

MINUTES – MORRO BAY RECREATION AND PARKS COMMISSION

REGULAR MEETING –JULY 20, 2012

VETERANS MEMORIAL BUILDING – 5:30 P.M.

Vice-Chair Bates stated there was not a quorum present to conduct the meeting. He announced that Project Surf Camp had a presentation and if a quorum is present following the presentation the meeting would be called to order.

PRESENTATIONS

John Taylor, Executive Director of Project Surf Camp told commissioners about Project Surf Camp. The camp is for children with special needs and has grown from just a handful of children to 260 participants last year. The camp has approximately 400- 500 volunteers. A video made by Cal Poly Recreation Administration students was shown. John said the camp is about community with all the volunteers. He brought the idea of partnership to the Recreation and Parks Department where it was well received. Project Surf Camp worked with City of Morro Bay's Recreation and Parks Department staff to offer this year's program based at Coleman Park. He stated it is a great relationship and added that Morro Bay Police Department came out that day to volunteer and the Fire Department will be out next Friday. Many local businesses, group and high school students also volunteer.

CALL TO ORDER: Vice-Chair Bates called the meeting to order at 5:40 p.m.

ROLL CALL: PRESENT: Commissioner Sidaris, Commissioner Munoz, Commissioner Ayoob, Vice-Chair Bates, and Staff Woods. ABSENT: Chair Croley, Commissioner Romero, Commissioner Dorfman.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

COMMISSIONER REPORTS AND ANNOUNCEMENTS

None

PUBLIC COMMENT

None

A. CONSENT CALENDAR

Unless an item is pulled for separate action by the Commission, the following items are approved without discussion.

A-1 APPROVAL OF MINUTES OF THE MARCH 15, 2012 MEETING

RECOMMENDATION: Approve as submitted.

A-2 CITIZEN'S REPORTS AND CORRESPONDENCE

RECOMMENDATION: Approve as submitted.

A-3 YOUTH SERVICES SUMMARY FOR MARCH AND APRIL 2012
SPORTS AND FITNESS SUMMARY MARCH AND APRIL 2012
FACILITIES AND PARK USE FOR MARCH AND APRIL 2012

RECOMMENDATION: Approve as submitted.

MOTION: Commissioner Munoz moved the Commission approve Consent Calendar Item A-1, A-2, and A-3 for file. The motion was seconded by Commissioner Sidaris and carried. (4-0)

A-4 RECREATION AND PARKS DEPARTMENT STATUS REPORT

RECOMMENDATION: Approve as submitted.

Staff Woods reported on the conversion of the City Bus Stop to 'Grandma's Living Room' began today. The concrete couch was delivered and the interior and exterior walls have been painted. There are still some finishing touches that need to be completed.

It was announced the Department was experiencing some turnover. Maintenance Lead Worker Dan Robertson is leaving the end of the month. Recruitment for the position is currently open and will close on August 10th.

Staff reported on items that had been forwarded to City Council. The Department is offering 'Free Chess' using the plastic pieces during the months of June July and August. Maintenance staff puts them out on their morning rounds and then puts them away during their afternoon rounds. The new interpretative panel is also on site.

The sixteen trash receptacles currently at the Rock will be replaced with five Big Belly double units (trash and recycling).

Staff Woods briefed the Commission on items mentioned in the Status Report to include: Project Surf Camp, Del Mar Tennis Courts, Cloisters Parkway Project, Labor Day Softball Tournament, Junior Lifeguard Program, Beach Camp, Brian Waterbury Rock to Pier Run and Half Marathon, Kids Camp and summer hours at the Teen Center.

Commissioner Munoz inquired what days the Chess Pieces were available for free play. Staff Woods replied they are available Monday through Friday. He added the Chess Club is there on Saturday and provide some instruction as well as have small chess pieces for individuals to use at the tables.

MOTION: Commissioner Munoz moved the Commission approve Consent Calendar Item A-4 for file. The motion was seconded by Commissioner Sidaris and carried. (4-0)

B. PUBLIC HEARINGS

None

C. UNFINISHED BUSINESS

C-1 SCHEDULING OF THE ANNUAL PARKS TOUR

Staff Woods recommended the Commission select a date and time for the Annual Parks Tour as well as confirm the proposed route presented. He stated the Department is targeting the third Thursday in August for the tour.

Vice-Chair Bates thought the proposed route targeting the north parks would be good.

Commissioner Ayoob agreed saying there have been a number of changes to the Dog Park as well as the completion of the Tennis Courts.

MOTION: Commissioner Sidaris moved the Commission schedule the Annual Parks Tour for Thursday, August 16th beginning at 5:30 p.m. at the Morro Bay Community Center and to approve the proposed route that includes the parks in North Morro Bay but to add City Park to view the changes to the Bus Stop. The motion was seconded by Commissioner Ayoob and carried. (4-0)

D. NEW BUSINESS

D-1 SUMMARY OF RECENTLY COMPLETED ARRA FUNDED ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT LIGHTING RETROFIT PROJECTS

Staff Woods recommended the Commission recognize the recent accomplishments and continue to support lighting retrofits and equipment upgrades at all public facilities and parks for the purpose of energy savings and greenhouse gas reduction. In August 2009 staff filed intent to apply for funding should it become available and initiated the pre-qualification process by requesting the California Energy Commission to conduct an energy audit of our facilities and parks. An audit was completed and a list of qualifying energy saving opportunities were identified and documented in a formal report by the CEC. On December 14, 2009 staff was authorized by City Council to apply for the Energy Efficiency and Conservation Block Grant. Staff executed the agreement with the CEC on June 14, 2010 for \$55,983.00 in EECBG funding. Staff informed City Council that supplementary funding would be required to complete all the recommendations in the CEC audit. Resources did not become available and staff amended the agreement on January 28, 2011 to include only a portion of the identified lighting retrofit projects. Included in the retrofit were six City buildings and seven City parks. Staff collected and stored the used ballasts, lamps and fixtures and they properly disposed of them at the Integrated Waste Management Authority facility in San Luis Obispo. The fiscal impact to the City is currently calculated at a net positive savings of approximately \$12,000 per year.

Commissioner Munoz inquired about the lighting around the park restrooms. Is the amount of illumination sufficient for safety? Staff Woods commented the Cloisters Restroom went from a 32 watt florescent to a 28 watt bulb. Lumens have not been reduced as the LED bulbs are more efficient. We are not reducing visibility, we are enhancing it.

No action required.

D-2 RECREATION AND PARKS DEPARTMENT PROGRAMS AND SERVICES - INVENTORY ANALYSIS
FISCAL SUSTAINABILITY PROGRAM

Pat Cirone, Recreation and Parks Department Intern recommended the Commission review the current progress related to the Fiscal Sustainability Program and make recommendations to staff regarding the scope and content. The Program in an in-depth look at Department services and programs and is an excellent way to take an inventory and assessment of the offerings of the Department. It provides a clear understanding of what the programs and services offer in terms of benefits to the community, individuals and the Department can be seen. Staff attended two workshops sponsored by the California Parks and Recreation Society regarding the Fiscal Sustainability Program and received information and handouts on how to begin the step by step process of the program. Staff began working on the program in June. Cost Recovery Goals had been set at a Commission meeting in December 2004. Meeting or exceeding the set goals is of the utmost importance to the Department and have been set in line with Individual Benefit vs. Community Benefit. Staff has evaluated each Department program using the service assessment matrix and identifies the service in regards to return on investment in terms of community, individual, economic and environmental benefit. The matrix also identifies if the program/service is attractive as an investment in future or current resources. With the review of the market position it defines the Department's ability to deliver a potential service stronger than other agencies. Alternative coverage refers to the number of like or similar programs/services that are offered in the area. After each of the programs has gone through the filters it falls into diagnosis category. These categories include: (1) Affirm Market Position; (2) Advance Market Position; (3) Divest; (4) Invest, Collaborate or Divest; (5) Complementary Development; (6) Core Service; (7) Collaborate or Divest; (8) Collaborate; (9) Divest. The program in the future can be used to understand where new programs or services would fall into the Department's philosophy and current goals. With these findings the Department can make decisions based on what is best for our customer base and the community overall.

Staff Woods commented we looked at programs and services the Department offers and follow the recommendations based on the Service Assessment Matrix. If the indicators point to divesting, then staff would look to drop that service/program. Staff added, as more registrations are completed On-Line, staff time will decrease, therefore increasing the programs cost recovery. Staff feeling the Department is going in the right direction with implementing a full service/program analysis.

Commissioner Ayooob said she was surprised the Spaghetti Dinner was categorized in the 0-10% cost recovery. Staff replied the Spaghetti Dinner program is a joint venture with the Morro Bay Community Foundation and RPC and our Department. It is a fundraiser with a majority of the expenses being donated and is a complete community benefit.

Commissioner Munoz commented Pat Cirone did a great job and looks like staff is going to benefit from this tool.

Commissioner Sidaris agreed it looks great. He added that the Spaghetti Dinner is not to make money but give the proceeds to another group. He also commented on the benefits to the community and businesses when the Department brings in the softball tournaments.

Staff will be coming back with the inventory Pat has developed as well as the partnership and sponsorship policies.

MOTION: Commissioner Munoz moved the Department continue using the Inventory Analysis Fiscal Sustainability Program. The motion was seconded by Commissioner Sidaris and carried. (4-0)

D-4 RECREATION AND PARKS DEPARTMENT PROGRAM EVALUATIONS

Staff Woods reviewed the program evaluation for the 2011/2012 Kids' Club Program. The program is held at Del Mar Elementary School. Total direct costs were \$154,614.00. Support costs totaled \$21,090.00 for a total of \$175,704. Revenues included registration fees. They totaled \$123,631.00. Net loss was \$52,073.00 for a cost recovery of 70%. This program is classified as Merit Service with a target revenue goal of 70-79%. *The Department currently uses a cost/time allocation study last released in May 2004. The current study does not reflect online registration or Department reorganization. Staff estimates that when the cost/time allocation study is updated, the support costs of Kids' club would be greatly reduced, bringing the cost recovery above the target recovery of 70%.*

MOTION: Commissioner Munoz moved to accept the Recreation and Parks Department Program Evaluation for file. The motion was seconded by Commissioner Sidaris and carried. (4-0)

E. FUTURE AGENDA ITEMS

It was the consensus of the Commission to continue the Fiscal Sustainability Program and other working parts of the program.

Commissioner Sidaris would like an update on the status of the proposed ramp down to the beach.

F. ADJOURNMENT

Motion to adjourn the meeting by Commissioner Sidaris, second Commissioner Munoz. The meeting was adjourned at 6:54 p.m.

Respectfully submitted,

Barbara Wright
Administrative Technician