



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

LIBRARY & RECREATION SERVICES

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION ADVISORY COMMITTEE

MARCH 9, 1999

CALL TO ORDER

In the absence of the Chairman and Vice-Chairperson, Member Fairbairn, unanimously appointed as Vice-Chairman of this meeting. Meeting was called to order at 4:00 p.m.

ROLL CALL

Members absent: Thorndyke, Sparrow, Welch, Conway and Planning Commissioner Warnke.

PUBLIC COMMENTS - None

CONSENT AGENDA

Minutes of the February 9, 1999 meeting were approved as read.

DISCUSSION ITEMS

2. Update on New Senior Center

On behalf of Advisory Member Conway, Pam Donahoo, Recreation Coordinator - Senior Citizen Program, distributed Attachments A-1, A-2 and A-3 for the Advisory Committee's review. Pam discussed the following:

- What the Senior Citizens would like in the new facility
- Senior Citizens concern of the separation of the Nutrition Center and senior activities with relocation
- Raising senior citizen membership dues
- Distributed senior trip flier and discussed revitalized trip program
- Senior Endowment funds and the use of same.

RIM CODE

Date: March 11, 1999

File Plan / GE Cat:

Subject: Advisory Minutes

Location: City Clerk

Retention: Permanent

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In further discussion, Member Dotter read a letter to the Veteran's from Iris Yang, City Attorney, regarding construction of new facility.

3. **Barney Schwartz Park**

On behalf of Advisory Members Sparrow and Conway, the Director advised this project is coming along. The layout of the park has remained the same as proposed. In the recreation prospective, we have budgeted for one full time recreation programmer. Public Works may also be requesting Maintenance positions.

Member Fairbairn met with Mr. Bacigalupo of the Paso Robles Boys School to discuss using wards to help with Park Maintenance, clean up, etc. at Barney Schwartz Park. It was recommended Member Fairbairn also talk with Kate Thompson of the Paso Robles Boys School.

4. **Skateboard Park**

Member Berg and Roach advised there has been no action to date, but there is a meeting on Thursday, March 11, 1999 at 4 p.m. to discuss three construction bids and they will give an update at the April meeting. Director advised she has ordered a 177 page Handbook on the construction of a Skateboard Park from the City of Modesto that should be here on Friday.

5. **HUD / Oak Park Fundraiser**

Member Dotter advised HUD placed a purchase order to buy the new modular to expand the George Stephan Community Center that houses the Oak Park Recreation Program and should be operational in 90 days.

Member Berg explained at great length the position of the Youth Arts Foundation in accordance with the CDBG Funding that the City Council will vote on at their meeting of March 16, 1999. She is planning to buy a piece of City property located at 32nd & Spring Street and build a 6,000 square foot building that will house her Youth Arts Foundation, and the other half of this facility can be used by the Oak Park Recreation Junior Leader Teen Program and rent out this area when not in use to the public for meetings. Donna asked for the Advisory Committee's support at the March 16, 1999 City Council meeting. It was discussed the Advisory Committee could send a letter to the Paso Robles City Council in support of Donna Berg's Youth Arts Foundation.

After discussion, Member Berg made a motion, second by Dotter, to add this item on the March 16, 1999 City Council Agenda. Motion was unanimously passed by a voice vote.

It was further discussed that Member Dotter will read this letter at the City Council meeting and Member Fairbairn and Berg will work together on the context. Member Fairbairn made a motion, second by Parham, for Member Fairbairn and Berg to work together to draft this letter to the City Council. Motion was unanimously passed by a voice vote.

ADHOC COMMITTEE COMMUNICATIONS - None

CITY COUNCIL COMMUNICATION - None

EXECUTIVE MANAGERS REPORT

7. Fiscal Year 1999/2000 Budget Preparation

The budget was submitted to Administrative Services on Friday, March 5, 1999. It will go to the Fiscal Committee and copies will be handed out to the Advisory Committee once the budget has been approved. A draft copy is available in the office for your review, if needed.

8. ACORN / Oak Park Fundraiser

Director advised tickets are ready and will be sold by ACORN to sell a Harley Davidson motorcycle for the annual fund raiser for the Oak Park Recreation Program. The Recreation Division and Police Department are working together to earn \$10,000 for each division and department, as well as paying \$8,000 to fix up the Harley Davidson. Director would like to have a celebrity golf tournament next year as the yearly fund raiser for the Oak Park Program.

Other Items of discussion:

Director distributed the Parks and Recreation Advisory Committee Goals '99 and Sub-Committee listing for review and for future Committee updates (Attachment B). Also distributed for the Committee to review was Strategic Planning Framework for Parks and Recreation (Attachment C).

At their 3/2/99 meeting, the City Council approved the staff report to accept and place the bronze metal sculpture of a dog in the City Park.

The Director has been asked to prepare a Public Art Policy for the City and is asking the Advisory Committee to form an Adhoc Committee to help establish this policy. Director has a four month deadline to finalize and submit this policy to City Council.

Director discussed revitalized the Trip Program and flier and reminisced the trips were a great asset to the City for attracting volunteers to service the senior center and the need to get 55-65 year olds active in the senior center to keep the older senior citizens active.

Director would like to bring back on the April 13th Advisory Committee Agenda the subject of establishing a non-profit organization for the Recreation Division.

WRITTEN COMMUNICATIONS - None

ADVISORY BODY COMMUNICATIONS - None

UNSCHEDULED MATTERS

Charlotte Garraway, Recreation Supervisor, discussed the National Recreation and Park Association - National Aquatic Conference she attended and the valuable information she was able to acquire for the City's aquatic and therapy pool programs.

Jane Roach discussed attending the Morro Bay Parks and Recreation Advisory Commission Workshop on Saturday, March 6, 1999. Guest speakers were Barbara Partridge and Assemblyman Abel Maldonado.

ADJOURNMENT: To next month's regular meeting of the Parks and Recreation Advisory Committee on Tuesday, April 13, 1999 at 4:00 p.m. at Centennial Park, Conference Room, 600 Nickerson Drive, Paso Robles.

Deadline for submitting items for the next regular Parks and Recreation Advisory Committee Agenda is Friday, March 26, 1999

Respectfully submitted,

Judy O'Neal, Administrative Secretary

Advisory Minutes of 3/9/99

DATE: March 9, 1999
TO: Recreation Advisory Committee
FROM: Carol Conway/Pam Donahoo
RE: March 9, 1999 Senior Advisory Committee Meeting

The Senior Advisory Council has prepared a list of criteria they feel is necessary for the new senior center. The \$750,000 originally proposed by the City Council will only replace the existing facility of approximately 4,000 sq. feet. It is the decision of the Senior Advisory Committee to ask the City Council for an additional \$500,000 for the construction. Please see attached papers.

The Senior Advisory Committee is also very concerned about the fate of the existing center and it's members. They feel that the center should remain open until the new center is ready for use. The current plan is to relocate the centers programs until a new center is available. This will probably result in the separation of the nutrition program and recreation activities. The worry is that many seniors have very limited transportation. They come in the morning enjoy an activity, stay for lunch and then participate in a afternoon function. Our programs could suffer greatly from such a split of locations. For many senior citizens the senior center is their life, the reason the get out of bed in the morning.

Senior membership dues was another topic of discussion. The dues need to be raised from the current \$5.00 membership fee. This fee does not cover the expense of the monthly newsletter. The current theory is to raise the fees and give discounts to senior center cardholding members. The conflict is do we give a cost break for spouses and roommates. We only mail one newsletter per address, the second person doesn't cost us anything.

March 5, 1999

TO: Paso Robles City Council Members

FROM: Paso Robles Senior Advisory Committee

RE: The Facility Needs for the New Senior Center

The Senior Advisory Committee was asked to provide the City Council with a list of facility needs for the new senior center. After several planning sessions and discussions the attached list was created. In reviewing the estimated construction cost to build a facility that would include the minimum needs criteria, we find we need more funding. It is the request of Senior Advisory Committee that we be allowed an additional \$500,000 to accomplish this task. The Senior Advisory Committee believes that the listed needs are current and that it would be a shame to build a new inadequate facility. We are also looking into the future. To add on to the facility at a later date would be far more expensive than to build it from the start.

The needs and wants for the new Senior Center were divided into two parts, critical needs and enhancements. They are listed as follows:

Critical Needs

1. Dining Room, large enough to seat 150 people at tables (2250. Sq. feet approx.).
 2. Kitchen, caterers kitchen large enough for the meals program and lockable storage. (approx. 1,000 sq. ft.)
 3. Lounge/Library/TV room (approx. 600 sq. ft.)
 4. Offices 4 to 5, (18 x18, 325 sq. feet each, approx. 1650 sq. ft.)
 5. Workroom for computer/copier/storage, (approx. 300 sq. ft.)
 6. Exercise/Card Room (approx. 600 sq. feet)
 7. Billiards Room with coffee bar and soda/snack machine. Room large enough for a minimum of 2 tables, four would be ideal, (Approx. 800 sq. ft.)
-Room needs to be added for coffee bar and vending machines.
 8. Reception area, larger than existing area with a waiting area. (approx.600 sq. ft.)
 9. Restrooms
 10. Storage (plenty of lockable storage room).
 11. Meeting Room that can double as a craft or classroom. (approx. 400 sq. feet)
 12. Outdoor Patio BBQ area
- Rooms should be acoustically engineered.

Approx. 8,200 sq. ft. or \$1,640,000.00 if you use a cost of \$200 per sq. foot.

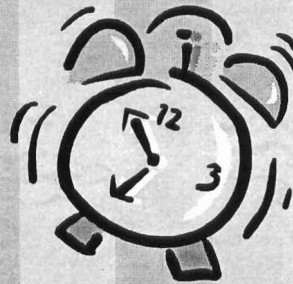
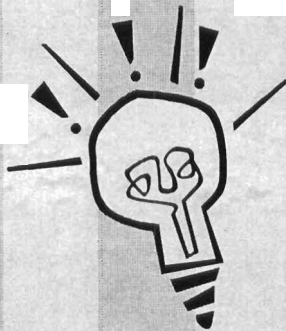
Enhancements

1. Covered area for Ping Pong
2. Stage Presentation area in dining room
3. Landscaped garden festival area
4. Shuffleboard/Horseshoes
5. Therapy/Lap Pool
6. Crafts workshop wood/ceramics
7. Tennis courts/softball field
8. Juke Box, stereo/intercom system throughout center

Parks and Recreation Advisory Committee Goals '99

Goals and Sub-Committees

- ◆ **Afterschool Program — Eastside**
Sparrow & Conway
- ◆ **Sherwood Park Masterplan**
Sparrow & Conway
- ◆ **Barney Schwartz Park Maintenance Plan**
Dotter and Fairbairn
- ◆ **Barney Schwartz Park County Partnership**
Dotter and Fairbairn
- ◆ **Fields Partnership with PR schools and Cuesta**
Welch
- ◆ **Barney Schwartz Park Programming Plan**
Welch



Goals set at January 1999 meeting of
Paso Robles Parks and Recreation Advisory Committee
First report/update due April, 1999

805 237-3993



Strategic Planning Framework for Parks and Recreation

CORE VALUES



MISSION

- Strengthen community image and sense of place
- Support economic development
- Strengthen safety and security
- Promote health and wellness
- Foster human development
- Increase cultural awareness
- Protect environmental resources
- Facilitate community problem solving
- Provide recreational experiences

KEY TRENDS

OPPORTUNITIES

CORE COMPETENCIES

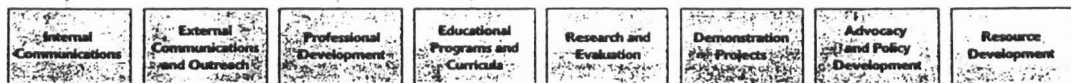
HAVE

- Resourceful
- Community knowledge
- Creator of experiences
- Partnership and coalition builder
- Mediator
- Facilitator
- People skills
- Flexibility
- Multi-tasking

NEED

- Communication
- Resource development
- Strategic thinking
- Leadership
- Technology
- Multi-disciplinary skills
- Research and evaluation
- Outcome-driven management
- Political dynamics
- Prevention models
- Ecosystems
- Human development

STRATEGIES



PERFORMANCE MEASURES



004-9