



**CITY OF MORRO BAY  
RECREATION AND PARKS COMMISSION  
AGENDA**

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*The City of Morro Bay provides essential public services and infrastructure to maintain a safe, clean and healthy place for residents and visitors to live, work and play.*

**Regular Meeting - Thursday, May 17, 2018  
Veterans Memorial Building - 6 p.m.  
209 Surf Street, Morro Bay, CA**

Chairperson – Robert Swain

Vice-Chairperson Drew Sidaris  
Kevin Carroll

Skip Sorich  
Mike Espino

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS / PRESENTATIONS

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Commission on City business matters other than scheduled items may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Commission meetings are audio and video recorded, and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Commission, as a whole, and not to any individual member thereof.
- The Commission respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Commission to carry out its meeting will not be permitted, and offenders will be requested to leave the meeting.
- Your participation in Commission meetings is welcome, and your courtesy will be appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Recreation Services Division at (805) 772-6278. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

## A. CONSENT CALENDAR

- A-1 Approval of Minutes from Recreation and Parks Commission meeting, March 15, 2018  
**Staff Recommendation: Approve minutes.**
- A-2 Recreation Services Division Status Report  
**Staff Recommendation: Receive and file.**
- A-3 Recreation Services Division Participation Reports  
**Staff Recommendation: Receive and file**

## B. PUBLIC HEARINGS – None

## C. BUSINESS ITEMS

- C-1 Program Evaluation – 29<sup>th</sup> Annual Dixon’s Spaghetti Dinner  
**Staff Recommendation: Receive and file**
- C-2 Program Evaluation – Spring Camp 2018  
**Staff Recommendation: Receive and file**

## D. FUTURE AGENDA ITEMS

## E. ADJOURNMENT

Adjourn to the next regular Parks and Recreation Commission meeting at 6 p.m. **Thursday, July 19, 2018**, at the Veterans Memorial Building, 209 Surf Street, Morro Bay, California.

This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at the Morro Bay Community Center, 1001 Kennedy Way, for any revisions, or call Recreation Services at 772-6278 for further information.

Materials related to an item on this agenda are available for public inspection during normal business hours at City of Morro Bay Recreation Services, 1001 Kennedy Way, and at Mills/ASAP, 495 Morro Bay Boulevard, or online at [www.morrobayca.gov](http://www.morrobayca.gov). Materials related to an item on this agenda submitted to the Commission after publication of the agenda packet are available for inspection at Recreation Services during normal business hours or at the scheduled meeting.

This agenda is available for copying at Mills/ASAP and at the Morro Bay Public Library.

## **MINUTES – MORRO BAY RECREATION AND PARKS COMMISSION**

REGULAR MEETING – **March 15, 2018**

VETERANS MEMORIAL BUILDING – 6 p.m.

**PRESENT:** Vice Chair Drew Sidaris, Commissioner Kevin Carroll, Commissioner Skip Sorich, Commissioner Mike Espino, Recreation Supervisor Karen Sweeny, Youth Services Angelica Gallardo and Office Assistant Sheri Charette

**ABSENT:** Chair Robert Swain

**CALL TO ORDER:** Vice Chair Drew Sidaris called the meeting to order at 6:10 p.m.

**MOMENT OF SILENCE**

**PLEDGE OF ALLIGIANCE**

### **ANNOUNCEMENTS**

<https://youtu.be/FEFGhWoIKow?t=135>

Recreation Supervisor Karen Sweeny welcomes our newest Commissioner Mike Espino and announced that Chair Robert Swain was reappointed for another term and she thanked all the commissioners for their services. Sweeny announced that the 29<sup>th</sup> annual Dixon Spaghetti Dinner was this past Friday and Recreation Services had raised over \$3,200 which doesn't include the funds the Community Foundation of Estero Bay raised with their efforts at the dinner. A full staff report will be provided at the next RPC meeting. Sweeny also announced that Junior Lifeguard registration opens April 2<sup>nd</sup> at 8:30 a.m. Program dates are set: Jr. Guards 2.0 is June 11 - 22, Jr. Lifeguards first session is June 25 – July 13, and second session is July 23 – August 10. Space is limited, as well as scholarships, and both are on a first come first served basis. Sweeny also announced that we are still looking to hire lifeguards and we are offering an American Red Cross Lifeguard Training Class over spring break and registration is open now. Sweeny also announced that Estero Bay Basketball just finished up and wanted to thank the Bay Osos Kiwanis for sponsoring the end of season tournament. We also partnered with the LA Clippers who offered three awards for sportsmanship – one was for the best participant determined by votes cast by coaches and staff; the second was to a coach; and the third was for the best written essay by a participant. The winners received two tickets to a Clippers game and will be introduced prior to the start of the game.

Youth Services Coordinator Angelica Gallardo thanked the Commissioners for their help with the Dixon Spaghetti Dinner and said it was a very successful event. Gallardo announced that Youth Services had added a couple of new programs: one was Parents Night Out offered on February 16<sup>th</sup> from 6 to 9:30 p.m. with 17 children in attendance; the other one is a 3-day Spring Camp, which will be during spring break with activities such as field trip adventures and a pizza

party and that registration is now open. Gallardo also announced Kids' Club registration for next school year opens April 9<sup>th</sup> and Kids' Summer Camp to open May 7.

Vice Chair Drew Sidaris suggested that the public visit the City's website ([www.morrobayca.gov](http://www.morrobayca.gov)) which shows upcoming community recreation classes, events and activities. Sidaris also announced that the International Film Festival is this week with some films showing here in Morro Bay.

#### **A. CONSENT CALENDAR**

<https://youtu.be/FEFGhWoIKow?t=135>

**A-1 Approval of minutes for Recreation & Parks Commission meeting held on January 18, 2018**

RECOMMENDATION: Approve minutes.

**A-2 Recreation Services Division Status Report**

RECOMMENDATION: Receive and file.

**A-3 Recreation Services Division Participation Reports**

RECOMMENDATION: Receive and file.

**MOTION:** Commissioner Kevin Carroll moved to approve the Consent Calendar Items A-1 through A-3. The motion was seconded by Commissioner Skip Sorich and passed unanimously, 4-0.

#### **B. PUBLIC HEARINGS**

<https://youtu.be/FEFGhWoIKow?t=555>

(This item was not a public hearing; rather, it was public comment that was allowed at this time).

Larry Burke resident of Morro Bay wanted to thank and congratulate the commissioners and staff for opening the pool and on the wonderful Dixon Spaghetti Dinner Event on behalf of the community.

## **C. BUSINESS**

<https://youtu.be/FEFGhWoIKow?t=625>

### **C-1 Election of Commission Chairperson and Vice Chairperson for 2018**

<https://youtu.be/FEFGhWoIKow?t=622>

**MOTION:** Commissioner Skip Sorich motioned to nominate Robert Swain to Chairperson for 2018. The motion was seconded by Commissioner Kevin Carroll and passed unanimously 4-0.

**MOTION:** Commissioner Kevin Carroll motioned to nominate Drew Sidaris to Vice Chair for 2018. The motion was seconded by Commissioner Skip Sorich and passed unanimously 4-0.

### **C-2 Election of Morro Bay Senior Citizens. Inc. Representative for 2018**

<https://youtu.be/FEFGhWoIKow?t=698>

**MOTION:** Vice Chair Drew Sidaris motioned to nominate Commissioner Skip Sorich to be the liaison to the Morro Bay Senior Citizens. Inc. for 2018. The motion was seconded by Commissioner Mike Espino and passed unanimously, 4-0.

### **C-3 Program Evaluation – 55+ Health and Wellness Faire**

<https://youtu.be/FEFGhWoIKow?t=730>

Recreation Supervisor Karen Sweeny presented a Staff Report on the 55+ Health and Wellness Faire. There were 30 vendors and over 150 attendees. The Faire was a collaboration between Recreation Services and MBSCI Active Adults... 55+. Commissioner Sorich announced he had attended the event and said it was very busy and everybody seemed to be enjoying the event.

### **C-4 Program Evaluation – 2017 Estero Bay Youth Soccer**

<https://youtu.be/FEFGhWoIKow?t=868>

Recreation Supervisor Karen Sweeny presented a Staff Report on the 2017 Estero Bay Youth Soccer program. Commissioner Sorich asked how many players played and Sweeny responded 196 boys and girls. Cal South and US Soccer implemented small side soccer, which created more teams than last year and is intended to provide kids more play during the game. Commissioner Espino asked if US Soccer required coaches to have a background check. Sweeny replied yes and said the City requires all coaches to have a live scan and Cal South requires that as well. Sweeny discussed “Safe Sport” trainings for youth sports.

### **C-5 Program Evaluation – Parent’s Night Out**

<https://youtu.be/FEFGhWoIKow?t=1143>

Youth Services Angelica Gallardo presented a Staff Report on Parent’s Night Out.

**D. FUTURE AGENDA ITEMS**

<https://youtu.be/FEFGhWoIKow?t=1256>

None

**E. ADJOURNMENT**

Meeting adjourned at 6:30 p.m. to the next regularly scheduled Recreation and Parks Commission meeting at 6 p.m. on **Thursday, May 17, 2018**, at the Veterans Memorial Building, 209 Surf Street, Morro Bay, California.

Recorded by:

Sheri Charette  
Office Assistant



AGENDA NO: A-2

MEETING DATE: May 17, 2018

## STATUS REPORT

**TO: Recreation and Parks Commission**

**DATE: May 11, 2018**

**FROM: Recreation Services Division Staff**

**SUBJECT: Recreation Services Division Status Report**

### **RECOMMENDATION:**

Staff recommends Commission review the Status Report and accept for file.

### **SUMMARY:**

The following is a brief review of the status of current Recreation Division projects and programs.

#### **Estero Bay Community Radio – The Rock 97.3**

Staff can be heard on The Rock 97.3 every Monday at 8:10 a.m. Staff is using this time to promote our programs, activities, facility rentals and special events. Staff invites various community groups that support recreational elements to join them on occasion.

#### **City Website/Recreation and Parks Pages/Facebook**

Staff continues to add content and update web pages as needed, including calendar items such as program sign-up dates. The department uses the City's Facebook page to announce program registration, upcoming events and other important and interesting information as it arises.

#### **Community Activity Guide**

Staff has updated information to existing pages and has forwarded to printer for layout back in December. Ad sales continuing but causing delay in the production. Guide continues to be delayed, was expected to be out in April, but is now expected to hit the stands sometime in June. Staff has been reviewing the possibility of creating a brochure/guide in-house and have gathered printing and mailing costs as well as put together a sample mock up.

#### **Park Development**

Staff continues to work with the MBSCI and Morro Bay in Bloom towards developing the pocket park at Shasta and Dunes. Bocce courts and a greenhouse are under consideration. Also, working with Morro Bay Beautiful and Elaine LaLanne to develop a workout/stretching circuit along the waterfront boardwalk. Both items have been included in the City's FY19 Capital Improvement Project list and have been seen by City Council.

#### **Recreation Classes**

Recreation Services continues to offer a variety of classes for youth and adults ranging from Karate

and Tennis lessons to Quilting and Music Appreciation. Staff is looking at adding more classes particularly for young children and seniors. County Western Line Dancing returns to Morro Bay July 11 through August 29 with an 8-week course teaching several popular dances. We also introduced two new classes – Zumba Kids (ages 7-11) and Zumba Kids Jr. (ages 2-4) – which are exercise-dance classes that are kid-friendly routines based on original Zumba® choreography. Classes incorporate key childhood development elements like leadership, respect, team work, confidence, self-esteem, memory, creativity, coordination, cultural awareness and making fitness fun.

### **Special Events**

Staff will be hosting the Mermaid, Sea Creature, and Pirate Parade on Saturday May 19<sup>th</sup>. The parade will begin at 10:15 at the Morro Rock Parking lot and will end at Dockside Too for an after-parade celebration.

May 12 is set for our Splish Splash Summer Bash at the MBHS Aquatic Center from 12-4. We will have an opening ceremony followed by a water safety scavenger hunt. Starting at 1:30 pm we will have recreational swim and junior lifeguard swim assessments. Also, there will be vendors available to purchase food (Lion's Club and Kona Ice) and swimsuits and accessories (GH Sports and Jolyn Swimwear).

### **Morro Bay Senior Citizens Inc. (MBSCI)**

May brings the winding down of the winter Emeritus classes but also the preparation for the summer schedule which begins in June. Friday, June 15 will be our 2<sup>nd</sup> Annual Open House where we showcase all the activities we offer here at the Senior Center. This year the event will take on a “festival” atmosphere as we have moved the day to Friday evening, beginning at 5:00 PM. A live classic oldies band will be performing, and food and drink will be available to everyone as they tour all the demonstrations of our Senior activities.

### **Spring Adult Softball League**

Spring season is winding up. We have five Coed Teams, six over-50 teams and four men's team this spring. Summer season registration will be starting soon.

### **Estero Bay Youth Futsal League**

Season is winding down. We have 105 children this year. This season we ran clinics in the gyms instead of individual practices to decrease the wear and tear on the facilities.

### **Estero Bay Youth Soccer**

Registration will open on May 21 for the 2018 Estero Bay Youth Soccer League. Practices will begin in August. This program is open to boys and girls ages 4-14. Age groups are by birth year.

### **Brian Waterbury Memorial Rock-to-Pier Run and Half Marathon**

Registration is open for the 2018 Brian Waterbury Memorial Rock to Pier Run and Half Marathon. Run will be held on July 14. Race time will be 7:15 am to take advantage of the low tide. Volunteers are being sought to assist us the day of the event.

### **Aquatics Programs**

We are offering lap swim in the early mornings three days a week (5:30-8:30 am Tues/Thurs/Fri) and midday five days a week (Mon-Fri 11:15-1:30). Aqua Zumba is on Tues and Thurs at 7:15 am, and Masters Coached swimming is Tuesday and Friday mornings from 5:45-6:45 am. Swim passes are

available for purchase at the pool or the recreation office or you can pay for drop-in at the pool. We also added Saturday programming from 1-4 pm which began April 14. A pool lifeguard training course is scheduled for June 11-14 at the MBHS Pool. Please contact Recreation Services to register.

### **Coast Girls Softball**

The regular season of Coast Girls Softball finished on May 5<sup>th</sup> with an end of the season tournament and closing ceremonies held on May 6<sup>th</sup>. Thank you to our sponsors: Higgies' World BBQ, CP Landscapes, 3 Ink Screen-printing, 12 Toes Promotions, Grammy and Popo, and the Community Foundation of Estero Bay. All-star teams have been formed for our 10 & under girls and 14 & under girls. They will be participating in approximately three tournaments this summer including the Coast Summer Slam set for June 16-18 at Lila Keiser Park.

### **Morro Bay Junior Lifeguards**

Morro Bay Junior Lifeguards registration opened on April 2 and our two 3-week beach sessions were full in 15 minutes. We were able to add 20 more children to each session increasing each session to 100 participants. Thank you to the Jesse King Memorial Paddle for donating \$1600, Morro Bay Commercial Fisherman's Association for donating \$1095 for scholarships, and a generous donation from the White Family to purchase new equipment and rash guards.

Swim assessments will be held on May 12 from 1:30-3:30 pm at the MBHS Aquatic Center. Volunteer tryouts will also be held on May 12 at 9:00 am at Coleman Beach.

### **Kids Club Children's Center/Kids' Camp**

Kids' Club is approaching the end of their school year – the last day is Thursday June 7<sup>th</sup>. This has been a very successful year as the program averages 38 children a day with 9 staff members

Kids' Club hosted a three-day Spring Camp during Spring Break. We had an average of 21 children who attended daily. Families were very happy with the outcome of Spring Camp and requested we continue hosting events like these in the future.

Registration is now closed for Kids' Club 2018/2019 school year and registration for Kids' Camp 2018 opened April 30<sup>th</sup>.

Kids' Camp 2018 will run from June 18<sup>th</sup> to August 10<sup>th</sup> and we have a busy and fun summer planned this year. Our summer will consist of swimming at the Morro Bay High School Aquatics Center, local trips to parks and beaches in Morro Bay, and a few destination trips to places like Gilroy Gardens and Ravine Waterpark.

### **Rockies – The Morro Bay Teen Center and Skate Park**

Rockies Teen Center is a safe and healthy alternative for local youth and is open to all teens in grades 7 through 12. The Skate Park is open to all ages, and helmets are required. Rockies is open from 3 to 7 p.m. weekdays and 1 to 5 p.m. Saturdays. On an average day, 25 teens use the center to do homework, hang out with their peers, and have fun in a safe environment.

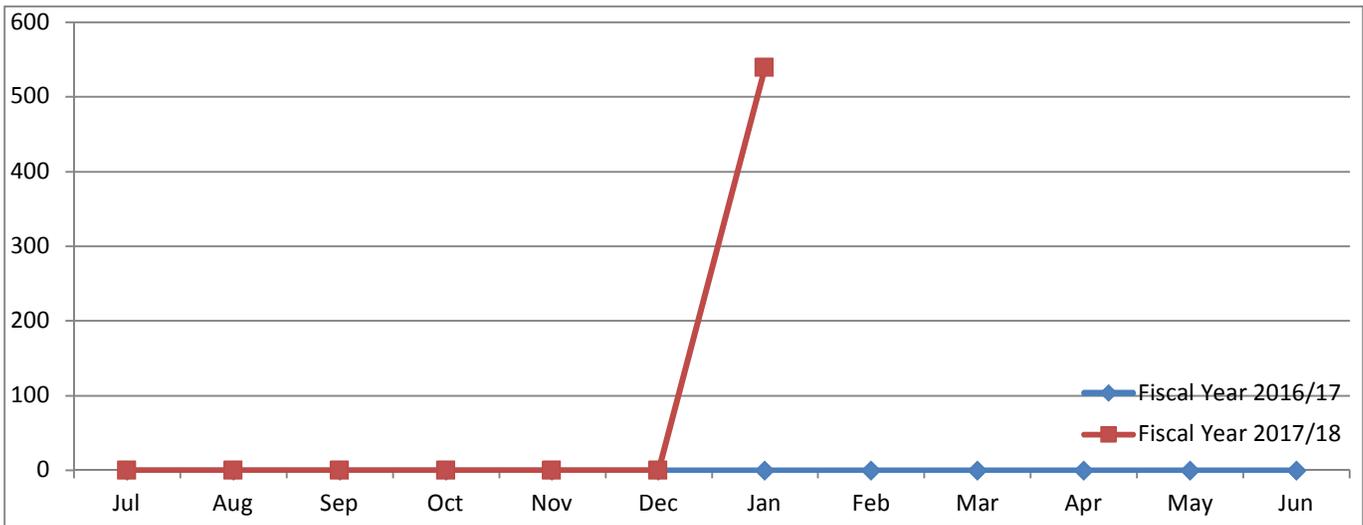
On Saturday May 5<sup>th</sup> Rockies Teen Center hosted the Monster Skate Contest at our skatepark. We had around 75 people in attendance and the Teen Center opened early that day and offered coffee, muffins, and other snacks for sale.

**Morro Bay Teen Action Club (TAC)**

The TAC volunteered with Morro Bay in Bloom on Saturday April 14<sup>th</sup>. They helped weed and replant the planter beds at the roundabout in Morro Bay.

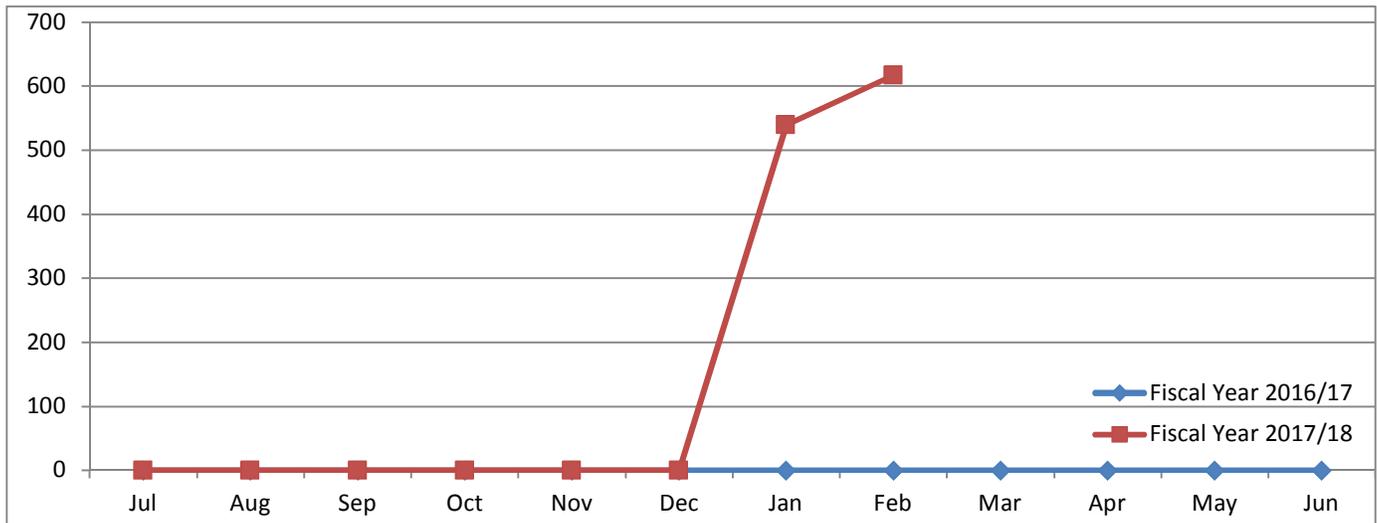
City of Morro Bay  
 Recreation Services Division  
*Aquatic Programs*  
 PARTICIPATION REPORT  
 January 2017 & January 2018

<u>Participations</u>	<u>Jan. 18</u>	<u>Jan. 17</u>	<u>FY 17/18 Total to Date</u>	<u>FY 16/17 Total to Date</u>
Lap Swim A.M.	166	0	166	0
Lap Swim P.M.	304	0	304	0
Masters Swim	32	0	32	0
Aqua Zumba	37	0	37	0
Diving	0	0	0	0
Swim Lessons	0	0	0	0
	<b>539</b>	<b>0</b>	<b>539</b>	<b>0</b>



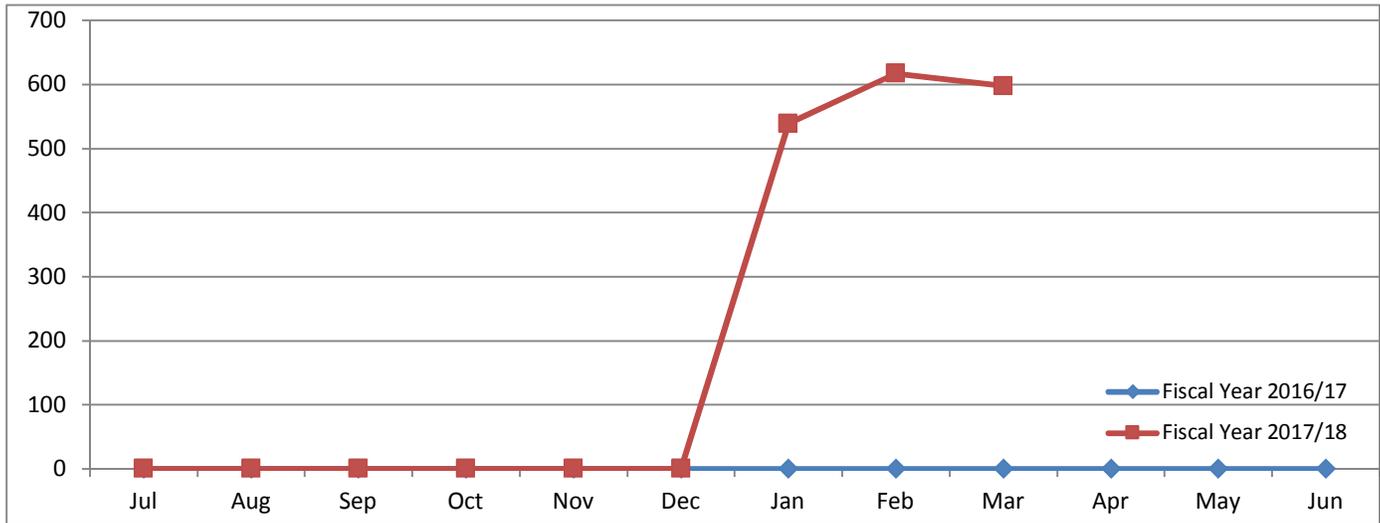
City of Morro Bay  
 Recreation Services Division  
*Aquatic Programs*  
 PARTICIPATION REPORT  
 February 2017 & February 2018

<u>Participations</u>	<u>Feb. 18</u>	<u>Feb. 17</u>	<u>FY 17/18 Total to Date</u>	<u>FY 16/17 Total to Date</u>
Lap Swim A.M.	186	0	352	0
Lap Swim P.M.	315	0	619	0
Masters Swim	71	0	103	0
Aqua Zumba	45	0	82	0
Diving	0	0	0	0
Swim Lessons	0	0	0	0
	<b>617</b>	<b>0</b>	<b>1156</b>	<b>0</b>



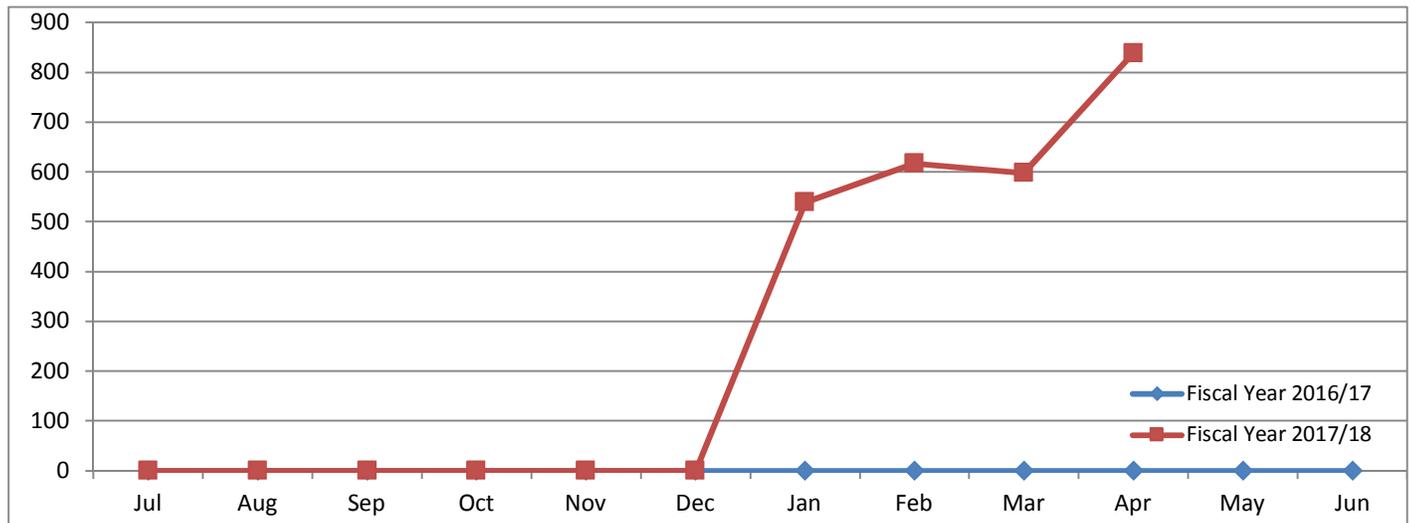
City of Morro Bay  
 Recreation Services Division  
*Aquatic Programs*  
**PARTICIPATION REPORT**  
**March 2017 & March 2018**

<u>Participations</u>	<u>Mar. 18</u>	<u>Mar. 17</u>	<u>FY 17/18</u> <u>Total to Date</u>	<u>FY 16/17</u> <u>Total to Date</u>
Lap Swim A.M.	178	0	530	0
Lap Swim P.M.	341	0	960	0
Masters Swim	59	0	162	0
Aqua Zumba	20	0	102	0
Diving	0	0	0	0
Swim Lessons	0	0	0	0
	<b>598</b>	<b>0</b>	<b>1754</b>	<b>0</b>



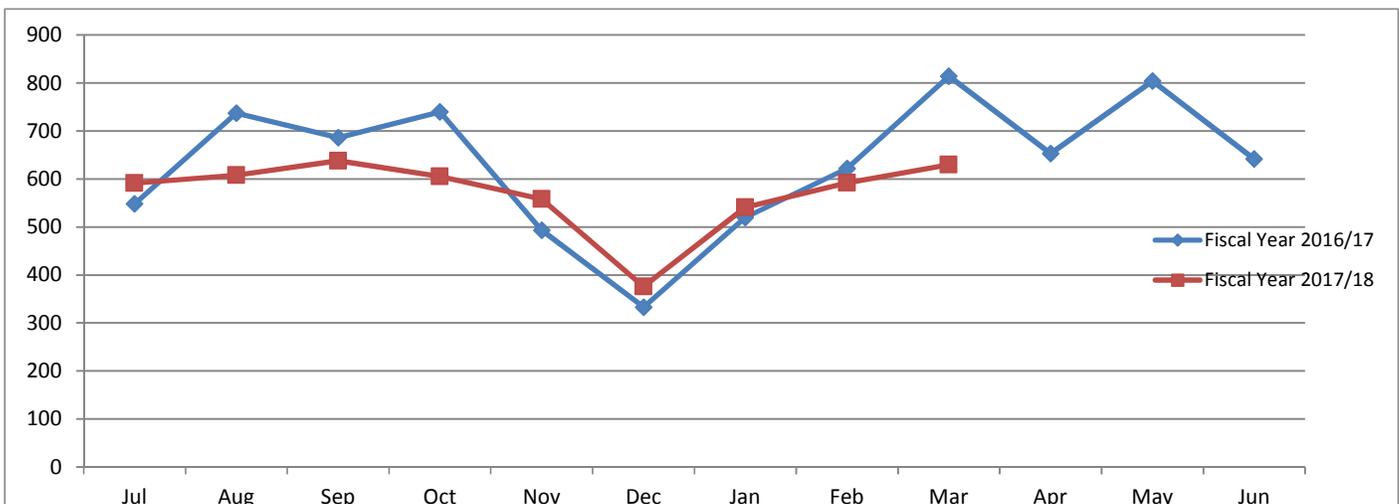
City of Morro Bay  
 Recreation Services Division  
*Aquatic Programs*  
**PARTICIPATION REPORT**  
**April 2017 & April 2018**

<u>Participations</u>	<u>Apr. 18</u>	<u>Apr. 17</u>	<u>FY 17/18</u> <u>Total to Date</u>	<u>FY 16/17</u> <u>Total to Date</u>
Lap Swim A.M.	163	0	693	0
Lap Swim P.M.	596	0	1556	0
Masters Swim	37	0	199	0
Aqua Zumba	32	0	134	0
Diving	10	0	10	0
Swim Lessons	0	0	0	0
	<b>838</b>	<b>0</b>	<b>2592</b>	<b>0</b>



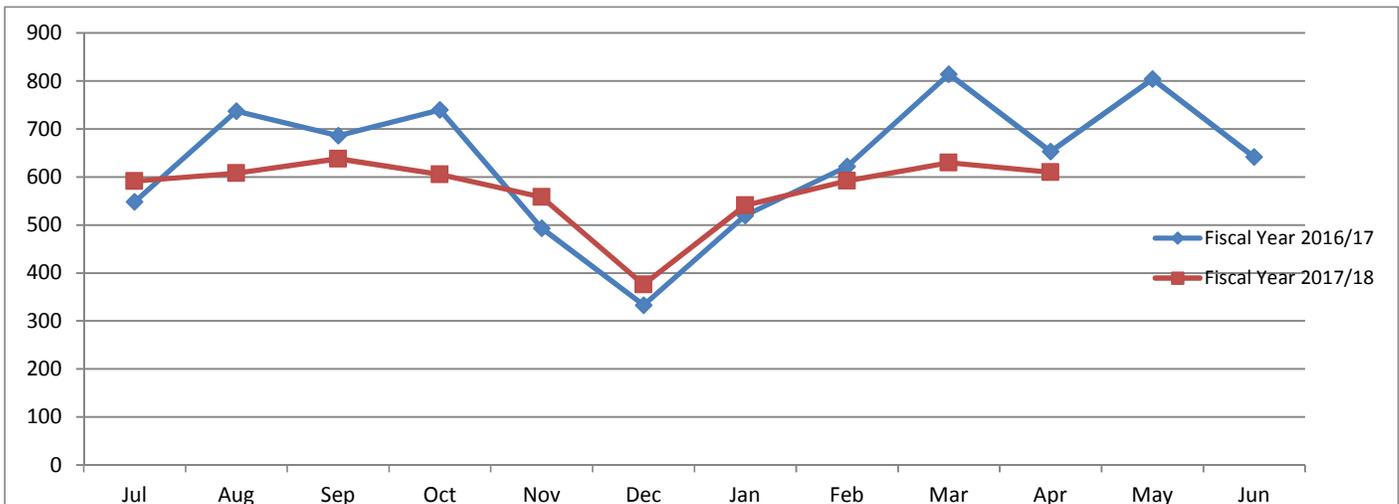
City of Morro Bay  
 Recreation Services Division  
*Recreation Classes & Affiliated Clubs*  
**PARTICIPATION REPORT**  
**March 2017 & March 2018**

<u>Participations</u>	<u>18-Mar</u>	<u>17-Mar</u>	<u>FY 17/18</u> <u>Total to Date</u>	<u>FY 16/17</u> <u>Total to Date</u>
<b><u>CLASSES</u></b>				
Aikido	0	33	0	116
Bellydance Class	17	25	195	152
Country & Western Line Dancing	0	0	123	97
Dog Obedience	0	25	0	147
Freestyle Fitness	89	102	625	618
Flip City Gymnastic	0	40	119	212
Karate	63	64	474	442
Art	0	0	0	131
Music Appreciation	12	21	75	83
Quilt Fever	49	56	226	185
Tennis	49	8	213	194
Zumba	41	0	237	88
Zumba for Kids Ages 7 - 11 *NEW	12	0	12	0
Zumba Kids Jr. Ages 4 - 10 *NEW	0	0	0	0
	<b>630</b>	<b>814</b>	<b>5139</b>	<b>5493</b>
<b><u>AFFILIATED CLUBS</u></b>				
Life Drawing	35	102	333	409
Tennis Playday	45	87	726	700
39+ Dance	148	195	1319	1429
White Caps Band	70	56	462	490



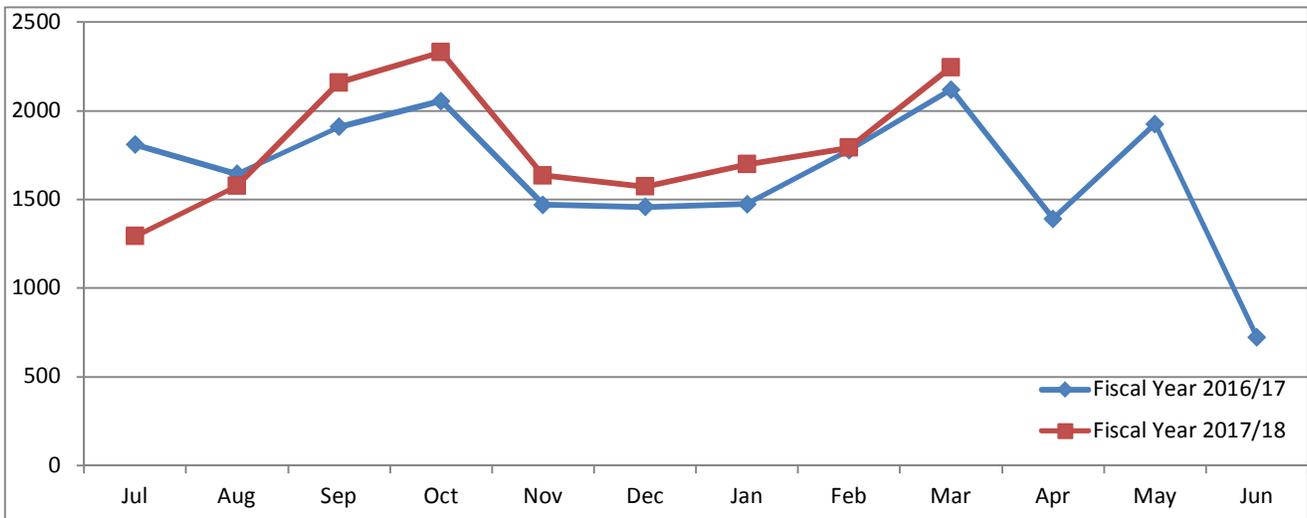
City of Morro Bay  
 Recreation Services Division  
*Recreation Classes & Affiliated Clubs*  
**PARTICIPATION REPORT**  
**April 2017 & April 2018**

<u>Participations</u>	<u>18-Apr</u>	<u>17-Apr</u>	<u>FY 17/18</u> <u>Total to Date</u>	<u>FY 16/17</u> <u>Total to Date</u>
<b><u>CLASSES</u></b>				
Aikido	0	40	0	156
Bellydance Class	14	12	209	164
Country & Western Line Dancing	0	0	123	97
Dog Obedience	0	20	0	167
Freestyle Fitness	53	83	678	701
Flip City Gymnastic	0	36	119	248
Karate	40	80	514	522
Art	0	0	0	131
Music Appreciation	8	21	83	104
Quilt Fever	47	10	273	195
Tennis	59	0	272	194
Zumba	53	0	290	88
Zumba for Kids Ages 7 - 11 *NEW	17	0	29	0
Zumba Kids Jr. Ages 4 - 10 *NEW	3	0	3	0
<b><u>AFFILIATED CLUBS</u></b>				
Life Drawing	35	77	368	486
Tennis Playday	64	72	790	772
39+ Dance	161	132	1480	1561
White Caps Band	56	70	518	560
	<b>610</b>	<b>653</b>	<b>5749</b>	<b>6146</b>



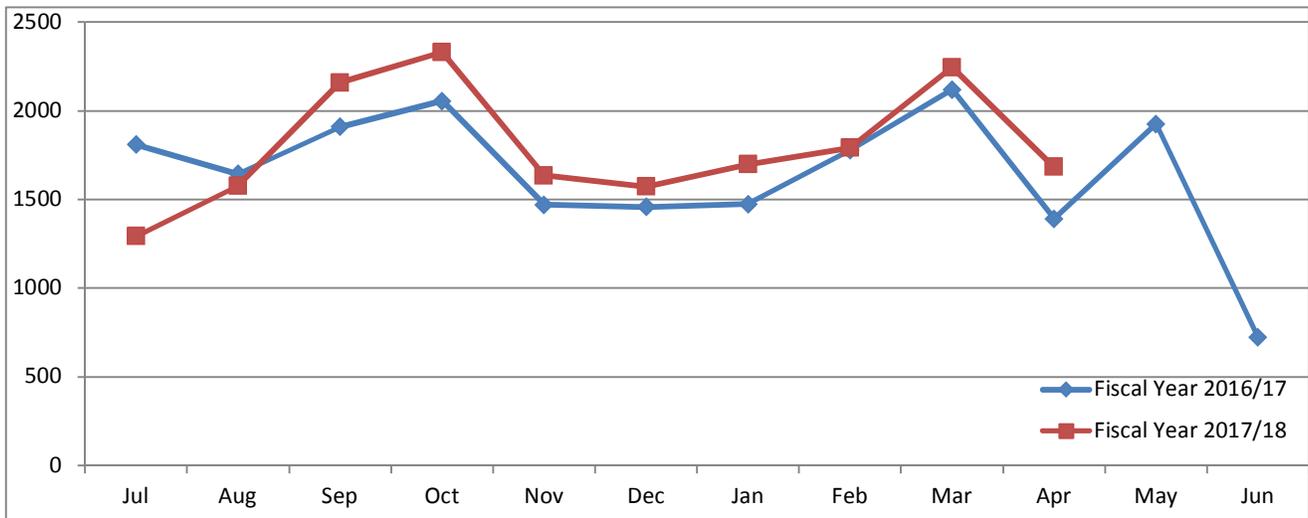
City of Morro Bay  
 Recreation Services Division  
 Youth Services  
**PARTICIPATION REPORT**  
**March 2017 & March 2018**

<b><u>Participations</u></b>	<b><u>Mar. 18</u></b>	<b><u>Mar. '17</u></b>	<b><u>FY 17/18 Total to Date</u></b>	<b><u>FY 16/17 Total to Date</u></b>
Kids' Camp	0	0	1556	2224
Kids' Club Before-School	418	322	2912	2328
Kids' Club Kinder Kids	286	299	1668	1849
Kids' Club After-School	836	736	5185	4442
Kids' Club Drop-in	173	203	1086	1314
Teen Center	533	560	3895	3563
	<b>2246</b>	<b>2120</b>	<b>16302</b>	<b>15720</b>



City of Morro Bay  
 Recreation Services Division  
 Youth Services  
**PARTICIPATION REPORT**  
**April 2017 & April 2018**

<b><u>Participations</u></b>	<b><u>Apr. 18</u></b>	<b><u>Apr. '17</u></b>	<b><u>FY 17/18 Total to Date</u></b>	<b><u>FY 16/17 Total to Date</u></b>
Kids' Camp	0	0	1556	2224
Kids' Club Before-School	272	210	3184	2538
Kids' Club Kinder Kids	224	180	1892	2029
Kids' Club After-School	624	450	5809	4892
Kids' Club Drop-in	113	150	1199	1464
Teen Center	382	401	4277	3964
Spring Camp	70	0	70	0
	<b>1685</b>	<b>1391</b>	<b>17987</b>	<b>17111</b>





# **STAFF REPORT**

**TO: Recreation and Parks Commission** **DATE: May 11, 2018**  
**FROM: Angelica Gallardo, Youth Services**  
**SUBJECT: Program Evaluation – 2018 Dixon’s Spaghetti Dinner**

**RECOMMENDATION:**

It is recommended the Commission review and accept the program evaluation for file.

**SUMMARY:**

The Dixon Spaghetti Dinner is a family orientated community event hosted this year by Community Foundation of Estero Bay and Morro Bay Recreation Services. This event is a fundraiser for scholarships to enable youth to participate in recreation programs where they otherwise could not. The 29<sup>th</sup> annual Dinner was held on Friday March 9<sup>th</sup> from 5 - 7:30 p.m. at the Morro Bay Community Center. The Master of Ceremony for the evening was Council Member John Headding and music was provided by The Mudd Skippers. Dinner was served to all ticket purchasers and consisted of spaghetti with homemade marinara sauce, hand-rolled meatballs, salad, garlic bread, and a beverage. Beer and wine as well as a “make your own sundae” were sold separately. The Foundation also held a cake walk, a silent auction and a door raffle with a bicycle from Bean’s Roofing for all children who attended the dinner.

**DISCUSSION:**

There were approximately 300 people who attended the Dixon Spaghetti Dinner. 250 tickets were sold for the dinner and we had 25 volunteers.

**MARKETING AND PROMOTIONS:**

Posters were made and printed by Recreation Staff and were distributed through town by our Teen Action Committee. A banner was also hung at City Park. The event was promoted through 97.3 FM The Rock radio station and our City Facebook page as well as Slo-Span Channel 20. Bay News and MB Life all featured advertisements for our event.

Tickets were sold at our recreation office, senior center, Kids’ Club classroom, and our youth sporting events.

**COST RECOVERY:**

This program is classified under the Basic Service category which has a target revenue goal of 0-10% cost recovery of program and support costs. The net revenue collected was included into the Community Foundation of Estero Bay scholarship fund.

**FISCAL IMPACT:**

**EXPENSES:**

Food & Supplies	\$352.40
Carnival Prizes	\$20.00
Decorations	<u>\$21.32</u>
<b>Total Supply Expenses</b>	<b>\$393.72</b>

Staffing: (Hourly Rates w/ Benefits)\*\*\*

Staff @ \$16.27 x 8 hours	\$130.16
Staff @ \$12.41 x 12 hours	\$148.92
Staff @ \$12.10 x 4 hours	<u>\$48.40</u>
<b>Total Staffing Expenses</b>	<b>\$327.48</b>

Total Supply Expenses	\$393.72
Total Staffing Expenses	<u>\$327.48</u>
<b>TOTAL PROGRAM EXPENSES:</b>	<b>\$721.20</b>

**REVENUES:**

Ticket Sales	\$3,023.00
Carnival Wristbands	\$65.00
Sundae Bar	\$216.00
Cake Walk	\$160.00
Bar Sales	\$552.00
Donation	\$250.00
Silent Auction	<u>\$1,203.00</u>
<b>TOTAL REVENUES</b>	<b>\$5,469.00</b>

**NET REVENUE**

Total Revenue	\$5,469.00
Program Expenses	<u>-\$393.72</u>
<b>TOTAL NET REVENUES</b>	<b>\$5,075.28</b>

\*\*\*Included to track department costs not included in final cost analysis.

## **PROGRAM RECOMMENDATIONS:**

1. This year the dinner did not include dessert, but we did host a Make Your Own Sundae Bar at a cost. Staff recommends that the Sundae Bar be included in future events as it was a revenue maker and the community loved it.
2. This year we had 25 volunteers. The volunteers from the teen center were outstanding working with the senior volunteers and the community. Staff recommends we continue to use volunteers from both groups.
3. Staff recommends not having a band for next year as the band was too loud for the size of the venue. Staff recommends that we have background music playing instead.
4. Staff recommends that there be fewer wine and cake walks. We did not get through six of each and we suggest reducing the number to four. The cakes were not as quality as they have been in the past and staff recommends that the foundation secures better cakes or move to a cupcake walk so we can accommodate more players and winners as this too will result in more revenue.
5. Staff recommends that the Foundation conducts a raffle instead of silent auction. The silent auction did not solicit very much excitement and a raffle might be more inclusive with the community members that attend this event.
6. Staff recommends that the event include class demonstrations. Having Zumba demonstrations was a big hit and it showcased programs that we offer in Morro Bay. The Karate demonstration was interesting, but it was not interactive and the activity was very quiet.
7. This year staff wanted to add more activities for children so we had a children's movie, playing against the wall in the main auditorium, as well as a children's carnival in a separate room. Wristbands were sold for the carnival and the children had the opportunity to win prizes. This income was added to the total revenue. Staff recommends that we continue the children's play area but include the movie in the carnival location.
8. Staff recommends the event have more of a sports presence. At the dinner this year, we announced sportsmanship awards and encouraged basketball teams to attend. Staff ran a Team Challenge that offered a pizza party for the team that had the most players in uniform that attended the dinner.
9. Staff recommends that the foundation attempt a wine grab. Staff believes that it will do well and will increase bar sales.
10. This year we added homemade meatballs, as our dinner fell on National Meatball Day, which proved to be very popular. Staff recommends that we increase the number of

meatballs that we make. This year we had around 500 but for next year having 600 would be better.

11. Staff recommends that the marketing material include “Bring your Cash” as a lot of people attending did not have extra money to purchase our items for sale.
12. As for design of the venue, staff recommends that the stage be placed on the back wall in the middle instead of in the back corner. The stage will be closer to more people and hopefully people will pay more attention to the MC. Staff recommends adding more tables to accommodate more people. Staff also suggest a new approach on the entrance area of the venue.





AGENDA NO: C-2

MEETING DATE: May 17, 2018

## STAFF REPORT

**TO:** Recreation and Parks Commission

**DATE:** May 11, 2018

**FROM:** Angelica Gallardo, Youth Services

**SUBJECT:** Program Evaluation – Spring Camp

### **RECOMMENDATION:**

It is recommended the Commission review and accept the program evaluation for file.

### **SUMMARY:**

Spring Camp was held April 3-5, 2018 at Del Mar Elementary. Staff provided full-day care and enrichment for children in grades Transitional Kindergarten through 6<sup>th</sup>. The day camp featured many exciting activities, special events and field trips.

### **BACKGROUND:**

The Department in the past offered day camp opportunities for school-aged children during school breaks. However, the City faced significant budget constraints during the 2005/06 fiscal year and as a result day camps during school breaks (excluding summer break) were eliminated. As a result, staff received several comments from parents of concerns regarding quality care during the school breaks.

### **DISCUSSION:**

After reviewing the 2017/18 budget for Kids' Club and Kids' Camp and considering the needs of families, the Department determined that a day camp could be provided during spring break without requesting additional funds. Staff determined this was possible by utilizing the current funding extremely conservatively and pricing the day camp within a range that was affordable for families while still meeting the Merit Service cost recovery standards.

Spring Camp had a healthy participation with an average of 21 children attending each day. The day camp also provided a "sneak peek" into this summer's Kids' Camp. Families appreciate the City's dedication to quality enrichment opportunities for children and look forward to similar opportunities this summer.

### **MARKETING AND PROMOTIONS:**

Flyers were distributed to all Kids' Club families. The event was also promoted through The Rock, 97.3 FM radio and our City Facebook page.

**FISCAL IMPACT:**

**EXPENSES:**

Staffing: (Hourly Rates w/ Benefits)

Staff @ \$16.27 X 33 Hours	\$536.91
Staff @ \$12.41 X 26 Hours	\$322.66
Staff @ \$12.10 X 48 Hours	\$580.80
Food Supplies	<u>\$46.78</u>
<b>TOTAL EXPENSES</b>	<b>\$1,487.15</b>

**REVENUES:**

Registrations	\$2,870.00
<b>TOTAL REVENUES</b>	<b>\$2,870.00</b>

Total Revenue	\$2,870.00
Total Expenses	<u>\$1,487.15</u>
<b>Net Revenue:</b>	<b>\$1,382.85</b>

**Cost Recovery 193%**

**COST RECOVERY:**

This program is classified under the Merit Service category, which has a target revenue goal of 70-79% cost recovery of program and support costs.

**PROGRAM RECOMMENDATIONS:**

1. Staff recommends that we continue to offer camps during the school breaks. We will consider offering another camp during the winter break in December/January. San Luis Coastal Unified School District typically has a two-week break during this time.
2. Staff promoted only at Kids' Club Children's center and our Facebook Page. We will promote to all local elementary schools for the upcoming camps.