

BOARD OF DIRECTORS  
ISLA VISTA RECREATION AND PARK DISTRICT  
SPECIAL MEETING AGENDA



Monday, December 19, 2011  
4:00 PM  
District Offices  
961 Embarcadero Del Mar  
Isla Vista, California

- Board of Directors**
- Bruce Murdock*  
Chairperson
- Liz Buda*  
Vice-Chair
- Leif Dreizler*  
Director
- Katie Kasatkina*  
Director
- Roger Lagerquist*  
Director
- General Manager**  
*Jeff Lindgren*
- District Clerk**  
*Gabriel Bretado*



1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ANNOUNCE MEETING BEING RECORDED**
4. **ADOPTION OF AGENDA**
5. **PUBLIC INPUT**
  - A. Announcements
  - B. Public Comments/Vox Populi. During Vox Populi, any member of the public may speak on any item within the Board's jurisdiction for no more than three (3) minutes. The Board will not take action on any non-agenda item except as provided by law.
6. **APPROVAL OF BOARD MEETING MINUTES**
  - A. November 20, 2011 Regular Meeting
7. **BOARD MEMBER AND COMMITTEE REPORTS**
  - A. Representatives
    1. Special Districts Association
    2. Misc. Update on Activities/Meetings Representing the District
    3. Policy and Ordinance Committee Report and discussion of topics
    4. Finance & Budget Committee Report and discussion of topics
    5. District Website Liaison Report and discussion of topics
  - B. Future Agenda Item Suggestions

**DISCUSSION & ACTION ITEMS**

8. **ADMINISTRATIVE UPDATE**  
Recommendation: Receive and File the presented Administrative Report of District staff activity for December 2011.
9. **APPOINT BOARD MEMBER TO SERVE ON THE LAFCO SPECIAL DISTRICT SELECTION COMMITTEE**  
Recommendation: Appoint a Director to sit on the LAFCO Special District Selection Committee
10. **SECOND & FINAL READING OF NOISE ORDINANCE 2011-001**  
Recommendation: Approve and adopt Ordinance No. 2011-001 "AN ORDINANCE OF THE ISLA VISTA RECREATION AND PARK DISTRICT REGULATING AMPLIFIED SOUND ON DISTRICT PROPERTY"

**11. CONSIDER ESTABLISHING PARK HOURS ORDINANCE**

Recommendation: To waive the full reading of Ordinance No. 2011-003 “AN ORDINANCE OF THE ISLA VISTA RECREATION AND PARKS DISTRICT ESTABLISHING PARK HOURS AT DISTRICT PARKS ”, and introduce the ordinance and read by title only, schedule a second reading for final approval.

**12. DISTRICT WATER MANAGEMENT**

Recommendation: Discuss and review District water use and consider modifications to District water use

**13. DISTRICT BUDGET PROCESS**

Recommendation: Consider directing the General Manager to review the current budget and current expenditures for each budget line item to provide a basis for preparing next fiscal years’ budget

**14. DISTRICT STAFF TRAINING MANUALS**

Recommendation: Consider directing the GM to prepare training manuals for key District jobs

**15. ESTERO PARK CONSTRUCTION PROJECT**

Recommendation: Review the Estero Park construction project and consider actions needed to complete and close out the project

**16. CANCEL & RESCHEDULE JANUARY MEETING**

Recommendation: Cancel the regular Board meeting scheduled for January 12, 2012 and consider selecting a date to reschedule.

**17. PARK FEE SCHEDULE**

Recommendation: Consider approval of Resolution No. 111220-001 updating the District Park Use Fee Schedule

**18. CLOSED SESSION**

Consider Public Employee Evaluation pursuant to §54957 of the California Government Code. Title: General Manager.

**19. ADJOURNMENT**

Posted, noticed, and delivered in accordance with the Ralph M. Brown Act §54954.1 and §54954.2. In accordance with §54954.2 of the Ralph M. Brown Act and the Americans with Disabilities Act of 1990, a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. Requests must be made to District Clerk Gabriel Bretado at 968-2017 ext. 26, several days prior to the meeting date, to allow sufficient time for appointment of services. In accordance with §54954.5 of the Ralph M. Brown Act the Board of Director Agenda packets are made available on the District web site, [www.ivparks.org](http://www.ivparks.org), 72 hours in advance of each meeting.



District Clerk

December 9, 2011

Date

1 **1. 6:00P THE REGULAR MEETING OF NOVEMBER 10 , 2011 WAS CALLED TO ORDER BY**  
 2 **CHAIRPERSON MURDOCK** at the District Offices, 961 Embarcadero Del Mar, Isla Vista, California.

3  
 4 **2. ROLL CALL OF BOARD MEMBERS BUDA,KASATKINA, LAGERQUIST & MURDOCK;**  
 5 **STAFF MEMBERS BRETADO & LINDGREN**

6  
 7 Director Dreizler was absent

8  
 9 3. Chairperson Murdock announced that the Board Meeting is being recorded.

10  
 11 **4. ADOPT AGENDA**

12 111110-01 MOTION: to adopt the November 10, 2011 meeting agenda as amended  
 13 Lagerquist/Kasatkina 4-0-0 unanimous  
 14 #9 Pull Estero Bike Ride, Pull # 12 Assembly Ordinance

15  
 16 5. A. ANNOUNCEMENTS-

17 5. B. VOX POPULI-

18  
 19 **13. APPOINT BOARD MEMBER TO SERVE ON THE LAFCO SPECIAL DISTRICT**  
 20 **SELECTION COMMITTEE**

21 \*this item was tabled

22 *No action was taken*

23  
 24 **10. SECOND & FINAL READING OF SLACKLINE ORDINANCE 2011-002 AND**  
 25 **CONSIDERATION OF SLACKLINE REGULATIONS**

26 111110-02 MOTION: to Adopt Ordinance No. 2011-002 "AN ORDINANCE OF THE ISLA VISTA  
 27 RECREATION AND PARKS DISTRICT ADOPTING RULES AND REGULATIONS  
 28 REGARDING SLACKLINING IN ALL DISTRICT PARKS",

29 Kasatkina/Buda 4-0-0 unanimous

30  
 31 111110-03 MOTION: To adopt the amended Slack line rules and regulations

32 \**Amendment* -add Anisq'Oyo' park under section 1.E and add section 4 Slackline set up requirements and  
 33 direct staff to develop and implement

34 Kasatkina/Buda 4-0-0 unanimous

35  
 36 **6. DISTRICT MINUTES**

37 111110-04 MOTION: to approve the minutes of the October 13, 2011 regular Meeting & the October 27,  
 38 2011 Special meeting as presented

39 Buda/Kasatkina 4-0-0 unanimous

40  
 41 **11. CANCEL & RESCHEDULE DECEMBER MEETING**

42 111110-05 MOTION: Cancel the regular Board meeting scheduled for December 8, 2011 and reschedule it  
 43 for December 20, 2011 at 6:00pm

44 Lagerquist/Kasatkina 4-0-0 unanimous

45  
 46 **9. DISTRICT PARKS LIGHTING**

47 7:00p Chairperson Murdock called a recess and announced that the meeting will reconvene at Anisq'Oyo'  
 48 Park

49 7:35p Chairperson Murdock called the meeting back to order  
50 *This item was discussed, no action was taken*

51

52 **7. BOARD COMMITTEE REPORTS**

53 A. Representatives.

54 1. Special Districts: no report

55 2. Misc. Update on Activities/Meeting Representing the District: no report

56 3. Policy and Ordinance: no report

57 4. Finance and Budget: no report

58 5. District Website Liaison Report: none

59 B. Future Agenda Item Suggestions: have GM report be issued monthly instead of quarterly, Park  
60 Rental Fee Schedule, park maps for Estero & Little Acorn Parks

61

62 **8. ADMINISTRATIVE UPDATE**

63 This item was discussed

64 *\*No action was taken*

65

66 **12. ADJOURNMENT**

67 8:19pm Chairperson Murdock adjourned the meeting.



## STAFF REPORT

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Jeff Lindgren, General Manager

**DATE REPORT PREPARED:** December 7, 2011

**MEETING DATE:** December 19, 2011

**RE:** **STAFF ADMINISTRATIVE UPDATE**

### **Recommendation:**

Receive and comment on the presented administrative report of District staff activity for December, 2011.

### **General Manager Report:**

This Administrative report and attached General Manager's Priority List serve to keep the public and Board of Directors updated on events and activities of the District. The General Manager contract requires quarterly reporting on the General Manager's Objectives. This report serves that function as no objectives were adopted for FY 2011-12.

- **District 40 Year Anniversary** – 2012 marks the 40 year anniversary for the District. Please bring ideas for how we might celebrate and acknowledge the anniversary with an event or services of events.
- **Park Plans** – In November, Staff completed the audits of each park to determine capital needs and confirm maintenance needs. Each of these audits will be brought forward to the Board under single cover and, with Board and community input, form the basis for a proposed multi-year work program effort.
- **County Maintenance Contract** – In 2000, the District entered into a contract with the County for maintenance of County Parks within District boundaries. That contract has been renewed annually with a CPI adjustment. For the current FY, the value of that contract is \$19,940.
- **Park Ranger Recruitment** – The District is holding interviews on December 8, 2011. Candidates appear to be of good quality. The job was posted on Craigslist and the District website, and advertised in the Santa Barbara Independent, California Parks and Recreation Society and Santa Barbara County Sheriff Department.
- **Perfect Skatepark Opening** – Staff planned a work party and opening event for Nov 19 to open the mini skatepark in Perfect Park. A number of local businesses committed to supporting the project. Local longtime company Powell Peralta/Bones is a primary sponsor and brought

out lots of volunteers. Wednesday night work-nights are planned over the next few months to complete ramp building and present a plan to the Board for skatepark expansion

- **Future Skatepark** – Although the Perfect Park skatepark is not quite complete, it has served the purpose of generating lots of interest in building a more permanent park. Community members are interested in bringing a proposal to your Board in the coming months.
- **District Health Insurance** – As of December 1, 2011, the District transitioned into a CalPERS pooled health care for employees.

### **Grounds Report:**

The crew continues to be very busy with a wide variety of projects in the District. They have been at Perfect Park bringing it closer to completion. The remaining sprinkler heads have been installed along with the correct nozzles and adjustments to facilitate the proper coverage of the areas. Running the system and looking for any problem locations is now underway. Along with the irrigation work the area is being raked and graded for proper slope and runoff both by hand and with the 4700 tractor and implements. Rototilling of all the street strips is also being done. The large piles of soil adjacent to the area have been spread out in the project and Peoples Park also. Along with this the crew has also undertaken the cleanup of the area behind the Gardens in preparation for new storage facilities. Wood that was donated to the District was gone over and either stored for future use or disposed of. Where the grounds crew keeps most of the tractor implements has also been part of a cleanup/restoration project. Our boulder collection has been moved and cleaned up along with other items that have accumulated there. A determination of what implements we no longer need is also under discussion amongst staff and the General Manager. The Sueño Orchard also has had a great deal of work done there. The entire area around the Orchard trees has been cleared, rototilled and raked in preparation for the coming rainy season. Two of the picnic tables have been relocated to other parks due to problems with the public and complaints from neighbors regarding drinking. A firm has been hired to try and control the large gopher and squirrel population throughout the District parks. Kaboom, now out of Paso Robles, have been here on two separate occasions to address this problem for us. Carbon monoxide is injected down into their runs and effectively puts them to sleep. Our botanist, Jackie Worden, was contacted before this was undertaken and she gave her approval for it. The parks being worked are Sea Lookout, the Orchard, Children's, Perfect and AO. Along with all this, the crew has been doing all the usual maintenance that is required and expected in our parks. Mowing, edging, weedwhipping, and any necessary pruning has all been underway. The grasses that have come up in the fibar play areas has just about all been eliminated with a lot of hand work involved. Adjustments and monitoring of all the irrigation areas throughout the parks has also been done. Lastly, many delivery trips were done by the grounds crew bringing truckloads of lumber to Perfect Park for the new skatepark project.

### **Adopt A Block Report:**

Austin Peterson began as the new Adopt A Block Assistant at the end of November. A detailed job description with weekly/monthly duties was created. This includes regular reports/meetings with AAB supervisor and a standard performance assessment to provide constructive feedback to AAB Assistant. The AAB Assistant will focus on administrative duties, recruitment, community involvement and daily, monthly and large cleanup events. A new component of the AAB Assistant position is the special project. This is an optional project the AAB Assistant can create and implement based on their areas of expertise and skills. The scope, time and focus of special projects are outlined in the AAB Assistant job description.

Lauren Ward completed a program assessment tool focusing on strategic planning, internal procedures, marketing, revenue generation, social entrepreneurship, volunteer involvement and strategic alliances. The results helped set long-term, strategic growth plans for the program. Lauren met with Keith Clark, UCSB GIS (Geographical Information System) Professor, to discuss the best ways to use this tool to organize graffiti data and create a more proactive abatement program. This will serve as an independent project for students in the spring quarter. Keith posted the opportunity and several students have voiced interest in supporting the project before spring quarter. Lauren Ward continues to support our weekly, probation, drop-in and group volunteers. UCSB RUF Christian Fellowship has committed to volunteering once a month with AAB. The Women's Rugby Team has committed to volunteering next quarter with AAB. Several individuals have also committed to volunteering on a weekly basis. Volunteer recruitment will continue after winter break. I continue to focus on best volunteer management practices and am focused on simple solutions to risk management issues like volunteer badges, reference checks, applications, job descriptions, volunteer surveys and orientations.

If you're interested in reviewing any new resources mentioned in report, contact Lauren at [cleaniv@ivparks.org](mailto:cleaniv@ivparks.org).

#### Trash Totals:

	<b>Blocks Cleaned</b>	<b>Buckets Picked Up</b>	<b>Hours Dedicated</b>
<b>Community Service Workers</b>	27	14	38
<b>Drop-In Volunteers</b>	150	51	135
<b>Regular Volunteers</b>	144	46	93
<b>TOTAL</b>	<b>321</b>	<b>111</b>	<b>266</b>

#### Graffiti Totals:

	<b>Tags Cleaned</b>	<b>Hours Dedicated</b>
<b>Graffiti</b>	376	66.23

## General Manager Priorities

Priority	Project Description	Milestones	Board Action	Responsible Party	Completion Date	File Reference
H	<b>Union Negotiations</b> Analyze and make recommendations to Board, lead negotiations with SEIU (Administrative)	<ul style="list-style-type: none"> <li>Negotiating language for MOU.</li> </ul>	Administrative	GM	Agreement reached 9/27/11	N/A
H	<b>Review Board Motions '10</b> Review motions of 2010 to ensure Board Direction is being carried out. (Finance Committee)	<ul style="list-style-type: none"> <li>Implementation of Parks Make Life Better campaign.</li> <li>Del Playa Open Space naming.</li> </ul>	None	Clerk	10/15/11	S:\Board Reports\MINUTE LOG\1973-2011 Minute Log-IVRPD.pdf
H	<b>Study staffing</b> (GM Objectives 10-11)	<ul style="list-style-type: none"> <li>Preliminary staffing recommendations presented to Board – 8/18/11</li> <li>Discussions with Board – 9/8/11</li> <li>Meeting with Counsel – 9/14/11</li> </ul>	GM Objectives 10-11	GM	1/15/12	N/A
H	<b>Encroachments on District Property</b> Fortuna Lane Kids Trail West Estero/Del Sol Gardens/Lath House (Unanticipated)	<ul style="list-style-type: none"> <li>Letter to property owners – 8/7/11 and 8/9/11</li> <li>Fortuna owner moved fence – 10/3</li> <li>Estero/Del Sol owner responded to letters 9/26</li> <li>Future Board item to discuss acquisition of County easement for park</li> <li>Waters Survey hired to survey back of gardens</li> </ul>	101118-03	Counsel, GM, Grounds	12/30/11	M:\Parks\Encroachments
H	<b>Water Conservation</b> (Board Directed)	<ul style="list-style-type: none"> <li>Measure SF of turf area – complete</li> <li>Track monthly use and calc HCF/SF –July-Aug complete; ongoing moving forward</li> <li>Grounds trained on CyberRain – 10/30/11</li> <li>Delegate Water Czar and alternate – 10/30/11</li> <li>Develop tests and log controller settings - ongoing</li> </ul>	110908-06	Grounds	Data gathering complete; Tracking and testing ongoing	M:\Parks\Master Park Inventory
H	<b>Anisq'Oyo' Lighting</b> (Board Directed)	<ul style="list-style-type: none"> <li>Staff inspection of lighting after pruning - complete</li> <li>Staff to survey for line of sight from paths at night – complete</li> <li>Experiment with linear CFL bulbs; transformer, socket acquired. Mock up for Jan meeting</li> </ul>	110908-03 110908-04 110908-05	Grounds	10/30/11	M:\Parks\Anisq'Oyo'\Lighting

Legend	H	M	L	AFA	NF
	High	Medium	Low	As funding is available	No current funding



## General Manager Priorities

Priority	Project Description	Milestones	Board Action	Responsible Party	Completion Date	File Reference
M	<b>District Counsel Search</b> (Board Directed)	<ul style="list-style-type: none"> <li>One interview completed</li> <li>Interview for second attorney 12/19/11</li> </ul>	110414-12	GM, Admin	12/30/11	O:\Projects\Cou nseel Search
M	<b>Institute a system of monitoring the allocation of resources and the effectiveness of park maintenance services</b> Individual Park Audits to determine maintenance needs (GM Objectives 10-11)	<ul style="list-style-type: none"> <li>Park Audits complete 10/30/11</li> <li>Update resource and activity chart 12/30/11</li> </ul>	GM Objectives 10-11	GM, Grounds, consultant	12/30/11	M:\Parks\Park Audits
M	<b>Anisq'Oyo' Park Master Plan</b> (Work Program)	<ul style="list-style-type: none"> <li>Perfect Park 12/30/11</li> <li>AO West Entrance 12/30/11 {adjust completion date based on Perfect Park}</li> </ul>	100624-07 110720-07 110714-03	GM, Grounds, contractor	1/30/12	M:\Parks\Anisq' Oyo\AO renovation
M	<b>Grounds Storage Areas</b> Red Barn, Lath House yard, materials storage area (Finance Committee)	<ul style="list-style-type: none"> <li>Inventory and clean-up of Barn complete 9/20/11</li> <li>Staff proposal for new storage and improvements in Barn complete</li> <li>Cost estimates for proposal 1/30/11</li> <li>Lath House inventory and clean-up complete</li> <li>Materials storage area cost estimate 1/30/11</li> </ul>		Grounds	3/30/12	M:\Grounds\Maintenance\Stor age Areas
L	<b>Vernal Pool Signs</b> (Grant Funded Projects)	<ul style="list-style-type: none"> <li>Eight installed 8/30/11</li> <li>Two more in production 12/30/11</li> </ul>	070315-06 080515-02 080619-04 090312-05	Grounds	12/30/11	
L	<b>UCSB Long Range Development Plan</b> Mitigations presented to UCSB not accepted. (Unanticipated)	<ul style="list-style-type: none"> <li>Pursue at Cal Coastal Commission for mitigations to impacts</li> </ul>	101209-03	GM, Counsel	12/30/12	O:\Projects\Pla nning Projects\LRDP 2025
AFA	<b>Greek Park Improvements Funding and Design</b> Revised Concept Design and Fund Raising (Work Program 11-12)	<ul style="list-style-type: none"> <li>Fund raising in Winter {adjusted completion from Fall}</li> </ul>	100624-07 Board approval of concept design	Director, Admin	N/A	M:\Parks\Greek

Legend	H	M	L	AFA	NF
	High	Medium	Low	As funding is available	No current funding

## General Manager Priorities

Priority	Project Description	Milestones	Board Action	Responsible Party	Completion Date	File Reference
AFA	<b>Complete individual park plans</b> No funding designated for park plans in FY 2010-2011 or FY 2011-2012 (GM Objectives 10-11)	<ul style="list-style-type: none"> <li>Individual park audits are complete</li> <li>Audits compiled into single document for Work Program 12-13</li> </ul>	N/A	Grounds, contractors	Varies	M:\Parks\Park Audits
NF	<b>Update District tree plan</b> No Funding for FY 10-11 or FY 11-12 (GM Objectives 10-11)	<ul style="list-style-type: none"> <li>Approach Board for Direction 11/10/11</li> <li>Recommend streamlined version</li> </ul>	N/A	Grounds, consultant, GM	TBD	M:\Parks\Tree Plan
NF	<b>Make significant progress in advancing the design, engineering, and permitting of the Skate Park; prepare a development plan</b> No funding in FY 11-12 Budget (GM Objectives 10-11)	<ul style="list-style-type: none"> <li>Reestablish skate park in Perfect Parking Lot – complete</li> <li>Continue to seek opportunities for funding and partnerships</li> </ul>	N/A	GM	TBD	O:\Projects\Skate Park

Legend	H	M	L	AFA	NF
	High	Medium	Low	As funding is available	No current funding

## Priorities Proposed to be Removed from List

#	Description	Milestones	Comment
1	<b>Park Deeds and Facilities</b> Recreate and expand matrix of essential data for each District park (Board Directed)	<ul style="list-style-type: none"> <li>Draft complete and presented to Director Lagerquist in hard copy – 7/20/11</li> <li>Draft refined and forwarded to Board – 9/2/11</li> </ul>	REMOVE On-going administrative activity; move to complete list
2	<b>Estero Park Community Garden Fence</b> (Work Program)	<ul style="list-style-type: none"> <li>Fence replaced – 8/30/11</li> <li>New gates to be installed – 9/1/11 through 9/16/11</li> </ul>	REMOVE Complete
3	<b>Work with the Policy and Ordinance Committee to make necessary updates and changes</b> (GM Objectives)	<ul style="list-style-type: none"> <li>Noise Ordinance 2<sup>nd</sup> reading – Dec 2011</li> <li>Revise nepotism policy</li> <li>Revise purchasing policy</li> <li>Slackline policy and ord</li> </ul>	REMOVE On going District activity
4	<b>Park Sign Rehabilitation</b> (Unanticipated)	<ul style="list-style-type: none"> <li>Rebuild and repaint park signs as needed</li> </ul>	REMOVE On-going Grounds activity
5	<b>COB Benches</b> \$1,500 for a COB bench project in the District (Work Program)	<ul style="list-style-type: none"> <li>A cob bench feature could be incorporated into the disc golf course expansion.</li> </ul>	REMOVE No application
6	<b>Drug Paraphernalia Protocol</b> (Board Directed)	<ul style="list-style-type: none"> <li>Instruct Staff on procedure</li> </ul>	REMOVE Completed and presented to staff; move to complete list

Legend	H	M	L	AFA	NF
	High	Medium	Low	As funding is available	No current funding

## Completed Projects (FY 2010-11 & FY 2011-12)

1.	Camino Corto HMP (GM Objectives)	Work completed week of 1/31/11	Complete 10-11
2.	Camino Corto Vehicle Warning Signs (Deferred Project from 2009)	Work completed week of 1/24/11	Complete 10-11
3.	Complete the permitting of the AO park bridges demolition and replacement (GM Objectives)	Work completed.	Complete 10-11
4.	AO Park Restroom upgrades (Work Program)	Central Service and Supply providing plumbing work. All four are functional w/ North side on manual pending sensor tests.	Complete 10-11
5.	Curb Cut in Sueno Orchard (Work Program)	Work completed 1/1/11	Complete 10-11
6.	Project Development for re-Programming Anisq'Oyo' Bridge Replacement Block Grant Funds (Unanticipated)	Board selected Little Acorn Park, Disc Golf Course and seating. Staff submitted grant applications and projects underway.	Complete 10-11
7.	Inventory of play equipment, benches, pic-nic tables, water meters, electric meters, and trash cans (GM Objectives)	Necessary to institute a system of monitoring the allocation of resources for parks maintenance.	Complete 10-11
8.	Repair of Madrid Road Stub (Unanticipated)	Worst damaged sections patched for safety. Negotiated for work to be completed by others.	Complete 10-11
9.	Basketball Courts at Estero Park (Grant Funded Projects)	Concrete and posts in place	Complete 10-11
10.	Anisq'Oyo' Park Bridge Replacement (Grant Funded Projects)	Construction complete.	Complete 10-11
11.	Disc Golf Course (Grant Funded Projects)	Project Cancelled.	-
12.	Little Acorn Park Electrical (Work Program)	Electrical meter has been relocated and shed removed.	Complete 10-11
13.	Reestablish the partnership for funding Adopt-A-Block (GM Objectives)	GWSD Board approved budget expenditure to fully fund AAB.	Complete 10-11
14.	District Ranger Program (Work Program)	Matt Hoff hired as Ranger	Complete 10-11
15.	Reassessment District Engineer Search (Board Directed)	Contract for Penfield and Smith complete	Complete 10-11

<b>Legend</b>	<b>H</b>	<b>M</b>	<b>L</b>	<b>AFA</b>	<b>NF</b>
	High	Medium	Low	As funding is available	No current funding

## Completed Projects (FY 2010-11 & FY 2011-12)

16.	Financial Trend Data (Board Directed)	Ten year data on expenditures and revenues compiled.	Complete 10-11
17.	Little Acorn Upgrades (Grant Funded Projects)	Irrigation and reconstruction of paths, new landscaping and seating. Underway but delayed due to weather.	Complete 10-11
18.	Reassessment District Engineer of Record Search (Board Directed)	Penfield & Smith retained to complete 99-01.	Complete 10-11
19.	Playfield at Estero Park (Grant Funded Projects)	Construction contract generally complete. Turf to open Aug 15. District owned components to be installed.	Complete 10-11
20.	99-01 Reassessment Project (Unanticipated)	Corrections and updates completed. New Engineer firm retained. Significant savings to tax payers.	Complete 10-11
21.	Address the health, safety and enforcement issues that currently exist, with an emphasis on AO Park and open spaces (GM Objectives)	Pruning and clean-up work in Perfect and AO complete. Job description for Ranger position complete with intent to have Ranger on staff early Spring. Project for Spring may include physical changes to AO, Perfect, Peoples	Complete 10-11

<b>Legend</b>	<b>H</b>	<b>M</b>	<b>L</b>	<b>AFA</b>	<b>NF</b>
	High	Medium	Low	As funding is available	No current funding



## STAFF REPORT

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Gabe Bretado, District Clerk

**DATE REPORT PREPARED:** December 8, 2011

**MEETING DATE:** December 19, 2011

**RE: APPOINT BOARD MEMBER TO SERVE ON THE LAFCO SPECIAL DISTRICT SELECTION COMMITTEE**

**Recommendation:**

Appoint a Director to serve on the LAFCO Special District Selection Committee

**Executive Summary:**

This item is on the agenda so the Board may designate a Director to serve on the Local Agency Formation Commission (LAFCO) Special District Selection Committee per District Policy §4080 Memberships in Associations. The Special District Selection Committee is charged with the sole responsibility of selecting the Special District Member of LAFCO and alternate.

**Discussion:**

Local Agency Formation Commission (LAFCO) Commissioners are appointed to serve for four year terms. The current terms of office for Special District Member Cathy Schlottmann and Alternate Special District Member John Fox are scheduled to expire on March 1, 2012. Special District Members are appointed by the Special District Selection Committee which consists of the presiding officer of each independent special district in the County. If the presiding officer is unable to attend, the Board may appoint another of its members to attend and vote in the presiding officer's place.

The Special District Committee will meet on Monday, January 23<sup>rd</sup> at 5:00 pm to consider the nominations received by mail. The meeting will be held at the Santa Ynez Valley Marriott in Buellton.

**Fiscal Impact:**

There are no fiscal impacts associated with appointment of members. District membership and Board member attendance is included in the budget.



## STAFF REPORT

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Gabe Bretado, District Clerk

**DATE REPORT PREPARED:** December 1, 2011

**MEETING DATE:** December 19, 2011

**RE:** **SECOND & FINAL READING OF NOISE ORDINANCE**

**Recommendation:**

Approve second & final reading of Ord. No. 2011-001 “AN ORDINANCE OF THE ISLA VISTA RECREATION AND PARKS DISTRICT REGULATING AMPLIFIED SOUND ON DISTRICT PROPERTY”.

**Executive Summary:**

This item is on the agenda so the Board may hear the final reading of the Noise Ordinance previously considered on July 14, 2011.

**Discussion:**

At the July 20<sup>th</sup> meeting the Isla Vista Recreation & Parks District Board approved Ord. No. 2011-001 amending District Noise Ordinance 1989-01. The amendments would change the decibel level to 80dbA on all District owned property, it will limit the maximum number of park use permits and using sound amplifying equipment will be restricted to Downtown Parks only. Event organizers will still be able to request a variance. Variances from time and noise level restrictions of this Ordinance may be granted by the District Board by motion or written resolution if it finds that the variance promotes a program, function or purpose of the District, and that the benefit of the variance outweighs the detriment of the Isla Vista community. If amended this ordinance shall take effect thirty (30) days from December 19, 2011.

**Fiscal Impacts:**

Complying with the Sections §5786 et seq. which require that a summary of the ordinance or the actual ordinance be published in the newspaper within 15 days of the approval is anticipated to cost \$200.

**ORDINANCE NO. 2011-001**

**AN ORDINANCE OF THE ISLA VISTA RECREATION AND  
PARK DISTRICT REGULATING AMPLIFIED SOUND ON  
DISTRICT PROPERTY**

THE BOARD OF DIRECTORS OF THE ISLA VISTA RECREATION AND PARK DISTRICT ORDAIN AS FOLLOWS:

**Section 1.** Ordinance No. 1989-1 as amended on August 1, 2002, is hereby repealed in its entirety.

**Section 2. Declaration of Policy.** It is the policy of the Isla Vista Recreation and Park District (“District”) to prohibit and control unnecessary and excessive noise and vibration on District property to preserve tranquility and protect the use and enjoyment of District property. Above certain levels and at certain times, noises are detrimental to the health, safety, comfort and welfare of the community and, in the public interest, shall be proscribed.

**Section 3. Definitions.** For the purposes of this Ordinance, the following definitions shall govern unless the context clearly requires otherwise:

“District Property” means the recreation facilities and other District owned property located at Anisq’Oyo’ Park, Perfect Park, People’s Park, Little Acorn Park, Greek Park, Pardall Gardens, Sueño Park, Trigo Pasado Park, Estero Park, Tierra De Fortuna Park, Sueño Orchard, Children’s Park, Rottapel, Window to the Sea Park, Camino Pescadero Park, District Offices & District owned open spaces.

“Downtown District Parks” means the following District Properties located at Anisq’Oyo’ Park, Perfect Park, People’s Park, Little Acorn Park, Greek Park & Pardall Gardens.

“Park Use Permit” means a permit issued by the District pursuant to the District policies for use of District Property.

“Person” means any individual, firm, partnership, association, corporation, company or organization of any kind.

“Sound amplifying equipment” is any machine or device for the amplification of the human voice, music or any other sound, or by which the human voice, music or any other sound is amplified.

**Section 4. Use of Sound Amplifying Equipment on District Property.**

a. Prohibited Sound Levels. It is unlawful for any person to cause, allow, permit, use or operate sound amplifying equipment on District Property. Notwithstanding, any person may use sound amplifying equipment at Downtown District Parks if the person complies with the provisions of Section 5.



b. Sound Measurements. All sound measurements shall be performed using a sound level meter reading in decibels (dBc).

c. Location of Measurements. Sound measurements shall be taken on the property line of the property where amplified sound is being measured. The actual location of a sound level measurement shall be at the discretion of the District or their designee.

### **Section 5. Use of Sound Amplifying Equipment at Downtown District Parks.**

Sound amplifying equipment may be used at Downtown District Parks if all the following requirements are met:

- a. The use of sound amplifying equipment is in conjunction with a use for which a District park use permit has been duly executed and issued in accordance with District policies.
- b. The use of sound amplifying equipment is not permitted at any other day and time except those days and times listed herein.
- c. The sound emitted from the sound amplifying equipment may not exceed the following standards:

Sunday & Weekday Holidays	12:00 noon to 10:00 p.m.	80 dBc
Monday to Thursday	5:00 p.m. to 10:00 p.m.	80 dBc
Friday	5:00 p.m. to 12:00 midnight	85 dBc
Saturday	12:00 noon to 12:00 midnight	85 dBc

The maximum number of park use permits that may be issued for a use with sound amplifying equipment is limited to 4 permits in one calendar week (i.e. Monday through Sunday) if such use occurs after 5:00 p.m.

**Section 6. Park Use Permit.** The park use permit shall include the following information related to sound amplifying equipment: (i) the permit will notify the signatory of the provisions of Ordinance No. 2011-001 with regard to the use of amplified sound on District Property; (ii) the permit will notify the signatory that if Ordinance No. 2011-001 is violated, the District will cause the immediate termination of the use; (iii) the permit will notify the signatory that if Ordinance No. 2011-001 is violated, the use of sound amplifying equipment by the signatory and those listed as responsible for the event/performance under the permit will be suspended for a period of one-year from the date of the violation; and (iv) the permit will require that the signatory list the names, addresses and phone numbers of all persons responsible for the use under the permit.

**Section 7. Exceptions.** This ordinance does not apply to uses of sound amplifying equipment on District Property by the following: (i) the District and its employees and/or contractors; (ii) public safety personnel in the course of executing their official duties, including but not limited to, sworn peace officers, emergency personnel and public utility personnel, Isla Vista Foot Patrol, the Santa Barbara County Sheriff's Department, the California Highway Patrol, and the University of California Campus Police; and (iii) third parties who utilize sound amplifying equipment in conjunction with a District sponsored event.

**Section 8. Penalty.** Any person violating any provision of this ordinance will be issued a verbal warning for first violation. Any person violating any provision of this Ordinance shall be guilty of an infraction which is punishable by a fine not to exceed \$100. Any person violating any variance granted by the Board of Directors will incur a fine of \$250.

**Section 9. Enforcement.** Any uniformed District employee, peace officer, including but not limited to, members of the Isla Vista Foot Patrol, the Santa Barbara County Sheriff's Department, the California Highway Patrol, and the University of California Campus Police, shall enforce this Ordinance. Furthermore, the General Manager and District staff shall have the authority to deny use of sound amplifying equipment at Downtown District Parks to individuals and groups who fail to comply with this Ordinance for a period of one year from the date of violation.

**Section 10. Variances.** Variances from the time and noise level restrictions of this Ordinance may be granted by the District Board by motion or written resolution if it finds that the variance promotes a program, function or purpose of the District, and that the benefit of the variance outweighs the detriment to the Isla Vista community. Persons seeking a variance shall submit an application and applicants may be required to submit such information as the District may reasonably require. A hearing on the variance shall be noticed as required by Brown Act and the Board may condition the variance, including the placement of a time limit on the permitted activity. The variance shall not become effective until all conditions are agreed to by the applicant. In granting or denying a request, the District shall keep on public file a copy of the decision and the reasons for denying or granting the variance. The decision of the Board shall be final. Variances will require an increased security deposit of \$300.

**Section 11. Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The Board of Directors of the Isla Vista Recreation and Park District hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**Section 12. Effective Date.** This ordinance shall take effect and be in force thirty (30) days from the date of its passage; and before the expiration of fifteen (15) days after its passage it,

or a summary of it, shall be published once, in the Santa Barbara News Press, the Daily Nexus, the Goleta Sound, which are newspapers of general circulation, published in the County of Santa Barbara.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
CHAIRPERSON, BOARD OF DIRECTORS

ATTEST:

\_\_\_\_\_  
GABRIEL BRETADO  
DISTRICT CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
ROXANNE DIAZ  
DISTRICT COUNSEL

I, Gabe Bretado, District Clerk of the Isla Vista Recreation and Park District, do hereby certify that the foregoing Ordinance No. 2011-001 relating to the regulation of sound amplifying equipment on district property was duly adopted and passed at a regular meeting of the Isla Vista Recreation and Park District on the \_\_ day of \_\_\_\_\_, 2011 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:



## STAFF REPORT

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Gabe Bretado, District Clerk

**DATE REPORT PREPARED:** December 9, 2011

**MEETING DATE:** December 19, 2011

**RE:** **CONSIDER ESTABLISHING PARK HOURS ORDINANCE**

### **Recommendation:**

To waive the full reading of Ordinance No. 2011-003 “AN ORDINANCE OF THE ISLA VISTA RECREATION AND PARKS DISTRICT ESTABLISHING PARK HOURS AT DISTRICT PARKS ”, and introduce the ordinance and read by title only, and schedule a second reading for final approval.

### **Executive Summary:**

This item is on the agenda so that the Board can consider adoption of an ordinance (Attachment A) establishing park hours of operation for Isla Vista Recreation & Parks District parks.

### **Discussion:**

The proposed ordinance would close the parks either owned or managed by the District, from 2:00 AM to 6:30 AM. Individuals would be allowed to pass through the parks on their way to destinations outside the park.

This will be the first of two hearings needed to approve the Ordinance, which establishes public park hours of operation at District Parks.

### **Fiscal Impacts:**

Adoption of the ordinance will require signage be posted notifying the public of the park hours. Signage is expected to cost approximately \$1,500. Noticing for the ordinance is anticipated to cost \$200.

**ORDINANCE NO. 2011-003**

**AN ORDINANCE OF THE ISLA VISTA RECREATION AND PARK DISTRICT ESTABLISHING PARK HOURS AT DISTRICT PARKS**

THE BOARD OF DIRECTORS OF THE ISLA VISTA RECREATION AND PARK DISTRICT DOES ORDAIN AS FOLLOWS:

**Section 1. Short Title.**

This ordinance shall be known and may be cited as the “District Park Hours of Operation Ordinance.”

**Section 2. Definitions.**

For the purposes of this Ordinance, the following definitions shall govern unless the context clearly requires otherwise:

“Children’s Park” means the recreation facility known as Children’s Park located at 810 Camino Del Sur, Isla Vista, California.

“Park” means each park, open space, recreation facility or other property owned by the District and dedicated for public park or recreation purposes, including but not limited to the following parks: "Anisq'Oyo' Park", “Children’s Park”, "People's Park", "Perfect Park," "Little Acorn Park", "District Office", "Sueño Park", “Camino Corto Open Space”, “Del Sol Vernal Pool Reserve”, “Pardall Gardens”, “Gaffney Park” “Camino Pescadero Park”, “Greek Park”, “Kids’ Trail Park”, “Rottapel Park”, “Del Playa Open Space”,” Tierra De Fortuna Park”, “Tipi Village”, “Sueño Orchard”, “Trigo-Pasado Park”, “Window to the Sea Park”, and "Estero Park". The location of each said properties more particularly described in the real property records of the Isla Vista Recreation and Park District on file at the office of said Park District..

“Park District” means the Isla Vista Recreation and Park District.

“Person” means any individual, firm, partnership, association, corporation, company or organization of any kind.

**Section 3. Park Hours Established.**

(a) Except as otherwise provided in paragraph (b) of this Section or in Section 4 of this Ordinance, all District Parks shall be closed from 2:00 a.m. to 6:30 a.m. each day. No person shall be present or remain in or upon any Park during the hours the Park is closed.

(b) Children’s Park is closed each day from sunset to sunrise of the following day. No person shall be present or remain in or upon Children’s Park during the hours the property is closed.

#### **Section 4. Exceptions.**

The provisions of Section 3 of this Ordinance shall not apply to the following:

- (a) District personnel.
- (b) Persons attending activities or events otherwise allowed by a permit obtained from the Park District, provided that they exit the Park immediately after conclusion of the activity or event.
- (c) Persons attending a recreational activity, meeting, or other event or similar activity provided that the activity, meeting or event is sponsored or co-sponsored by the Park District, provided that they exit the Park immediately after conclusion of the activity, meeting or event.
- (d) Persons traveling through a Park to get to a destination outside of the park without stopping, standing, sitting or laying in the park. For purposes of this exception, a person may travel by foot or with the use of a non-motorized vehicle or device such as a bicycle, skateboard, roller skates or rollerblades to travel through the Park.

#### **Section 4. Violation of Ordinance.**

When it appears that a person(s) has violated this Ordinance, the General Manager of the Park District, or any other person directed to enforce this ordinance, may direct said person(s) to leave the park. This, however, will not preclude the Park District from prosecuting that person(s) pursuant to this Ordinance or any other provisions of California law.

#### **Section 5. Penalty.**

Any person violating any provision of this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punishable by a maximum fine of \$1,000 or by imprisonment in the County jail for six months, or by both fine and imprisonment.

#### **Section 6. Enforcement.**

Any uniformed District employee, peace officer, including but not limited to, members of the Isla Vista Foot Patrol, the Santa Barbara County Sheriff's Department, the California Highway Patrol, and the University of California Campus Police, shall enforce this Ordinance. Those possessing this authority to act within the boundaries of the Isla Vista Recreation and Park District will have the authority to enforce this Ordinance and will have the authority to eject or cause to be ejected from Children's Park any person(s) acting in violation of this Ordinance. Furthermore, the General Manager and District staff shall have the authority to deny use of Park District parks and facilities and participation in Park District programs to individuals and groups who fail to comply with this Ordinance.

**Section 7. Effective Date of Ordinance and of Park Use Hours Restriction.**

This Ordinance shall be in full force and effect 30 days after second reading of this Ordinance. The restrictions contained in Section 3 of this Ordinance shall not take effect for a particular Park unless and until a sign is posted at the Park providing public notice of the restrictions.

**Section 8. Severability.**

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The Board of Directors of the Isla Vista Recreation and Park District hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

ATTEST:

APPROVED AS TO FORM

\_\_\_\_\_  
Gabe Bretado, Board Secretary

\_\_\_\_\_  
Kevin G. Ennis, Co-General Counsel

I, Gabe Bretado, Board Secretary of the Isla Vista Recreation and Park District, do hereby certify that the foregoing Ordinance No. 2011-00\_ relating to the park hours at District Parks was duly adopted and passed at a regular meeting of the Isla Vista Recreation and Park District City Council on the \_\_ day of \_\_\_\_\_, 2011 by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- EXCUSED:





## STAFF REPORT

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Jeff Lindgren, General Manager

**DATE REPORT PREPARED:** December 8, 2011

**MEETING DATE:** December 19, 2011

**RE: DISTRICT WATER USE**

### Recommendation:

- A. Discuss and review water use data
- B. Consider modifications to District water use

### Executive Summary:

This item is on the agenda so the Board may review District water use data and consider modifications to water use.

### Discussion:

On September 8, 2011, the Board directed the GM by motion 110908-06, to establish a water conservation program consisting of the following:

1. Measure water use in irrigated parks, normalized to HCF/square feet per month
2. Set water conservation goals
3. Delegate the authority to controllers to staff – 1 person and 1 designated alternate
4. Establish a method of making tests and measure and record in a log water usage and controller setting – make measurements in different zones
5. Measure water usage in the other irrigated parks, to inform the decision whether or not to add them to a cyber-rain system.

Attachment A is a recent record of water use by park per month and calculates HCF per square foot. Separate logs for the Cyber Rain irrigation systems in Estero and Little Acorn Parks have been established. Each log includes Grounds activities that may include fertilization, turf, pest control, etc. (Attachment B and C). Chicken manure was applied in late Fall/early Winter as an early experiment to add nitrogen to turf areas prior to Winter rains.

The Grounds Supervisor has assigned and trained two Grounds Leads, Brad Collison and Carlos Velasco, to operate the Cyber Rain system.

At this time only water use and controller activity from Oct and Nov are recorded. Realistic water conservation goals can be established once more data are available.

**Fiscal Impact:**

The cost of water delivered by Goleta Water District is scheduled to increase through 2015. Water conservation will help to control those costs. However, as outlined in the September 8, 2011, staff report, Goleta Water District's rate structure is not designed to encourage water conservation.



## **ADMINISTRATIVE REPORT**

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Gabe Bretado, District Clerk

**DATE REPORT**

**PREPARED:** December 9, 2011

**MEETING DATE:** December 19, 2011

**RE: CANCEL & RESCHEDULE DECEMBER MEETING**

**Recommendation:**

Cancel the regular Board meetings scheduled for January 12, 2011 and consider selecting a date to reschedule.

**Executive Summary**

Staff recommends that the Board of Directors consider rescheduling the regular Board meeting for January 12<sup>th</sup>, due to the Holidays.

**Discussion**

The proposal is primarily aligned with Policy §5010. This item is on the agenda so that the board can reschedule the January meeting. Due to the New Year's Holiday, the week prior to the Board meeting is a short week, rescheduling the meeting will give staff more time to fully prepare the board agenda and packet.

**Fiscal Impact**

There are no foreseen direct fiscal impacts on rescheduling the January board meeting.



## STAFF REPORT

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**TO:** ISLA VISTA RECREATION AND PARK DISTRICT BOARD

**FROM:** Jeff Lindgren, General Manager

**DATE REPORT PREPARED:** December 5, 2011

**MEETING DATE:** December 19, 2011

**RE: PARK FACILITY USE FEE UPDATE**

**Recommendation:**

- A. Consider a revised fee structure for Park Facility Use Permits.
- B. Adopt resolution setting new fees for Park Facility Use.

**Executive Summary:**

This item is on the agenda so the Board may review park facility use fees from other park districts in the region and cost information for consideration of new fees that more accurately reflect the costs of special events to the District.

**Discussion:**

The District adopted park facility use fees in June 2000 and updated those fees in 2005 to include a higher fee for non-residents. Other than the addition of the non-resident fee, park facility use fees are unchanged since 2000.

The information provided for the fee update is based on a full cost recovery model. This means that the estimates of District costs for providing this service include all identifiable expenses associated with delivery of a park facility use permit and the associated park. Understanding the full costs of providing the park rental service provides a baseline for the Board to make policy decisions on a fee update. New fees can reflect a full cost recovery approach, as presented in the Proposed Fee Schedule, Attachment 3, or alternatively, new fees can include a District investment or subsidy by writing down the full cost of providing the permit and the park. The latter means acknowledging the full cost of providing the park rental service and making the decision to have the District carry some of the costs.

*Existing District Fees Compared to Other Fees in the South Coast Region*

Current fees are show in Attachment 1. IVRPD facility use fees are significantly lower than other Park Departments and Districts in the region, Attachment 2. County of Santa Barbara facility use fees are 200% to 300% higher than IVRPD. The closest Recreation and Park Special District, Pleasant Valley, charges fees that are 132% higher for small events and 328% higher for large events.

### ***Who Rents District Parks?***

2010 data show that 80% of reservations were made by Associated Students or Office of Student life at UCSB. Another 15% of reservations were made by Fraternities and Sororities with the remaining five percent of reservations made by private individuals and primarily for birthday parties. Approximately 65% of reservations for Special Events are large events with 35% small events. Two rentals during 2010 paid non-resident fees.

### ***Special Event Costs to District***

Analysis indicates that the costs to the District exceed the fees collected for facility use. On average, a small event requires one hour of office staff time for working with the potential park renter, completing the facility use permit, verifying insurance certificates, collecting the fee, making the deposit and necessary bookkeeping for fees and deposits. In addition, a small event requires about one hour of Grounds staff time to prepare the park for the special event and clean-up. The District facility use fee is \$25 for small events (\$50 for Anisq'Oyo' Park) while the direct and indirect costs to the District are \$75.61. This represents a \$50.61 cost to the District per small event.

Large events require about one and one half hours of office staff time and three hours of Grounds staff time. The District facility use fee is \$50 for large events (\$100 for Anisq'Oyo' Park) while the direct and indirect costs to the District are \$172.56. Cost to the District per large event is \$122.56. In 2010 there were 36 large events. The result was a District subsidy for large events at \$4,412.16.

### ***How District Costs Are Calculated***

Two types of costs are used to calculate the costs to the District – direct and indirect. Direct costs are identifiable expenses associated with providing a service. These expenses would not exist without the service. For purposes of this park facility fee analysis, direct costs include all the staff activity associated with the rental process and fee collection as well as preparing the park for a special event and cleaning up following the event.

Indirect costs which include overhead and costs that might exist without a specific service. For purposes of this park facility fee analysis, the indirect costs included in the proposed fees include the pro-rated share of the cost of vehicles, vehicle repair and fuel applicable to amount of time Grounds staff spends on special events.

### ***Proposed Fee Schedule***

A proposed fee schedule, Attachment 3, updates several important components of the existing fee schedule. The highlights include:

- a) New fees reflecting full cost recovery for the District
- b) Improves readability by establishing a two tiered fee structure with only Anisq'Oyo' Park, the primary venue for the largest special events, with a separate fee structure.

- c) Eliminate the non-resident fee
- d) Standardize deposit amounts for both small and large events.
- e) Update alcohol permit fees to reflect added requirements from Isla Vista Foot Patrol.
- f) Combine the Alcohol Permit for one person into a new category of 1-10 people.
- g) Remove the “Stage Lighting” rental fee. The District no longer rents stage lighting.

Gov. Code Section 66018 requires that fees be adopted by resolution at a public hearing with 10 day notice.

***Revenue Implications***

The proposed fees are anticipated to have a positive effect on District revenues. In 2010, there were 55 park rentals; 36 large events and 19 small events. Park rental revenue for 2010 was \$2,590. Assuming a stable number of park rental for the coming year, and using the full cost recovery model for new fees, park rental revenue would increase to \$8,598. Higher fees may lead to fewer rentals, however, the typical park rental during 2010 was a group or organization that may not be impacted greatly by the fee increase.

**Fiscal Impact:**

Updating fees to reflect full cost recovery for providing service is anticipated to improve revenues to cover actual costs incurred by the District.

## Attachment 1

### IVRPD Facility Use Fee Update Current Fee Schedule

PARK TO BE RENTED	Number of people	Rental Fee Student Grp IV Nonprofit IV Resident	Rental Fee Nonresident	Deposit
Anisq'Oyo', Small Event	Less than 300	\$50	\$120	\$150
Anisq'Oyo', Large Event	300+ / amp	\$100	\$240	\$300
All Parks <sup>1</sup> , Small Event	Less than 50	\$25	\$30	\$100
All Parks <sup>1</sup> , Large Event	50+	\$50	\$60	\$250
Greek Park, Small Event	Less than 100	\$25	\$30	\$100
Greek Park, Large Event	100+	\$50	\$60	\$150
Children's Park, Small Event	Less than 50	\$25	\$30	\$100
Children's Park, Large Event	50+	\$50	\$60	\$250
Rental of Booth Lighting		\$25	\$25	\$25
Rental of Stage Lighting		\$100	\$100	\$500

Alcohol Permit (Short form)	1	\$10	No Deposit
Alcohol Permit (Short form)	2-10	\$35	No Deposit
Alcohol Permit (Event)	11-Max	\$10`	Deposit + Park Fees
Barbecue Permit (Event)	Any	\$10	Deposit + Park Fees
Recycling & Trash Fee	300+ / Amp	Varies	
Host Fee	300+ / Amp	\$15/hr	
Electricity Fee	Any use	\$15	

<sup>1</sup> All Parks include all District and County parks in Isla Vista, with the exception of Anisq'Oyo', Children's & Greek Parks, which have separate fee schedules

## Attachment 2

### IVRPD Park Facility Use Fee Update

Comparison of Park Facility Use Fees in the South Coast Region

	<i>IVRPD Current Fees</i>	<i>Santa Barbara County</i>	<i>City of Santa Barbara</i>	<i>City of Oxnard</i>	<i>Pleasant Valley Recreation &amp; Park District</i>	<i>City of Ventura</i>
<b>Up to 49 people</b>	\$25	\$75	\$85	No fee for uncovered areas	\$33	NA
<b>Up to 100 people</b>	\$50	\$100	\$105	NA	\$77	\$193
<b>Up to 200 people</b>	NA	\$125	\$165	NA	\$218	\$193
<b>Up to 300 people</b>	\$50	\$200	NA	NA	\$328	NA
<b>More than 300 people</b>	\$100	\$300	NA	NA	NA	NA



### Attachment 3

#### IVRPD Park Facility Use Fee Update Proposed Fee Schedule

<b>Park</b>	<b>Number of People</b>	<b>Fee</b> <i>IV resident Not-for-profit Student Group</i>	<b>Fee</b> <i>Non-resident</i>	<b>Deposit</b>
<b>Anisq'Oyo' Park</b>				
Small Event	Less than 100	\$125	<b>Deleted Non-Resident Fee</b>	\$150
Large Event	100+	\$223		\$300
<b>All Other Parks</b>				
Small Event	Less than 50	\$75		\$150
Large Event	50+	\$173		\$300
<b>Other Permits/Rentals</b>				
Alcohol Permit	1-10 people	\$20		No Deposit
Alcohol Event Permit	11+	\$20		Park Fee+Deposit
Bar-B-Q Permit	Any	\$10		
Booth Lighting	NA	\$25		\$25
Host Fee	Large Event	\$20/hr		
Electricity Fee	Any use	\$15		

Violations of terms and conditions of the Park Use Permit can result in forfeiture of deposit. This includes organizer failure to adequately clean a rented park following an event.

## Attachment 4

### IVRPD Park Facility Use Fee Update

District Costs for Providing Park Rental Service – Full Cost Recovery Model

<b>Park Rental-Small Event</b>			
<b>Activity</b>	<b>Avg Time</b>	<b>Staff Cost/Hr</b>	<b>Staff Cost</b>
Rental Services	0.5	\$ 39.74	\$ 19.87
Bookkeeping	0.5	\$ 34.40	\$ 17.20
Grounds	1	\$ 35.09	\$ 35.09
<b>Staff subtotal/small event</b>			<b>\$ 72.16</b>
<b>Vehicles (mowers, trucks)</b>			
	<b>Grounds Time/2</b>	<b>Vehicle Cost/Hr</b>	<b>Vehicle Cost</b>
Vehicle, Amortized, Pro-rated	0.5	\$ 1.33	\$ 0.67
Fuel, Pro-rated	0.5	\$ 2.92	\$ 1.46
Repairs, Pro-rated	0.5	\$ 2.65	\$ 1.33
<b>Vehicle subtotal/small event</b>			<b>\$ 3.45</b>
<b>Total Cost/small event</b>			<b>\$ 75.61</b>

<b>Park Rental-Large Event</b>			
<b>Activity</b>	<b>Avg Time-Hr</b>	<b>Loaded Staff Cost/Hr</b>	<b>Total Loaded Staff Cost</b>
Rental Services	1	\$ 39.74	\$ 39.74
Bookkeeping	0.5	\$ 34.40	\$ 17.20
Grounds	3	\$ 35.09	\$ 105.27
<b>Staff subtotal/large event</b>			<b>\$ 162.21</b>
<b>Vehicles (mowers, trucks)</b>			
	<b>Grounds Time/2</b>	<b>Vehicle Cost/Hr</b>	<b>Vehicle Cost</b>
Vehicle, Amortized, Pro-rated	1.5	\$ 1.33	\$ 2.00
Fuel, Pro-rated	1.5	\$ 2.92	\$ 4.38
Repairs, Pro-rated	1.5	\$ 2.65	\$ 3.98
<b>Vehicle subtotal/large event</b>			<b>\$ 10.35</b>
<b>Total Cost/large event</b>			<b>\$ 172.56</b>

RESOLUTION NO. 111219-001

RESOLUTION OF THE BOARD OF THE ISLA VISTA RECREATION AND  
PARK DISTRICT AMENDING THE FEE SCHEDULE FOR THE USE OF  
PARK FACILITTES

The Board of Directors of the Isla Vista Recreation and Park District does resolve as follows:

Section 1. The Board hereby amends the existing fee schedule for “Park Facility Use Fees” in the amount set forth in Exhibit A, attached hereto and incorporated herein. Said fee shall be included and incorporated into the District’s schedule of fees and charges.

Section 2. The Board is taking action only on that fee as set forth in Exhibit A. Any other fees and charges and required payments for services, etc., set forth in District’s schedule of fees and charges have not been readopted and remain in place.

Section 3. The District Clerk shall certify to the adoption of this resolution.

Adopted:

\_\_\_\_\_  
Bruce Murdock, Chair  
Isla Vista Recreation and Park District

Attest:

\_\_\_\_\_  
(SEAL)  
Gabe Bretado, District Clerk

Approved as to Form:

\_\_\_\_\_  
Roxanne Diaz, Co-General Counsel

## EXHIBIT A

## IVRPD Park Facility Use Fee

<b>Park</b>	<b>Number of People</b>	<b>Fee</b> <i>IV resident Not-for-profit Student Group</i>	<b>Fee</b> <i>Non-resident</i>	<b>Deposit</b>
<b>Anisq'Oyo' Park</b>				
Small Event	Less than 100	\$125	<b>Deleted Non-Resident Fee</b>	\$150
Large Event	100+	\$223		\$300
<b>All Other Parks</b>				
Small Event	Less than 50	\$75		\$150
Large Event	50+	\$173		\$300
<b>Other Permits/Rentals</b>				
Alcohol Permit	1-10 people	\$20	No Deposit	
Alcohol Event Permit	11+	\$20	Park Fee+Deposit	
Bar-B-Q Permit	Any	\$10		
Booth Lighting	NA	\$25	\$25	
Host Fee	Large Event	\$20/hr		
Electricity Fee	Any use	\$15		