work hard and move forward.

Action Motion: **Move to receive and file the review of the proposed FY 2014-16 Community Services Department budget.**

Move: Jones-Poland 2nd Jones Vote: 4-0-0-1

STAFF INFORMATION

Director Yakimow inquired if the commissions are on the Towns email distribution list and receiving the Community Updates. He reported that there was a Town budget work shop on Saturday. Low attendance but there will be another one on May 20 starting at 5:00pm. Budget adoption will be at the June 3 Council meeting.

COMMISSIONER REPORTS AND COMMENTS

1. **Commissioner Silver:** Commissioner Silver will not be at the June meeting
2. **Commissioner Jones:** No comment
3. **Commissioner Jones-Poland:** No comment
4. **Vice Chair Harman:** Excused
5. **Chair Evans:** Chair Evans reported that he has been working with town staff on the Welcome to Yucca Valley Video.

FUTURE AGENDA ITEMS

Donation Guidelines

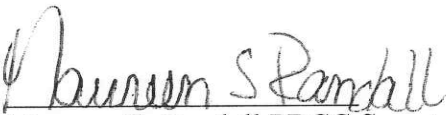
ANNOUNCEMENTS

The next regular scheduled meeting of the Parks, Recreation and Cultural Commission will be Tuesday, June 10, 2014 at 4:00 p.m. in the Joshua Tree Room at the Yucca Valley Community Center.

ADJOURNMENT

The meeting was adjourned at 4:38pm.

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: Stefanie Ritter, Museum Program Coordinator
Date: May 29, 2014
For Commission Meeting: June 10, 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 May 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 Yucca Valley High School Art Show was on display until May 24, 2014.
The "Hatching the Past" exhibit opens May 30th and will be on display until September 22, 2014.

Museum Attendance

The month of May brought 1,594 (by May 28th) visitors to the museum. The museum will be open for 15 days during the month of May.

Reviewed By: _____ _____ _____  _____
 Town Manager Town Attorney Mgmt Services Dept Head

Department Report ___ Ordinance Action ___ Resolution Action ___ Public Hearing
___ Consent ___ Minute Action Receive and File ___ Study Session

Museum Revenues

The museum received \$318 through the museum's donation box, \$110 for Earth Day art auction in May 2014.

Upcoming Programs and Special Events

Sat., June 7, Science Saturday, "Light and Color"

Wed., June 11, MBHS presents

Sat., June 21, Science Saturday, "Dinosaurs"

Wed., June 25, Art & Science Wednesdays

Advertising and Promotion:

During the month of May 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 1330 recipients on April 26th.

PARKS, RECREATION, CULTURAL COMMISSION STAFF REPORT

To: Members of the Parks, Recreation, Cultural Commission
From: Sue Earnest, Recreation Supervisor
Maureen Randall, Administrative Assistant
Date: May 29, 2014
For Commission Meeting: June 10, 2014

Subject: 2013-14 Youth Commission Term Summary

Prior Commission Review: On May 13, 2014, the PRCC reviewed a preliminary year end report from the Youth Commission; this supplemental report will include additional details and will complete the overview of the activities for the year.

Recommendation: Review the 2013-14 Youth Commission final term report and move to receive and file the report.

Summary: The Town Council established the Youth Commission to be appointed annually to serve as an advisory group to provide recommendations on youth related issues in Yucca Valley. The Council has appointed the Parks, Recreation and Cultural Commission to oversee the activities of the Youth Commission. The following report recounts the Youth Commission's activities for the appointed term.

Order of Procedure:


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

Discussion:

The 2013-14 Youth Commission has been enthusiastic about their service resulting in the following accomplishments during their term this year.

Volunteerism

Youth Commissioners were instrumental in the execution of Town special events this year. They provided exemplary service at the following events: Halloween Candy Scramble, Halloween Kids' Dance, Howl-oween Pet Parade, Museum Spooktacular, Old Town Festival of Lights Parade, Tree Lighting Ceremony, Healthy Hearts Run, Easter Egg Hunt, Earth Day, Grubstake Days Community Fair, Grubstakes Run, and LCMS Middle School Forum.

Reviewed By: _____
Town Manager Town Attorney Mgmt Services  Dept Head

Department Report Ordinance Action Resolution Action Public Hearing
 Consent Minute Action Receive and File Study Session

Outreach and Teen Issues

Teen Connection Video – Sleep Deprivation in Teens

Youth commissioners scripted, produced and performed a video on the effects of sleep deprivation in teens. The video will be posted on YouTube.

Middle School Forum

The commissioners entertained and engaged 7th and 8th graders at La Contenta Middle School on May 28th. The Commissioners delivered a fun and engaging forum during the lunch periods in order to raise awareness of the Youth Commission. The presentation included pie-eating contests and other games; Youth Commission applications were distributed.

Grubstake Days Events

The Youth Commission represented the Town in the Grubstakes Parade. They also hosted a Fun Zone at the Community Fair that featured an obstacle course and community survey. They also volunteered 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. Staff will deliver their final recommendations.

The Youth Commission will present a final summary of their term activities to the Town Council on June 3, 2014. This information will be shared with the PRCC at the June 10th meeting.

Attachments: none