

**The TOWN OF APPLE VALLEY
PARK AND RECREATION COMMISSION
MINUTES
October 2, 2014**

CALL TO ORDER:

Chairman Jiles Smith called the meeting of the Park and Recreation Commission of the Town of Apple Valley to order at 6:00 p.m. in the Town Council Chambers.

ROLL CALL:

Roll call was taken with the following members present: Chairman Jiles Smith, Commissioner Patrick Doran, and Commissioner Donald Tatera.

Absent: Vice-Chairman Mike Martin and Commissioner Richard Cambridge

PLEDGE OF ALLEGIANCE: Chairman Tatera

PRESENTATIONS:

None

PUBLIC COMMENTS:

None

1. Approval of Minutes for Park and Recreation Commission Meeting

Motion by Commissioner Tatera, seconded by Commissioner Doran to approve the minutes for the meeting of August 7, 2014. Motion carried by a 3-0-0-2 vote.

2. Approving of Parks and Recreation Division Monthly Report format changes

Ralph Wright, Parks and Recreation Manager presented July and August Park & Recreation Monthly Reports. Mr. Wright presented the new format which will now include total number of facility visits by participants.

It was the consensus of the Commission to move forward with the new format.

3. Civic Center Park Aquatic Center Summer Report

Andy Shoup, Recreation Coordinator gave a power point presentation outlining participation in the Aquatics Department. Mr. Shoup said registrations for private swim lessons were up 35% from the previous fiscal year. Recreation swim almost hit the 13,000 people thru the door. Special Events have been successful. Mr. Shoup added that some of the events such as Water Festival were at capacity and people had to be turned away.

Mr. Wright added that Mr. Shoup has done a tremendous job managing and keeping the pool safe.

4. Park Project Updates

Mr. Wright presented an update on CDBG projects at James Woody Park. A Google map was distributed to show the proposed sidewalks and bus stop. This project is scheduled to start at the beginning of the year. Another project that is ready to go out to bid is for the shade structures at James Woody. This project is expected to be completed before the end of the year.

5. Facility and Program Refund Policy

Mr. Wright presented a formalized refund policy. He added that we currently have a refund policy for classes/programs and another for facility rentals. This policy was never formally adopted.

Mr. Wright addressed some of the reasons a formalized revised refund policy needed to be adopted. One of the main concerns was the short notice of cancellations of facility rentals. Commissioner Doran had a concern that there may be some rentals that may have a lower rental cost than the security deposit and also with participants being unable to continue to attend a class or program due to an injury. Mr. Wright will make the changes discussed to the refund policy.

Motion by Chairman Smith, seconded by Commissioner Doran to approve the amended refund policy. Motion carried by a 3-0-0-2 vote.

6. Tour of Park Facilities

Mr. Wright discussed setting up a tour of the community parks. Chairman Smith said he understands everyone is very busy but suggested visiting the parks during their busy sport time which would be at the end of October. Mr. Wright will send out an email since Vice Chairman Martin and Commissioner Cambridge were not present at the meeting to check their availability.

PARKS AND RECREATION MANAGER'S REPORT

Mr. Wright updated the Commission on the recent Mud Run and Mud Fest. The events had over 1200 participants. Facility rentals for Quinceaneras and Weddings have increased since the High Desert Wedding and Quinceanera Expo. Reverse Triathlon went off without a hitch. Mr. Wright added that he received positive feedbacks from many participants on how safe they felt with all the Volunteers and the presence of the Police Department. Kiddie Carnival scheduled for October 31st at James Woody Auditorium. He also discussed the retirement of Senior Office Kathy McCarron.

PARK AND RECREATION COMMISSIONER COMMENTS

Commissioner Tatera wanted to follow up on email from Mr. Wright regarding the ordering of polo shirts. Mr. Wright said shirts were ordered for the Commissioners that had responded to the email. Chairman Smith apologized for not responding but would be sending in his order.

SUGGESTED ITEMS FOR NEXT AGENDA

None

ADJOURNMENT

Motion by Commissioner Doran seconded by Commissioner Tatera and unanimously carried to adjourn the meeting at 7:24pm.

CHAIRPERSON

TOWN CLERK