

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

TUESDAY, December 10, 2013

CALL TO ORDER by Chair Evans at 4:02 p.m.

PLEDGE OF ALLEGIANCE led by Commissioner Silver

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

APPROVAL OF AGENDA

1. Action **Motion: Move to approve the agenda of the December 10, 2013 Parks, Recreation and Cultural Commission meeting.**

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

CONSENT AGENDA

2. **MINUTES OF PARKS, RECREATION & CULTURAL COMMISSION MEETING OF October 8, 2013.**

Recommendation: **Approve minutes as presented.**

3. **MUSEUM REPORT**

Recommendation **Move to receive and file the Hi-Desert Nature Museum monthly reports October and November 2013.**

- 4.

5. **YOUTH COMMISSION**

Recommendation **Review the additional application and move to recommend the appointment of Courtney Linzner to the 2013-14 Youth commission.**

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

PUBLIC COMMENTS

Morning

STAFF REPORTS

6. Winter program plans- community services department

Director of Administrative Services Curtis Yakimow presented an overview of the winter program plan.

December 7 is a busy day with craft fair, the annual Tree lighting ceremony and Santa visits at some of the parks. The basketball program registration has started and will close on November 21st. The Hi Desert Nature Museum has several events planned for the winter months.

Action Motion: **That the Commission:
Review the list of proposed schedule of winter programs
and events and move to forward the summary to the
Town Council with a recommendation to receive and
file the report**

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

7. California Virtual Academies

Director Yakimow reported on a request from California Virtual Academies. California Virtual Academies has requested a waiver of rental fees for room use to administer California State testing to local children. They have indicated that as a stated funded program, they have experienced significant financial cuts and will receive no financial help for the use of testing sites. The organization has requested a waiver of fees for use of several small and an occasional large room in the Community Center on twelve different dates. Based on the existing Facility Use Policy normal fees associated with the request total approximately \$1,400. It is unlikely that the group would use Town facility if normal fees are assessed with no reduction.

Staff is recommending that until the revised Facility Use Policy is presented and acted upon by the Council, a waiver of 90% of calculated fees be granted to the requesting non-profit/community groups for facility (non-athletic fields) use. By implementing this initial step the Commissioner will accomplish the following:

- Equitable treatment of user groups
- Phased in approach of fee recovery for both Town and user groups
- Monetary value associated with responsible programming requests
- Ability for user-groups to develop models or their internal fee structures prior to full implementation of the revised Facility Use Policy

Based on the staff recommendation of 90% reduction the total charge for CAVA would be approximately \$140 depending on final schedule.

Action Motion: **Moved to grant California Virtual Academies a 90% reduction in Facility Use fees for 2014**

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

Action Motion: **Move to implement interim fee waiver/reduction policy until such time that the revised Facility Use Policy is address by the Town Council**

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

8. Request for Waiver/Reduction of Fees – Local Athletics Groups

Director Yakimow reported on the consideration of making a determination regarding the request of rental fee waiver/reduction for athletic facility use. Various user groups have requested a waiver/reduction of rental fees for the Towns athletics facilities for youth sports programs for FY 2013-14.

The rental and use of public facilities are regulated by the Towns adopted fee schedule and policy. The council has made provision for user groups to request a waiver or reduction in fees through established guidelines. The Parks, Recreation and Cultural Commission has been granted authority by the Town Council to interpret the guideline and rule on waiver requests.

In 2012 and 2013 the Commission reviewed and approved a draft revised Facility Use Policy for Town Council consideration. With some transition of Town staff in 2013, this item has yet to be presented to Council.

The current waiver/reduction criteria is approved by Council

1. The activity or event is conducted by a local organization and the primary purpose of the activity or event is to provide services for the youth of the community, or
2. The activity or event is of large scale community-wide interest or benefit, is conducted by a local organization and will be open free of charge to all members of the local community who wish to participate
3. If the activity or event does not clearly meet either of the first two guideline, it must be demonstrated that the service provided replaces the need for the Tow to provide such a service.

Primary there have been two youth organizations that use Town athletic facilities. Morongo Basin Youth Soccer Association and Lobos Football. Both groups along with smaller youth groups have indicated a desire to utilize Town athletic facilities at a reduced rate which has been granted at 100% waiver.

Staff is recommending that until the revised Facility Use Policy is presented and acted upon by the Council, a waiver of 75% of calculated fees be granted to the requesting groups for athletic field use in FY 2013-14 and 50% in 2014-15.

Discussions between staff and the affected user groups has been positive in acceptance of such a fee proposal.

With Commission discussion it was decide to grant a 75% waiver for youth sports groups using athletic fields for FY 2013-14 and 2014-15 years and reevaluate after that.

Action Motion: **Move to grant a 75% reduction of facility use fees for a 2013-14 and 2014-15 period for athletic facility use for qualified users.**

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

**When the commission was revising the facility use a lot of communication there have been no fees but it was known that it was coming but in the process of revising and council action in the meantime they where not afford what the cost would be staff felt that it would not be fair to ast for 100 percent of the fees cost intermain cost recoverer
75 for 2013-14 and 50% 5 2014-15
Gave an over of the fees**

Director Yakimow presented the staff report including background on the need for a qualified individual to provide registrar services to manage the museum collection. He explained that this responsibility had previously been coordinated by the Museum Supervisor with the contribution of a key volunteer. He introduced Vanessa Cantu who has volunteered her time at the museum performing registrar assistance for over a year. We asked the user groups to speak
Trina whitting I have talked to m
Lobos

Desert united club asked about
One of the things that we staff can meet with user groups ask them to submit program budgets
Give staff ability to jpay for field use.
In the draft commission policy
The role of the town is to absorb the cost of this
40 percent of lobs is sponsored
The commission has the ability to set reduction is in place for the out year our intapation will be to take the revised to council by the end of January
We will be invoice imditamalt and reivisin at the end of the season
Sports programs have the money up front

Board room and snack bar use.

Action Motion:

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

Earnest yc interested in addressing smoking issue at parks and smoke shops will update them on the improvments of paradise park they will be doing their u tube videos
Recreation started basketball registration and try to give it affordable wee made the detrimanation is simplify it
60 across the board jersery and picture packat included
Adult softball 22 teams that will reap up the week before thanksgivien and then basket ball will start
Halloween activity will sart and youth commissioner will start

Shane paradise out to bid home depot management no response and find out who the new manager is Friday he will be going to home depot and talk and get the reengaged
Paradise January very early next year
125 for cdbg
We are lucky to receive those dollars

Museum Stefanie is on vacation oct 9 nataive fluets
530 at the museum

Science saturay at musem crystal does a fantastice job

Encourage you to take advantage apolize for the late notice but we do appreciating it .

Action Motion: **Move to receive and file verbal update regarding Essig Park, Community Center Playground Park and other Town Park Facilities.**

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

9. Brehm Sports Park Update

Director Yakimow reported on the status of the Brehm Sports Parks noting that the Town is negotiating a lease agreement to take over operations and maintenance of Brehm Park I with possible implementation by the end of the calendar year. Once a plan is in place for the Brehm I Sports Park, staff will proceed with crafting an agreement for the Brehm II Sports Park.

Commissioner Jones questioned what the lease agreement for Brehm I Park would entail; would the Town be paying for a lease? Director Yakimow responded that staff initially assumed that the Park would be a donation from Basin Wide Foundation, but that because the property is owned by the Boys and Girls Club, the Club board prefers a long term lease for \$1.00 per year for 30-35 years. Commissioner Jones asked what the present budget is for maintenance of Brehm I Park. Director Yakimow replied that prior partnership amount was approximately \$12,000 in prior years, but is zero in the current fiscal year budget. He further explained that there will be no replacement partnership to Basin Wide Foundation when we take over the park.

Commissioner Jones-Poland asked why we are taking over these parks and expressed concern over spreading our resources too thin. Director Yakimow replied that Basin Wide Foundation was never interested in maintaining the parks and the Town is interested in reducing or eliminating partnerships. The Town is also eager to have parks that are safe and usable. Commissioner Jones-Poland asked who the user groups for these parks would be. Director Yakimow replied that youth sports organizations such as soccer and baseball groups, among others, would utilize the facilities.

Action Motion: **Move to receive and file update regarding Brehm Sports Parks Update.**

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

COMMISSIONER REPORTS AND COMMENTS

1. **Commissioner Silver:** Thanked staff for reports and appreciates their efforts.
2. **Commissioner Jones:** Reminded all that the upcoming Brown Bag Lecture at the museum features Ken Drummond as Galileo at 12:00 pm.

3. **Commissioner Jones-Poland:** Commented that it is great to be back. She welcomed Vanessa Cantu to the museum and expressed excitement about the items ahead.
4. **Vice Chair Harman:** Congratulated Vanessa Cantu and the new Youth Commissioners.
5. **Chair Evans:** Thanked Director Yakimow and Recreation Supervisor Sue Earnest. Mentioned that on September 17th, the GPAC information will be presented to the Town Council and encouraged the Commission members to attend. Thanked the Commissioners and former Commissioners for their work. Thanked the Town's GPAC consultant.

STAFF INFORMATION

Director Yakimow stated that the draft General Plan EIR is available for review by the public. He thanked staff for all their work during the summer months and hopes that fall will provide some time to regroup. He mentioned that the concerts were well received and looks forward to next year.

FUTURE AGENDA ITEMS

Winter Guide Program Review (October Agenda)
Facility Use Waivers (October Agenda)
Donation Guidelines (November Agenda)
Facility Use Policy (December Agenda)

ANNOUNCEMENTS

The next regular scheduled meeting of the Parks, Recreation and Cultural Commission will be Tuesday, October 8 at 4:00 p.m. in the Joshua Tree Room at the Yucca Valley Community Center.

Commissioner Jones-Poland commented that she will not be in attendance for the October meeting date.

ADJOURNMENT

Action Motion: **To adjourn the meeting.**

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

The meeting was adjourned at 5:03 pm.

Respectfully submitted,

PRCC Acting Secretary
Community Services Department