

CITY OF IMPERIAL BEACH
PARKS AND RECREATION COMMITTEE

A G E N D A

MAY 18, 2015

**City of Imperial Beach Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

REGULAR MEETING – 4:30 p.m.

The Parks and Recreation Committee for the City of Imperial Beach is endeavoring to be in total compliance with the Americans with Disabilities Act (ADA). If you require assistance or auxiliary aids in order to participate at meetings, please contact the City Clerk's office at (619) 628-2347, as far in advance of the meeting as possible.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS - Each person wishing to address the Parks and Recreation Committee regarding items not on the posted agenda may do so at this time. In accordance with State law, the Parks and Recreation Committee may not take action on an item not scheduled on the agenda. If appropriate, the item will be referred to City staff or placed on a future agenda.

4. REPORTS

A. MINUTES.

Recommendation: Approve the three (3) sets of Special Meeting Minutes of April 27, 2015.

B. REPORT FROM THE BOYS & GIRLS CLUB ON THE STATUS OF THE CURRENT IMPERIAL BEACH RECREATIONAL PROGRAMS.

Recommendation: That the Parks and Recreation Committee receive and file the report from the Boys & Girls Club and provide any further direction to staff to prepare the information desired by the Committee.

C. RECOMMENDATION TO CITY COUNCIL TO CONDUCT A COMMUNITY SURVEY AND NEEDS ASSESSMENT TO DETERMINE INTEREST LEVELS IN VARIOUS RECREATION PROGRAMS.

Recommendation: That the Parks and Recreation Committee forward a recommendation to the City Council to direct staff to secure the services of a qualified consultant to conduct a comprehensive needs analysis and survey to determine which recreational programs will be supported by the residents of the City.

D. RECOMMENDATION TO CITY COUNCIL TO APPROVE A REQUEST FROM THE BOYS & GIRLS CLUB FOR ADDITIONAL RECREATIONAL PROGRAM FUNDING FOR FY15.

Recommendation: That the Parks and Recreation Committee forward a recommendation to the City Council to approve a one-time appropriation of funding to address a budget shortfall experienced by the Imperial Beach Boys & Girls Club in the provision of recreational services for the City of Imperial Beach, and to provide strategies to avoid or significantly reduce future shortfalls.

5. ADJOURNMENT

_____/s/
Jacqueline M. Hald, MMC
City Clerk

For your convenience, a copy of the agenda and meeting packet may be viewed in the office of the City Clerk at City Hall or on our website at www.ImperialBeachCA.gov. Go to the Imperial Beach Parks and Recreation Committee Page located under the Government Section/City Boards and Committees Tab.

Any writings or documents provided to a majority of the Parks and Recreation Committee regarding any item on this agenda will be made available for public inspection in the office of the City Clerk located at 825 Imperial Beach Blvd., Imperial Beach, CA 91932 during normal business hours.

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**CITY OF IMPERIAL BEACH
PARKS AND RECREATION COMMITTEE**

Item No. 4.A.

MINUTES

**APRIL 27, 2015
SPECIAL MEETING – 4:30 p.m.**

**SPORTS PARK
425 Imperial Beach Blvd.
Imperial Beach, CA 91932**

1. CALL TO ORDER

Chairperson O'Neal called the Special meeting to order at 4:35 p.m.

2. ROLL CALL

Chair Present: O'Neal
Vice Chair Present: Stucki
Members Present: Blinsman, Klosinski, Stephenson
Alternates Present: Salisbury, Goforth
Alternates Absent: Aguilar
Staff Present: City Clerk Hald

3. PUBLIC COMMENTS

None.

4. TOUR OF SPORTS PARK

Matt McCoy, Chief Umpire for the Girls' Softball League and Vice President of the Sports Park Committee, spoke about the maintenance and condition of the fields.

Aaron Ruiz, Unit Director for the Boys and Girls Club of South County, lead the Parks and Recreation Committee on a tour of the Sports Park.

5. ADJOURNMENT

Chairperson O'Neal adjourned the Special meeting at 4:57 p.m.

Tim O'Neal
Chair

Jacqueline M. Hald, MMC
City Clerk

**CITY OF IMPERIAL BEACH
PARKS AND RECREATION COMMITTEE**

Item No. 4.A.

MINUTES

**APRIL 27, 2015
SPECIAL MEETING – 5:00 p.m.**

**SOCCER FIELD
847 Encina Avenue
Imperial Beach, CA 91932**

1. CALL TO ORDER

Chairperson O'Neal called the Special meeting to order at 5:05 p.m.

2. ROLL CALL

Chair Present: O'Neal
Vice Chair Present: Stucki
Members Present: Blinsman, Klosinski, Stephenson
Alternates Present: Salisbury, Goforth
Alternates Absent: Aguilar
Staff Present: City Clerk Hald

3. PUBLIC COMMENTS

None.

4. TOUR OF SOCCER FIELD

Aaron Ruiz, Unit Director for the Boys and Girls Club of South County, lead the Parks and Recreation Committee on a tour of the Soccer Field.

5. ADJOURNMENT

Chairperson O'Neal adjourned the Special meeting at 5:12 p.m.

Tim O'Neal
Chair

Jacqueline M. Hald, MMC
City Clerk

CITY OF IMPERIAL BEACH
PARKS AND RECREATION COMMITTEE

A G E N D A

APRIL 27, 2015

City of Imperial Beach Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932

SPECIAL MEETING – 5:30 p.m.

1. CALL TO ORDER

Chair O'Neal called the Special Meeting to order at 5:30 p.m.

2. ROLL CALL

Chair Present: O'Neal
Vice Chair Present: Stucki
Members Present: Blinsman, Klosinski, Stephenson
Alternates Present: Goforth, Salisbury
Alternate Absent: Aguilar
Staff Present: City Manager Hall, City Clerk Hald

3. PLEDGE OF ALLEGIANCE

Chair O'Neal lead the Pledge of Allegiance.

4. PUBLIC COMMENTS

Mayor Dedina thanked the members of the Parks and Recreation Committee (PRC) for their service.

5. REPORTS

A. MINUTES

In response to Member Stucki's prior request for the number of participants in the programs, City Manager Hall stated representatives from the Boys and Girls Club were in attendance to provide that information. He also stated that some programs were cancelled due to a lack of interest. With regard to a question about the budget, he clarified the City Council approved a total of \$60,000 for the Sports Park, of which \$10,000 is for scholarships and the remaining \$50,000 for water and power. Any money left over from the \$50,000 is to be spent on facility improvements.

MOTION BY STUCKI, SECOND BY KLOSINSKI, TO APPROVE THE REGULAR MEETING MINUTES OF MARCH 16, 2015. MOTION CARRIED UNANIMOUSLY.

B. MULTIPLE DISCUSSION ITEMS

Members of the PRC discussed the following topics:

1. Tour of the existing recreational facilities.

In response to a question about the maintenance and repair of the Sports Park facility, City Manager Hall stated the City has funding available for making capital improvements. However, there is a need to first do a needs assessment to determine which programs are desired by the community.

Chair O'Neal announced he would take a public speaker at this time.

Norm (last name not provided) expressed concern about closure of the Pier Plaza restrooms while people are still at the park. He asked the City to keep the restrooms open longer.

2. Discussion regarding the creation of a recreation program brochure or flyer.

City Manager Hall stated City Staff will talk to EDCO or SDG&E about including a recreational flyer in their monthly bills.

3. Needs assessment and grant applications.

City Manager Hall reported on a company that is willing to do a needs assessment for the community.

Andrea Wogsland spoke about how she and other members of the community want access to a pool. She stated that some members of the community want the City to consider having a City pool but in the near-term work on partnering with the City of Coronado or Mar Vista High School.

City Manager Hall responded that if this is an item the PRC is interested in, direction can be given to staff to explore partnerships with the City of Coronado or Sweetwater High School District. He noted that it is unlikely for the City to have its own pool due to the cost.

Chair O'Neal spoke in support for looking into a partnership with Mar Vista High School. He expressed hesitation with a partnership with the City of Coronado. He suggested exploring an option for building a pool at Camp Surf.

4. Review of information requested by members.

Aaron Ruiz, Unit Director for the Boys & Girls Clubs of South County, reported there are 15 different classes that are offered. There were 86 scholarship participants and there were 31 non-scholarship participants, for a total of 117 participants. He also reported that the average daily attendance at the Sports Park has been 44 children from May 2014 to the current date. He stated that he will provide a list of classes to the PRC, including the number of participants. He responded to questions of the PRC regarding classes offered.

City Manager Hall stated that although participation appears to be low, there is potential to grow the programs. He spoke in support for starting with programs that will get the highest level of participation.

Members Klosinski and Stucki spoke about programs offered in the City of Coronado.

Discussion ensued regarding hours of operation impacting the funding shortfall.

Member Klosinski suggested that if the Sports Park is for the community that the name of the facility be changed to inform the public that it is for the community.

City Manager Hall stated the City Council is interested in broadening programs for all ages and that rebranding/marketing needs to be part of it.

5. Discussion regarding a request for additional funding for the recreation program.

Member Blinsman recused himself from discussion of the item due to his employment with Boys and Girls Club and left Council Chambers at 6:33 p.m.

City Manager Hall reported that according to Ken Blinsman, the Boys and Girls Club could have a breakeven program if they could operate the softball fields for adult leagues and other programs. He also stated there is a request from the Boys and Girls Club for a one time appropriation of \$50,000 to help fund programs. Should the PRC recommend appropriation of funds, he suggested that it be done one-time to help cover the Boys and Girls Club costs for subsidizing the program this year. Going forward, see if the programs can be revenue neutral. He also stated that the challenge is to do a needs assessment, find the programs that pay for themselves and operate those programs. He suggested that the PRC put together a series of

recommendations to take to the City Council for consideration.

Chair O'Neal opened up the discussion regarding the one-time allocation of \$50,000:

Member Klosinski stated she was torn on the matter and that there may be other ways of saving money. Having the facility open from 10:00 a.m. to 7:00 p.m. is not a practical way of spending money. She spoke in support of a needs assessment. Going forward she would support spending the \$50,000 but there needs to be an immediate assessment of how the facility is being run.

Member Stucki concurred with comments made by Member Klosinski. She was also torn on the matter of allocating \$50,000 but was in support of a needs assessment.

In response to Member Salisbury's question about a breakdown of the \$50,000, Aaron Ruiz stated that he can provide the PRC with a copy of the profit loss report.

Member Goforth spoke in support of a needs assessment.

Chair O'Neal explained why he is in support of the one-time payment of \$50,000. He suggested that the Boys and Girls Club be allowed to run the facility at levels that make business sense. He spoke in support for doing a needs assessment to determine what people want at every age group, how much they are willing to pay and where they want it. Also include an option for use of the school district pool and basketball courts.

City Manager Hall suggested that the needs assessment be done by a third party, he advised that the recommendation of \$50,000 should be a one-time request rather than an ongoing appropriation and he clarified that City Council set the Sports Park facility hours from 9:00 a.m. to 6:00 p.m.

Chair O'Neal suggested that if Navy families and personnel use City facilities, there may be opportunities for funding through the Department of Defense's Moral Welfare and Recreation program.

City Manager Hall stated that he will bring back for consideration a needs assessment and approval of the \$50,000 at the next PRC meeting.

6. ADJOURNMENT

Chair O'Neal adjourned the Special meeting at 6:58 p.m.

Tim O'Neal
Chair

Jacqueline M. Hald, MMC
Secretary

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**STAFF REPORT
PARKS AND RECREATION COMMITTEE
CITY OF IMPERIAL BEACH**

TO: MEMBERS OF THE P&R COMMITTEE

FROM: ANDY HALL, CITY MANAGER

MEETING DATE: MAY 18, 2015

ORIGINATING DEPT.: CITY ADMINISTRATION

SUBJECT: REPORT FROM THE BOYS & GIRLS CLUB ON THE STATUS OF THE CURRENT IMPERIAL BEACH RECREATIONAL PROGRAMS

EXECUTIVE SUMMARY:

On April 27, 2015, the Parks and Recreation Committee directed staff to obtain information from the Boys & Girls Club about the current status of the Imperial Beach Recreation Programs and the level of funding provided to persons of lower income. The information has been provided by the Boys & Girls Club for review and discussion by the Committee.

RECOMMENDATION:

Staff recommends that the Parks and Recreation Committee receive and file the report from the Boys & Girls Club and provide any further direction to staff to prepare the information desired by the Committee.

RATIONALE:

It is important for members of the Park and Recreation Committee to understand the types of programs offered and the participation levels of each recreation program in the community.

OPTIONS:

- Receive and file the update from the Boys & Girls Club.
- Reject the report and direct staff to provide different information.
- Direct staff to conduct additional research and provide the information at a future meeting.

BACKGROUND:

At the April 27, 2015 Special Meeting of the Parks and Recreation Committee, the members directed staff to obtain information about the current status of the various recreation programs offered in Imperial Beach. There was also a request to identify how many of the participants were provided assistance from the scholarship program offered by the City.

ANALYSIS:

The Boys & Girls Club has prepared the information requested by the Parks and Recreation Committee. There are several attachments to this report including:

- Imperial Beach Sports Park May Class Schedule – This attachment indicates the name, day, location, time and fee for each class, as well as the target age group and name of the instructor.
- A flyer for the Youth TaeKwon-Do Program
- A flyer for the Zumba Program
- The current programs and the minimum students necessary to hold the class and the maximum participants that can be accommodated
- A list of current or recent classes, the number of participants and the number of students that received scholarship assistance.

In summary, there were a total of 229 students/participants in the recreation programs and more than half received scholarship assistance. Additional extrapolation could be obtained from the numbers, but staff would suggest this provides a baseline from which future success can be compared. The numbers speak for themselves and discussion about the programs would be very appropriate, but no further action is needed from the Committee at this time.

ENVIRONMENTAL DETERMINATION:

These items are not subject to the provisions of the California Environmental Quality Act.

FISCAL IMPACT:

None

ATTACHMENTS:

- Imperial Beach Sports Park May Class Schedule
- Youth TaeKwon-Do Program Flyer
- Zumba Program Flyer
- Current list of Programs with minimum and maximum participant levels
- List of the number of total participants and the number that received scholarship assistance



**BOYS & GIRLS CLUBS
of South County**

**IMPERIAL BEACH SPORTS PARK
MAY CLASS SCHEDULE**

*All classes start the week of May 11, 2015

Annual Membership Fees: \$40 Individual Fee / \$60 Family Fee

CLASS #	DANCE	AGES	INSTRUCTOR	DAY	TIME	MEMBER/RES/NON RES	SESSION	LOCATION
	Ballet -Beginning I	2-5	Charlene	Fri	4:30p-5:00p	\$45/\$50/\$55	8 WEEK	IB
	Ballet -Intermediate II	6+	Charlene	Fri	5-5:50pm	\$45/\$50/\$55	8 WEEK	IB
	Hip-Hop I	2-5	Charlene	Tues	4:30p-5:00p	\$45/\$50/\$55	8 WEEK	IB
	Hip-Hop II	6+	Charlene	Tues	5-5:50pm	\$45/\$50/\$55	8 WEEK	IB
	Cheer	5-7	Charlene	Wed	4:30p-5:00p	\$45/\$50/\$55	8 WEEK	IB
	Cheer	8+	Charlene	Wed	5-5:50pm	\$45/\$50/\$55	8 WEEK	IB
	Zumba	15+	Tracy	Mon/Wed	11:30a-12:30p	\$40/\$45/\$55 (\$4 drop in)	MONTHLY	SP
	Ballet Florlorico	12+	Jonathan	Fri	7-8pm	\$45/\$50/\$55	MONTHLY	IB

CLASS #	MARTIAL ARTS	AGES	INSTRUCTOR	DAY	TIME	MEMBER/RES/NON RES	SESSION	LOCATION
	Tae Kwon Do II	6+	Brown	Mon & Wed	4-4:45pm	\$65/\$70/\$80	MONTHLY	SP

CLASS #	PERFORMING ARTS	AGES	INSTRUCTOR	DAY	TIME	MEMBER/RES/NON RES	SESSION	LOCATION
	Beginning Guitar II	6+	Roberto	Tue/Thur	4-5:00p	\$40/\$45/\$55	MONTHLY	SP

CLASS #	SENIORS	AGES	INSTRUCTOR	DAY	TIME	MEMBER/RES/NON RES	SESSION	LOCATION
	Tai Ji- Seniors 55+	55 +			11:30a-12:30	FREE	ON GOING	SP

CLASS #	DROP-IN ACTIVITIES	AGES	INSTRUCTOR	DAY	TIME	MEMBER/RES/NON RES	SESSION	LOCATION
	Cooking	6-16	STAFF	1/MONTH	TBD	\$2/\$2/\$4	MONTHLY	SP
	Dodgeball Night	6-16	STAFF	1/MONTH	TBD	\$2/\$2/\$4	MONTHLY	SP

CLASS #	SPORTS	AGES	INSTRUCTOR	DAY	TIME	MEMBER/RES/NON RES	SESSION	LOCATION
	Co-ed Softball	18+	League	Tue	6-9p	\$400	League	SP
	Adult Basketball	18+	League	Tue	7-9p	\$275	League	SP



Youth TaeKwon-Do PROGRAM

Master Instructor: Denise L. Brown

STRUCTURED MARTIAL ARTS PROGRAM

SELF-DEFENSE/STREET DEFENSE TACTICS

INCREASED AWARENESS

DEVELOP SELF DISCIPLINE & CONFIDENCE

IMPROVE MOTOR SKILLS

ENHANCE OVERALL HEALTH & PHYSICAL FITNESS

Signups @ Laurie & Roger Benham Sports Park Recreation Center

425 Imperial Beach Boulevard, Imperial Beach CA 91932

Cost: \$65 for each 13 week class, plus \$65 for uniform. Uniforms must be purchased on the first day of class. No exceptions.

Session begins May 12, 2015

Mondays and Wednesdays

Ages 6-8 3:45pm to 4:15pm

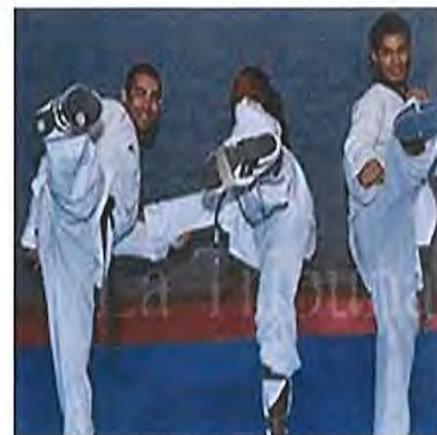
Ages 9-13 4:15pm 5:00pm

Contact info:

James DeLaCerna

(619) 934-9134

IBSportsPark@bgcscounty.org



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**BOYS & GIRLS CLUBS
OF SOUTH COUNTY**

PRESENTS

ZUMBA®

MONDAY & WEDNESDAYS

\$4 walk-in/ \$20 monthly (members)

11:30a-12:30p & 6:00p-7:00p @

THE ROGER & LAURIE BENHAM

SPORTS PARK

425 IMPERIAL BEACH BOULEVARD IMPERIAL BEACH
CA 91932

INSTRUCTOR: Tracy Murray

CONTACT INFO: Aaron Ruiz *UNIT DIRECTOR*

E-MAIL: aruiz@bgcscounty.org

(619) 934-9137



Sports Park Rec Classes

Class	Participants	Max	Min	scholarship
Ballet		14		
Tap		14		
Hula		14		
Jazz		14		
Zumba		25+		
Judo		25		
Tae Kwon Do		25		
Drums		10		
Guitar		10		
Hip Hop		14		
Mommy & Me	6	10		
Adult Basketball	10 teams	12		
Co-Ed Softball	12 teams	6		

Max= Per Class

Min=All classes have a min of 5 students

Sports Park Rec Classes

Class	Participants	Max	Min	scholarship
memberships	22	N/A	N/A	13
Ballet	31	14	5	23
Tap	21	14	5	10
Hula	9	14	5	8
Jazz	16	14	5	7
Zumba	22	25+	5	9
Judo	5	25	5	2
Tae Kwon Do	33	25	5	15
Drums	9	10	5	3
Guitar	21	10	5	16
Hip Hop	34	14	5	20
Mommy & Me	6	10	5	9
Adult Basketball	10 teams	12	5	0
Co-Ed Softball	12 teams	6	5	0
Total	229	168		135

Max= Per Class

Min=All classes have a min of 5 students

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**STAFF REPORT
PARKS AND RECREATION COMMITTEE
CITY OF IMPERIAL BEACH**

TO: MEMBERS OF THE P&R COMMITTEE
FROM: ANDY HALL, CITY MANAGER
MEETING DATE: MAY 18, 2015
ORIGINATING DEPT.: CITY ADMINISTRATION
SUBJECT: RECOMMENDATION TO CITY COUNCIL TO CONDUCT A COMMUNITY SURVEY AND NEEDS ASSESSMENT TO DETERMINE INTEREST LEVELS IN VARIOUS RECREATION PROGRAMS

EXECUTIVE SUMMARY:

On April 27, 2015, the Parks and Recreation Committee discussed several items in relation to the current status of the recreation program and the activities currently offered at the Imperial Beach Sports Park facility. It was determined that a needs assessment and community survey is needed in order to identify the interest level in the community for various recreation programs.

RECOMMENDATION:

Staff recommends that the Parks and Recreation Committee forward a recommendation to the City Council to direct staff to secure the services of a qualified consultant to conduct a comprehensive needs analysis and survey to determine which recreational programs will be supported by the residents of the City.

RATIONALE:

In order to be efficient and effective, the Boys & Girls Club needs to offer recreational programs that will receive an adequate number of participants, and indirectly registration fees, to allow each program to be successful. In order to reach that conclusion, an independent, but comprehensive needs assessment and community survey needs to be conducted.

OPTIONS:

- Consider the recommendation of staff and formulate a recommendation to the City Council to secure the services of a qualified consultant to conduct a comprehensive needs analysis and survey.
- Consider the recommendation of staff and determine that a needs assessment and survey are unnecessary.
- Direct staff to conduct additional research and provide the information at a future meeting.

BACKGROUND:

At the April 27, 2015 Special Meeting of the Parks and Recreation Committee, the members directed staff research the potential of conducting a needs assessment and community survey to determine resident interest levels in various recreation programs. In an effort to provide the programs most desired by the community and have a better chance of operating at revenue neutral, over even at a profit, it is important to obtain input from the residents. This information will allow the Boys & Girls Club to organize instructors, purchase equipment, and program time for those activities more likely to include a larger number of residents.

ANALYSIS:

Staff contacted several firms that provide these types of services to municipalities throughout southern California. Upon analysis of the various firms, it was determined that California Consulting, a large assessment and grant writing firm would be most qualified to conduct the needs assessment and community survey. Staff proceeded to get a proposal to complete the assignment and expand their efforts to include an effort to seek grants associated with the needs identified in the assessment and survey. California Consulting is a very reputable firm that has a proven track record of success in obtaining grant funds for cities, primarily in Los Angeles and Orange Counties.

Typically, a community wide survey and needs assessment would cost approximately \$10,000. However, because the company is looking to expand into San Diego County and they foresee the opportunity to assist the City in writing grants for the recreation program, they are willing to conduct the needs assessment for \$2,500. This is far below any other estimates that staff was able to identify. Additionally, they are willing to write as many grants as the City would like for a monthly retainer of \$3,800 which is a reduction from the normal monthly amount of \$5,000. If at any time the City is not satisfied with their efforts, the contract can be cancelled. In interviews with other municipalities, they have indicated that their grant writing success was greatly improved with California Consulting and they have much more than paid for themselves.

At a staff level, the attractiveness of California Consulting is that they will complete the grant administration and paperwork within the monthly retainer. This is the most consuming part of any grant application. Because they have a team of grant writers, they are familiar with almost every grant available to municipalities and have become very efficient at administering the grants for their clients.

ENVIRONMENTAL DETERMINATION:

These items are not subject to the provisions of the California Environmental Quality Act.

FISCAL IMPACT:

If the City Council approves the recommendation of the Park and Recreation Committee, the initial needs assessment would cost \$2,500 and seeking grants to complement the assessment would cost the City \$3,800 per month for the period in which the consultant was retained.

ATTACHMENTS:

None



**STAFF REPORT
PARKS AND RECREATION COMMITTEE
CITY OF IMPERIAL BEACH**

TO: MEMBERS OF THE P&R COMMITTEE
FROM: ANDY HALL, CITY MANAGER
MEETING DATE: MAY 18, 2015
ORIGINATING DEPT.: CITY ADMINISTRATION
SUBJECT: RECOMMENDATION TO CITY COUNCIL TO APPROVE A REQUEST FROM THE BOYS & GIRLS CLUB FOR ADDITIONAL RECREATIONAL PROGRAM FUNDING FOR FY15

EXECUTIVE SUMMARY:

On April 27, 2015, the Parks and Recreation Committee discussed seeking additional, one-time funding for the Boys & Girls Club to address a budget shortfall resulting from the provision of recreational programs for the City of Imperial Beach. Additionally, the Parks and Recreational Committee discussed strategies to avoid, or significantly reduce, future shortfalls.

RECOMMENDATION:

Staff recommends that the Parks and Recreation Committee forward a recommendation to the City Council to approve a one-time appropriation of funding to address a budget shortfall experienced by the Imperial Beach Boys & Girls Club in the provision of recreational services for the City of Imperial Beach, and to provide strategies to avoid or significantly reduce future shortfalls.

RATIONALE:

This is the first year that the Boys & Girls Club has provided recreational services for the City of Imperial Beach. Although the Boys & Girls Club is confident that changes in the programming, hours of operation and other strategies can eliminate or reduce the need for additional appropriations, they have experienced a significant shortfall in the current fiscal year.

OPTIONS:

- Consider the recommendation of staff and formulate a recommendation to the City Council to approve a one-time appropriation of funding to address a budget shortfall experienced by the Imperial Beach Boys & Girls Club.
- Consider the recommendation of staff and determine that an appropriation of funds is not necessary or appropriate.
- Direct staff to conduct additional research and provide the information at a future meeting.

BACKGROUND:

The Boys & Girls Club has provided staff with the current profit and loss statement for FY15 (attached). At the current time, there is a deficit of \$32,420.90 which is anticipated to grow to approximately \$50,000 by the end of the fiscal year. Therefore, staff is suggesting that a recommendation be formulated to appropriate the necessary funding to recover the cost of the shortfall. However, staff would like to include a caveat to the request. The City Council appropriated \$50,000 to cover the costs of water and power at the Sports Park with direction that any leftover funds be used to improve the facility. The City of Imperial Beach is including several facility improvements to the Sports Park in the upcoming budget for items such as replacement of the restrooms and other improvements. Therefore, staff would request that the Parks and Recreation Committee recommend that any of the appropriated \$50,000 not used for water and power be used to offset the shortfall of the Boys & Girls Club. The remainder of the shortfall would be appropriated from the General Fund Reserve.

In a related matter, the Parks and Recreation Committee discussed several strategies to eliminate or reduce the shortfall. Staff would suggest that the Parks and Recreation Committee include the following suggestions in their recommendation for an increase in funding:

1. The Boy & Girls Club should be given the flexibility to modify the Sports Park hours to ensure the facility is open during high use times, but not required to be open during periods of very low use. This will also potentially allow the facility to be open on some weekend days.
2. Approval for the Boys & Girls Club to operate and program the softball field if the Club is able to an acceptable arrangement with the Girls Softball League.

ANALYSIS:

Staff has reviewed the profit and loss statement from the Boys & Girls Club and determined that as the programs are currently operated, there is a demonstrable shortfall. Although the current agreement with the Boys & Girls Club does not obligate the City to fund any budget shortfall, staff would suggest it is appropriate provided there is an effort to eliminate or reduce future shortfalls. In part, this suggestion is based on the fact that this is the first year of the new approach to recreation and there are still some adjustments being made to determine if this arrangement will be mutually advantageous to the parties. The one-time funding will allow additional time for the programs to be modified in a manner that will eliminate or reduce the shortfall.

ENVIRONMENTAL DETERMINATION:

These items are not subject to the provisions of the California Environmental Quality Act.

FISCAL IMPACT:

If the City Council approves the recommendation of the Park and Recreation Committee, the impact to the General Fund would be the difference between the identified shortfall and the residual of the \$50,000 budgeted for water and power augmented by General Fund Reserves.

ATTACHMENTS:

FY15 Profit and Loss Statement from the Boys & Girls Club

Boys & Girls Clubs of South County
Profit & Loss
 July 1, 2014 through May 11, 2015

	<u>Jul 1, '14 - May 11, 15</u>
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43410 · Corporate Contributions	500.00
43450 · Individ, Business Contributions	11,250.00
	<hr/>
Total 43400 · Direct Public Support	11,750.00
46400 · Other Types of Income	
46420 · Concessions-Misc.	2,237.03
46430 · Miscellaneous Revenue	0.00
46435 · Grounds Maintenance-IBSP	5,542.00
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Total 46400 · Other Types of Income	7,779.03
47200 · Program Income	
47230 · Membership Dues	
47232 · New/Renewing Members	100.00
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Total 47230 · Membership Dues	100.00
Total 47200 · Program Income	100.00
47250 · Clubhouse Program Fees	
47251 · Recreation Classes Sports Park	7,946.00
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Total 47251 · Recreation Classes	7,946.00
Total 47250 · Clubhouse Program Fees	7,946.00
47300 · Club Special Events	
47397 · Muay Thai Event	900.00
47340 · Athletic Leagues	5,190.00
47300 · Club Special Events - Other	150.00
	<hr/>
Total 47300 · Club Special Events	6,240.00
47400 · Board Special Events	
47410 · It Just Takes One	116.31
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Total 47400 · Board Special Events	116.31
47500 · Building Rentals	
47506 · Sports Park Rental	2,375.00
	<hr/>
Total 47500 · Building Rentals	2,375.00
Total Income	36,306.34
Gross Profit	36,306.34
Expense	
60000 · Salaries & Wages	51,040.66
60100 · ERE (Employee Related Expenses)	
60110 · FICA	3,801.79
60140 · Health Insurance	2,806.81
60150 · Dental/Vision, Life, LTD	1,082.51
	<hr/>
Total 60100 · ERE (Employee Related Expenses)	7,691.11
60900 · Business Expenses	
60912 · Debit/Credit Card Processing	285.36
60920 · Business Registration Fees	0.00
60955 · Sales Tax	50.00
	<hr/>
Total 60900 · Business Expenses	335.36
62100 · Contract Services	
62150 · Outside Contract Services	173.85
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Total 62100 · Contract Services	173.85

Boys & Girls Clubs of South County
Profit & Loss
 July 1, 2014 through May 11, 2015

	<u>Jul 1, '14 - May 11, 15</u>
62800 · Facilities and Equipment	
62840 · Equip Rental and Maintenance	338.86
Total 62800 · Facilities and Equipment	338.86
62900 · Repairs and Maintenance	
62910 · Building	18.18
62930 · Janitorial	286.83
62940 · Security Monitoring	642.45
62960 · Sewage	680.55
62900 · Repairs and Maintenance - Other	1,250.00
Total 62900 · Repairs and Maintenance	2,878.01
65000 · Operations	
65035 · Telephone, Telecommunications	1,600.25
65038 · Internet Service	520.00
Total 65000 · Operations	2,120.25
65040 · Office Supplies	
65042 · Ink Cartridges	236.30
65044 · General	47.49
Total 65040 · Office Supplies	283.79
65070 · Clubhouse Program Expense	
65071 · Program Supplies	
Sports Park	-74.12
Total 65071 · Program Supplies	-74.12
65075 · Athletic Leagues	828.53
65070 · Clubhouse Program Expense - Other	0.00
Total 65070 · Clubhouse Program Expense	754.41
65080 · Club Special Event Expenses	
Muay Thai Event	140.00
65080 · Club Special Event Expenses - Other	181.85
Total 65080 · Club Special Event Expenses	321.85
65082 · Concession Expense	2,183.40
65100 · Other Types of Expenses	
65110 · Advertising Expenses	25.00
65120 · Licenses & Permits	35.00
65135 · Grounds Maintenance-IBSP	503.60
65160 · Other Costs	42.09
Total 65100 · Other Types of Expenses	605.69
Total Expense	68,727.24
Net Ordinary Income	-32,420.90
Other Income/Expense	
Other Expense	
80000 · Ask My Accountant	0.00
Total Other Expense	0.00
Net Other Income	0.00
Net Income	-32,420.90