

**CITY OF GALT**

**MINUTES**

**GALT PARKS AND RECREATION COMMISSION  
SPECIAL MEETING**

**Council Chambers, 380 Civic Drive, Galt, California  
Wednesday, November 2, 2011**

The meeting was called to order at 7:00 p.m. by the Special Project Administrator, Armando Solis. Roll was taken and all Commissioners were present..

Staff members present: Special Projects Administrator Solis, and Administrative Assistant Porteous-Toste.

**CHANGES TO THE ORDER OF THE AGENDA** – None

**OLD BUSINESS** - None

**PUBLIC COMMENT** – None

**ACCEPTANCE OF MINUTES** – Special meeting of October 12, 2011. Correction on date made.

**ACTION:** Moore moved to accept the minutes of October 12, 2011, seconded by Steele. Vote was called for and motion carried 5 – 0.

**UPCOMING COUNCIL AGENDA ITEMS:**

a) November 15, 2011 – Parks and Recreation Strategies to increase revenue and attract customers to Galt Businesses  
Solis deferred this to New Business

**NEW BUSINESS:**

a. Parks and Recreation Strategies to increase revenue and attract customers to Galt Businesses.  
(Recommendation to Council)

Solis explained to the Commission that this meeting was to discuss new fees for the entire Department and since the last meeting, it was determined that the Department would implement new fees in stages and would begin with the immediate fee adjustments that are required with the implementation of Online Registrations.

Solis went on to explain the actions the Department has already taken which are the Online Registrations, the acceptance of Credit Cards, the implementation of a “Satisfaction Guarantee” policy and some of the new classes that the Department is offering.

Questions arose regarding the “Satisfaction Guarantee” policy. Solis explained that this basically cuts some of the Red Tape and allows issues, problems or dissatisfaction to be addressed at the Departmental level instead of having to go to the City Manager or Council for resolution. This allows for a more timely resolution to problems and in a less stressful manner to the customer.

For example a customer is dissatisfied with a class and although policy may not allow for a refund or credit etc, each case can be looked at individually and resolved. For example instead of denying a refund we would allow the customer to retain a credit on their account, thus keeping them happy and also keeping the money for use for another program. Guerrero had concerns about transparency and the potential abuse by individuals. Solis assured Guerrero that the computer documents all transactions and can be monitored. Additionally, all financial or registration transactions are audited by a Department Supervisor and Finance annually.

GALT PARKS AND RECREATION COMMISSION MEETING  
SPECIAL MEETING OF NOVEMBER 2, 2011  
PAGE 2

Staff is asking Commission to endorse 1) Elimination of Non- Resident Fees for Recreation Programs and Services; 2) Scholarship Awards Program Limited to Galt Residents; 3) Instructor/City Percentage Split Adjustment for Special Interest Classes; and 4) Galt Softball Complex Rental Fee Adjustment.

City of Galt Economic Development is what is driving the above.

1. Staff is recommending the elimination of non resident fees and to charge all participants a fee for each program that covers the costs incurred by the Department to put on each program. This will eliminate what is perceived as a penalty to those participants outside of the City limits. The participants all utilize the City of Galt businesses while participating or using Parks and Recreation programs or facilities therefore making it likely for them to also use the gas stations, stores, restaurants, etc.

Discussion followed with three concerns: 1) Revenue lost from not charging fee, 2) How to measure the impact of the removal of this fee with Economic impact to the City and 3) Will the participation of more non resident players impact the ability of residents to participate?

a. Solis reiterated that although non resident fees collected which was nominal in the overall picture, the Department will now charge each participant what it costs the Department to put on the program. In other words the Department will be covering the total cost of the program no matter who participates.

b. Solis responded that there are tools to measure the outcomes and economic impact which we will be utilizing.

c. At the present time we do not have enough participants or coaches to put on our programs and have had to cancel them because of the lack of participants. So, now we are hoping to bring people to Galt to our programs and again to our City. Discussion followed on how to get the word out and recruit coaches. Steele suggested maybe a mass e-mailing or an incentive. Solis expressed concerns about possible privacy issues with utilizing the e-mails in our system and a monetary incentive (i.e. discount or credit to account) may be prohibited due to the use of public funds but would look into these items.

2. Scholarship Program – In the past scholarship were given to anyone who asked for them. We are now proposing offering scholarships to City residents under the age of 17 who meet federal WIC guidelines and provide the appropriate documentation of eligibility. The Department does not want to pay for participants to play but assist those in need within set limits. Those limits came from brain storming and also seeing how other City's and agencies run their scholarship programs. Depending on monies available those limits can be revisited and changed as needed.

Solis explained how the funds we currently have were procured and that the website allows for individuals or organizations to contribute funds to the scholarship program.

Discussion followed with questions about eligibility based on family vs. household as multiple families or blended families may be an issue. Solis stated it was based on household and the appropriate documentation would identify that. Gamez also stated that the WIC documentation would also provide that information.

There was also concern with regards to donations. Because the scholarship is limit to City Residents participation the Commission would like to make sure that it is clear on the website of that provision so that potential contributors from outside the City limits (i.e. Herald) did not donate thinking they were going to assist for example Archoe students. Solis assured the Commission that he would make

GALT PARKS AND RECREATION COMMISSION MEETING  
SPECIAL MEETING OF NOVEMBER 2, 2011

PAGE 3

sure that was done.

3. Instructor/City Percentage Split Adjustment for Special Interest Classes will range from a 50/50 split to a 90/10 split (90% to instructor and 10% to City). Solis explained the only courses receiving the 90/10 split are senior programs where the costs are kept low and affordable to seniors and to keep them active and involved. The other percentages will be determined based on the amount of staff time needed to set up, tear down, or facilitate program. At the present time the majority of the programs are a 70/30 split and are "Grandfathered" in. But if changes are necessary each program has an annual contract that can be renegotiated if necessary.
4. Galt Softball Complex Rental Fee Adjustment – Approximately a year and a half ago, staff revised the fees for the Galt Softball Complex Rental Fee from a per game fee to a daily or half day fee structure. We now realize with all of the new fields in the larger cities we have priced ourselves out of the market. When the Department began revisiting fees a new thought process and look at the big pictures which was to get people into Galt and spend their time and money here. So the Department decided by offering a lower fee for two day tournaments at the Softball Complex would not be a money maker but would be an enticement to those individuals who put on tournaments and then consider Galt as a venue. This in turn brings participants money to the Galt businesses (i.e. hotels, restaurants, Laundromats, stores etc.)

Commissioner Moore and Steele were elated at what they consider the City finally getting it. They expressed that they had been trying to get that type of thinking through the City, Chamber etc. for years and were very pleased that the Department is moving in this new direction.

Solis asked for an endorsement for 1) Elimination of Non- Resident Fees for Recreation Programs and Services; 2) Scholarship Awards Program Limited to Galt Residents; 3) Instructor/City Percentage Split Adjustment for Special Interest Classes; and 4) Galt Softball Complex Rental Fee Adjustment

Commissioner Smith motioned the Commission endorse the items presented and Moore second. A call for the vote was taken and motion passed unanimously 5-0.

### COMMISSION REPORTS

Commissioner Gamez – Would like to know when elections for the new Chair and Co-Chair were to take place.

Commissioner Smith - None

Commissioner Guerrero – Would like an update and follow up on the upcoming Independence Day Celebration. Meetings are held the 2<sup>nd</sup> Wednesday from 5:30 – 6:30 p.m. prior to the P & R Commission Meetings at the P & R Office. Date is set for July 2<sup>nd</sup> for Fireworks and event.

Spoke to vendor at Market about the new Winter Rates. The vendor said they did not get the new rates. Solis explained that premium (corner) spots and food vendors did not receive the discounted rate. This vendor was a food vendor.

Would like to see Commissions' representation at Council meetings and City events. Is willing to be a representative and asked how other Commissioners felt about it. All felt like they want to be involved and also let Council know that they are interested and take their job seriously. The only issue would be not to violate the Brown Act. Another suggestion was to maybe rotate representation or go as a Citizen and not as a Commissioner. Solis will get clarification on the Brown Act for them.

GALT PARKS AND RECREATION COMMISSION MEETING  
SPECIAL MEETING OF NOVEMBER 2, 2011  
PAGE 4

Commissioner Moore – Appreciates the notification of events in the City (i.e. Brewster's and Senior Place opening). Would like to continue receiving them and also Parks and Recreation events.

Also appreciated the special meeting and the opportunity to review and give input on the staff report prior to going to Council.

Likes the direction the Department is taking.

Commissioner Steele – Likes the new mentality of the Online Registration and bringing tournaments to town to attract people to Galt businesses.

Noted that the Market covers 80% of the Department's budget and how we took that for granted and to now looking at the actual costs of each program being looked at and addressed.

Would like to revisit the elimination of the non resident fee and see how it affects the registrations.

**FUTURE AGENDA ITEMS**

Special meeting was called for December 7, 2011.

1. Maintenance Projects Updates
2. Department Fee Adjustments
3. Termination of the Jr. Warrior Program

There being no further business to come before the Parks and Recreation Commission, the meeting was adjourned 8:12 p.m.

Respectfully submitted,

Deborah Porteous-Toste, Administrative Assistant