



**CITY OF PACIFIC GROVE
RECREATION BOARD MEETING MINUTES
Tuesday Dec 8, 2015 – 5:30 pm
Youth Center (Upstairs Study Room)
302 16th Street, Pacific Grove, CA. at 5:30 pm.**

Agenda No. 10B
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1. **Call to Order** - The meeting was called to order at 5:32 pm.
2. **Roll Call** – Amelio, Balog, Birch, Marshall, and Tom present. Staff Mothershead and Amburgey present.
3. **A. Approval and Acceptance of Agenda and Meeting Minutes of November 10, 2015** - approved
B. Approval of Agenda - approved
C. Council Liaison Announcements – Council Member Dan Miller not present
D. Board Member Announcements – none
4. **Oral Communications and Written Correspondence** – none
5. **Department Reports** – Department Reports - Mothershead
 - A. Financial Report for September** – The Department budget report for fiscal year 2015-16 through October was provided. Revenue for this period totaled \$89,180 year to date (38.7% of projected income for the year). Expenditures for this period totaled \$187,592 representing 38.5% of the department’s budget.
 - B. Updates (Programs and Events)** – Preschool is at capacity with 27 children enrolled. The Youth Center attendance for November was 384 attendees and gross income was \$489. Additionally, \$300 from the center’s support of the Triathlon was received from Tri-Cal, Inc. Two Pacific Grove youth participated in the N.F.L Forty-Niner Team Punt, Pass & Kick contest on November 29th at Levi Stadium. This event is sponsored by the N.F.L. and locale recreational agencies. Six of our youth participated in the annual Elk’s Hoop Shoot “Free-Throw” contest on Dec. 5th at the Seaside Boys & Girls Club. A number of successful Holiday events were supported by the department. The Holiday Tree Lighting event, the Holiday Parade of Lights, and Stillwell’s Holiday in the Park held at Caledonia Park all enhanced our community spirit for the season.
6. **Old Business**
 - A. Web Services (registration, rosters, tracking)** . The proposal presented by SportNgin was not pursued by City staff at this time. There are other web based financial transaction options currently being explored. The primary concern around the SportNgin solution was the ability to seamlessly accommodate all of the other departments needing online registration and payment options. Recommendation made to staff to identify next steps by the end of the year with IT staff and to attend the next Rec Board meeting to discuss alternative solutions..
 - B. Program Review** - Proposal to drop Adult Sports – Continued discussion. Based on the draft proposal presented by Mr. Gho and given the financial pressures and lack of participation in the Adult Basketball and Softball programs, in principal the Board supports this recommendation. There were suggestions to generate incremental revenue by implementing modest increases in program fees. Focus areas include the Lovers Point Pool, Youth Recreation Center, Wedding Rentals, and exploring potentially renting coastal access facilities. Recommendation made to estimate the incremental financial impact of the proposed changes to show the potential net impact. Next step is to include these suggested fee increases to be included in the recommendation section of the report. Board agrees to make final recommendations to Mr. Gho and incorporate changes into final recommendation. Final recommendation included a suggested summary table on the first page of the presentation to show the net revenue impact of the proposed changes.
7. **New Business**
 - A. 2016-2017 Fiscal Year Special Events Proposals.** Reviewed proposed draft events for the fiscal year. Preliminary feedback was positive and considered “business as usual”. Motion passed unanimously to recommend the proposal as presented. Recommend events are estimate to generate a net revenue of approximately \$13,000.
8. **Closing comments and adjournment – meeting** was adjourned at 7:19 pm.

Due to the City Manager’s “Farewell party”, the next meeting will be scheduled for Tuesday January 19, 2016, Youth Center (Upstairs Study Room) – 302 16th Street, Pacific Grove, CA. at 5:30 pm.

Respectfully submitted,

Greg Marshall, Recreation Board Chair and acting Secretary