

CITY OF YUBA
PARKS AND RECREATION COMMISSION
MINUTES

Regular Meeting
February 21, 2007 – 5:30 p.m.
Conference Room – Littlejohn/Madden House
1300 Franklin Road, Yuba City

I. CALL TO ORDER

Steve Jepsen, City Manager, was in attendance at this meeting and Mr. King introduced the Commissioners. Chairperson Garmire welcomed him to the meeting.

The City of Yuba City Parks & Recreation Commission Regular Meeting was called to order by Chairperson Garmire at 5:30 p.m. in the Conference Room at the Littlejohn/Madden House.

II. ROLL CALL

Commissioners Present:

Michele Blake, Richard Garmire, Lynne Koll, Clarine Musfelt and Vaughn Minnix (arrived at 5:50 p.m.)

Commissioners Absent:

None

Staff Present:

G.M. "Skip" King, Parks & Recreation Director, Gary Marler, Parks Manager, Brad McIntire, Recreation Manager, and Barbara Gilmore, Administrative Assistant

III. PLEDGE OF ALLEGIANCE

Commissioner Garmire led the Pledge of Allegiance.

IV. ELECTION OF OFFICERS

A. Chairperson

Chairperson Garmire opened nominations. Commissioner Koll nominated Vice-Chairperson Blake for Chairperson, with Commissioner Musfelt seconding the motion. Vice-Chairperson Blake accepted the nomination. There being no further nominations, nominations were closed. Vice-Chairperson Blake was unanimously voted Chairperson by the Commissioners present.

B. Vice-Chairperson

Commissioner Garmire continued to run the elections and opened nominations for Vice-Chairperson. Commissioner Musfelt nominated Commissioner Koll for Vice-Chairperson, with Chairperson Blake seconding the motion. Commissioner Koll accepted the nomination. There being no further nominations, nominations were closed. Commissioner Koll was unanimously voted Vice-Chairperson by the Commissioners present.

At this point in the meeting, Commissioner Garmire turned the meeting over to Chairperson Blake.

IV. APPROVAL OF MINUTES

A. December 20, 2006 Regular Meeting – No meeting held

B. January 17, 2007 – Regular Meeting – Copy submitted

Commissioner Garmire moved to approve the minutes from the January 17, 2007 Regular Meeting as submitted. The motion was seconded by Vice-Chairperson Koll, and passed unanimously by the Commissioners present.

V. APPEARANCE OF INTERESTED CITIZENS

Public comment was invited regarding items of interest within the City's jurisdiction whether or not agendized for this meeting. No public comments were offered.

VI. BUSINESS FOR THE COMMISSION

A. Development Impact Fees

This item was postponed to a later date as Aaron Busch, Director of Development Services, was not able to attend this meeting.

B. Non-Resident Fee & C. User Fee Study – Combined these two items

Mr. McIntire explained that approximately 1½ years ago the City hired a consulting firm, Public Resources Management, to determine what the costs for services should be in every City department. Mr. McIntire explained how this was done by figuring out how much time it takes for staff to implement a program (recovery costs) and the cost to run the program itself. On average at this time the Department has a 47% recovery cost on programs. The City policy that is going to be presented to City Council is that the Recreation Department recovers 40-60% in recovery costs. In looking at user fees, recovery costs and increases in minimum wage, staff is recommending to raise rates across the board from \$5-\$10 per program over the next 2 years, depending upon the current price of the class. This does not include Senior Programs, which will range from \$1 - \$10 per program due to the lower fees and income of the participants.

The second item to be discussed was the non-resident fee. As discussed previously, this will be charged to individuals who do not reside in the City limits. The fee suggested ranges from \$1 - \$30, depending on the class/program. More discussion ensued regarding the price of some of the existing classes/programs and their increases.

Commissioner Garmire asked if there was a contingency in place should these increases cause a decrease in participation, and Mr. McIntire stated the Department has the ability to adjust the rates if they see this problem arise. Commissioner Garmire asked if these increases will impact the aquatics programs, and Mr. McIntire stated staff has an idea of what they would like to charge at this facility, however that will be adjusted as staff sees how the fees are received by the public. He further stated that at this time the Department needs to recover 68% at the aquatics facility. More discussion ensued. Mr. McIntire informed the Commission that the City is budgeting for 2 years this year, and there will not be increases in these fees during that time. Fee increases will start with the Summer Brochure.

VII. ITEMS FOR INFORMATION AND DISCUSSION

A. Parks & Recreation Reports

Directors Report - Skip King, Parks & Recreation Director –

- Tour of Gauche Aquatic Park – Due to the weather, the tour for this coming up Friday had been cancelled and re-scheduled to Friday, March 2nd @ noon. Lunch will be provided.
- Friends – There is \$48,945.36 in the account at this time. A committee is continuing to look for additional programs/activities to generate revenues. Chairperson Blake is the Co-Chair for a luau in the fall. The luau will take place at the new aquatic facility on September 15th @ 6 p.m. The committee will hold a meeting soon to plan this event. More information will become available as the date gets closer.
- Budget – Staff is in the process of preparing a 2-year budget. The budget will go before City Council the first week in June for adoption. Chairperson Garmire asked what the advantages of going to a 2-year budget, and Mr. King stated it gives Finance and the Department Directors an idea of more long range projections. Mr. Jepsen stated this also gives City Council the opportunity to look at the ongoing costs of new projects/facilities, and allows the City to phase in some future costs, i.e. hiring staff for the new annexed areas. Doing a 2-year budget does not mean you cannot amend the budget in the second year should this need to be done. More discussion ensued on the benefit of preparing a 2-year budget.

Commissioner Koll asked if the Impact Fees had been approved by the City Council. Mr. Jepsen stated this information will be presented to City Council in March at a workshop. More discussion ensued regarding these fees and the impact they will have on the City.

Parks Report - Gary Marler, Parks Manager –

- Lloyd Park – The final piece of equipment (the jeep that was partially funded through the donation from Lowes) was delivered yesterday and will be installed in the next couple of weeks.
- Sam Brannan Park – As part of the renovation of this park, the large barbeque has been demolished and replaced with a new one. The plaque that was on this barbeque will be placed on the roof structure.
- LandLogic – The location of approximately 2,000 trees have been entered into the system at this time. The information regarding each tree will be entered at a later date, i.e. age, height, etc.
- Gauche Aquatic Park – The old Campfire building has been demolished and the debris in the area is being cleared. All storm and sewer lines have been installed and connected to the main line.
- YC Municipal Pool – Plans are in the works for the demolition of the pool, with a consultant being hired to assess whether the asbestos and lead levels in the soil will present a problem.
- Holly Tree Park – Two concrete pads and picnic tables have been placed at this park. The Department has also put in an irrigation system and are making upgrades as time and funding allows. This is the first park where a circular concrete pad has been poured. It is felt this will be quicker to maintain, i.e. mowing, edging, etc.
- Conducted interviews for temporary Park Maintenance Workers for the summer. Five individuals will be hired, with two beginning in March, two in April and one in May.
- Completed the annual pesticide training required by law for individuals who apply pesticides throughout the City. Some of the employees in the Utilities and Public Works Department also were in attendance.

Recreation Report – Barbara Gilmore, Administrative Assistant

- Softball deadline was today. At this time there are 23 men's teams and 22 coed teams. The final deadline is on Friday, with a \$30 late fee to be paid.
- The Track & Field deadline was last Wednesday, with 205 children enrolling.
- The Father/Daughter Dinner/Dance had 127 participants and was held on a Friday evening. This event was held at the Refuge.

B. Agenda Items for the Next Commission Meeting
None

VIII. TREE ADVISORY BOARD
None business at this time.

IX. NEXT COMMISSION DATE
The next regular scheduled meeting will be held March 21, 2007 at 5:30 p.m. in the Recreation Conference Room at the Littlejohn/Madden House, 1300 Franklin Road, Yuba City.

X. ADJOURNMENT
Chairperson Blake adjourned the meeting at 6:24 p.m.

Respectfully submitted,

G. M. "SKIP" King
Parks and Recreation Director

GMK/bg