

CITY OF YUBA  
PARKS AND RECREATION COMMISSION  
MINUTES

Regular Meeting  
November 18, 2009 – 5:30 p.m.  
Gauche Aquatic Park – Meeting Room  
421 C Street, Yuba City

I. CALL TO ORDER

The City of Yuba City Parks & Recreation Commission Regular Meeting was called to order by Chairperson Musfelt at 5:30 p.m. in the Meeting Room at Gauche Aquatic Park.

II. ROLL CALL

Commissioners Present:  
Gary Hurlbut, Vaughn Minnix and Clarine Musfelt

Commissioners Absent:  
Charles Anderson and Michele Blake

Staff Present:  
Brad McIntire, Parks & Recreation Director, and Barbara Gilmore, Administrative Assistant

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

A. October 21, 2009 Regular Meeting – Copy previously submitted

Prior to the Approval of Minutes, Vice-Chairperson Minnix asked about VII. Items for Information and Discussion – A. Parks & Recreation Report – Parks – Tim Duvall tenth bullet – Highway 99 Median - he wanted to know if the City was funding this tree planting. Mr. McIntire stated that the RDA paid the capital costs, the Gas Tax fund will pay for the maintenance, and the lights are to be completed in the spring.

Vice-Chairperson Minnix moved to approve the minutes from the October 21, 2009 Regular Meeting as submitted. The motion was seconded by Commissioner Hurlbut, which 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 on the agenda for this meeting. No public comments were offered.

VI. BUSINESS FOR THE COMMISSION

A. Request for Proposal – Future Use for Old Fire Station #4

Mr. McIntire informed the Commission that the City is going to be going out for the Request for Proposal (RFP) for Fire Station #4 in hopes of getting an organization to utilize the facility for recreation programming. The requirements are that the programming needs to be youth oriented. There are two known organizations interested in possibly using this facility – the

Boys & Girls Club and the YMCA. The City is unsure if there are any more organizations out there with an interest to use the facility, but will find out through this process.

As you may have read in the local newspaper, this facility is going to be a Winter Shelter for the homeless, with approximately 24 individuals (family units) using the facility on a nightly basis. This will occur from mid-December to mid-April. A Public Meeting was held at the facility with Aaron Busch, Community Development Director, Steve Jepsen, City Manager, and Steve Kroeger, Assistant City Manager. Neighbors were invited to come and share their concerns regarding this facility – approximately 15 individuals were in attendance. The biggest concern was how the shelter would be operated, maintained, and secured. There is a coalition of local churches who will run the program from the facility. Most of the concerns were addressed at this meeting, however Mr. Jepsen will write a letter to those in attendance to reiterate what was discussed in the meeting and their concerns. The second part of the Public Hearing was to discuss the long-term use of the facility. The RFP process was discussed at that time.

The City will put out a RFP, and the organizations submitting proposals will be able to make a presentation to a committee. This committee will consist of individuals from the Youth Commission, Parks & Recreation Commission and City staff. At this time the City is looking for 2-3 individuals from both Commissions who would like to serve on this committee. The presentation will probably take place at City Hall in the Council Chambers. At that time the committee will have the opportunity to ask questions of the organizations, and a chance for the neighbors to see the proposals and listen to the presentations. Mr. McIntire stated that Commissioner Blake would like to be a part of this process, and asked who else might be interested. Chairperson Musfelt asked what the timeline for this process would be. Mr. McIntire stated it would be in January at the earliest and February at the latest. Commissioner Minnix volunteered to be on the committee. A recommendation will be presented to the City Council once these presentations have been done. The next step would be to enter into a lease agreement with the organization for 1 – 5 years, and possibly 10 years.

Mr. McIntire explained what the organizations would need to provide for this RFP, i.e. the financial aspects of leasing the facility, background and history of the organization, a work plan, etc. The City does not want to place an organization in this facility that will not provide a benefit for the community.

Commissioner Minnix asked since the facility is being used as a cold weather shelter this year, will it be used again next year? Mr. McIntire stated this facility is a temporary offering for six months. He further stated that next year the local churches are to take over this project and use their own facilities. At this time the Hands of Hope is the organization transporting individuals to the shelter each night and taking them back to their facility in the morning.

The committee for the RFP was set: Michele Blake, Vaughn Minnix and Clarine Musfelt. Gary Hurlbut stated he would be an alternate should someone not be able to attend.

Commissioner Minnix asked what some of the constraints being placed on this facility were? Mr. McIntire stated the City is placing programming constraints in the RFP. He further informed the Commission that there will be capital costs associated with the potential use of Fire Station 4. The City has a list of items that need to be addressed prior to someone occupying the facility. The City will be connecting the facility to City water and sewer within the next three months, which will be paid with impact fees. Mr. McIntire stated he would keep the Commission informed as the time gets closer.

B. Shanghai Detention Pond Use

Mr. McIntire stated that in January/February the City will hold a meeting at the detention pond so the neighbors can have an opportunity to speak on any concerns they may have if this area is going to have turf installed and be used as practice fields. Commissioner Minnix stated he has already heard from neighbors regarding that area, and has had positive feedback in this area being used for sports practice. One of the concerns that Mr. McIntire feels will be voiced is the noise from the fields.

VII. ITEMS FOR INFORMATION AND DISCUSSION

A. Parks & Recreation Report

Recreation – Brad McIntire

Mr. McIntire informed the Commission of the following:

- The Tree Lighting Ceremony will be December 4<sup>th</sup>, and held on Plumas Street during the Christmas Stroll this year.
- Thanked Commissioner Hurlbut for attending the Priority Workshop. Commissioner Hurlbut stated this was a very positive meeting. The #1 priority was the gateway to Yuba City and #2 was community facilities. Mr. McIntire stated this meeting was approximately three hours in length. The Commissions represented were the Youth, Senior and Park & Recreation Commission, along with the Planning and Economic Development Commissions.

B. Agenda Items for the Next Commission Meeting

Commissioner Minnix asked if the Commission will be meeting in December. Mr. McIntire stated that could be determined after the Commissioners check their schedules and if there is any business that needs to be discussed.

VIII. TREE ADVISORY BOARD

There was nothing to report at this time.

IX. NEXT COMMISSION DATE

Regular Meeting –December 16, 2009 Regular Meeting at 5:30 p.m. – Recreation Conference Room, Littlejohn/Madden House, 1300 Franklin Road, Yuba City, CA.

X. ADJOURNMENT

Chairperson Musfelt adjourned the meeting at 6:00 p.m.

Respectfully submitted,

Brad McIntire  
Parks & Recreation Director

BM/bg