

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



*The Mission of the Town of Yucca Valley is to  
provide a government that is responsive to its citizens  
to ensure a safe and secure environment  
while maintaining the highest quality of life.*

**PARKS, RECREATION & CULTURAL COMMISSION: 5:00 PM  
TUESDAY, SEPTEMBER 12, 2017**

**YUCCA VALLEY COMMUNITY CENTER  
JOSHUA TREE ROOM  
57090 TWENTYNINE PALMS HWY  
YUCCA VALLEY, CA 92284**

**\* \* \* \***

**Parks, Recreation & Cultural Commission  
*Brad Napientek, Commissioner  
Matt Rauch, Commissioner  
Jeri Wilson, Commissioner  
Andrea Staehle, Vice Chair  
Ed Keesling, Chair***

**\* \* \* \***

**TOWN ADMINISTRATIVE OFFICE:  
760-369-7207**

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

**AGENDA  
MEETING OF THE  
PARKS, RECREATION & CULTURAL COMMISSION  
TUESDAY, SEPTEMBER 12, 2017  
5:00 PM**

*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 760-369-7209 at least 48 hours prior to the meeting.*

*An agenda packet for the meeting, and any additional documents submitted to the majority of the Parks, Recreation & Cultural Commission, are available for public view in the Town Hall lobby and with respect to the staff agenda packet, on the Town's website, [www.yucca-valley.org](http://www.yucca-valley.org), prior to the Regular Meeting. Any materials submitted to the Agency after distribution of the agenda packet will be available for public review in the Town Clerk's Office during normal business hours and will be available for review at the Regular Meeting meeting. For more information on an agenda item or the agenda process, please contact the Town Clerk's office at 760-369-7209 ext. 226.*

*If you wish to comment on any subject on the agenda, or any subject not on the agenda during public comments, please fill out a card and give it to the Commission Secretary. The Chair will recognize you at the appropriate time. Comment time is limited to 3 minutes.*

*Where appropriate or deemed necessary, action may be taken on any item listed in the agenda.*

**OPENING CEREMONIES:**

**CALL TO ORDER:**

**ROLL CALL:**

Commissioners Napientek, Rauch, Staehle, Wilson, Chair Keesling

**PLEDGE OF ALLEGIANCE:**

**PRESENTATION:**

**APPROVAL OF AGENDA:**

**Recommendation** Move to approve the agenda of September 12, 2017

**CONSENT AGENDA:**

*All items listed on the consent calendar are considered to be routine matters or are considered formal documents covering previous Parks, Recreation & Cultural Commission instruction. 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*

*& Cultural Commission or Town Staff requests discussion on specific consent calendar items at the beginning of the meeting. Public requests to comment on consent calendar items should be filed with the Commission Secretary before the consent calendar is called.*

2. Parks, Recreation & Cultural Commission - Regular Meeting - May 9, 2017 4:30 PM

**Recommendation:**

Approve the meeting minutes of May 9, 2017 as presented.

3. Parks, Recreation & Cultural Commission - Regular Meeting - Jun 13, 2017 4:30 PM

**Recommendation:**

Approve the meeting minutes of June 13, 2017 as presented.

4. Recreation Monthly Reports for January – July 2017

**Recommendation:**

That the Commission receive and file the monthly recreation report for the months of January through July of 2017.

5. Hi-Desert Nature Museum Monthly Reports for January – July 2017

**Recommendation:**

That the Commission receive and file the museum report covering the months of January through July 2017.

**DEPARTMENT REPORTS:**

6. Facility Use and Fee Waiver Request: Mara Cantelo - Tender Loving Cause/Christmas (TLC)

**Recommendation:**

That the Parks, Recreation and Cultural Commission consider the issue and make a determination regarding the request for facility use and a waiver of facility use fees.

7. Hi-Desert Nature Museum Reorganization Closure – January 2018

**Recommendation:**

Review and approve the Hi Desert Nature Museum's planned closure for the month of January 2018 and direct staff to forward the recommendation to the Town Council.

8. Parks Master Plan Update 2017

**Recommendation:**

Review and approve the proposal by MIG, Inc. to provide an update to the current 2008 Parks Master Plan and direct staff to forward the recommendation to the Town Council.

9. Facility Policy Fee Waiver/Reduction Annual Report FY 2016-17

**Recommendation:**

That the Commission receive and file the Facility Policy Fee Waiver/Reduction Annual Report for FY 2016-17.

**FUTURE AGENDA ITEMS:**

**PUBLIC COMMENT:**

*In order to assist in the orderly and timely conduct of the meeting, the Parks, Recreation and Cultural Commission takes this time to consider your comments on items of concern which are not on the agenda. When you are called to speak, please state your name and community of residence. Please limit your comments to three (3) minutes or less. Inappropriate behavior which disrupts, disturbs or otherwise impedes the orderly conduct of the meeting will result in forfeiture of your public comment privileges. The Parks, Recreation and Cultural Commission is prohibited by State law from taking action or discussing items not included on the printed agenda.*

**STAFF REPORTS AND COMMENTS:**

**COMMISSIONER REPORTS AND COMMENTS:**

- Commissioner Napientek
- Commissioner Rauch
- Commissioner Wilson
- Vice Chair Staehle
- Chair Keesling

**ANNOUNCEMENTS:**

**Time, date and place of the next Parks, Recreation & Cultural Commission meeting**

Upcoming Meeting Schedule

The next regular meeting of the Parks, Recreation, and Cultural Commission is scheduled for Tuesday, October 10 at 5:00 pm in the Yucca Valley Community Center Joshua Tree Room.

**ADJOURNMENT:**

**TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION MEETING MINUTES  
MAY 9, 2017**

**OPENING CEREMONIES**

**CALL TO ORDER**

Chair Ed Keesling called the meeting to order at 4:30 PM.

**ROLL CALL**

PRESENT: Rauch, Napientek, Keesling, Staehle, Wilson

ABSENT:

Staff members present: Community Services Manager Earnest, Museum Program Supervisor Ritter, Museum Registrar Coordinator Cantu, Council Member Drozd, Town Manager Yakimow and Commission Secretary Neely

**PLEDGE OF ALLEGIANCE**

**Led by Vice Chair Keesling**

**PRESENTATION**

**1. Youth Commission 2016-17 End Of Term Presentation**

Manager Earnest introduced Youth Commissioner Chair, Courtney Linzener. Chair Linzner provided a power point presentation on the Youth Commissions accomplishments this term.

Vice Chair Keesling open public comment. With no members of the public wishing to speak, public comments were closed.

**APPROVAL OF AGENDA**

**Recommendation**

Approve the meeting agenda of May 9, 2017 as prepared.

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Andrea Staehle, Vice Chair

**SECONDER:** Jeri Wilson, Commissioner

**AYES:** Rauch, Napientek, Keesling, Staehle, Wilson

**CONSENT AGENDA**

**2. Parks, Recreation & Cultural Commission - Regular Meeting - Feb 14, 2017 4:30 PM**

Approve the meeting minutes of February 14, 2017 as presented.

**RESULT: APPROVED [3 TO 0]**

Minutes Acceptance: Minutes of May 9, 2017 4:30 PM (CONSENT AGENDA)

**MOVER:** Andrea Staehle, Vice Chair  
**SECONDER:** Jeri Wilson, Commissioner  
**AYES:** Ed Keesling, Andrea Staehle, Jeri Wilson  
**ABSTAIN:** Matt Rauch, Brad Napientek

## DEPARTMENT REPORTS

### 3. Commission Chair Selection

Community Services Manager Earnest presented the staff report on the selection of Parks, Recreations and Cultural Commission Chair and Vice Chair. She reviewed the procedural guidelines for the commission chair selection. The selection is performed annually and be reviewed again in May 2018. With new Appointees to the commission, Manager Earnest asked the commissioners to introduce themselves. Manager Earnest opened the floor for nominations.

Vice Chair Keesling open public comment. With no members of the public wishing to speak, public comments were closed.

Commissioner Staehle nominated Vice Chair Keesling for the position of Chair. Commissioner Napientek seconded.

**MOTION:**

Move to appoint the selected commissioners to serve as the Chair and Vice Chair of the Parks, Recreation and Cultural Commission through May of 2018.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Andrea Staehle, Vice Chair  
**SECONDER:** Brad Napientek, Commissioner  
**AYES:** Rauch, Napientek, Keesling, Staehle, Wilson

### 4. Commission Vice Chair Selection

Chair Keesling opened nominations for Vice Chair of the Parks, Recreation and Cultural Commission.

Chair Keesling opened public comment. With no members of the public wishing to speak, public comments were closed

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Ed Keesling, Chair  
**SECONDER:** Jeri Wilson, Commissioner  
**AYES:** Rauch, Napientek, Keesling, Staehle, Wilson

### 5. Commission Meeting Schedule

Community Services Manager Earnest presented the staff report on the Commission meeting schedule. Currently the commission meets on the second Tuesday at 4:30pm. Based on workflow the group generally meet in the months of February, April, May, June, September, October and December, and adjourned the remaining meetings for lack of agenda items.

Manager Earnest opened discussion on the commissioners input regarding the meeting

dates and time.

Chair Keesling open the item to the public, seeing none public comments were closed.

Commissioner Napientek suggested changing the meeting time at after 5:00pm for working people to attend the meetings.

Vice Chair Staehle stated the commissioners should think about the meeting months also and what the staff needs from the commission.

It was moved to bring the discussion back to the June meeting after more thought was given to the item.

**MOTION:**

Discuss and inform staff of the Commission's preference regarding meeting days and times.

**RESULT:** CONTINUED [UNANIMOUS] Next: 6/13/2017 4:30 PM

**MOVER:** Matt Rauch, Commissioner

**SECONDER:** Ed Keesling, Chair

**AYES:** Rauch, Napientek, Keesling, Staehle, Wilson

**6. Donation to the Hi-Desert Nature Museum**

Museum Registrar Coordinator Cantu presented a staff report on a donation offered to the Hi Desert Nature Museum. Ms. Cantu stated that the museum's collection policy states that the museum will acquire and accession into its collections only those artifacts, works of art and archival materials that conform to the collection, preservation and interpretation of the natural, artistic and historical element of local area.

The item in questions is a Powder Horn donated by Mrs. Doris Jean "Otter" Smith. The horn was collected in Joshua Tree c 1994 by Mrs. Smith while surveying the area. No additional provenance was provided.

Condition: charred, the object was burnt as a result of Donor's house fire.

Chair Keesling open the item to the public comment, seeing none public comments were closed.

With discussion it was determined that the item did not fit into the Museum collection. Based on the poor condition of the offered donation it was recommended the offer be declined.

**MOTION:**

Move to decline one offered donation of a powder horn from Mrs. Doris Jean Smith into the permanent collection of the Hi-Desert Nature Museum.

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Ed Keesling, Chair

**SECONDER:** Matt Rauch, Commissioner

**AYES:** Rauch, Napientek, Keesling, Staehle, Wilson

**7. Hi-Desert Nature Museum California Humanities Grant Proposal**

Museum Program Supervisor Ritter presented the staff report. Ms. Ritter stated as part of the strategic plan the Hi-Desert Nature Museum proposes to apply for a California Humanities Grant towards a digital cultural history exhibit.

This is a matching grant, and in a preliminary budget the cost for the project amounts to approximately \$30,000. Ms. Ritter stated if successful, the grant would fund the project in the amount of \$15,000, with the Hi-Desert Nature Museum contributing \$8,500 as in-kind services (staff time, IT services, evaluation, etc), and \$6,500 in matching funds.

Chair Keesling opened public comment. With no members of the public wishing to speak, public comments were closed.

Commissioner Rauch inquired if the \$6,500 would come from the Towns General Fund.

**MOTION:**

Review and approve the Hi Desert Nature Museum's planned application for a California Humanities Grant

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Brad Napientek, Commissioner

**SECONDER:** Ed Keesling, Chair

**AYES:** Rauch, Napientek, Keesling, Staehle, Wilson

**FUTURE AGENDA ITEMS**

Community Services Manager Earnest opened discussion on future agenda items to be reviewed. There was concurrence for the items listed

North Park access  
Recreational pathways and trails  
Parks Ordinance  
Youth Commission Program  
Park Renaming  
Lighting at Parks  
5 Year CIP Priority List

**PUBLIC COMMENT**

Chair Keesling opened public comments for items not on the agenda. With no members of the public wishing to speak, public comments were closed.

**STAFF REPORTS AND COMMENTS**

Community Services Manager Earnest stated that on May 13 there will be a Health Fair put on by the Morongo Basin Health Care District. Also coming up is the Grubstake Days 10k, 5k run and healthy 2k walk.



**PARKS, RECREATION & CULTURAL COMMISSION MINUTES  
COMMISSIONER REPORTS AND COMMENTS**

**May 9, 2017**

Commissioner Rauch thank you for the appointment to the commission.

Commissioner Napientek happy to be a part of the commission, tonight was a great experience.

Commissioner Staehle thanked everyone, its going to be fun.

Commissioner Wilson stated it was a great meeting.

Vice Chair Keesling noted he attended Earth Day Celebration at the Community Center. Thanked staff for putting on a great event.

**ANNOUNCEMENTS**

**Upcoming Meeting Schedule**

The next regular meeting of the Parks, Recreation, and Cultural Commission is scheduled for Tuesday, June 13 at 4:30 pm in the Yucca Valley Community Center Joshua Tree Room

**ADJOURNMENT**

The meeting was closed at 5:47 PM

Respectfully Submitted,

Maureen S. Neely  
Commission Secretary

Minutes Acceptance: Minutes of May 9, 2017 4:30 PM (CONSENT AGENDA)

**TOWN OF YUCCA VALLEY  
PARKS, RECREATION & CULTURAL COMMISSION MEETING MINUTES  
JUNE 13, 2017**

**OPENING CEREMONIES**

**CALL TO ORDER**

Called the meeting to order at 4:30 PM.

**ROLL CALL**

**PRESENT:** Napientek, Rauch, Wilson, Staehle, Keesling

**ABSENT:**

Staff members present Community Services Manager Earnest, Museum Program Supervisor Ritter, Museum Registrar Coordinator Cantu, Council Member Drozd, and Commission Secretary Neely.

**PLEDGE OF ALLEGIANCE**

Led by Commissioner Wilson

**PRESENTATION**

**APPROVAL OF AGENDA**

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Matt Rauch, Commissioner  
**SECONDER:** Jeri Wilson, Commissioner  
**AYES:** Napientek, Rauch, Wilson, Staehle, Keesling

**CONSENT AGENDA**

**DEPARTMENT REPORTS**

**2. Facility Use Request & Fee Waiver – Clay Folk Empty Bowl I Event**

Chair Keesling recused himself from the item. Community Services Manager Earnest presented the staff report for the Clay Folks Empty Bowl Event.

The applicant has requested use of facility on a Sunday and a waiver of fees for an event to be held on Sunday, November 19 2017. Manager Earnest quoted the adopted Facility Use Policy that states the guidelines for Town facility use, including the current waiver / reduction component of the policy.

Manager Earnest introduced Thomas and Amara Alban who gave details on the

Minutes Acceptance: Minutes of Jun 13, 2017 4:30 PM (CONSENT AGENDA)

proposed event.

Vice Chair Staehle opened public comment. With no members of the public wishing to speak public comments were closed.

Commissioner Rauch inquired on commissions past actions, with request.

With Commission discussion it was decided to grant a 75% reduction on the facility hourly rate, still requiring the refundable \$500 deposit and insurance. The commission denied the Sunday use request.

**MOTION:**

That the Parks, Recreation and Cultural Commission consider the issue and make a determination regarding the request for facility use and a waiver of facility use fees.

**RESULT:**           **APPROVED [4 TO 0]**

**MOVER:**           Brad Napientek, Commissioner

**SECONDER:**       Matt Rauch, Commissioner

**AYES:**            Brad Napientek, Matt Rauch, Jeri Wilson, Andrea Staehle

**RECUSED:**        Ed Keesling

**3. Fall/Winter 2017-18 Planned Programs**

Community Services Manager Earnest presented the report on the Fall/Winter 2017-18 planned programs conducted by the Community Services Department.

A few changes are planned due to lack of attendance, resignation of instructor, or program redesign.

Discontinue Thursday Line Dancing class- due to instructor moving.

Addition Cyber Safety workshop

Discontinue Tiny Habits Class -due to continual lack of enrollment.

Modify Wee Hoops- modify length of session and price change.

Decline to offer winter adult basketball due to staffing and facility issues.

Addition of monthly Tech Time for Seniors at Senior Center.

Revisit format for Board Games for Everyone class.

Chair Keesling opened public comment.

Marion Melby, suggested outdoor activities for the 55 and over

With no other members of the public wishing to speak, Chair Keesling closed the public comments.

**MOTION:**

That the Commission approve the Fall/Winter 2017-18 programs and events organized and conducted by the Community Services Department and direct staff to forward the recommendation to the Town Council.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Andrea Staehle, Vice Chair  
**SECONDER:** Jeri Wilson, Commissioner  
**AYES:** Napientek, Rauch, Wilson, Staehle, Keesling

#### 4. Commissioner Meeting Schedule

Community Services Manager Earnest presented the staff report on the Commissions meeting schedule. Currently, meetings are held on the second Tuesday of the month at 4:30pm Based on workflow, the commission has generally met in the months of February, April, May, June, September, October and December and adjourned the remaining meeting dates due to lack of agenda items.

Chair Keesling opened public comment. With no members of the public wishing to speak, public comments were closed.

Commissioner Napientek suggested changing the meeting time to 5:00pm making the meetings more accessible for the general public to attend.

With discussion it was decided to meet in the months of February, April, May, June September, October and December at 5:00pm with the option to meet other months if needed.

**MOTION:**

Discuss and inform staff of the Commission's preference regarding meeting days and times.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Matt Rauch, Commissioner  
**SECONDER:** Jeri Wilson, Commissioner  
**AYES:** Napientek, Rauch, Wilson, Staehle, Keesling

#### FUTURE AGENDA ITEMS

None

#### PUBLIC COMMENT

Chair Keesling opened public comments for items not on the agenda. With no members of the public wishing to speak, Chair Keesling closed public comments.

#### STAFF REPORTS AND COMMENTS

Museum Programs Supervisor Ritter reported there was a great turnout for the Chamber Music at the Museum concert June 3rd and 4th.- Youth Ms. Ritter also invited the commissioners to experience the new Conservations Quest Youth Exhibit from June 10 to September 16, 2017.

**PARKS, RECREATION & CULTURAL COMMISSION MINUTES  
COMMISSIONER REPORTS AND COMMENTS**

June 13, 2017

- Commissioner Napientek no comment
- Commissioner Rauch stated that he enjoyed Grubstake Days events.
- Commissioner Wilson no comment
- Vice Chair Staehle no comment
- Chair Keesling attended the Chamber Music Concert at the Museum, great concert.

**ANNOUNCEMENTS**

**Upcoming Meeting Schedule**

The next regular meeting of the Parks, Recreation, and Cultural Commission is scheduled for Tuesday, September 12 at 5:00 pm in the Yucca Valley Community Center Joshua Tree Room.

Respectfully Submitted,

Maureen S. Neely  
Commission Secretary

Minutes Acceptance: Minutes of Jun 13, 2017 4:30 PM (CONSENT AGENDA)

## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair  
**From:** Sue Earnest, Community Services Manager

**Date:** September 6, 2017  
**Meeting Date:** September 12, 2017

**Subject:** Recreation Monthly Reports for January – July 2017

**Recommendation:**

That the Commission receive and file the monthly recreation report for the months of January through July of 2017.

**Prior Commission Review:** None

**Order of Procedure:**

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

**Discussion:**

The Parks, Recreation & 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 attached report is intended to inform the Commissioners of recent activity in the Town's Recreation Division. Attachments include Enrichment Classes reports for January through July. Events/Programs report includes activities for August as well since the data was available.

**Alternatives:**

None recommended.

**Fiscal impact:**

Funding for the reported recreation programs and events are incorporated in the Town's FY 2016-18 adopted budget.

**Attachments:**

Recreation Monthly Reports January - July 2017

**Town of Yucca Valley  
Community Services Department  
SPRING/SUMMER RECREATION PROGRAM REPORT  
JANUARY - AUGUST 2017**

DATE	EVENTS & PROGRAMS	Ages/Fee	Participation	Staff Update
March, June, Sept	Sports Council	n/a	6-10 orgs	Held March & June Meetings
Nov- May	Youth Commission	Gr 7-12	20	Volunteered for Healthy Hearts Run, Easter Egg Hunt; Grubstakes Parade - won 3rd place; led Relay for Life Team raising \$1535 for research; led Intergenerational Program and held middle school forums at LCMS and JS.
4/15	Easter Egg Hunt	8 and under	900	Great weather, great participation. Lots of compliments from parents.
4/3/17 - 6/22/17	Spring Adult Softball Leagues	18+ \$400 per team	10 teams/160 players	Ladies league (4 teams), Casual Coed (6 teams - full). Men's and Tues Coed did not garner minimum participation. Games: Mon & Thurs nights @ YVCC.
4/22	Earth Day	all	2500	Entertainment, food, crafts, exhibits, vendors, etc. 9a - 2p. 50 vendors and exhibitors
5/5 - 5/14	Lifeguard Certification Course	15+/\$220	6 Students	Six students registered and passed the course. All were hired for the Town Aquatics program and were reimbursed 50% for the course at the end of the season.
5/6	First Saturdays Events	55+ Free Under 55/\$2	30	Joint program with the Yucca Valley Senior Club - Kentucky Derby Day 2-5pm
5/13	Health Fair Joint event w/MBHD	all	500+	Successful first-time joint venture with MBHD. Event included vendors, health screenings, exhibits & demonstrations, kid zone, etc. 9a - 2p Over 500 participants signed in with MBHD to receive the free activities and Town sponsored lunch.
5/26 - 6/11	Aquatics WSI Training	in-service		WSI Training for Aquatics staff.
5/28	Grubstakes Run	all/\$20 per person EB \$25 Reg	73	Features 10k, 5K & 2K Walk. Start & finish at YVHS.
6/3 & 6/4	Chamber Music Concert at the Museum	\$20/\$25	73	Concert and meet & greet. June 3 @ 7pm, June 4 @ 2pm
6/3 & 6/10	Aquatics Swim Testing	all levels		Swim testing open to public. Run by staff. June 3/9a-12p, June 10/10a-12p
6/3	First Saturdays Events	55+ Free Under 55/\$2	40	Joint program with the Yucca Valley Senior Club - Polka Party 2-5pm
6/5	Swim Registration Opening Day	\$45 per lesson		Extra staff scheduled at office. Max email reminder to parents, school flyer, PR. Swim testing available June 3 & 10. Sold 50% of lessons on this day.
6/10	Conservation Quest Opens	all		Kids Interactive exhibit. On display June 10 - Sept 16
6/13 - 7/7	Youth Summer Camp w/Museum	6-12 yrs \$20 wk	Sold out (12 wk) Total 48	Tues-Thurs for 4 weeks from 9am to noon. Sessions were 4 weeks with different conservation theme each week. Animals, Food, Solar Power, Wind Power
6/16 - 7/28	H-2-OH!	Free 10 and under	80-150	Water play at the YVCC, 10a - 12p 6/16, 6/30, 7/14, 7/28. Attendance averages 50-80 kids plus accompanying adults. Later dates are more popular.
6/19	Pool Open	Swim Lessons \$45 Fun & Fitness \$4 or \$3 w/swim pass	Season totals Fun Swim 983 Aerobics 622 Lap Swim 394 Lessons 411 sold/185 students	Pool open June 19 - Aug 11. 4 Swim lesson sessions: 56 classes offered in 5 levels. Nearly all at or above capacity. a few additional classes offered to accommodate advancing students. 411 classes sold, approx 200 individual students. Fun Swim: Mon & Wed 1-5pm - Av attend. 61/day (high 92, low 28) Water Aerobics: M, Tu, Th, Fri 7am - Av attend. 22/day (high 27, low 13) Lap Swim: Mon-Fri 8 am - Av attend. 7/day (high 14, low 2) Lap Swim: Mon/Wed 5:30 & 6:30pm - Av attend. 5/day (high 8, low 2) Swim passes sold: 137
6/26 - 6/29	Trojan Girls Volleyball Camp	6-10 Gr Girls \$75	18/36	Camp included instruction and pass to pool. Date change for camp (instructor request) resulted in lower enrollment than prior years.

6/28	Day Trip - Getty Center	10+/\$60	0	Canceled due to lack of enrollment. Only 6 participants registered (all were refunded). Package price included transportation/parking. Admission free and lunch on your own.
7/1	First Saturdays Events	55+ Free Under 55/\$2	180	Joint program with the YV Senior Club - Red, White & Blue BBQ 2-5p
7/4	4th of July Fireworks & Concert	free/all	2000+	Held at Brehm Park and featured live music, Young Marines color guard, facepainting by Miss YV, fireworks, food vendors
7/15-8/12	Summer Music Festival	free/all	500-1200 (2000+ on 7/4)	7/4 Desert Sol (Funk) 7/15 Military or Dixieland Band 7/22 Southbound - Tribute to Lynyrd Skynyrd (southern rock) 7/29 The Silverados (Country) 8/5 Ted Herman Orchestra (Big Band) 8/12 The Answer (Classic Rock)
7/29	Conservation Quest Family Fun Day	all/free	1284 total adults and children	Joint program Rec/Museum staff. Crafts, games, face painting, etc. 10 am to 3 pm. 250 faces painted, 230 photo booth portraits, 428 kids wristbands for petting zoo.
7/10 - 9/21	Summer Adult Softball Leagues	18+ \$400/team	6 teams/96 players	All regular leagues offered (Men's, Ladies, Tues. Coed, Thurs. Coed). Only Casual Coed on Thurs filled with 6 teams.
8/19	Day Trip - USS Iowa	10+/\$80	0	Canceled due to lack of enrollment. Package price included admission to USS Iowa and SS Lane Victory and transportation. Lunch on your own.
8/11	Sundown Kids Splash @ Paradise Park	Free Ages 5 to 17	164	Sundown Kids Splash @ Paradise Park. Inflatable water slide, free hot dogs and snow cones. 5-8 pm
8/25	Sunset 5k Trail Run	all/\$20 EB \$25 Reg	34	Friday night 5K run at Machris Park. Onsite reg & check in 6:00-6:45pm, run begins at 7 pm. EB Entry includes souvenir shirt and gift.
9/2	First Saturdays Events	55+ Free Under 55/\$2	71	Joint program with the Yucca Valley Senior Club - Jukebox Jams 7-9pm
9/5	Craft Faire Registration	\$25/Table	25 on opening day	Registration underway for 50 vendor tables. Holiday Craft Faire Registration opens Sept 5th.



**Town of Yucca Valley  
Community Services Department - Recreation Division  
Enrichment Activities January 2017**

	Class #	Ages	Fee	Meeting Days	January	Comments
<b>Session Classes - Registration required</b>						
Yoga for Self Help	194	18 & over	\$50/8 weeks	Wed/Thur 5-6:45pm	56	
Self Defense Class					NA	
Gymnastics, Beginning	167	6 & over	\$35/month	Mon 4-4:55pm	36	
Gymnastics, Intermediate	167	10 & over	\$35/month	Mon 5-5:55pm	36	
Kinder Gym	167	3-5 yrs	\$25/month	Mon 3:30-4pm	32	
Tai Chi Chuan	214	All	\$30/month	Wed 6-7:30pm	40	
Ballroom Dance	250	14 & over	\$40/month	Wed 6-7:00pm	12	
Swing dance	250	14 & over	\$40/month	Wed 7-8pm	24	
Basic Dog Obedience	241	16 & over	\$135/6 weeks	Thur 5:30-7:30pm	28	
Adv. Dog Obedience	241	16 & over	\$175/6 weeks	Thur 4:00-5:30pm	16	
Puppy Class	241	16 & over	\$135/6 weeks	Thur 4:00-5:30pm	NA	
<b>Drop-In Classes</b>						
Yucca Valley Friday Bridge Club	195	18 & over	\$2/meeting	Fri 12:30-4pm	44	
Mom, Dad and Me	190	0-5	\$2/meeting	Tues 9:30-10:30	26	
Thursday Bridge	207	18 & over	\$2/meeting	Thurs 12 -4pm	51	
Pinochle	193	18 yrs & over	\$2/meeting	Fri. 1-5pm	35	
Knit & Crochet	211	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	35	
Open Art Studio	197	18 & over	\$2/meeting	Thurs 9a-12pm	50	
Woodcarving	196	16 & over	\$2/meeting	Tues 9-12pm	35	
Stretch N' Tone	191	All	\$2/meeting	Mon-Fri 9-10am	189	
Cyber Safety Workshoop	263	18 yrs & over	\$4/class	Saturday 9am	NA	
Open Table Tennis	210	14 & over	\$2/meeting	Fri. 3-5pm	36	
Western Line Dance -Social	198	18 yrs & over	\$2/meeting	Mon 5-7pm	11	
Line Dance - Instructional	216	18 yrs & over	\$3/meeting	Thurs 1-3pm	28	
Board Games for Everyone			\$2/meeting	Saturday	4	
<b>Total</b>					<b>780</b>	

\* n/a: No class offered

**Town of Yucca Valley  
Community Services Department - Recreation Division  
Enrichment Activities February 2017**

	Class #	Ages	Fee	Meeting Days	Feb	Comments
<b>Session Classes - Registration required</b>						
Yoga for Self Help	194	18 & over	\$50/8 weeks	Wed/Thur 5-6:45pm	48	
Self Defense Class					NA	
Gymnastics, Beginning	167	6 & over	\$35/month	Mon 4-4:55pm	NA	
Gymnastics, Intermediate	167	10 & over	\$35/month	Mon 5-5:55pm	NA	
Kinder Gym	167	3-5 yrs	\$25/month	Mon 3:30-4pm	NA	
Tai Chi Chuan	214	All	\$30/month	Wed 6-7:30pm	44	
Ballroom Dance	250	14 & over	\$40/month	Wed 6-7:00pm	NA	
Swing dance	250	14 & over	\$40/month	Wed 7-8pm	NA	
Basic Dog Obedience	241	16 & over	\$135/6 weeks	Thur 5:30-7:30pm	NA	
Adv. Dog Obedience	241	16 & over	\$175/6 weeks	Thur 4:00-5:30pm	NA	
Puppy Class	241	16 & over	\$135/6 weeks	Thur 4:00-5:30pm	NA	
<b>Drop-In Classes</b>						
Yucca Valley Friday Bridge Club	195	18 & over	\$2/meeting	Fri 12:30-4pm	32	
Mom, Dad and Me	190	0-5	\$2/meeting	Tues 9:30-10:30	24	
Thursday Bridge	207	18 & over	\$2/meeting	Thurs 12 -4pm	40	
Pinochle	193	18 yrs & over	\$2/meeting	Fri. 1-5pm	49	
Knit & Crochet	211	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	49	
Open Art Studio	197	18 & over	\$2/meeting	Thurs 9a-12pm	78	
Woodcarving	196	16 & over	\$2/meeting	Tues 9-12pm	21	
Stretch N' Tone	191	All	\$2/meeting	Mon-Fri 9-10am	187	
Cyber Safety Workshoop	263	18 yrs & over	\$4/class	Saturday 9am	NA	
Open Table Tennis	210	14 & over	\$2/meeting	Fri. 3-5pm	51	
Western Line Dance -Social	198	18 yrs & over	\$2/meeting	Mon 5-7pm	26	
Line Dance - Instructional	216	18 yrs & over	\$3/meeting	Thurs 1-3pm	34	
Board Games for Everyone			\$2/meeting	Saturday	4	
<b>Total</b>					<b>687</b>	

\* n/a: No class offered



**Town of Yucca Valley  
Community Services Department - Recreation Division  
Enrichment Activities March 2017**

	Class #	Ages	Fee	Meeting Days	March	Comments
<b>Session Classes - Registration required</b>						
Yoga for Self Help	194	18 & over	\$50/8 weeks	Wed/Thur 5-6:45pm	20	
Self Defense Class				2/20/2016	15	
Gymnastics, Beginning	167	6 & over	\$35/month	Mon 4-4:55pm	24	
Gymnastics, Intermediate	167	10 & over	\$35/month	Mon 5-5:55pm	32	
Kinder Gym	167	3-5 yrs	\$25/month	Mon 3:30-4pm	27	
Gymnastics, Rythmic	167	6 & over	\$35/month	Mon 6-6:55pm	n/a	
Tai Chi Chuan	214	All	\$30/month	Wed 6-7:30pm	39	
Ballroom Dance	250	14 & over	\$40/month	Wed 6-7:00pm	40	
Swing dance	250	14 & over	\$40/month	Wed 7-8pm	24	
Basic Dog Obedience	241	16 & over	\$135/6 weeks	Thur 5:30-7:30pm	36	
Adv. Dog Obedience	241	16 & over	\$175/6 weeks	Thur 4:00-5:30pm	n/a	
Puppy Class	241	16 & over	\$135/6 weeks	Thur 4:00-5:30pm	36	
<b>Drop-In Classes</b>						
Yucca Valley Friday Bridge Club	195	18 & over	\$2/meeting	Fri 12:30-4pm	36	
Mom, Dad and Me	190	0-5	\$2/meeting	Tues 9:30-10:30	16	
Thursday Bridge	207	18 & over	\$2/meeting	Thurs 12 -4pm	48	
Pinochle	193	18 yrs & over	\$2/meeting	Fri. 1-5pm	50	
Knit & Crochet	211	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	84	
Open Art Studio	197	18 & over	\$2/meeting	Thurs 9a-12pm	57	
Woodcarving	196	16 & over	\$2/meeting	Tues 9-12pm	34	
Stretch N' Tone	191	All	\$2/meeting	Mon-Fri 9-10am	220	
Cyber Safety Workshoop	263	18 yrs & over	\$4/class	Saturday 9am	n/a	
Open Table Tennis	210	14 & over	\$2/meeting	Fri. 3-5pm	56	
Western Line Dance -Social	198	18 yrs & over	\$2/meeting	Mon 5-7pm	28	
Line Dance - Instructional	216	18 yrs & over	\$3/meeting	Thurs 1-3pm	38	
Board Games for Everyone			\$2/meeting	Saturday	6	
<b>Total</b>					<b>960</b>	

\* n/a: No class offered



**Town of Yucca Valley  
Community Services Department - Recreation Division  
Enrichment Activities May 2017**

	Class #	Ages	Fee	Meeting Days	April	Comments
<b>Session Classes - Registration required</b>						
Yoga for Self Help	194	18 & over	\$50/8 weeks	Wed/Thur 5-6:45pm	40	
Self Defense Class					NA	
Gymnastics, Beginning	167	6 & over	\$35/month	Mon 4-4:55pm	32	
Gymnastics, Intermediate	167	10 & over	\$35/month	Mon 5-5:55pm	20	
Kinder Gym	167	3-5 yrs	\$25/month	Mon 3:30-4pm	20	
Tai Chi Chuan	214	All	\$30/month	Wed 6-7:30pm	56	
Ballroom Dance	250	14 & over	\$40/month	Wed 6-7:00pm	NA	
Swing dance	250	14 & over	\$40/month	Wed 7-8pm	NA	
Basic Dog Obedience	241	16 & over	\$135/6 weeks	Thur 5:30-7:30pm	36	
Adv. Dog Obedience	241	16 & over	\$175/6 weeks	Thur 4:00-5:30pm	30	
Puppy Class	241	16 & over	\$135/6 weeks	Thur 4:00-5:30pm	NA	
Chamber Music for Strings (May-July)		15 & over	\$150/session	Tues 6:15-7:45pm	6/class	
Tiny Habits			\$20	Fridays	2	
CPR			\$25	Fridays	7	
<b>Drop-In Classes</b>						
Yucca Valley Friday Bridge Club	195	18 & over	\$2/meeting	Fri 12:30-4pm	35	
Mom, Dad and Me	190	0-5	\$2/meeting	Tues 9:30-10:30	26	
Thursday Bridge	207	18 & over	\$2/meeting	Thurs 12 -4pm	35	
Pinochle	193	18 yrs & over	\$2/meeting	Fri. 1-5pm	33	
Knit & Crochet	211	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	49	
Open Art Studio	197	18 & over	\$2/meeting	Thurs 9a-12pm	62	
Woodcarving	196	16 & over	\$2/meeting	Tues 9-12pm	35	
Stretch N' Tone	191	All	\$2/meeting	Mon-Fri 9-10am	241	
Cyber Safety Workshoop	263	18 yrs & over	\$4/class	Saturday 9am	NA	
Open Table Tennis	210	14 & over	\$2/meeting	Fri. 3-5pm	55	
Western Line Dance -Social	198	18 yrs & over	\$2/meeting	Mon 5-7pm	21	
Board Games for Everyone			\$2/meeting	Every other Sat	1	
<b>Total</b>					<b>761</b>	

\* n/a: No class offered



**Town of Yucca Valley  
Community Services Department - Recreation Division  
Enrichment Activities June 2017**

	Class #	Ages	Fee	Meeting Days	June	Comments
<b>Session Classes - Registration required</b>						
Yoga for Self Help	194	18 & over	\$50/8 weeks	Wed/Thur 5-6:45pm	32	
Self Defense Class					NA	
Gymnastics, Beginning	167	6 & over	\$35/month	Mon 4-4:55pm	NA	
Gymnastics, Intermediate	167	10 & over	\$35/month	Mon 5-5:55pm	NA	
Kinder Gym	167	3-5 yrs	\$25/month	Mon 3:30-4pm	NA	
Tai Chi Chuan	214	All	\$30/month	Wed 6-7:30pm	60	
Ballroom Dance	250	14 & over	\$40/month	Wed 6-7:00pm	NA	
Swing dance	250	14 & over	\$40/month	Wed 7-8pm	NA	
Basic Dog Obedience	241	16 & over	\$135/6 weeks	Thur 5:30-7:30pm	32	
Adv. Dog Obedience	241	16 & over	\$175/6 weeks	Thur 4:00-5:30pm	NA	
Puppy Class	241	16 & over	\$135/6 weeks	Thur 4:00-5:30pm	NA	
Chamber Music for Strings		15 & over	\$150/session	Tues 6:15-7:45pm	NA	
Tiny Habits			\$20	Fridays	NA	
CPR			\$25	Fridays	NA	
<b>Drop-In Classes</b>						
Yucca Valley Friday Bridge Club	195	18 & over	\$2/meeting	Fri 12:30-4pm	43	
Mom, Dad and Me	190	0-5	\$2/meeting	Tues 9:30-10:30	21	
Thursday Bridge	207	18 & over	\$2/meeting	Thurs 12 -4pm	53	
Pinochle	193	18 yrs & over	\$2/meeting	Fri. 1-5pm	33	
Knit & Crochet	211	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	61	
Open Art Studio	197	18 & over	\$2/meeting	Thurs 9a-12pm	66	
Woodcarving	196	16 & over	\$2/meeting	Tues 9-12pm	27	
Stretch N' Tone	191	All	\$2/meeting	Mon-Fri 9-10am	241	
Cyber Safety Workshoop	263	18 yrs & over	\$4/class	Saturday 9am	NA	
Open Table Tennis	210	14 & over	\$2/meeting	Fri. 3-5pm	79	
Western Line Dance -Social	198	18 yrs & over	\$2/meeting	Mon 5-7pm	29	
Board Games for Everyone			\$2/meeting	Every other Sat	NA	
<b>Total</b>					<b>745</b>	

\* n/a: No class offered

**Town of Yucca Valley  
Community Services Department - Recreation Division  
Enrichment Activities July 2017**

	Class #	Ages	Fee	Meeting Days	July	Comments
<b>Session Classes - Registration required</b>						
Yoga for Self Help	194	18 & over	\$50/8 weeks	Wed/Thur 5-6:45pm	32	
Self Defense Class					NA	
Gymnastics, Beginning	167	6 & over	\$35/month	Mon 4-4:55pm	NA	
Gymnastics, Intermediate	167	10 & over	\$35/month	Mon 5-5:55pm	NA	
Kinder Gym	167	3-5 yrs	\$25/month	Mon 3:30-4pm	NA	
Tai Chi Chuan	214	All	\$30/month	Wed 6-7:30pm	30	
Ballroom Dance	250	14 & over	\$40/month	Wed 6-7:00pm	28	
Swing dance	250	14 & over	\$40/month	Wed 7-8pm	44	
Basic Dog Obedience	241	16 & over	\$135/6 weeks	Thur 5:30-7:30pm	NA	
Adv. Dog Obedience	241	16 & over	\$175/6 weeks	Thur 4:00-5:30pm	NA	
Puppy Class	241	16 & over	\$135/6 weeks	Thur 4:00-5:30pm	NA	
Chamber Music for Strings		15 & over	\$150/session	Tues 6:15-7:45pm	NA	
Tiny Habits			\$20	Fridays	1	
CPR			\$25	Fridays	6	
<b>Drop-In Classes</b>						
Yucca Valley Friday Bridge Club	195	18 & over	\$2/meeting	Fri 12:30-4pm	27	
Mom, Dad and Me	190	0-5	\$2/meeting	Tues 9:30-10:30	NA	
Thursday Bridge	207	18 & over	\$2/meeting	Thurs 12 -4pm	47	
Pinochle	193	18 yrs & over	\$2/meeting	Fri. 1-5pm	24	
Knit & Crochet	211	16 & over	\$2/meeting	Thurs. 9:15a -12:15p	44	
Open Art Studio	197	18 & over	\$2/meeting	Thurs 9a-12pm	70	
Woodcarving	196	16 & over	\$2/meeting	Tues 9-12pm	14	
Stretch N' Tone	191	All	\$2/meeting	Mon-Fri 9-10am	116	
Cyber Safety Workshoop	263	18 yrs & over	\$4/class	Saturday 9am	NA	
Open Table Tennis	210	14 & over	\$2/meeting	Fri. 3-5pm	64	
Western Line Dance -Social	198	18 yrs & over	\$2/meeting	Mon 5-7pm	7	
Board Games for Everyone			\$2/meeting	Every other Sat	NA	
<b>Total</b>					<b>547</b>	

\* n/a: No class offered

## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair  
**From:** Sue Earnest, Community Services Manager  
 Stefanie Ritter, Museum Program Supervisor  
**Date:** September 6, 2017  
**Meeting Date:** September 12, 2017

**Subject:** Hi-Desert Nature Museum Monthly Reports for January – July 2017

**Recommendation:**

That the Commission receive and file the museum report covering the months of January through July 2017.

**Prior Commission Review:**

The Commission receives regular reporting on museum activities and participation.

**Order of Procedure:**

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

**Discussion:**

The Parks, Recreation & 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, including the Hi-Desert Nature Museum. The attached report is intended to inform the Commissioners of recent activity at the Hi-Desert Nature Museum.

**Alternatives:**

None recommended

**Fiscal impact:**

Funding for the Hi-Desert Nature Museum's programs and activities are included in the FY 2016-18 adopted budget.

**Attachments:**

Museum PRCC Monthly Reports Jan - July 2017



## Hi-Desert Nature Museum Activity Reports

### Temporary Exhibits:

“Seeds – Nature’s Artful Engineering” was on display from January 7 through March 11, “Reduce, Reuse, Recycle” opened on March 18 and was on display through June 3, and “Conservation Quest”, the interactive youth exhibit, opened on June 10 and will be on display through September 16, 2017 in the Temporary Gallery.

### Museum Attendance

	Visitors	Days open	
<b>January 17</b>	675 + (300)	12	<i>Front counter was broken for 1 week</i>
<b>February 17</b>	1,274	12	
<b>March 17</b>	1,793	14	
<b>April 17</b>	2,476	13	
<b>May 17</b>	1,409	12	
<b>June 17</b>	1,873	14	
<b>July 17</b>	2,057	13	

### Museum Revenues

	Donations	Sponsorships	Lectures	Chamber Music	Earth Day
<b>January 17</b>	\$128		\$65		
<b>February 17</b>	\$328	\$125	\$80	\$1,565	
<b>March 17</b>	\$111	\$50			\$475
<b>April 17</b>	\$292	\$195			\$125
<b>May 17</b>	\$247	\$100	\$40		
<b>June 17</b>	\$170	\$370	\$125	\$1,555	
<b>July 17</b>	\$130	\$115	\$75		

### Advertising and Promotion:

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.hideserternaturemuseum.org](http://www.hideserternaturemuseum.org) and Facebook page are continually

updated with current exhibits, events, and programs.

The electronic newsletter, "Tortoise Tales," is sent to about 1500 recipients the beginning of each month.

Museum Progress on Projects and Programs in January:

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Brown Bag Lunch Lecture	Completed	Jan. 19, "Botanical Discovery and Inventory in Joshua Tree National Park" presented by Tasha LaDoux, Ph.D.  Attendance: 30
MBHS presents	Completed	Jan. 11, "The Antiquities Act and our New Desert National Monument" Presented by Seth Shteir, NPCA  Attendance: 18
Exhibit opening	Completed	Jan 7 "Seeds – Nature's Artful Engineering" exhibit
Strategic Plan Updates	Ongoing	Kids Corner: Front Entrance repainted Exhibits: Fossil Exhibit re-housed in Natural History Wing
Collections	Started	Cataloging

Museum Progress on Projects and Programs in February:

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Chamber Music	Completed	Feb. 11 and 12, "Encelia Chamber Ensemble" and "The Harmonic Winds"  Attendance: 90
Brown Bag Lunch Lecture	Completed	Feb. 16, "Archaeology of the Yucca Valley Region" Presented by Daniel McCarthy  Attendance: 45

MBHS presents	Completed	Oct. 12, "Gold & Silver in the Mojave-Images of a Last Frontier" presented by Nicolas Clapp  Attendance: 15
Fieldtrips	Completed	Feb. 11: Child Birthday (12 students) Feb. 21: Homeschool Fieldtrip "Seeds & Plants" (32 students) Feb. 22: 29 Palms Educator Co-Op "Seeds & Plants" (25 students)
Strategic Plan Updates	Ongoing	Moving and treatment of small animal taxidermy
Collections	Ongoing	Cataloging

Museum Progress on Projects and Programs in March:

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Brown Bag Lunch Lecture	Completed	March 16, "Tule Springs Fossil Beds National Monument – What the rocks tell us about ecosystem response to past climate change" presented by Dr. Kathleen Springer USGS  Attendance: 42
MBHS presents	Completed	March 8, "Calico Strikes" presented by Dr. Stephenie Slahor  Attendance: 15
Exhibit Opening and Reception	Completed	March 18, "Reduce, Reuse, Recycling" Exhibit  Attendance: 200
Outreach	Completed	March 3, Yucca Valley High School Career Day  Attendance: 300 students
Staff Development	Completed	March 29-31 CAM Conference

Strategic Plan Updates	Ongoing	Natural & Cultural History Wings Exhibit cases moved and walls painted
Collections	Ongoing	Cataloging

#### Museum Progress on Projects and Programs in April

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Earth Day Conservation Fair	Completed	April 22, over 50 vendors and exhibitors  Attendance: ~2,500
MBHS presents	Completed	April 12, "Native Plants: Who needs 'em?" presented by Madena Asbell  Attendance: 20
Fieldtrips	Completed	April 8+15, Mount San Jacinto Community College Attendance: 60 students  April 11+12, Condor Elementary Kindergarten Attendance: 100 students
Native Plant Workshop	Completed	April 5  Attendance: 15
Outreach	Completed	April 8, Malki Museum Spring Fest  Attendance: 200 visitors
Strategic Plan Updates	Ongoing	Cal Humanities Grant preparation
Collections	Ongoing	Cataloging

#### Museum Progress on Projects and Programs in May

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Brown Bag Lunch Lecture	Completed	May 18, "The benefits and costs of cooperation in societies: perspectives from a social insect specialist" presented by Dr. Jessica Purcell, UCR  Attendance: 20

MBHS presents	Completed	May 10, "Cowboy, Poetry and Humor" presented by Richard Brewer Attendance: 40
Fieldtrips	Completed	May 19, L.A. Middle School, 8th grade Attendance: 20 students  May 24, Friendly Hills Elementary 1 <sup>st</sup> grade Attendance: 50 students
Strategic Plan Updates	Ongoing	Art collection re-evaluated
Collections	Ongoing	Cataloging

#### Museum Progress on Projects and Programs in June

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Chamber Music at the Museum	Completed	June 3 evening – Audience 30 June 4 matinee – Audience 50
Brown Bag Lunch Lecture	Completed	June 15, "Living with Desert Wildlife: How to Help Native Species" presented by Emma Baldwin, Primary Wildlife Rehab Keeper at The Living Desert  Attendance: 30
MBHS presents	Completed	June 14, "The Mojave Project" presented by Kim Stringfellow author, multimedia-artist and educator  Attendance: 25
Exhibit opening	Completed	June 10, Youth interactive exhibit "Conservation Quest" open
Youth Summer Camp Week 1 Week 2 Week 3	Completed	Animals Gardening Sun Energy Attendance: 12/class
Strategic Plan Updates	Ongoing	Cal Humanities Grant preparation

Collections	Ongoing	Cataloging
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Museum Progress on Projects and Programs in July

<b>Project/Program</b>	<b>Status</b>	<b>Notes</b>
Brown Bag Lunch Lecture	Completed	July 20, "Important Birds of Ancient Lake Cahuilla and the Salton Sea" presented by Kurt Leuschner is a Professor of Natural Resources at College of the Desert  Attendance: 45
Summer Camp Week 4	Completed	Wind Energy Attendance 12/class
Family Fun Day	Completed	Our Planet - Our Home  Attendance: ~600-700
Strategic Plan Updates	Ongoing	Cal Humanities Grant preparation Meeting with Malki Museum for loans
Collections	Ongoing	Cataloging

## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair  
**From:** Sue Earnest, Community Services Manager

**Date:** September 8, 2017  
**Meeting Date:** September 12, 2017

**Subject:** Facility Use and Fee Waiver Request: Mara Cantelo - Tender Loving Cause/Christmas (TLC)

**Recommendation:**

That the Parks, Recreation and Cultural Commission consider the issue and make a determination regarding the request for facility use and a waiver of facility use fees.

**Prior Commission Review:**

Annual

**Executive Summary:**

Mara Cantelo of Tender Loving Christmas (TLC) has requested facility use of the community center complex and waiver of facility use fees for the annual free Christmas dinner event in December 2017.

In October of 2016 the Commission reviewed Ms. Cantelo's application and although it represented substantial deviations from the Facility Policy, the PRCC members considered the event a significant contribution to the community. They approved the application and solicited assurance from the applicant that the event would be delivered in a safe, effective way.

Subsequently, at its meeting on November 1, 2016, the Town Council voted to receive and file the TLC Facility Use and Fee Waiver request approved by the Parks, Recreation and Cultural Commission and added an additional requirement of an expanded operational plan for the 2017 event.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Discussion / Questions of Staff
- Motion/Second
- Discussion on Motion
- Call the Question (Roll Call Vote,)

**Discussion:**

The rental and use of public facilities is regulated by the Town's adopted Facility Use Policy and

incorporated fee schedule. By adopting the policy, the Council has made provisions for user groups to request use of Town facilities as well as a waiver or reduction in fees, and has established guidelines under which such requests should be considered.

Under Section 8f of the Facility Policy, guidelines authorize staff approval of waiver requests for: 1) activities or events that directly benefit the youth of the community, and/or 2) events that demonstrate substantial benefit to large numbers of community members at no charge, and/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 guidelines for a waiver, or if the request is in excess of \$2,500, the Parks, Recreation and Cultural Commission is authorized by Council to make a final determination on the matter.

### **Mara Cantelo TLC Facility Request**

Mara Cantelo, the event organizer, has stated that everything for the event is 100% donated and 100% volunteer supported. The annual Christmas event is free of charge to all Morongo Basin residents who may not have a better alternative for spending Christmas. TLC provides several services including a warm dinner, entertainment, clothes and gifts, all without charge for an expected attendance of 2,000+ Morongo Basin residents. The event scope is significant and includes extended hours of use of the Senior Center kitchen and the entire Community Center building starting on December 21st through the 24<sup>th</sup> for decorating and cooking. Hosting of the event takes place on December 25<sup>th</sup> with volunteers serving the large crowd of participants. Following the event, volunteers are present from December 26<sup>th</sup> through 29<sup>th</sup> for clean-up. A Town facility staff member is present for the majority of the facility use. However, no additional staff members are present.

Ms. Cantelo has applied for the following:

1. Reserved use, fees/deposits waived, and extended hours of use for the Senior Center kitchen and the entire Community Center building starting on December 21 through 29, as well as use of town tables and chairs.
2. Reserved use and fees/deposits waived for a small meeting room for 2-hour planning meetings on specified weeknights during the months of September, October, November and December.
3. Use of Town public safety cones and barricades at no charge as well as in-kind Town facility staff assistance.

### **Policy Review and Considerations**

The requested applications represents a number of deviations from the Facility Policy for review and consideration.

- a) The requested times fall outside of the approved use of facilities including extended morning and evening hours and overnight use on December 24-25.



- b) The policy states that generally, no fee waivers or reductions will be granted on weekends or holidays.
- c) Although the Facility Policy states that a deposit is required even when fees are waived, currently the applicant is not charged a deposit (to cover carpet cleaning, damage, etc.).
- d) For an event of this size, security services would be required for the event duration.
- e) The request would require cancellation of enrichment classes (estimated at 11 classes).
- f) The requested use covers dates that Town offices are closed, requiring special staff shifts during employee holidays. Cost of this additional labor would not be recovered.

The Tender Loving Christmas event has been effectively delivered to the community by the TLC non-profit organization for many years. In 2016, Town staff was informed that the TLC non-profit status was no longer active, and thus the event is being sponsored in whole by a single individual and a group of solicited volunteers. The status of the TLC organization remains unchanged for 2017. Successful delivery of the event requires the participation of numerous volunteers and significant money donations, none of which are guaranteed. The organizational structure for the delivery of the event may not be sufficient to deliver a large-scale event without increased risk for operational difficulties.

While the Town is not directly sponsoring the event, should operational challenges exist, the Town would likely be faulted, rightly or not, for allowing the event to move forward using Town facilities. To address these concerns, the Town Council has required the applicant to provide an expanded operational plan for the 2017 event that outlines the following:

- Organizational status
- Event requirement and resources
- Event staffing
- Program preparation, execution and delivery
- Facility use plan
- External permitting assurances
- Security requirements and plan
- Facility breakdown and cleanup plan
- Risk mitigation efforts
- Other planning elements as required.

Staff has not received the operation plan requested or any elements thereof. Staff has contacted the applicant and is prepared to assist her in compiling her existing event documents and creating additional materials to satisfy the Town Council's requirement. However, to date she has been unable to meet and no progress has been made on the plan.

**Alternatives:**

Based on previous Town Council direction and Commission action, the Commission may wish to consider the following actions:

- a. Continue the item to the October 12, 2017 meeting of the PRCC with the condition that

the applicant include the submission of the expanded operational plan required by the Town Council.

- b. Approve the facility use request from Mara Cantelo, including approval of priority use, extended hours, holiday, and weekend use provided that the applicant adheres to the confirmed schedule; approve the applicants facility use fee waiver request granting a waiver of 100% all facility use fees and deposits; approve the requirement that the applicant provide event security during the event by contracting with the Sherriff Dept or Town approved security services; approve the donation of in-kind Town support through Town sponsored event insurance coverage and facility staff labor; and approve the requirement that the applicant produce an expanded operational plan to be submitted to Town staff on or before October 1, 2017 for review by the PRCC on October 12, 2017.
- c. The commission may act to approve or deny the facility use and waiver request; or a partial reduction in fees.

**Fiscal impact:**

The Town will waive approximately \$16,602 of facility fees. Additionally, the Town will incur the costs related to providing the in-kind facility labor and insurance support. It is unlikely that the event would take place at Town facilities if the fees were assessed.

**Attachments:**

2017 TLC facility use application

2017 TLC waiver request letter

November 1, 2016 Council Minutes



# TOWN OF YUCCA VALLEY

## FACILITY RENTAL APPLICATION

(T L C)

APPLICANT/ORGANIZATION NAME: TENDER LOVING CAUSE / CHRISTMAS

CONTACT PERSON: 760-333-2413 MARA CANTELO

ADDRESS: PO BOX 895 YUCCA VALLEY 92286

PHONE NUMBER: 760-333-2413 E-MAIL: \_\_\_\_\_

TYPE OF EVENT: PUBLIC HOLIDAY GATHERING (FOOD GIFTS ETC ENTERTAINMENT)

DATE(S) REQUESTED: December 21-29 2014

EXPECTED ATTENDEES ADULTS \_\_\_\_\_ UNDER 18 \_\_\_\_\_ 500 - 3200

SET UP TIME BEGINS	EVENT BEGINS	EVENT ENDS/ BEGIN CLEAN UP	CLEAN UP ENDS/ DEPARTURE TIME	TOTAL HOURS REQUESTED
<b>IS THE APPLICANT A:</b>				
YUCCA VALLEY RESIDENT?	<input checked="" type="radio"/> YES <input type="radio"/> NO	WILL KITCHEN BE REQUIRED?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
COMMERCIAL ENTERPRISE?	YES <input checked="" type="radio"/> NO	FOOD & BEVERAGE SERVED/SOLD?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
WILL FEES OR DONATIONS BE COLLECTED?	YES <input checked="" type="radio"/> NO	WILL ALCOHOL BE SOLD, SERVED, OR ALLOWED?	YES <input checked="" type="radio"/> NO	
OPEN TO THE PUBLIC?	<input checked="" type="radio"/> YES <input type="radio"/> NO	WILL THE EVENT HAVE AMPLIFIED MUSIC OR SPEECH?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
NON-PROFIT ORGANIZATION	YES <input checked="" type="radio"/> NO	TAX ID _____		

FACILITY REQUESTED	EQUIPMENT REQUESTED
<input checked="" type="checkbox"/> YUCCA ROOM 44 x 80	<input checked="" type="checkbox"/> TABLES, QUANTITY _____
<input checked="" type="checkbox"/> SENIOR CENTER 48 x 58	<input checked="" type="checkbox"/> CHAIRS, QUANTITY _____
<input checked="" type="checkbox"/> MESQUITE ROOM 22 x 24	<input type="checkbox"/> LECTERN
<input checked="" type="checkbox"/> JOSHUA TREE 20 x 24	<input type="checkbox"/> TV/DVD
<input checked="" type="checkbox"/> OCOUILLO ROOM 22 x 30	<input type="checkbox"/> MICROPHONE(S) _____
<input checked="" type="checkbox"/> CHOLLA ROOM 22 x 44	<input type="checkbox"/> OTHER _____
<input checked="" type="checkbox"/> COMM. CENTER COURTYARD	
<input type="checkbox"/> ATHLETIC FIELD/PARK (SEE BELOW)	
<input type="checkbox"/> OTHER _____	

REQUESTED ATHLETIC FIELD/PARK	DAY OF WEEK CIRCLE APPROPRIATE DAYS	DATES REQUESTED		TIME REQUESTED	
		FROM	TO	FROM	TO
FIELD/ PARK:	M T W TH F SA SU				
FIELD/ PARK:	M T W TH F SA SU				
FIELD/ PARK:	M T W TH F SA SU				

FIELD LIGHTS REQUESTED YES NO CANOPIES/BOOTHES OR STAKING IN THE GROUND YES NO

NON-SPORT ACTIVITIES AT THIS EVENT YES NO SNACK BAR REQUESTED YES NO

In addition to the application, renters will also be required to complete a facility use agreement and adhere to the designated requirements, including providing the necessary insurance information. Questions please call Town of Yucca Valley 760-369-7211.

SIGNATURE: Mara E. Cantelo DATE: AUG 15, 2017

Attachment: 2017 TLC facility use application (1724 : Facility Use and Fee Waiver Request: Mara Cantelo - Tender Loving Cause/Christmas

September 2017

Dear Parks, Recreation and Cultural Commission Members

This year marks the 34<sup>th</sup> year for the Tender Loving Christmas event. This event is free to any Morongo Basin resident who has nowhere to spend Christmas. I am requesting the use of the Town's facilities for this event. In the past years we have had approximately 2000+ residents come through the doors for this event.

We would like to use the Senior Center kitchen starting on December 23<sup>rd</sup> to start cooking. We also need use of the entire Community Center (all rooms, kitchen and courtyard area) 21<sup>st</sup> – 29<sup>th</sup> working around any scheduled events. The event held 25<sup>th</sup> and clean up start on the night of the 25<sup>th</sup>.

Final clean up continuing on the 29<sup>th</sup> and removal of all Tender Loving Christmas items on the 29<sup>th</sup>.

We would also like to request the use of a small meeting room once a week for 2 hours each starting in September until December 2017.

In the past the Town has provided extra dumpsters, turned the water off on the courtyard area grass and had the heat on for the nights of the 23<sup>rd</sup> and 24<sup>th</sup>. I would also like to request the use of Town traffic cones and barricades, as many as possible.

I am also requesting a waiver of all fees, as everything for this event is 100% donated and 100% volunteer. I understand and will comply with all the Towns guidelines and insurance requirements.

Sincerely Yours,

*Mara Cantelo*

Mara Cantelo Co-Founder

## YUCCA VALLEY TOWN COUNCIL MINUTES

November 1, 2016

**RESULT:** INTRODUCED [UNANIMOUS]  
**MOVER:** Robert Lombardo, Council Member  
**SECONDER:** Merl Abel, Mayor Pro Tem  
**AYES:** Abel, Denison, Huntington, Lombardo, Leone

## DEPARTMENT REPORTS

**11. Triennial California Building Code Publication: Resolution NO. 16-34: 2016 California Building Codes Adoption, Ordinance No. 262, Set Public Hearing for December 13, 2016**

Deputy Town Manager Stueckle read the title of the ordinance into the record and introduced Patrick Carroll of Charles Abbott and Associates. Carroll explained that Cities adopt the most recent versions of the California Building Codes, usually every three years. Changes in the 2016 California Building Codes are effective January 1, 2017. Local jurisdictions may legally amend the building codes as long as the changes are based upon climate, geologic and topographic conditions. Local jurisdictions cannot reduce the Codes as adopted by the State and may only cause those Codes to be more restrictive than enacted by the State.

Mayor Leone opened public comment. With no members of the public wishing speak, public comments were closed.

Council Member Denison announced his agreement with the proposed amendments.

Council Member Huntington inquired on the major changes in this version of the codes.

**MOTION:**

Adopt Resolution No. 16-34 and introduce Ordinance No. 262, repealing Section 8.02.020, Building Codes, Chapter 8.02 of Title 8 of the Yucca Valley Municipal Codes, and sets the matter for public hearing and Ordinance adoption at the Town Council meeting of December 13, 2016.

**RESULT:** INTRODUCED [UNANIMOUS]  
**MOVER:** George Huntington, Council Member  
**SECONDER:** Merl Abel, Mayor Pro Tem  
**AYES:** Abel, Denison, Huntington, Lombardo, Leone

**12. Facility Use and Fee Waiver Request: Mara Cantelo - Tender Loving Cause/Christmas (TLC)**

Community Services Manager Earnest presented the staff report, giving details on the scope of the annual Tender Loving Cause/Christmas event and the review process of the Use of Facility Application submitted by Mara Cantelo.

## YUCCA VALLEY TOWN COUNCIL MINUTES

November 1, 2016

Earnest explained that the Parks, Recreation, and Cultural Commission has reviewed the item and has approved with certain conditions.

Mara Cantelo, the organizer of Tender Loving Christmas addressed the Council, giving details of the event.

Mayor Leone opened public comment. With no members of the public wishing to speak, public comments were closed.

Mayor Leone commented on the volunteering opportunity and suggested a connection with the local churches for assistance.

Council Member Denison thanked Cantelo for her work in the community and suggested she share her secrets in pulling off such a large event, year after year.

Council Member Huntington also suggested a plan for succession, so the event can continue.

Council Member Lombardo spoke of the event and the opportunity for volunteering.

Mayor Pro Tem Abel spoke kindly of Cantelo's work for the past 30 years and inquired on the volunteer recruitment process. Abel also invited Cantelo to comment on the request to provide the Town with the event information in a timely fashion as requested in the future.

**MOTION:**

Receive and file the report regarding the TLC Facility Use and Fee Waiver request approved by the Parks, Recreation and Cultural Commission, and require an expanded operational plan for the 2017 event.

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Robert Leone, Mayor

**SECONDER:** Robert Lombardo, Council Member

**AYES:** Abel, Denison, Huntington, Lombardo, Leone

**13. Hi-Desert Nature Museum - Completion of Museum Inventory**

Museum Registrar Cantu presented the staff report, informing the Council of a significant accomplishment in completing a comprehensive Inventory Report. The inventory is a method used by museums to capture up-to-date information about objects in collections.

Mayor Leone opened public comment.

Marjorie Smith, Yucca Valley commented on the clean environment the museum staff provides for the collections.

## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair  
**From:** Sue Earnest, Community Services Manager  
 Stefanie Ritter, Museum Program Supervisor  
**Date:** September 6, 2017  
**Meeting Date:** September 12, 2017

**Subject:** Hi-Desert Nature Museum Reorganization Closure – January 2018

**Recommendation:**

Review and approve the Hi Desert Nature Museum’s planned closure for the month of January 2018 and direct staff to forward the recommendation to the Town Council.

**Prior Commission Review:**

None.

**Executive Summary:**

The Hi-Desert Nature Museum’s 2016 - 2020 Strategic Plan covering programs, collections, and exhibit improvements was reviewed and approved by the PRCC on April 12, 2016, and subsequently approved by the Town Council on September 6, 2016.

A main element of the strategic plan calls for reorganization of the museum exhibit rooms to present the collections to the public in a more intentional and logical manner. This transition is outlined in the “Exhibit Spaces” section of the plan. The process will involve a series of tasks that will not be possible to execute while the museum is open to the public. The Hi-Desert Nature Museum proposes a temporary museum closure for the month of January 2018 to accomplish this extensive effort. In order to minimize the impact on museum visitors, January was selected as it is the month of lowest attendance. The work will take place January 2 through 31.

The museum will be closed to the public for twelve days (Thursday - Saturday):

January 4-6

January 11-13

January 18-20

January 25-27

The museum will reopen on Thursday, February 1, 2018

**Order of Procedure:**

Request Staff Report

Request Public Comment

Commission Discussion / Questions of Staff

Motion/Second



Discussion on Motion  
Call the Question

**Discussion:**

The closure will allow museum staff and contractors to paint and move the larger exhibit cases to their new permanent positions, paint walls, and perform a carpet deep clean. The exhibits will be moved, interpretation added or newly curated.

This will be a significant step in reorganizing the museum into its new Natural and Local History wings. Much of the preparation will be done in the months before the closure; researching and writing interpretation panels, printing labels, re-housing items that will be removed from exhibits, evaluating current exhibits, arrange for loans, and curating new exhibit content.

The month of January is when the physical changes will occur; emptying exhibit cases, painting, moving cases, setting up exhibits, and deep cleaning.

- Week 1: Empty mineral and history cases, temporarily store cases until relocating to new locations.
- Week 2: Paint rooms 2 & 3 and glow room.
- Week 3: Move large Indian cases including removal and replacement of contents, install wall murals, install interpretive panels.
- Week 4: Complete Indian cases, place and fill History cases, install mining exhibit, deep clean carpet.
- Week 5: (Mon-Wed) Install temporary exhibit in Room 1, final cleaning and finishing touches.

The museum will reopen on Thursday, February 1, 2018, unveiling the new natural history and cultural history rooms. Looking forward, exhibits in both wings will be fine-tuned and interpretation will be continuously updated.

Museum staff will communicate the planned closure dates to the public through announcements on the Hi-Desert Nature Museum and Town of Yucca Valley websites and social media outlets, email communication with current customers and local organizations, press releases to local media, and signage at the museum.

**Alternatives:**

None recommended.

**Fiscal impact:**

The cost of implementing this phase of the Museum Strategic Plan is accommodated by the FY 2016-18 adopted budget, augmented by the museum's donation account if needed.

**Attachments:**

HDNM Strategic Plan Exhibit Spaces Pgs 7-12



## Exhibit Spaces

Displays and temporary exhibitions, physical or electronic, should be in accordance with the stated mission, policy and purpose of the museum. They should not compromise either the quality or the proper care and conservation of the collections. ICOM (*International Council of Museums*) Statutes, adopted during the 21st General Conference in Vienna, Austria, 2007



After assessing the exhibits on permanent display, staff considered the focus as well as the flow within the exhibit spaces. The Museum has defined three focus areas in its mission statement: the main focus is local natural history, followed by local history and local art. These priorities are reflected within the collections. The current arrangement of exhibits within the Museum are not organized by subject matter. Natural history, art, and local history are intermingled within the same gallery. Staff determined it is necessary to reorganize the galleries to present the collections to the public in a more intentional and logical way.

### Focus I: Natural History Wing ( Room 3)

Room 3, the largest gallery space in the Museum will become the Natural History Wing. This will enable the Museum to double its natural history exhibits, interpretation and make the space coherent. The museum owns several small professionally produced natural science exhibits. Subject matters include tortoises, desert volcanoes, reptiles, fear of animals, rattlesnakes, scorpions, etc. The museum also possesses framed herbarium specimens, botanical prints, nests and eggs, skulls, pinned insects and much more. These collection are not display. The added space for natural history in room 3 will allow the natural history exhibits and collections to be available to the public.

The Museum has added to its collection of native taxidermy with donations from the Palm Springs Desert Museum and the Agua Caliente Museum. These accessions include a mountain lion, a young coyote and several native songbirds. The Museum also has the opportunity to acquire a bighorn sheep mount. After accessing the mounts it became clear that the existing diorama cases will not offer sufficient space or security for the collection. An updated diorama is needed to accommodate the display of the native fauna taxidermy.

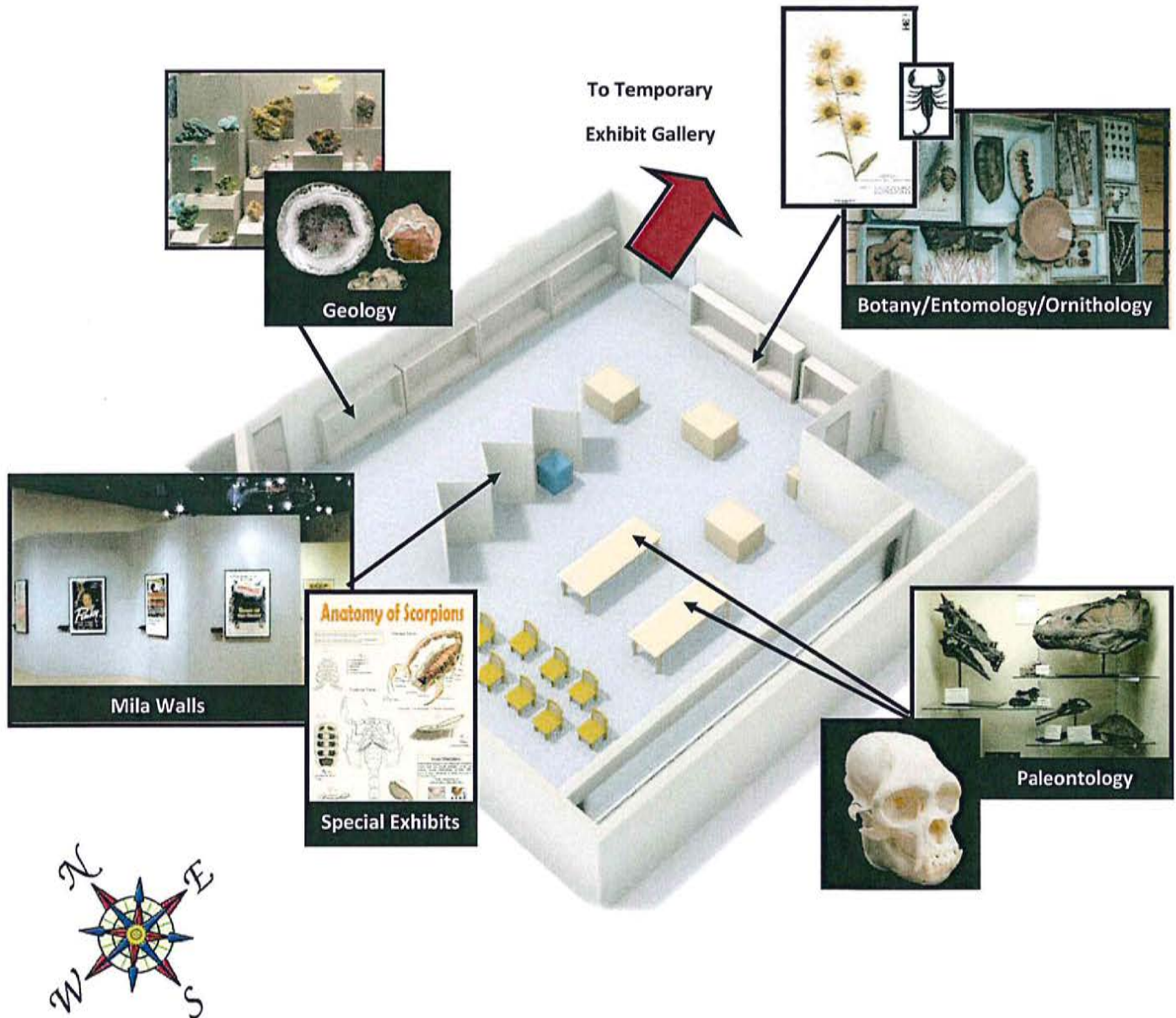


## Focus 1 - Natural History Wing (Room 3)

The exhibits in the Natural History Wing will be pertinent to the Mojave Desert, informative for tourists, and educational and relevant for frequent and local visitors.

### IMMEDIATE ACTIONS:

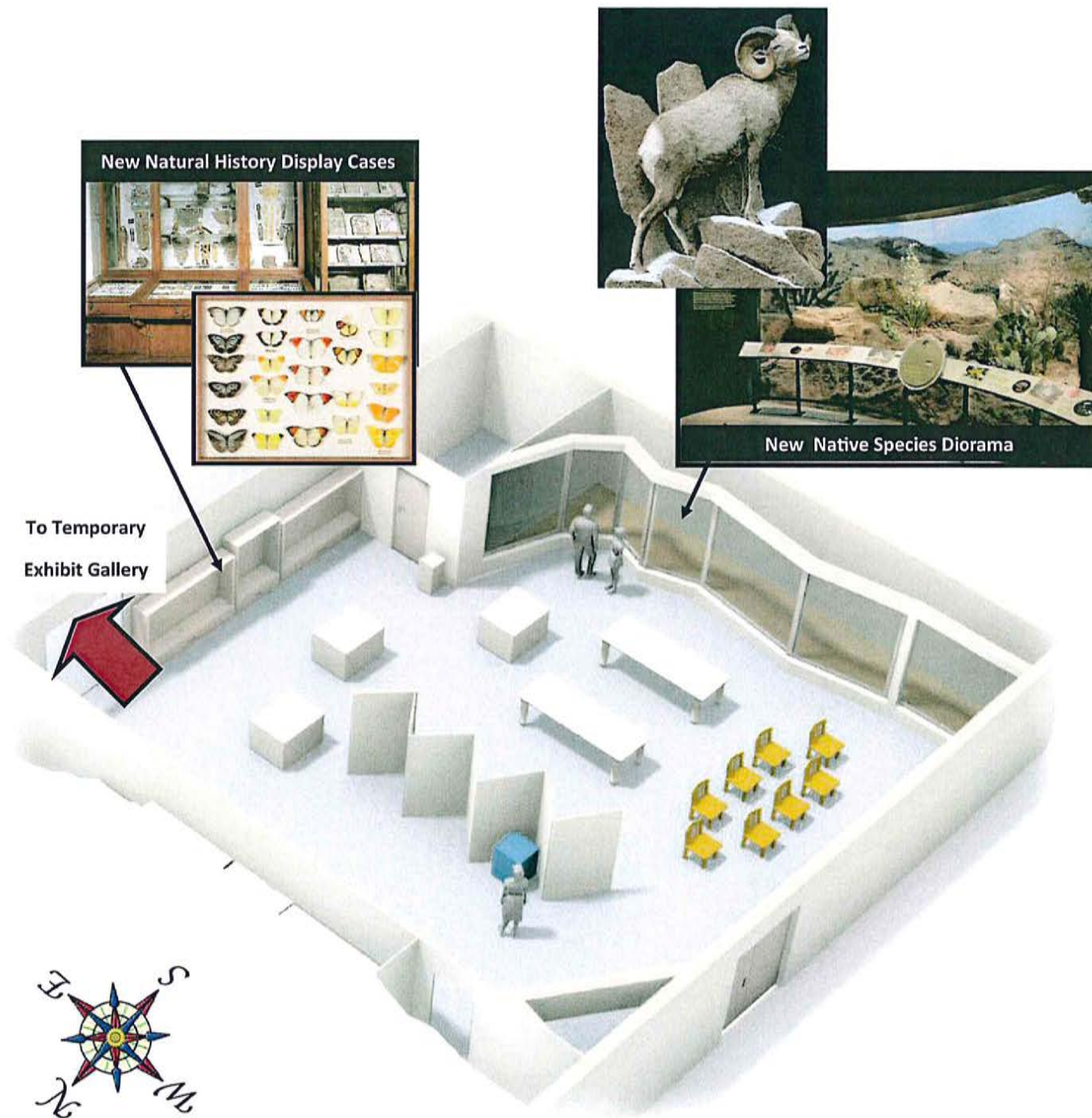
- Review and evaluate natural history displays
- Move display cases in room 2 and 3 to separate natural and cultural history exhibits
- Refinish existing exhibit cases
- Procure temporary walls for small scale natural history exhibits
- Procure museum quality display cabinets for entomology (insects), botany (plants) and ornithology (birds)



### Focus 1 - Natural History Wing (Room 3)

#### LONGTERM ACTIONS

- Install museum quality glass diorama to display and interpret the museum’s extensive collection of native fauna taxidermy
- Curate the new exhibit cases and the new diorama
- Expand availability of the natural history collection for research and fieldtrips





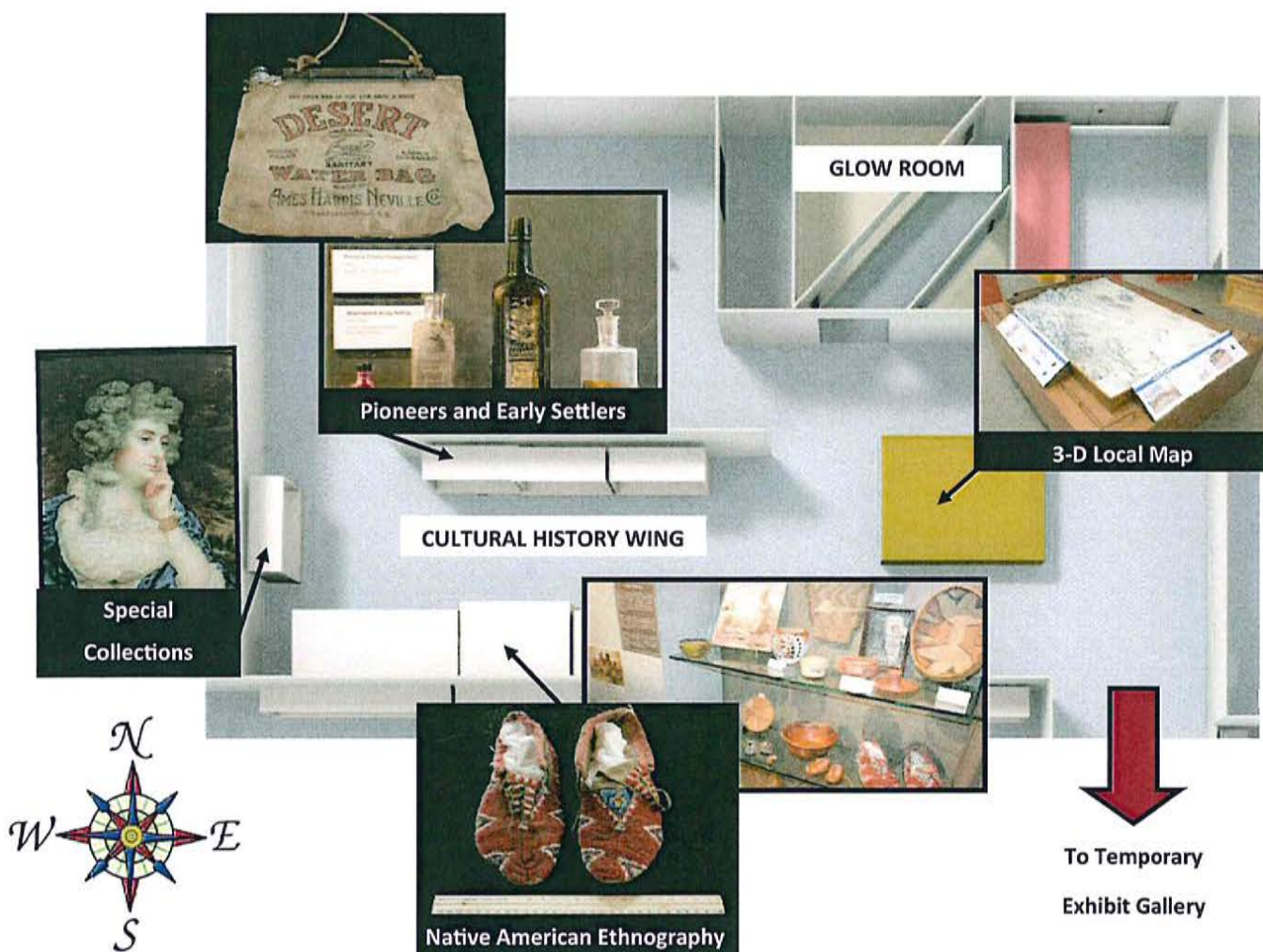
## Focus 2 - Cultural History Wing (Room 2)

Currently, Room 2 is occupied by the gem & mineral, and paleontological exhibits. Room 2 will become the Cultural History Wing. It will show and interpret the local history, from its native inhabitants through settlers, homesteaders, miners to its current occupants. The Museum holds Native American pottery and basket collections, as well as collections pertaining to local mining, early homesteading and several other special collections. Displaying the progression of the cultural history in one gallery will allow community members to gain an understanding of and respect for the challenges and achievements of previous inhabitants and feel pride for their community. The gallery will also give tourists a quick insight into the history and development of the Morongo Basin.

The Cultural History Wing will relate to the Community's past and future and offer a sense of place and be informative for tourists.

### IMMEDIATE ACTIONS:

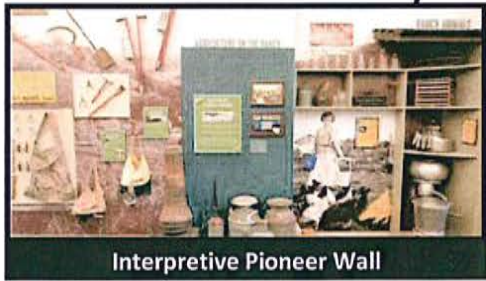
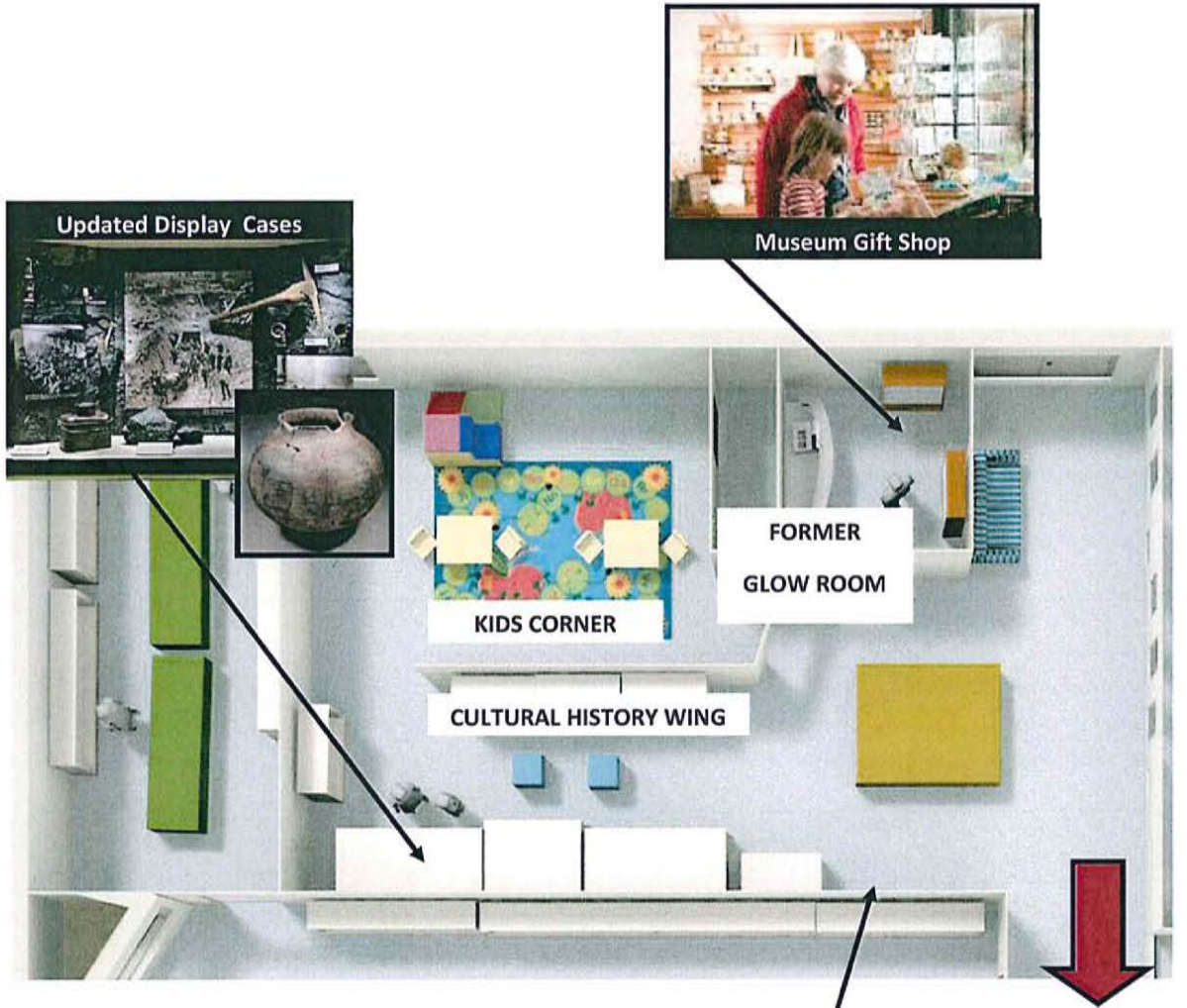
- Review existing display cases and consider which stories to tell (mining, settlers, homesteaders, industry etc.)
- Move display cases in room 2 and 3 to separate natural and cultural history exhibits
- Rotate exhibits and interpretation regularly to make better use of the cultural history collection



### Focus 2 - Cultural History Wing (Room 2)

#### LONGTERM ACTIONS:

- Install museum quality interpretive panels
- Curate the new exhibit cases with changing cultural exhibits
- Update Kids Corner with new furniture and educational toys
- Reinstall a museum gift-shop in the former glow room





### Focus 3 - Temporary Exhibits Gallery

The Hi-Desert Nature Museum has always provided excellent temporary exhibits. The museum developed a general exhibit schedule during the last strategic planning period that reduces the changing exhibits from six per year to four per year.

January-February:	short period rental exhibit
March - May:	local art exhibits
June - September :	interactive youth rental exhibit
October - December:	short period rental exhibit

The Museum is a member of several exhibit provider networks and staff has been very resourceful in finding affordable rental exhibits. However, the rental fees for exhibits have been rising along with prices for shipping. The Museum has offered interactive youth exhibits for the last two years. Local families have been taking advantage of free access to first rate interactive and educational exhibits, and the feedback has been positive throughout.



As a professional standard, museums strive to secure exhibits at least two years ahead. Museum staff has done an exceptional job in finding and securing temporary exhibits that are of local interest and comply with the museum's mission statement. This common practice has great benefits for long term scheduling in the museum, but it is difficult to budget. The time frame from the first down payment to the final shipping payment can span more than two fiscal years.



## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair  
**From:** Sue Earnest, Community Services Manager

**Date:** September 6, 2017  
**Meeting Date:** September 12, 2017

**Subject:** Parks Master Plan Update 2017

**Recommendation:**

Review and approve the proposal by MIG, Inc. to provide an update to the current 2008 Parks Master Plan and direct staff to forward the recommendation to the Town Council.

**Prior Commission Review:**

None

**Executive Summary:**

Development of a PMP is called for in the recreation element of the Town's General Plan. The Town adopted its first Parks Master Plan (PMP) in December of 1999 to provide a blueprint for the development of future recreational facilities. It provided a strategic plan for organized and structured development of new recreational facilities as well as renovation of existing recreational facilities through the year 2010.

The Town Council identified a PMP update as a priority in its 2006-07 strategic plan. The first update to the PMP was created by MIG, Inc. (Moore, Iacofano, Goltsman, Inc.) of Fullerton, CA and was adopted in October 2008. This version of the PMP incorporated previous planning efforts while obtaining new community input, resulting in an updated understanding of current and future recreation and park needs specific to Yucca Valley. The plan is comprehensive, covering 2008 through 2020, and is intended to be a flexible document that can be evaluated, validated and modified periodically as the Town's needs and demands change.

Much has transpired since the creation of the 2008 edition of the PMP. The Town has made significant improvements to local parks and has acquired the Brehm Youth Sports Park. The passage of Measure Y may also provide a possible revenue source for future improvements. As the Town Council prepares to address an update to its Strategic Plan, a fresh perspective on the PMP is desired.

**Order of Procedure:**

- Request Staff Report
- Request Public Comment
- Commission Discussion / Questions of Staff
- Motion/Second

Discussion on Motion  
Call the Question

**Discussion:**

In August of 2017, Town staff approached MIG, Inc. to solicit a proposal to conduct the PMP update. If approved, the project would be executed over the next six months and be delivered in March of 2018. Staff has reviewed the elements of the proposal and are satisfied that it incorporates the requested updates. A brief outline of the Scope of Work includes:

Phase I: Update the Baseline

This phase examines changes to the Town and park system since 2008 and updates baseline information.

Phase 2: Update Recommendations

Identify key recommendations and goals for the PMP. Includes interviews and focus group meetings with stakeholders as well as online questionnaire. Review outreach data, develop recommendations, and prioritize action items.

Phase 3: Prepare the Parks and Recreation Master Plan Update

Preparation of a succinct implementation plan with directives for short, mid, and long-term implementation. Produce a complete updated PMP document with key implementation measures in a user-friendly format.

The complete proposal has been provided as an attachment to this report.

Project Cost:

Phase 1:	\$7,752
Phase 2:	\$22,937
Phase 3:	<u>\$9,632</u>
Total	\$40,321

Due to their familiarity with the community and their continued involvement with the development of the PMP, MIG, Inc. is the preferred vendor. Cost for the 2008 PMP comprehensive update was \$138,225. Staff feels the proposed cost of \$40,321 for the 2017 update is acceptable for the scope of work requested.

**Alternatives:**

Decline to make a Commission recommendation.

**Fiscal impact:**

Funding for the PMP update would require an allocation by the Town Council in the amount of \$40,321 from the General Fund Unassigned Fund Balance in order to award the contract and to proceed with the project.



**Attachments:**

MIG\_letter proposal\_YuccaValleyPR\_MP\_update



August 16, 2017

Sue Earnest, Community Services Manager  
 Town of Yucca Valley Community Services Department  
 57090 Twentynine Palms Highway  
 Yucca Valley, CA 92284

**Subject: Proposal to Prepare Parks and Recreation Plan Update**

Dear Ms. Earnest:

Per your request, MIG, Inc. is pleased to submit this proposal to assist the Town of Yucca Valley with preparation of the Parks and Recreation Master Plan update. We appreciate the opportunity to work with your staff and community on this planning project. MIG is well known throughout California and the West for successfully preparing community-focused park and recreation plans. The success of our plans stems from our interdisciplinary approach and extensive experience in all areas of park and recreation planning and design.

We will approach the Yucca Valley Master Plan update project with deep grounding in parks and recreation planning, design and management; community planning and urban design expertise; past experience in Yucca Valley; and fresh ideas that respond to your context within a foundation of knowledge of best practices in parks and recreation planning.

We look forward working with the Town to develop an effective, action-oriented Master Plan update that meets the Town's future needs for parks and recreation and establishes realistic short-term and long-term goals and strategies to accomplish the vision for parks in Yucca Valley. If you have any questions as you read through our proposal, please call me at 503.297.1005 or Genevieve Sharrow (Project Manager) at 626.744.9872.

Regards,

Lauren Schmitt, ASLA, AICP  
 Principal  
 MIG, Inc.

Attachment: MIG\_letter\_proposal\_YuccaValleyPR\_MP\_update (1721 : Parks Master Plan Update 2017)

# Scope of Work

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We have prepared a scope of work based upon our telephone discussion with you, our review of the Master Plan prepared by our colleagues in 2008, our extensive Parks and Recreation experience and our understanding of Yucca Valley's needs. Based on subsequent discussions with City staff, the scope can be expanded, contracted, or otherwise modified.

## Phase 1: Update the Baseline

In this phase, MIG will work with City staff to examine changes to the City and park system since the 2008 Parks and Recreation Master Plan was adopted, and update the baseline of information. Phase 1 includes the following tasks:

- Host kick-off teleconference with MIG and Town staff to discuss roles, responsibilities, key first tasks, background information for MIG to review, and progress to date in implementation.
- Review background information transmitted by the Town to MIG, including documents related to current projects, such as surveys prepared for the Community Livability Study and Update to the Town Strategic Plan.
- Prepare a draft outline for the document update that identifies which components of the existing document need updating, which should be moved to an appendix, and which should be removed entirely, with a goal of streamlining the document for usability.
- OPTIONAL: Create an Existing Facilities Map for inclusion in the Parks and Recreation Master Plan.
- Update and streamline existing conditions information currently found in Chapters 2 (Planning Context), Chapter 3 (Existing Parks and Facilities), Chapter 4 (Recreation Programs and Services), and Chapter 5 (Cultural Component) pertaining only to relevant planning efforts and pertinent demographic changes. Update current facilities information based on information and markups provided by Town staff.
- Write a one to two page "report card" on accomplishments 2008-2017 based on information provided by Town staff.
- Project Management (includes biweekly coordination calls for one month, including calls to review the draft outline and report card).

## Phase 2: Update Recommendations

In this phase, MIG will work with the Town to identify key recommendations and goals for the Parks and Recreation Master Plan. Phase 2 includes the following tasks:

- Conduct interviews/focus group meetings with key Yucca Valley stakeholder groups. This scope assumes six one-hour meetings. The Town will be responsible for identifying and contacting key participants, and coordinating times and the location for interviews. The purpose of the interviews will be to obtain input into current recreation needs and issues in Yucca Valley and key goals for implementation. Stakeholder interviews and focus groups will occur on the same day as the parks tour with Town staff identified in Phase 1. MIG will prepare a brief summary of interview input.
- Prepare an online questionnaire to confirm parks and recreation needs and direction. The Town will be responsible for sending the link to interested parties to encourage participation in the survey. MIG will prepare a brief summary of findings at the conclusion of the questionnaire period.

- MIG/Town Staff Plan Development Work Session: Facilitated by MIG, the group will brainstorm, critique, problem-solve and further develop ideas into fully formed and implementable recommendations for the Parks and Recreation Master Plan:
  - Review input received from outreach efforts
  - Review Chapter 8: Policy Recommendations
  - Review Chapters 3, 4, and 5 for key recommendations and Action Items.
  - Update recommendations for new parks and improvements to existing parks
  - Update overall recommendations
- OPTIONAL: Meet with Town Council for a study session to review the preliminary findings of the outreach efforts and preliminary recommendations.
- Update recommendations for parks and recreation improvements, refining and updating information currently located in Chapter 8 (Policy Recommendations) and Chapter 9 (Recommendations and Implementation Strategies) and Action Items currently located in Chapter 4 (Recreation Programs and Services) and Chapter 5 (Cultural Component).
- Project Management (includes biweekly coordination calls for 2-3 months, which would include a call to discuss the draft updated recommendations).

### Phase 3: Prepare the Parks and Recreation Master Plan Update

In this phase, MIG will prepare a succinct implementation plan that outlines clear directives for short, mid, and long-term implementation. This phase will also result in the complete updated Parks and Recreation Master Plan.

- Prepare a full draft of the revised Parks and Recreation Master Plan. This draft will streamline the current format to highlight key short-term implementation measures, and format implementation in a user-friendly format, such as a matrix.
- OPTIONAL: Prepare PowerPoint presentation and attend hearing with Town Council to present the updated Parks and Recreation Master Plan.
- Prepare Final Parks and Recreation Master Plan and project close-out files.
- Project Management (includes biweekly coordination calls for two months, which would include calls to discuss the full draft revised Master Plan).

# Project Team

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To update your Parks and Recreation Master Plan, our streamlined project team includes Lauren Schmitt as Principal-in-Charge and two key staff from MIG's Pasadena office: Genevieve Sharrow as Project Manager and Mark Sillings as Planner. Brief biographies for each key team member are provided below.

## Lauren Schmitt

Lauren Schmitt, ASLA, AICP, leads MIG's firmwide park and recreation planning practice, and has worked with cities, districts, counties and non-profits around the country to achieve vibrant, sustainable parks and park systems. Lauren's strengths include her ability to bring diverse constituencies together and mediate complex issues to create visionary and award-winning plans with a high level of community support. A registered landscape architect and certified planner, she is a frequent speaker on parks and recreation-related topics at regional and national conferences, most recently including ASLA's upcoming national meeting in Los Angeles, the AIA national conference in 2016, and the Society of Outdoor Recreation Planners national conference in 2015.

### Education

Master of Landscape Architecture, University of Washington  
Bachelor of Arts, Art: Architecture and Urbanism, Smith College

## Genevieve Sharrow

With 10 years of experience, Genevieve Sharrow provides a broad range of planning and planning related services to clients. Genevieve has extensive experience with long-range planning for cities and towns, including developing engaging planning documents. She has substantial experience with public participation and outreach as an integral component of projects. As a project manager, she is organized and effective, using her strong writing skills and verbal communication to move projects forward on time and on budget. Ms. Sharrow combines her policy planning talents with GIS skills, allowing her to analyze data readily and to prepare highly illustrative GIS-based maps that work in tandem with text to communicate ideas and actions.

### Education

Masters of Art, Urban Planning, University of California, Los Angeles  
Bachelor of Art, Social Anthropology, University of Michigan

## Mark Sillings

Mark Sillings has over 20 years of experience in public agency planning and management consulting. His strength as a strategic planner has led him to contribute to planning processes in a wide range of fields, including parks and recreation, open space and natural resources, strategic planning, visioning, community planning, environmental studies, organizational development and transportation planning.

He has assisted clients in the private, public and non-profit sectors to shape organizational goals and priorities, identify desired changes and develop strategies for achieving long-term goals. He is skilled at crafting implementation and action plans that help agencies incrementally move towards their long-term vision.

### Education

Master of Business Administration, Boston University, Boston, Massachusetts  
Bachelor of Arts, History, University of Chicago, Chicago, Illinois

# Budget

We have structured the work program to work within the budget of \$41,936 and focused on the immediate issue at hand: updating the Parks and Recreation Master Plan for relevancy and to identify key short-term strategies to incrementally implement the Town's vision. While the work program is based on our understanding of the support the Town has requested, it can be adjusted to meet your particular needs. The scope of work and budget presented in this proposal assume the following:

- The Town will be responsible for noticing and advertising all public workshops and hearings, and for completing and circulating any required CEQA documentation.
- All documents will be provided electronically for the Town to reproduce and/or distribute.
- This scope assumes one round of review and comment from Town staff on draft documents. One set of consolidated comments (combining all staff comments) will be provided by staff using Word's track changes feature.

Billing procedures will involve monthly invoices based on a percent complete basis of a not-to-exceed amount, divided into phases. The invoices, identifying the percent complete, also serve as progress reports for staff to gauge project progress.

## Project Cost

The cost for proposed project team to complete the Scope of Work described on pages 1 and 2 is summarized in the table below, by phase.

Phase	Cost
Phase 1	\$7,752
Phase 2	\$22,937
Phase 3	\$9,632
<i>Total</i>	\$40,321.00

## Optional Items

The Scope of Work identified three optional tasks that the Town may wish to include. Costs for each of these are proved below:

Optional Task 1.4: Create Existing Facilities Map	\$1,575
Optional Task 2.4: Study Session with Town Council (2 staff)	\$4,200
Optional Task 3.2: Town Council Hearing (1 staff)	\$2,450

# Schedule

We understand the Town intends to complete the quickly, which will help the project remain on budget. MIG proposes to adhere to the following milestones to complete the Parks and Recreation Master Plan Update.

Milestone	Target Completion Date
Phase 1	
Project Initiation	September 2017
Prepare Outline of Revisions and Update Existing Conditions	October 2017
Write "report card"	October 2017
Phase 2	
Tour and Stakeholder Interviews/Focus Groups	October 2017
Online Questionnaire (live for four weeks)	November 2017
Town Staff Work Session	December 2017
Draft Recommendations	January 2017
Phase 3	
Draft Parks and Recreation Master Plan	February 2017
Council Hearings	March 2017

## Town of Yucca Valley

### PARKS, RECREATION & CULTURAL COMMISSION STAFF REPORT

**To:** Parks, Recreation & Cultural Commission & Chair

**From:** Sue Earnest, Community Services Manager  
Maureen Neely, Administrative Assistant III

**Date:** September 6, 2017

**Meeting Date:** September 12, 2017

**Subject:** Facility Policy Fee Waiver/Reduction Annual Report FY 2016-17

**Recommendation:**

That the Commission receive and file the Facility Policy Fee Waiver/Reduction Annual Report for FY 2016-17.

**Prior Commission Review:**

None

**Executive Summary:**

The Town's current Facility Policy was approved by the PRCC and adopted by the Town Council in October of 2015. It includes provisions for fee waivers or reductions for qualified user groups. Included in the Fee Waiver/Reduction Schedule is a requirement that staff report the fiscal impacts of such reductions annually to the commission.

**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 report outlines the facility fee waivers and reductions granted for FY 2016-17. For clarity, the report is presented to reflect waivers/reductions by the Facility Policy appendix under which the request was granted.

Appendix B

The Facility Policy Section 8 states:

- f. Fee Waivers or Fee Reductions. The Town Council has authorized the Town Manager and the Commission to make a determination on all requests for fee waivers or fee reductions. Generally, no fee waivers or reductions will be granted for facility use on weekends or holidays. If a waiver or reduction is granted, the group's use will be accommodated on a space-available basis. Waivers or reduction requests will be*



*considered if the applicant complies with all Town Facility use requirements and the proposed use meets one of the following conditions:*

- 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.*
  - 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 members of the local community who wish to participate.*
  - 3. If the activity or event does not clearly meet wither of the first two guidelines, it must be demonstrated that the service provided replaces the need for the Town to provide such services, or provides other substantial and significant community benefits to the Town as determined by the Town Manager and/or Commission. Fee waivers in excess of \$2,500 must be approved by the Commission.*
- g. It is the intent of the Policy to apply any such waivers or fee reductions in an efficient, equitable and uniform manner. Accordingly, the Facility Policy contains a Fee Waiver/Reduction Schedule Commission may implement specific fee reduction policies that apply to various categories of user groups.*

Fee waivers/reductions granted under the Appendix B criteria resulted in a reduction of facility rental fees totaling \$101,203.00. These reductions were granted primarily to local non-profit organizations who provide services to the community and who would likely not use the facilities if required to pay the full rate.

#### Appendix C

The Facility Policy Section 8 states:

- j. Certain governmental agencies and governmental sponsored organizations shall be exempt from Facility Use Fees when requesting use of Town facilities for official meetings to conduct public business, providing that the space is available as requested. The list of exempt organizations is attached to the Policy as Appendix C, and may be modified only be the Commission.*

Fee waivers granted under the Appendix C criteria resulted in a reduction of facility rental fees totaling \$41,122.00. These reductions were granted to agencies and organizations that are identified as exempt on Appendix C of the Policy.

Total fee waivers/reductions for FY 2016-17 is \$142,325.00.

#### **Alternatives:**

None recommended.

#### **Fiscal impact:**

Revenue generated from the rental of Town facilities is directed to the Town's General Fund.

The fee waivers and reductions issued in FY 2016-17 resulted in a total reduction of \$142,325.00 in revenue. However, it is anticipated that many user groups would find alternative accommodations if the waivers/reductions were not offered.

**Attachments:**

Facility Use Reductions Waiver Annual Report 2016-17

Facility Use Policy Appendices B & C

**Town of Yucca Valley Community Services  
Facility Fee Waivers / Reductions Annual Report  
FY 2016-17 - July 1, 2016 - June 30, 2017**

<b>Fee Waiver / Reductions (Appendix B)</b>					
Users	Purpose	Frequency	Waiver 100% or Reduction	Original Invoice	Waiver 100% or Reduction
Airport District	Meetings	Monthly	Waiver 100%	\$ 370.00	\$ 370.00
BWF Miracle League	Facility use	Seasonal	Reduction 75%	\$ 840.00	\$ 630.00
BWF Miracle League	Athletic field use	Seasonal	Reduction 50%	\$ 800.00	\$ 400.00
California Desert Coalition	Community meetings	Monthly	Reduction 75%	\$ 270.00	\$ 202.50
CAVA	CA Student State Testing	Annually	Reduction 75%	\$ 680.00	\$ 170.00
County Senior Nutrition Program	Senior Lunches FSA Contract	Daily	Reduction (lease)	\$ 51,400.00	\$ 45,400.00
Hi Desert Aquatics	Swim practice / Meets	Seasonal	Reduction 50%	\$ 4,280.00	\$ 2,140.00
Hi Desert Chorus	Community Event	Annually	Reduction 90%	\$ 922.50	\$ 830.25
Hi Desert Dust Devils	Meetings	Annually	Reduction 75%	\$ 180.00	\$ 135.00
Hi Desert Dust Devils 4-H	Monthly meetings	Monthly	Reduction 75%	\$ 180.00	\$ 135.00
Inspire Charter School	Student Study/ Testing	Monthly	Reduction 75%	\$ 1,125.00	\$ 1,125.00
Lobos Football	Facility Use	Annually	Reduction 75%	\$ 890.00	\$ 667.50
Lobos Football	Athletic fields	Annually	Reduction 50%	\$ 3,660.00	\$ 1,877.50
MB Youth Soccer Assoc.	Athletic fields	Seasonal	Reduction 50%	\$ 46,207.50	\$ 23,103.75
MB Youth Soccer Assoc.	Facility Use	Seasonal	Reduction 75%	\$ 1,672.00	\$ 1,254.00
MCAGCC Toy for Tots	Community Event	Annually	Waiver 100%	\$ 275.00	\$ 275.00
Morongo Basin Conservation	Community meetings	Monthly	Reduction	\$ 300.00	\$ 225.00
Morongo Basin Healthcare District	Health fair	Annually	Waiver 100%	\$ 1,200.00	\$ 1,200.00
Narcotics Anonymous	Meeting	Weekly	Reduction 75%	\$ 1,470.00	\$ 1,102.50
Senior Club	Bingo/ meetings/sing along	Weekly	Waiver 100%	\$ 4,987.00	\$ 4,987.00
Tender Loving Christmas (TLC)	Christmas event	Annually	Waiver 100%	\$ 13,195.00	\$ 13,195.00
Tri Valley Little League	Meetings/Registrations	Seasonal	Reduction 75%	\$ 1,771.25	\$ 1,328.00
Tri Valley Little League	Athletic fields	Seasonal	Reduction 50%	\$ 900.00	\$ 450.00
				<b>\$ 137,575.25</b>	<b>\$ 101,203.00</b>

Attachment: Facility Use Reductions Waiver Annual Report 2016-17 (1720 : Facility Policy Fee

Exempt Governmental Agencies (Appendix C)					
Users	Purpose	Frequency	Waiver 100% or Reduction	Original Invoice	Waiver 100% or Reduction
Assemblyman Chad Mayes	Community meetings	Monthly	Waiver 100%	\$ 620.00	\$ 620.00
BLM US Forest Services	Federal meeting	Annual	Waiver 100%	\$ 100.00	\$ 100.00
CA Regional Water Quality Board	Meeting	One time	Waiver 100%	\$ 337.50	\$ 337.50
California Highway Patrol	Trainings	Monthly	Waiver 100%	\$ 180.00	\$ 180.00
Joshua Tree Drug Court	Participants Graduation	Bi-Annually	Waiver 100%	\$ 337.50	\$ 337.50
MB CERT	Training	Monthly	Waiver 100%	\$ 787.50	\$ 787.50
MB First Responders	Meetings / Trainings	Annual	Waiver 100%	\$ 52.50	\$ 52.50
MHS Helping Hands	County meetings	Annual	Waiver 100%	\$ 412.50	\$ 412.50
Morongo Unified School District	Soccer Tournament, Swim team, Softball team	Annually	Waiver 100%	\$ 17,570.00	\$ 17,570.00
SB County Children and Family	County meetings	Monthly	Waiver 100%	\$ 392.50	\$ 392.50
SB County Elections Office	Trainings	Annual	Waiver 100%	\$ 1,800.00	\$ 1,800.00
SB County Fire Dept	Trainings	Monthly	Waiver 100%	\$ 427.50	\$ 427.50
SB County Food Distribution	Food Distribution	Monthly	Waiver 100%	\$ 900.00	\$ 900.00
SB County Regional Council on Aging	Meetings/ Trainings	Monthly	Waiver 100%	\$ 750.00	\$ 750.00
SB County Sheriffs Citizen on Patrol	Meetings	Monthly	Waiver 100%	\$ 112.00	\$ 112.00
SB County Sheriffs Dept	Meetings/ Trainings	Monthly	Waiver 100%	\$ 275.00	\$ 275.00
SB County Special Districts	Meetings/ Trainings	Annual	Waiver 100%	\$ 52.50	\$ 52.50
SB County Yucca Valley Library	Community event for children	Monthly	Waiver 100%	\$ 500.00	\$ 500.00
US Bureau of Land Management	Meetings	Annual	Waiver 100%	\$ 62.50	\$ 62.50
Yucca Valley Chamber of Commerce	Community Event, Forum	Annually	Waiver 100%	\$ 1,622.50	\$ 1,622.50
Yucca Valley High School	Softball Team /Swim Team	Seasonal	Waiver 100%	\$ 13,830.00	\$ 13,830.00
				<b>\$ 41,122.00</b>	<b>\$ 41,122.00</b>

## APPENDIX B

Fee Waiver/Reduction Schedule

In cases where a user group qualifies for a facility fee waiver or reduction request under the provisions of this facility policy the following fee schedule shall be applied:

Qualified athletic groups shall receive a field fee a reduction of 50%  
Qualified non-profit groups will receive a facility fee reduction of 75%

Staff shall report the fiscal impact of such reductions annually to the  
Parks, Recreation & Cultural Commission.

## APPENDIX C

The following governmental agencies and government sponsored organizations shall be exempt from Facility Use Fees when requesting use of Town Facilities for official meetings to conduct public business, providing that the space is available as requested.

California Highway Patrol  
 Citizens on Patrol – Yucca Valley  
 City of Twentynine Palms  
 Community Emergency Response Team (CERT)  
 Copper Mountain Community College District  
 Hi Desert Water District  
 League of California Cities  
 Mojave Water Agency  
 Morongo Basin Transit Authority  
 Morongo Unified School District  
 San Bernardino Associated Governments (SANBAG)  
 San Bernardino County Fire Department  
 San Bernardino County Food Distribution Program  
 San Bernardino County – meetings  
 San Bernardino County Registrar of Voters  
 San Bernardino County Sheriff's Department  
 San Bernardino County Fire Department  
 San Bernardino County Superior Court  
 YV Youth Accountability Board  
 Yucca Valley Branch Library  
 Yucca Valley Chamber of Commerce