

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

TUESDAY, JANUARY 8, 2013

CALL TO ORDER by Chair Evans at 4:01pm

PLEDGE OF ALLEGIANCE led by Commissioner Harmon

ROLL CALL Commissioners present: Commissioner Harman, Commissioner Jones, Vice Chair Collins and Chair Evans. Commissioner Silver arrived late.

APPROVAL OF AGENDA

1. Action Motion: **Move to approve the agenda of the January 8, 2013 Parks, Recreation and Cultural Commission meeting.**

Move: Collins

2nd: Harmon

Vote: 4-0-0-1

CONSENT AGENDA

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

Recommendation: **Approve minutes as presented.**

3. **MUSEUM REPORT**

Recommendation: **Move to receive and file the Museum Monthly report for November and December 2012**

4. **RECREATION REPORT**

Recommendation: **Move to receive and file the Recreation Monthly reports for November and December 2012**

5. **YOUTH COMMISSINO REPORT**

Recommendation: **Move to receive and file the Youth Commission report for November and December 2012**

6. Youth Commission Dismissal

Recommendation **Move to dismiss Dean Vincent from the 2012-13 Youth Commission**

7. Spring Program Plan – Community Services Department

Recommendation **Review the list of proposed schedule of spring programs and events and move to forward the summary to the Town Council with a recommendation to receive and file the report.**

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

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

Move: Harmon

2nd: Jones

Vote: 4-0-0-1

8. Tri Valley Little League waiver request

Director Schooler reported on a request for facility use and a waiver of fees from Tri Valley Little League (TVLL). Director Schooler stated that with the recent discussions regarding fee waivers during the Parks, Recreation and Cultural commission's review of the Town's Facility Use Policy, staff recommends careful consideration of the request for additional building use fee waivers in order to be consistent with policy recommendations and fair to all user groups.

Director Schooler reviewed the November meeting in which the commissioners concurred on a recommendation to cap fee waivers at 20 hours of room use, or \$500 in waived fees (whichever occurs first) for any given user group during a calendar year. With that in mind as a tentative PRCC recommendation, the request from TVLL exceeds the suggested cap and would trigger payment for building use.

Because of the timing of the request in between PRCC meetings, staff approved the organization's January request so that player registration could take place as scheduled. Kim Close spoke on behalf of TVLL.. Ms. Close stated the organization serves nearly 700 Morongo Basin children, that she understands the Town's position, and is thankful for any assistance the Town can give TVLL.

Vice Chair Collins suggested that the group look at reducing their time of building use, perhaps only meeting once a month in the Community Center instead of the requested twice a month.

Ms. Close also inquired about a request for the use of the softball field on February 16 & 17 for a fundraising tournament. Director Schooler stated that the Public Works is

planning a field renovation and he will have a conversation with them about the timing of the project and will work with TVLL to facilitate the tournament if possible.

Action

Motion: Waive the fees for the requested February facility use and wait on the remaining dates until direction is given regarding changes to the Town's Facility Use Policy. Staff will handle the request regarding the tournament on Presidents Day weekend.

Move: Jones

2nd Collins

Vote: 5-0-0-0

9. Facility Use Policy

Director Schooler reported on the Facility Use Policy review. In November of last year, the commission started a periodic review of the current policy. Staff brought up issues that have surfaced and are not fully addressed in the Town's current policy. Director Schooler provided a recap of the November recommendations:

1. Initiate a cap (20 hours or \$500, whichever occurs first) on fee waivers for user groups in a calendar year.
2. Limit building use fee waivers and reductions to Monday through Friday use, excluding holidays.
3. Require damage/cleaning deposits from all groups, even if use fees are waived or reduced. Immediately notify groups of problems that warrant the forfeiture of deposits, and collect another deposit before any further use.
4. Require the forfeiture off all deposits if the user groups stays beyond the contracted time of use.
5. Strengthen the policy language to limit the presence of pets in Town building to permit only **service animals**, on leash, in Town buildings unless specific written approval has been granted by the Director.
6. Specify that qualifying user groups (non profits) conducting fundraising events (tournaments, clinics, etc.) must pay associated usage fees and the organization must receive 100% of the earned funds from event. Otherwise, the event will be considered a private commercial use of Town facilities for private gain and will be prohibited. Limit the number of fundraising events using Town facilities to one event per qualifying organization per year.
7. Prohibit assigning or subletting Town facilities and stipulate that groups violating this regulation will forfeit current and future waivers and reductions of facility use fees.

The below items were discussed, but will be included in the next PRCC review of the town's Park Use Ordinance

1. Propose an amendment to the Parks Ordinance so that the use of Town parks for private gain is prohibited.
2. Prohibit water activities (dunk tanks, water slides, water balloons, etc.) on Town parks unless used in conjunction with a Town activity or event.
3. Prohibit the use of certain methods (chalking, burning, etc) when marking Town fields fro sporting or other activities.

Additional changes recommended:

- Increase the amount of deposit for the snack bars from \$200 to \$500.
- Change the rate for concession facilities from hourly rate to daily.
- Eliminate the rental of cotton candy machine and Sno-Cone machine.

Appendix C: Add the following to the list of fee exempt groups:

- San Bernardino County Fire Department
- Community Emergency Response Team (CERT)
- California Highway Patrol
- San Bernardino County Registrar of Voters
- San Bernardino County Superior Court

Director Schooler stated that at the February meeting additional items will be addresses regarding the Facility Use Policy, including rules/parameters for the use of storage containers at Town sports fields; and rules and procedures for the use of Town snack bar buildings including key check out, deposits, food storage requirements, cleanliness and care of facility, etc.

No action was taken on this item.

STAFF INFORMATION ITEMS

Director Schooler reported that there will be a Strategic Planning session Saturday in the Yucca Room starting 9am.

PUBLIC COMMENT

None

COMMISSIONER REPORTS AND COMMENTS

1. **Commissioner Silver:** Commissioner Silver none
2. **Commissioner Jones:** Commissioner Jones none

3. Commissioner Harman: Commissioner Harman mentioned he attended the opening day of basketball season and stated that Sue Earnest is doing a great job running the program.

4. Chair Collins: Vice Chair Collins wants everyone to be aware that citizens are putting together another sales tax initiative.

5. Chair Evans: Chair Evans commented that at the December 10th Sports Council meeting, a lot of good information was presented.

ANNOUNCEMENTS

The next regularly scheduled meeting of the Parks, Recreation and Cultural Commission will be on Tuesday, February 12th at 4:00pm in the Joshua Tree Room of the Yucca Valley Community Center.

FUTURE AGENDA ITEMS

Facility Use Policy

ADJOURNMENT

Chair Evans adjourned the meeting at 5:07pm

Respectfully submitted,

Maureen S. Randall, PRCC Secretary
Community Services Department