

CITY OF YUBA  
PARKS AND RECREATION COMMISSION  
MINUTES

Regular Meeting  
January 27, 2009 – 5:30 p.m.  
Conference Room –Littlejohn-Madden House  
1300 Franklin Street, Yuba City

I. CALL TO ORDER

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

II. INTRODUCTION OF COMMISSIONERS

Chairperson Blake asked the new Commissioners to introduce themselves.

Commissioner Anderson stated he is the Regional Public Affairs Manager for the League of California Cities. At this time he covers 18 counties and 59 cities from Sacramento to Oregon and over to Nevada.

Commissioner Hurlbut stated he works for the City of Roseville in the Park Maintenance Division. He has worked for them for the past 13 years and oversees 32 parks, ranging from aquatic to soccer facilities.

Mr. McIntire asked the existing Commissioners to introduce themselves, also. Each Commissioner introduced themselves and told a little about what they do and why they wanted to be on the Commission. All of the Commissioners shared their information.

III. ROLL CALL

Commissioners Present:

Charles Anderson, Michele Blake, Gary Hurlbut, Clarine Musfelt and Vaughn Minnix

Commissioners Absent:

None

Staff Present:

Brad McIntire, P & R Director and Barbara Gilmore, Administrative Assistant

IV. PLEDGE OF ALLEGIANCE

Commissioner Anderson led the Pledge of Allegiance.

V. ELECTION OF OFFICERS

A. Chairperson

Chairperson Blake opened nominations. Chairperson Blake nominated Commissioner Musfelt for Chairperson, with Commissioner Anderson seconding the motion. Chairperson Musfelt accepted the nomination. There being no further nominations, nominations were closed. Commissioner Musfelt was unanimously voted Chairperson.

B. Vice-Chairperson

Chairperson Blake nominated Commissioner Minnix for Vice-Chairperson, with Commissioner Anderson seconding the motion. Commissioner Minnix accepted the nomination. There being no further nominations, nominations were closed. Commissioner Minnix was unanimously voted Vice-Chairperson.

VI. APPROVAL OF MINUTES

A. October 15, 2008 Regular Meeting – Copy submitted

Commissioner Musfelt moved to approve the minutes from the October 15, 2008 Regular Meeting as submitted. The motion was seconded by Commissioner Hurlbut, which passed unanimously.

VII. APPEARANCE OF INTERESTED CITIZENS

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

VIII. BUSINESS FOR THE COMMISSION

A. P & R Commission Work Plan for 2009

Mr. McIntire introduced himself, stated he had been the Interim Director for the past year and was appointed the Director in December. Mr. McIntire also informed them that, at this time, he is also the varsity boy's basketball coach for Yuba City High School.

Mr. McIntire informed the Commission that he may not be at the next meeting, however Gary Marler, Public Works Superintendent, Tim Duvall, Parks Supervisor and one of the Recreation Supervisors would be in attendance. He stated that at that meeting he would like the Commission to discuss a work plan – what their goals and objectives would be for the next year. He stated he would like to meet with Chairperson Musfelt to put in some kind of order their goals and objectives/work plan for the March meeting. He stated that with the upcoming budget challenges, the Commission should think outside of the box for ideas, i.e. different partnerships – example: the Adopt-a-Park Program. Commissioner Blake stated that this was a goal of the Commission a few years back, and would love to see this come to fruition.

Mr. McIntire informed the Commission that the City is going to be putting out a Request for Proposals on the Parks & Recreation Activity Guide, and he would like to have the Commission involved in this decision making process.

At the City Council meeting in December, the City Council approved the General Plan amendments to the Park Master Plan regarding the change from 10 acres to 5 acres. Mr. McIntire stated he will bring the two new Commissioners up to date with this Plan when he meets with them prior to the next meeting. Commissioner Blake asked if there is anything the Commission should be aware of with the budget, and Mr. McIntire stated this will not affect the Park Master Plan as it is a fluid document. All the planning will be complete so when funds are available, the City can move forward with these plans.

## IX. ITEMS FOR INFORMATION AND DISCUSSION

### A. Parks & Recreation Report

Mr. McIntire informed the Commission of the following:

#### Parks -

- The three infields at Blackburn-Talley Sports Complex have been renovated.
- Landscaped parking strips along two detention ponds just north of Northridge Park were completed.
- The City closed escrow on the property east of the Police Department and is currently working on switching the new property's irrigation over to City water. The Parks and Recreation Department will be maintaining this area and programming for the site. This property will be used in the future when expansion of the Police Department is necessary.
- The old pool pump house at Sam Brannan Park has been converted to a storage shed, and the design for the area that was once the pool will go out for bid in February or March. This will be completed in August or September. Part of the design will be a Water Wise Demonstration Garden – creating a garden that does not take as much water as normal landscaped areas. Commissioner Anderson asked if the City would be touring some other facilities like this one, as he is aware of a few that are located near by. Mr. McIntire stated that would be a possibility.

#### Recreation –

See attached report.

Commissioner Minnix commented on the sound system for the City Hall Tree Lighting Ceremony, stating it was very garbled and you could not understand what was being said. Chairperson Musfelt agreed with his statement. Mr. McIntire stated the department would look into that.

Mr. McIntire stated that at the end of November City staff was asked by the City Manager and City Council to go through a 7.5% cut in our department budgets, which has been implemented. Staff is anticipating a second round of reductions of some type, most likely 5% – 7.5%. This will happen mid-February/March, which is yet to be determined. The City is looking at a \$1.3 - \$2.3 million deficit that will need to be covered within the next year and a half. The City is looking at different options, from furloughs to not taking cost of living increases.

Mr. McIntire stated that previously he had a Recreation Supervisor attend these meetings and give a 5 – 10 minute update of their programs. In doing this the Commission became familiar with staff and their programs. He would like to implement this again if it is the wish of the Commission. Also, he would like to take the Commissioners on a tour of the parks in the spring. The Commission agreed they would like this to occur.

Commissioner Minnix asked about the senior meal program. Mr. McIntire stated that when QUEST pulled out of the program, Area 4 Agency on Aging signed a contract with Butte County Services. At this time Butte County prepares the meals and brings them to Yuba City to be served by volunteers. These meals are delivered already prepared and ready to serve to the seniors. In between the time that QUEST was no longer providing the service and now, the school district stepped in, along with Fremont-Rideout, and provided the meals. The school district cooked and delivered the meals at that time, and volunteer staff served them to the seniors. During this time, the number of participants increased. The

school district was unable to this for an extended period of time, and Butte County Services took over. At this time, the home delivered meals are contracted through an entity out of Michigan who pre-packs the meals and are deliver them to homes through UPS. Butte County Services would like to come in at the end of June and take care of all of the meals, however the City is unsure of what is going to happen at that time.

Mr. McIntire informed the new Commissioners of the Friends Foundation, which is a non-profit foundation that benefits Parks & Recreation, i.e. scholarships for disadvantaged youth, equipment for local parks and, purchase of items for programs. More information will come as events/fundraisers approach. Two of the fundraisers the Friends Foundation are instrumental in are the Mayors Cup and the concession at the Yuba-Sutter Fair. At this time there are some vacancies on the board, and Mr. McIntire asked if they know anyone who would be interested, to please contact him.

B. Agenda Items for the Next Commission Meeting

None at this time.

X. TREE ADVISORY BOARD

There was nothing to report at this time.

XI. NEXT COMMISSION DATE

Regular Meeting – February 18 at 5:30 p.m. – Littlejohn Madden House, 1300 Franklin Road, Yuba City.

XII. ADJOURNMENT

Chairperson Blake adjourned the meeting at 6:15 p.m.

Respectfully submitted,

Brad McIntire  
Parks & Recreation Director

BM/bg