

Leisure Services Advisory Board Minutes
Wednesday, February 21, 2018 – 12:00 p.m.

The Leisure Services Advisory Board held a meeting on Wednesday, February 21, 2018 at 12:00 p.m. in the City Council Chamber, 10 North Main Street, Cedar City, Utah.

Members Present: Leisure Services Board Chairman Bruce Barclay; Leisure Services Advisory Board Member Dave Holmes, Dana Miller, Bonnie Jones, Ron Adams, Christy Hugh

Excused: Christy Florence, Derek Morton

Staff Present: Leisure Services/Events Director Bryan Dangerfield; Parks & Outdoor Facilities Division Head Wade Orme; Sports & Recreation Manager Jennifer Weaver; Golf Director Jared Barnes; Leisure Services Executive Assistant Ruth Sessions

Visitors:

1. **Call to Order:** Bruce called the meeting to order at 12:06 p.m. Welcome to staff and committee and any visitors. Please sign in if you haven't already and put your affiliation.
2. **Approval of Minutes from Wednesday, January 17, 2018:** Dana Miller made a motion to approve the minutes from Wednesday, January 17, 2018. Dave Holmes seconded the motion. The vote was unanimous.
3. **Public Comments:** N/A
4. **Administration Agenda:**
 - Chair and Board Business (Comments): None at the time.
 - Trails Committee Report (Ben Davidson, Chair): Bryan gave update on the status of the Southview and Fiddler's Trail projects.
 - Jennifer Weaver, Sports & Recreation Manager (Presentation and Comments) – Jennifer - I thought I'd talk about some things outside of the box. We just finished a six-month youth basketball program. This year I helped with an officiating class at Canyon View High School and I was able to use some of them for my program. There are also quite a few college students who have to finish an EDGE project and a lot of them want to do that in the Recreation area so that's kind of fun. We helped advertise the Dodgeball Tournament. I work closely with the Sports Academy and their programs. I love to watch kids excel in sports and because of some programming issues this year, some of the good border league kids couldn't play. Because of that, it gave some kids with lesser skills the experience to really excel. There are a lot of things going on in our community that we help with. The high schools have lots going on as well. I've talked to you about the Jr. Thunderbird program. Jen showed what the Jr. Thunderbird shirts look like. It's been fun to see parents post their child's picture on-line with their

new shirt on. Wade and I are working on improving the quality of the dirt on our fields. That has been a problem that really needs to be fixed. I want to say how much I really appreciate volunteer coaches and those people that I work with on a daily basis to get practice times. Ron – Have you had any requests for other activities or programs? Jen – Not so much that but I have talked to AYSO and they are interested in having an adult soccer league but we're not quite there yet. Bruce – On field scheduling, I know we had some discussion on the Enoch teams coming to practice on our fields. Do we have enough fields to provide the high schools for baseball and softball? Jen – Yes, they start a little earlier and it works well. They practice from 3-6 p.m. every day and we do bill them for the games that they play on our fields but not practices. We do have quite a few groups call and ask to rent out fields fairly often. We've met with Coby Millett, Cedar National and Shawn Cotton, Cedar American and they would like portable fences put on the small fields at Bicentennial so they can play some games out there. That does cause a little problem with soccer because they want to use that area as well. We're trying to work through that right now. We'd like Enoch City to put some money into some of their fields so soccer can utilize their fields. Bruce – I think Rob Dotson would be a good person to talk to. I've talked to him and I think he would be supportive. Jen – I can't really add more sports that need gyms because the City doesn't have gyms to schedule. We already have a difficult time fitting everything in already. The creation of a whole soccer complex would be nice so that they are at a central location. Bruce – How close are we coordinating with our Master Plan and the timing on that? Jen – I would say we're identifying needs that are from the Master Plan. It was great that the administration came to us and wanted to use Impact Fees to complete the lights at the Fields at the Hills. Jen – It's hard for me to find people to officiate because we pay \$8/hour and when Border League starts, they pay \$25/hour so we can't compete with that. Derek – Jen really stepped up and helped with the Dodgeball Tournament and we really appreciated that.

- Bruce – Jared, I know that you're not on the agenda but I had a few questions. I drove up by the Golf Course and the parking lot was packed. Jared – Well, $\frac{3}{4}$ of the cars in the parking lot are season pass holders so we're not seeing a lot of revenue. I have a statistics report that didn't get added to the agenda which shows a lot of information on it. (Ruth will send that.) There is some low income housing going in by the Golf Course and they've been great to work with but they are in an area that could be pounded with golf balls. They are putting a cul-de-sac in and reducing some of the properties but I think it will still cause some problems. Derek – The purpose of that subdivision is to help people transition. They are small homes and I don't think you're going to have a lot of kids on the course. Jared - I've worked at a golf course that they tried to hit balls over people's chimney. To me a bigger issue is the sheer traffic that it will bring. It just is what it is. Bruce – Does this limit the chance for golf course growth? Jared – I don't see that we need to grow anywhere except the driving range. We just need to make things better finishing the irrigation system with RAP Tax money. Hopefully, it's our turn to get a chunk of money to finish that. Right now the front nine water comes directly from the cemetery and it puts too much pressure on the old pipes that we have in the ground. With the combination of

Impact Fee money, RAP Tax money and begging on the street corner for money, hopefully we'll get that project finished in the near future.

- Wade Orme, Parks & Outdoor Facilities Manager (Presentation and Comments) - Wade - I presented the fee changes to the City Council for our parks and cemetery fees. Council suggested that we look at a refund policy but when we talked through the refund process and all that's involved, they decided to wait for now. I still have some challenges with certain parks being open later than the others. Park Discovery is an older park that needs constant upgrades and I suggest that if we leave one park open, it would be Bicentennial. The Council did approve a Columbarium. Each columbarium can hold approximately 140 units and they are something that we will make revenue on. They will be put in in stages. Bruce – Is it like a locker that you can open with a key? Wade – No, it takes special tools to open it.
- Director's Report (Presentation and Comments – Bryan – Rainbow Sign is producing all of our Trail signs with a dark green theme. We used Google Earth to get the average time walking or biking. A lot of this information came from people on the trails not wanting garish signs loaded with rules on the trails. Instead of saying "Don't Do This" and being negative, we used the word "prohibited". We have "Park Etiquette" at the end. We thought we'd end with "Thanks for keeping your park safe and clean." Mile Markers - It was identified that people want to see where they are, what to see and what other trails that we have that they can walk/hike on. We're having signs made now to inform people that there is parking available at the 13th hole. It will show people where to park. We're going to have consistent Park signage throughout the City and all the Leisure Services signs will have green on them. There will be cement park signs at Main Street Park and our parks and trailheads. I don't know how many of you have heard ads on the radio for Leisure Services but you'll hear a lot more during the year.

Chris would be here but he has had a hard time keeping lifeguards and that's what he's doing now. We're going to do a proforma report for the Aquatic Center quarterly and not monthly. We'll go back five years and show our trends.

Dana – If you would relay to Chris my appreciation for putting this concise revenue/expense report together, I'd appreciate it. From my perspective, he could just present this or just write it on the report like he has. Bryan – We have a problem keeping guards and we're thinking about giving a raise to some of the guards that have been there for some time and shown their loyalty. Bruce – Can you explain what the different line items mean? Bryan – We had to combine a lot of these accounts into common themes because there are so many line items. Dana - This will be more interesting as we see it develop over the years and compare it. Please tell Chris thanks again for doing this.

Bryan - We met with the TOU committee and they love Main Street Park so we'll probably come back there to do Team Presentations. TOU and Haute Route have started advertising internationally.

5. **Business Agenda:**

- **Park Closure Times for Main Street Park and Park Discovery:** Wade - We're having signs made up. Main Street and Park Discovery are the two that are now approved to be open until midnight. Park Discovery is harder for the police to patrol and when they get busy, they can't get out and look around. Main Street Park is a little easier for the police to patrol. We consistently have vandalism at Park Discovery. Bruce - I think you have vandalism everywhere. Wade - Park Discovery is still the hardest to control and has lots of vandalism. Bruce - I'm kind of old at this and I'm still waffling back and forth with this because I'd like a place for kids to go and play. I would be upset if they found contraceptives but my concern is that we're limiting space for kids to hang out. Christy Hugh - I know that my kids like to go to the Fields at the Hills park and play at night. I hear what Bruce is saying but I'm also concerned with the bad things that are happening. Bruce - I think we could come up with a compromise. Bryan - When Park Discovery was built, it was built mainly for pre-teens and it's a very expensive park to fix after vandalism. We'll probably have to rebuild the whole park. We may have to close down the park entirely and then what do we have? Bruce - I just hate to draw a line in the sand and say that they can't come at all. You're going to have to enforce it somehow, so I suggest you put someone up there at night to enforce the rules and have them leave at midnight. I don't think if we changed things and the police caught kids up there that they would write a citation for them. It's going to take some time to adjust to not being able to go there. Dana - I think I see it as protecting a public facility and I see this more as a liability issue. My concern is that we're not able to provide the lighting and other things. Bruce - If it's a safety concern, then I'd have to support that but there is something in the pit of my stomach that says, do we really have to go to that extreme? Wade - That's not the only park that has problems.

Dana - I think we're ready to make a motion. Bruce - I'm ok with that if we someone would like to make a motion.

Dana - I'd like to move that this item, the closure park hours go to City Council with the understanding that there will still be conversation as this is a controversial issue. Derek seconded the motion. The vote was unanimous. Bryan - Should we have a caveat to that motion? Dave - I think that we need to make all parks close at dark. We'd like to have a place for kids to go but the older it gets, the more expensive it is to do that.

Christy - I'm assuming during the summer when there are events going on at recreational facilities that kids can still play until the lights are turned off. Bryan - Absolutely.

6. **Next Meeting:** Bryan – Our next Advisory Board Meeting will be held on Wednesday, March 21, 2018 – 12:00 p.m.
7. **Adjourn:** A motion was made by Derek Morton to adjourn the meeting. Dave Holmes seconded the motion. The motion was unanimous. Meeting adjourned at 1:37 p.m.

Ruth Sessions, Executive Assistant
Cedar City Leisure Services

LS AB REPORT

SPORTS AND RECREATION

January - February

Adult Volleyball – We held the Adult Women’s Volleyball Coaches meeting Feb 5th. Game schedule and rules were addressed. The league play will begin Feb 26. We were hoping to start earlier but was unable to secure a gym. We will be playing a Monday & Wednesday Night League.

Girls Youth Basketball – Girls basketball had registration up though mid-November. The skill evaluation and draft was in December. Teams started practicing mid-December. The schedule change of Iron County School District Boarder League was difficult to organize around. Games began in January. The age divisions were 3rd & 4th grade, 5th grade, 6th 7th and 8.th The season continued through February. We played a 6th 7th & 8th grade tournament on Feb 12 & 13. The facilities used were Three Peaks Elementary, Southern Utah Sports Academy, Cedar Middle School and Canyon View Middle School.

Adult Softball – Registration for Adult Softball is now on going it will end March 25th. The coaches meeting will be held April 9. I am looking to hire addition Adult Softball Umpires. We will have Leagues Monday, Tuesday, Wednesday and Thursday nights. We will play most games at the Bicentennial Complex.

T- Ball & Machine Pitch – Registration for T-ball and Machine Pitch is now happening it will end April 14. The season will begin in May.

Field Scheduling - Our department had meeting with High School Athletic Directors discussing the use of City fields for their Freshman and Sophomore teams. We held a meeting with Little League as to the needs for their upcoming season. We also had a meeting with AYSO & CCFC Soccer to discuss the needs of city facilities to run their program.

Other Events – I helped Canyon Views officiating class organize a day of training for youth basketball officials. Some of the Cedar City Recreation teams played an extra game to allow for student to be trained in officiating basketball. I help with the scheduling for the Care and Share Dodgeball Tournament held on Feb 3. I have been working with SUSA in helping them organize and offer Club Volleyball, Futsal Classes, and Club basketball.

Golf Course Report

I have attached the numbers for December-January for the last two seasons for comparisons. I don't put a lot into numbers this time of year as it is so weather dependent. The one number that I do like is season pass sales this year compared to last. Passes last for a full year so I feel this is a good sign going forward. Because we have been open with little staff this winter most of my time has been spent handling the day to day operations. A few projects we have been working on.

- The maintenance crew tore down the old chain link fencing around the putting green and a new rod iron fence was installed and paid for by the Men's Association. This continues to improve our front door appearance.
- All of the major fundraisers and corporate tournaments from last year have re-booked and I am talking with 3 different groups that would like to add events for this year.
- The pro shop staff does a thorough cleaning of the pro shop and basement each winter to get ready for a new season.
- Maintenance has been busy sharpening reels on mowers, painting tee markers, flags etc.
- A major break in the irrigation line was found on #4 and the warm temps allowed for them to fix it in February.

December - January

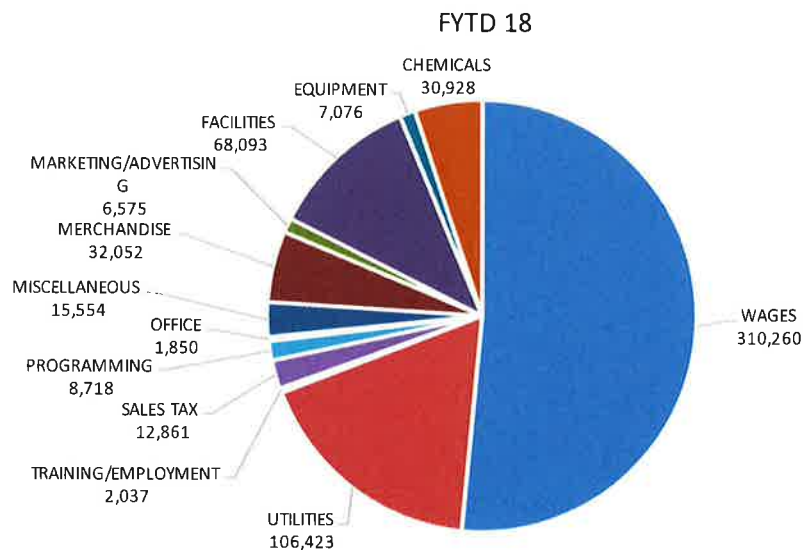
<u>Number of Rounds</u>	<u>16/17</u>	<u>17/18</u>	<u>% Change</u>
Pass Holders			
9 Holes	341	806	58%
18 Holes	90	222	59%
General Public			
9 Holes	94	299	69%
18 Holes	9	56	84%
Total	534	1383	61%

<u>Season Pass Revenue</u>	<u>16/17</u>	<u>17/18</u>	<u>% Change</u>
Annual Pass Revenue	5444	7758	30%
Cart Pass Revenue	1321	4113	68%
Club Storage Revenue	0	0	
Total	6765	11871	43%

<u>Driving Range</u>	<u>16/17</u>	<u>17/18</u>	<u>% Change</u>
Small Bucket	10	65	85%
Medium Bucket	17	55	69%
Large Bucket	30	43	30%
Totals	57	163	65%

JANUARY

<u>MONTHLY</u>	<u>FY 16</u>	<u>FY 17</u>	<u>%</u>	<u>FY18</u>	<u>%</u>
REVENUE	32,996	39,048	18.3%	32,180	-17.6%
EXPENSE	75,837	68,093	-10.2%	58,732	-13.7%
<u>FYTD REVENUES</u>					
	<u>FY 16</u>	<u>FY 17</u>	<u>%</u>	<u>FY18</u>	<u>%</u>
FEES-ADMISSIONS	154,427	178,335	15.5%	176,566	-1.0%
FEES-PROGRAM	26,267	25,918	-1.3%	18,991	-26.7%
FEES-WATER SPORTS	2,636	6,780	157.2%	8,563	26.3%
SALES-SUPPLIES	11,606	11,744	1.2%	12,383	5.4%
SALES-CONCESSIONS	30,526	32,625	6.9%	34,390	5.4%
RENTS-ROOMS	15,230	13,768	-9.6%	14,375	4.4%
IRON COUNTY SCHOOL DISTRICT	-	-	-	-	-
SUNDRY REVENUES	367	7,187	1860.9%	7,124	-0.9%
TOTALS	241,057	276,357	14.6%	272,392	-1.4%
<u>FYTD EXPENSE</u>					
	<u>FY 16</u>	<u>FY 17</u>	<u>%</u>	<u>FY 18</u>	<u>%</u>
WAGES	294,859	337,642	14.5%	310,260	-8.1%
UTILITIES	104,640	85,689	-18.1%	106,423	24.2%
TRAINING/EMPLOYMENT	886	1,309	47.8%	2,037	55.6%
SALES TAX	11,365	12,977	14.2%	12,861	-0.9%
PROGRAMMING	5,154	4,503	-12.6%	8,718	93.6%
OFFICE	4,088	3,120	-23.7%	1,850	-40.7%
MISCELLANEOUS	17,777	18,368	3.3%	15,554	-15.3%
MERCHANDISE	40,787	36,257	-11.1%	32,052	-11.6%
MARKETING/ADVERTISING	2,118	1,901	-10.2%	6,575	245.8%
FACILITIES	31,368	52,797	68.3%	68,093	29.0%
EQUIPMENT	4,961	5,933	19.6%	7,076	19.3%
CHEMICALS	26,372	39,119	48.3%	30,928	-20.9%
TOTALS	544,375	599,617	10.1%	602,428	0.5%
<u>FYTD COST RECOVERY</u>					
	<u>FY 16</u>	<u>FY 17</u>	<u>FY 18</u>		
	44%	46%	45%		



- Staffing continues to be an issue so we are having to reduce availability of offerings.
- Wage expenses are significantly lower due to lack of qualified employee candidates.