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## Minutes Parks, Recreation and Golf Advisory Board June 16, 2010

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**Minutes of the Parks and Recreation Board meeting held on June 16, 2010 6:00 p.m.,  
Library Board Room, 3500 S. Rural Rd.**

**Members Present:**

Chuy Carreon - Chair  
Ron Cosner  
Frank Granillo  
Ed Roberts  
Clem Star  
Robert Lofgren  
Angela Thornton  
Don Watkins

**Members Absent:**

Scott Hamilton – Vice Chair (excused)  
Chris Dahm  
Alex Walsh

**City Staff Present:**

Travis Dray, Deputy Manager – Parks & Recreation Department  
Cynthia Yanez, Executive Assistant – Parks & Recreation Department  
Tim Pfannenstein, Parks Maintenance Supervisor – Parks & Recreation Department  
Shawn Wagner, Recreation Supervisor – Parks & Recreation Department

**Meeting convened at 6:07 p.m.**

**Chuy Carreon** called the meeting to order.

**Agenda Item 1 – Consideration of Meeting Minutes**

The amended minutes of the May 19, 2010 Parks, Recreation & Golf Advisory Board meeting were accepted.

**Agenda Item 2 – Golf Update**

**Tim Pfannenstein, Parks Maintenance Supervisor, provided an update for the on-going maintenance at both golf courses.**

1. The greens at Ken McDonald have been aerified.
2. The aerification of the greens at Rolling Hills will be performed next week.
3. The rounds and revenue have declined at both courses.
4. The air conditioner at Rolling Hills has been replaced.
5. The roof at Rolling Hills will be replaced.
6. An RFP will be issued to for the combined operation of the Rolling Hills pro shop, restaurant and maintenance duties.

**General Discussion by the Committee:**

- Representatives from the Parks, Recreation and Golf Advisory Board will be invited to review the draft of the RFP.
- The current concession contract at Rolling Hills will expire in 2011.
- The contract for the pro shop concessions at Ken McDonald is in effect for 3 more years.

**Agenda Item 3 – Participation Levels**

**Shawn Wagner, Recreation Supervisor, shared information regarding the levels of participation in recreational programs, classes and reservations.**

1. There has been a slight decline in participation and revenue.
2. There was a decline in ramada reservations due to the irrigation project at Kiwanis Park, but revenues remained high due to an increase in reservation fees.
3. Currently, the revenue goal is approximately \$125K short, with two weeks left in the fiscal year.

**Agenda Item 4 – Budget Update**

**Travis Dray, Deputy Manager, reviewed the future changes to the recreation budget.**

1. The revenue target for the recreation department has been increased to \$2.9 million dollars for fiscal year 2011.
2. Additionally, there will be a reduction of \$174K in wage monies as well as a \$40K reduction in the operation and maintenance budget.
3. Staff will redistribute the budget targets for each work group based on past history.

**Agenda Item 5 – Department Update**

**Travis Dray, Deputy Manager, discussed plans to reorganize the department to streamline the services that are provided by the recreation staff.**

1. There will be four administrators to oversee the following:
  - a. Special Events, Programs (Linda Cano)
  - b. Finance, Facilities, Rio Salado (Shawn Wagner)
  - c. Kiwanis Recreation Center Campus, Aquatics (David Bucher)
  - d. Sports, Diablo Stadium (Mike Armfield)

**Agenda Item 6 – Chair/Board Comments**

Don Watkins was interested in the compost program that was advertised in the water bill.

Angela Thornton expressed her appreciation for David Bucher and his staff for their support of the Corona Grad Night.

Travis Dray thanked Angela Thornton for her service to the board over the past 6 years.

The next meeting will be held September 15, 2010.

**Meeting adjourned at 6:56 p.m.**

Prepared by: Cynthia Yanez, Executive Assistant, (480) 350-5240

Reviewed by: Travis Dray, Parks and Recreation Deputy Department Manager, (480) 350-5182