

COUNTY OF CURRY)
CITY OF CLOVIS) ss.

The Parks, Recreation & Beautification Committee met in regular session at 5:30 p.m., Monday, February 21st, 2023, in the North Annex, Clovis-Carver Library, 701 N. Main Street, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Commissioner Megan Palla, Chairperson, District 4
Commissioner Helen Casaus, Vice Chairperson, District 3
Commissioner George Jones, District 1
Commissioner Gene Porter, District 2
Sabra Smith, District 1
Jamaal Williams, District 2
Gilbert Salguero, District 3
Thomas Martin, District 4
Philip Frazee, County Resident
Bob Aucutt, Member organization utilizing parks

EX-OFFICIO PRESENT: Russell Hooper, Parks & Recreation Director
 Justin Howalt, City Manager

EX-OFFICIO ABSENT: Lonnie Baca, Clovis Municipal Schools

ALSO PRESENT: Claire Burroughes, Assistant City Manager
 Vicki Reyes, Assistant City Clerk
 Representatives from various Clovis sports organizations

Agenda Item No. 3 – Approval of minutes of February 13, 2023

Commissioner Casaus made a motion to approve the minute of February 13, 2023 as presented; Commissioner Jones seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Discussion and recommendation regarding daily use fees

Commissioner Palla advised they appreciate all of the emails they have received. They received wonderful suggestions and recommendations. They understand that they have not presented the parks and recreation budget and expenses very well. They have been talking about this since November. The city manager has put together a presentation explaining where the money comes from and goes in the Parks and Recreation Department.

Mr. Howalt advised the GRT percentage is 8.0625% which is broken down: 3.8% state portion, 0.875% Curry County portion and the City of Clovis receives 3.4125%. The City’s portion is also broken down and dedicated in various funds in the city’s budget.

General Fund: 1.9750%
Environmental: .0625%
Parks Improvements: .0625%

Infrastructure improvements:	.0625%
Civic Center:	.0625%
Economic Development	.1250%
Capital Outlay	.2500%
Water	.2500%
Special Street	.2500%
Fire & Police	.2500%
Drainage	.0625%

Mr. Howalt advised the general fund is used for 17 of the city's departments to fund their operating budgets. The environmental fund is a requirement of the New Mexico Environment Department Solid Waste Bureau in order to provide closure/post closure costs on the landfill. Police and Fire are funded with the majority of the funds from the general fund. Public Works is the third highest funded and the fourth highest funded department is the parks department.

The \$6,000,000 of gross receipts generated from annual tournaments means the city only receives \$204,750. The total GRT generated is \$483,750, which is distributed as follows: \$118,500 to the general fund and \$3,750 for parks improvements.

In 1997 the City of Clovis generated a parks improvements fund which generates of average of \$552,000 annually. The City took out a bond to make several parks improvements. The debt service is \$416,000. That bond will mature in 9 years and will then be freed up to continue to make parks improvements. The City uses the balance of the parks improvement fund when they receive grants, but they are not 100% funded and the City usually has to come up with a match. The City Commission just approved replacing the interior lights at Roy Walker and the parking lot lights, which cost \$140,000.

The parks maintenance budget is \$1,885,490 and is divided as follows:

- Personnel Services - \$991,890.00 (53% of Budget)
- Utilities - \$453,300.00 (24% of Budget)
- Insurance - \$61,000.00 (3% of Budget)
- Fuel - \$35,000.00 (2% of Budget)

Represents 82% of Overall Parks Maintenance Budget

- rd 3 Party Agreements - \$21,850.00
- Maintenance Contractual - \$178,509.00
- Maintenance Supplies - \$91,710.00
- Chemicals - \$39,831.00
- Safety - \$5,200.00
- Staff Development - \$7,200.00

The recreation budget is \$619,375:

Personnel Services - \$489,559.00 (79% of Budget)
 Utilities - \$30,200.00 (5% of Budget)
 Insurance - \$11,000.00 (2% of Budget)

Represents 86% of Overall Recreation Budget

3rd Party Agreements - \$1,000.00
 Maintenance Contractual - \$73,047.00
 Maintenance Supplies - \$12,544.00
 Chemicals - \$100.00
 Safety - \$925.00
 Staff Development - \$1,000.00

The current use fee structure for youth is as follows:

LEAGUE	FIELD	SPORT	SEASON	# PART.	FEE
American	Dickenson/Lockwood	Baseball	Spring 22	142	\$284.00
Zia	Beachum/Harris	Baseball	Spring & Fall 22	330	\$660.00
Upward	Hillcrest	Flag FB	Fall 22	141	\$282.00
CBA	Brady/Dean/Harris	Baseball	Spring 22	264	\$528.00
CYSA	Hillcrest	Soccer	Spring & Fall 22	698	\$1,396.00
CGAA	Bob Spencer	Softball	Spring 22	500	\$1,000.00
Clovis Fast Pitch	Greene Acres	Softball		150	\$300.00
CSC	Aquatic Center	Swim	22	63	\$126.00
			Totals	2225	\$4,450.00

Prior to 2008 the \$2 per youth per season fee was put into place, which generates \$4,450. The fees they currently collect do not put a dent in the overall budget. The current user fee structure for adults is:

LEAGUE	FIELD	SPORT	SEASON	# PART.	FEE
Clovis Fun League	Bob Spencer	Softball	Fall 22	192	\$576.00
CSA	Guy Leeder	Softball	Spring/Summer/ Fall 22	2718	\$8,154.00
Clovis Volleyball Assoc.	Roy Walker	Volleyball	Spring & Fall 22	570	\$570.00
Clovis Volleyball Assoc.	Hillcrest	Volleyball	Summer 22	390	\$1,170.00
			Totals	2225	\$11,610.00

The water bill alone for the parks is more than what the fees generate.

The city has invested nearly \$2 million in park improvements. The proposed parks projects will cost \$6,471,000.

Year	Description	Location	Amount
2020	Pesticides	Parks	\$ 5,130.00
	Irrigation Supplies	Parks	\$ 5,680.52
	Fencing Project Lot 3	Hillcrest	\$ 15,961.46
	Repair Water Tank	Hillcrest	\$ 9,160.09
	Repair Doors	Potter Pool	\$ 5,000.00
	Paint Bldg	Potter Pool	\$ 7,098.03
	Repair well panel box	Mike Harris	\$ 5,000.00
	Repair Water Tank	Hillcrest	\$ 5,409.38
	Park Signs	Parks	\$ 3,992.67
	Locate and repair gas leak		\$ 5,000.00
	Check Well	Hillcrest	\$ 7,000.00
	Tree Trimming	Parks	\$ 163,216.26
	Pool Chemicals	Aquatics	\$ 13,000.00
	Replace Cooler	Roy Walker	\$ 6,546.90
	YRB interior repairs	YRB	\$ 52,715.12

	YRB Roof	YRB	\$ 194,915.03
	Cover YRB	YRB	\$ 7,000.00
	Totals		\$ 511,825.46
Year	Description	Location	Amount
2021	Gas line repairs	Potter	\$ 4,072.82
	Replace canopy over Picnic table	Rierson	\$ 4,151.97
	Pesticides	Parks	\$ 10,000.00
	Repair broken glass	Aquatic Center	\$ 3,266.13
	Tile and paint restrooms	Splash Pad	\$ 3,922.50
	LED lights install	Park and Rec building	\$ 10,098.08
	Irrigation repair	Greene Acres	\$ 3,891.57
	Parking lot repave and resurface	Guy Leeder	\$ 257,410.84
	Irrigation supplies	Fields	\$ 7,192.74
	Irrigation supplies	Parks	\$ 8,632.76
	Electrical supplies to add lighting	Sandoval BB court	\$ 4,000.00
	Playground equipment		\$ 10,695.73
	Prime and paint canopy	Hillcrest	\$ 4,401.15
	Fencing Project Bid Lot 1 & 2	Hillcrest	\$ 145,824.71
	Pool Chemicals	Aquatics	\$ 13,000.00
	Rec Supplies	Roy Walker	\$ 1,462.17
	Total		\$ 492,023.17
Year	Description	Location	Amount
2022	Irrigation Repairs	Spencer/AYSO	\$ 3,720.93
	Pesticides - Vector	City	\$ 9,490.10
	Irrigation Supplies	Fields	\$ 4,059.80
	Pool Plaster	Potter	\$ 86,645.97
	Trees	Parks	\$ 18,620.00
	Irrigation Supplies	Parks	\$ 3,898.46
	Irrigation Supplies	Fields	\$ 7,939.57
	ADA Chair lift	Aquatics	\$ 4,764.54
	Light Pole	Guy Leeder	\$ 20,113.38
	Fence Repair	Hillcrest	\$ 4,978.81
	Fence Repair	Dog Park	\$ 3,319.22

	Slide	Greene Acres	\$ 3,051.42
	Light Installation	Beachum	\$ 47,579.00
	LED Lights	Beachum	\$ 79,900.00
	Playground Equipment	Dennis Chavez	\$104,958.78
	Pool Chemicals	Aquatics	\$ 13,848.83
	LED lights	Roy Walker	\$ 4,897.03
	Retractable Bleachers	Roy Walker	\$ 59,926.61
	Exercise Equipment	Roy Walker	\$ 5,115.81
	Totals		\$ 486,828.26
Year	Description	Location	Amount
2023	Beachum Field Restrooms	Potter	\$ 11,741.10
	100 gal Water Heater	Aquatics	\$ 7,827.69
	Pesticide Pre-Emergent	Fields	\$ 6,578.54
	Slab and Shade Structures (2)	Beachum Fields	\$ 16,717.58
	Rubber Mulch	Greene Acres	\$ 12,200.00
	Bleachers (2)	Beachum Fields	\$ 12,400.00
	Restroom repairs	Potter	\$ 6,823.07
	Door replacement	AYSO & Par 3	\$ 7,548.37
	Skatepark Improvements	Greene Acres	\$ 102,611.18
	Playground Installation	Rierson	\$ 40,641.10
	Playground Installation	Greene Acres	\$ 39,115.44
	Playground Equipment	G. A. & Rierson	\$ 167,316.92
	Pump, Chemical Controller, Vacuum	Aquatics	\$ 9,723.00
	Repair and repaint pavilions	Rierson	\$ 7,154.54
	Repaint pavillions and bathroom	Greene Acres	\$ 9,226.78
	Repair and repaint pavilions	Sunset	\$ 6,822.01
	Irrigation Supplies	Parks	\$ 6,727.55
	Pool Chemicals	Aquatics	\$ 8,000.00
	Pickleball court -resurface	Greene Acres	\$ 17,181.94
	Well Motor	Hillcrest	\$ 9,954.93
	Parking Lot Lights	Roy Walker	\$ 19,225.20
	Wall Pack Lights	Roy Walker	\$ 3,195.70
	Total		\$ 528,732.64

Total Sports Fields: \$2,308,000

Total Playground: \$1,477,000

Total Parks: \$2,686,000

Mr. Williams asked what the debt service bond was for. Mr. Howalt advised it was for the golf course, expanding the zoo, and building the splash pad.

Mr. Martin thanked everyone for their suggestions. He advised one thing that was asked was why this couldn't be an incremental tax increase to the citizens as a whole. Mr. Howalt advised the City of Clovis is allocated a certain amount of GRT that can be put into place by the State of New Mexico. They have adopted a majority of the available gross receipts tax. The State Legislature has raised minimum wage and there is legislation being run to increase minimum wage to \$15.50 an hour. The total impact to payroll over the last two years is over \$2 million. They will need the GRT to meet payroll. The department directors have done an amazing job with the monies allocated to them. They haven't increased budgets to particular line items since 1997.

Mr. Frazee asked if any of the property tax goes towards any of the 17 departments. Mr. Howalt advised the property tax is broken down between the State of New Mexico, Curry County, the School District, CCC and the City of Clovis. The city receives \$2.5 million from property taxes which also gets allocated.

Mr. Williams asked how the proposed improvements are prioritized. Mr. Howalt advised they haven't been. His plan is to work with this committee to prioritize those.

George Bommer, American Little League, advised the parks should be property tax and the kids shouldn't have to pay for that. They spend \$3,000 out of their league money for upkeep on their fields. The money he sees in the budget is for the parks overall that everyone uses. Mr. Howalt advised the city cuts all of the grass at all of the fields except at Dickenson and American Little League fields. They were told that they did not want the city to provide those services but the city is happy to do so.

Brenda Viegas asked if the parks maintenance budget would go towards their concession improvements. Mr. Howalt advised they have replaced doors and lighting to their facility. Ms. Viegas asked if the hot water heater replacement was denied. Mr. Howalt advised they are working on an app to submit work orders which will include the parks department. The leagues and volunteers are more in tune with what is going on at these facilities so they will be able to create a work order to submit directly to the parks department.

Kelly Marshall asked how grant money was applied. She asked how they could help acquire more grant funding. Mr. Howalt advised they did apply for the pickleball grant but did not receive it. They received funding for Goodwin Trails but are still waiting on the grant. They applied for a Kaboom grant to replace playground equipment at Greene Acres. There is never a guarantee that they will receive that grant funding.

Kenneth Lindsey asked what the projected increase in income would be for the projected \$50 fee and where would the money be applied. Mr. Howalt advised the project revenue ends up wherever the board decides the fee structure needs to be. He advised based off of the numbers

presented previously it would be around \$345,000. Mr. Lindsey asked what the city would do if the system collapses because no one participates. Mr. Howalt advised the City is funding 100% of the parks out of gross receipts tax. The user fees coming in is only around \$16,000. The parks system is not reliant upon the user fee that is currently being collected.

Commissioner Palla asked if Mr. Howalt had some of the numbers for the cost of watering the fields. Mr. Howalt advised the City of Clovis has implemented a reuse project within the City of Clovis. The cost per 1,000 gallons is \$2.34, which is less than what the city pays to EPCOR. Last fiscal year the cost to water some of the fields was:

AYSO	\$ 24,000
Jim Hill complex	\$ 5,800
Guy Leeder	\$ 36,000
Hillcrest Golf Course	\$131,000
Dickenson Field	\$ 5,200

Commissioner Palla advised she where they are all coming from. The most important thing she has learned is that they all want the same thing. They all want beautiful well maintained parks, robust activities for the youth. Everyone's sport or activity is the most important sport or activity. Their goal is to present a new recommendation to the City Commission because they will make the final decision.

Commissioner Palla advised the recommendation she is going to present comes from all of the recommendations they received from citizens. She read through the recommended user fees:

Youth Sport User Fees

- All youth utilizing City of Clovis facilities for sporting activities must be registered with the City of Clovis prior to the beginning of the season
- Youth sports fee \$10/season
- Youth must present registration with the city when signing up with the league
- League will, within 15 business days after the start of the season, submit all rosters of players along with users fee for all players
- City will confirm registration with the league of all players on rosters

BENEFITS

- City safety concerns addressed with having waiver & contact information on file
- City has the ability to advertise new activities via email as well as field conditions/closures/repairs/concerns

Adult Sport User Fees

- All adults utilizing City of Clovis facilities for sporting activities must be registered with the City of Clovis prior to the beginning of the season
- Adult sports fee \$20/season
- Adults must present registration with the city when signing up with the league

- League will, within 15 business days after the start of the season, submit all rosters of players along with users fee for all players
- City will confirm registration with the city of all players on rosters

BENEFITS

- City safety concerns addressed with having waiver & contact information on file
- City has the ability to advertise new activities via email as well as field conditions/closures/repairs/concerns

Roy Walker Admission Fees

- \$1.00 entrance fee for all (including spectators)
- \$10 annual youth pass available for purchase
- \$35 annual adult pass available for purchase

Note - If playing/coaching club sport during club time player/coach does not have to pay admission fee to enter Roy Walker

Benefits to Citizens

- 100% of sports user fees will go into repairs/maintenance & beautification activities related to City of Clovis parks
- City will continue to expand youth and adult recreational activities available to Clovis area residents
- City will create an online reporting system for league board members to report any maintenance and repair issues needing to be addressed by the city
- City will invite a representative from each league to every Parks and Recreation meeting to give a report, if they wish, regarding their concerns, upcoming tournaments and most importantly successes of their athletes and teams
- Volunteer coaches will not be required to pay adult user fees

Other

Children under the age of 12 cannot enter Roy Walker Gym unsupervised. An adult (over the age of 18) must escort children.

Commissioner Palla advised they don't have waivers for anyone that plays on any of the city facilities. They would create an account, sign a waiver, once it is signed they will go to their league with their fee. She received everything from zero dollars to \$50. Effective April 1 or the beginning of the next league season they will charge a \$10 fee. The league will, within 15 business days, submit the rosters with all of the players along with the user fees. The city has been concerned with not having waivers signed or contact information. They will have the ability to advertise new activities as well as any updates on fields.

Currently any youth can get into Roy Walker at any time at any age. Children under the age of 12 must be supervised by a responsible third party or adult.

100% of the sports fees and admission fees will go into the repairs/maintenance & beautification activities to the parks. The city will continue to expand youth and adult recreational activities. The city will create an online reporting system for league board members to report any maintenance and repair issues needing to be addressed by the city.

The city will also invite a representative from each league to every Parks meeting to give a report. It would be wonderful to open the lines of communication. She asked for representatives from the leagues to provide their information on the form that Ms. Reyes has after the meeting.

Mr. Aucutt advised he has spoken to most the leagues and the general consensus on the youth was that \$10 was too much. They should have been going up a little in small increments a long time ago. He suggested \$5 to start with and then they can increase if they need to. They need the money and could use it. He thought they would lose leagues if they increase anymore on the youth leagues.

Commissioner Porter advised he could see Mr. Aucutt's point and they need to make sure the kids can stay in sports. He advised \$10 is where they need to be but he suggested lowering this years fee to \$5 and then increase incrementally.

Commissioner Jones advised it was going to cost more for the adults to go play if they stay at the \$20 fee. He suggested \$5 for the youth and \$10 for adults. They can't make up this deficit in one swoop. He agreed they need increases, but not all at one time.

Mr. Frazee advised that was a little of the low side and he understood inflation and the poverty rates. A lot of the people that spoke to them complained about the fields and that they need to get things done, but they have to raise funds to get things done. He would not vote against the numbers suggested but they need to ensure the general population knows that this is a starting point to increasing.

Commissioner Casaus advised she was against increasing for the children, but she understood they need money to fix the fields. Her recommendation was \$5 for youth and increase yearly until they are comfortable and \$10 for adults if they are willing to work on the fields also, which most of them already do. Ms. Smith suggested a bi-yearly increment.

Commissioner Palla advised the motion was to charge a \$5 season fee for youth and a \$10 season fee for the adults, increasing bi-yearly for x number of dollars. Mr. Williams asked if the league fee would cover the youth pass. Commissioner Palla advised that was being kept completely separate. The youth pass would be administered by the City of Clovis and purchased from the City of Clovis.

Mr. Williams asked if there was a way to credit the volunteers each season. Commissioner Palla advised that would be difficult to quantify. Commissioner Porter advised that would be difficult to manage. He advised they need to discuss where the step stops and when it starts again. They don't want to be in the same position of decades with no increase. Mr. Frazee didn't think they need to quantify the step. He suggested addressing this every 2 years. Commissioner Palla

advised the Revenue Review Committee meets every 2 years to discuss fees but she and Mr. Howalt suggested moving this item to the parks board for discussion.

Mr. Martin asked if they could charge \$.50 for youth and \$1.00 for adults, capped at \$10 per season and \$20 per season. At \$5 and \$10 he didn't think they would see anything remarkable. The way to get better facilities is to generate revenue. The fee isn't a penalty but it is a way to better the parks and fields.

Mr. Aucutt advised the leagues are 100% volunteers and without those volunteers those leagues wouldn't happen. Mr. Howalt advised based off number of participants it will generate around \$50,000.

Commissioner Palla advised they would allow 10 people to speak with 3 minutes for each speaker. Mr. Gary Hamilton asked if the youth would pay \$10 for every sport or \$10 for the whole year. Commissioner Palla advised the recommendation was \$5 for youth per season that they play a sport. Mr. Hamilton advised based on the \$5, anyone under 18 years old he will pay the fee. Commissioner Palla thanked Mr. Hamilton for his generous offer.

Mr. Roger Jackson, Clovis Softball Association, advised they maintain their fields and the city mows and works on their irrigation. He advised in 2019 they spent \$35,475 on new fencing and brackets and new LED lights. In 2022, they spent \$34,300 on LED lights on the infields. He asked about the tournament fee. The board has suggested a \$30 increase per team and he's worried that will keep some of the teams away. Commissioner Palla advised the tournament fee wasn't on the agenda but they can put it on a future agenda.

Mr. Todd Ulses, CYSA, asked if the \$500 they would have to pay to rent the clubhouse was on the agenda. Commissioner Palla advised they were only discussing the youth and adult fees, but they can put that on the next agenda.

Mr. Robert Tyler, CGAA Softball, asked why only the organized leagues were being charged user fees. He advised people are using the parks and they should be charged equally. He asked who picks and chooses who is getting charged. He advised there was no difference between the golf course and the dog park. People are still using the parks. Commissioner Palla advised they were not going to start charging people to go play at the park or go to the dog park. Mr. Tyler advised if they are going to charge the leagues they should charge everyone.

Ms. Viegas advised she didn't think the community trusted them. There was no trust that their money was going to be used to make improvements. Commissioner Palla advised trust is very fundamental. She assured everyone that the city takes these repairs and problems in the parks extremely seriously. By law they have to put 100% of these funds into this parks fund, they can't do anything else with it. Mr. Howalt advised the investment that the City of Clovis, State of New Mexico and grants that have been put into the parks is over \$2 million. To say that the City of Clovis isn't doing anything to the parks is inaccurate.

Mr. Kelly Tindle, Clovis American Little League, advised part of the problem with the youth in this town is that the sports is spread out between so many entities. He would like to see the City bring youth in and maintain that. They need to bring everything to one point.

Ms. Mirna Valdez asked why just this percentage of the community being charged a tax that applies to all of the city's parks. Commissioner Palla advised they were going to charge an entry fee into Roy Walker. As far as taxing the whole population, they have regulations regarding that. Mr. Howalt advised with the individual fields there is increased costs. With a baseball field there is additional utility costs, fencing, etc. A park green space doesn't have a fence so they aren't having to repair or maintain a fence. Ms. Valdez asked how much money they had in grants that was reserved and how much grant money was going to be used for repairs. She asked why they haven't put more money from the gross receipts into the parks fund. Commissioner Palla advised there was grant money, but it's already been spent. Ms. Valdez advised they need to have something free for the community and \$1.00 for Roy Walker is a lot to some people. Commissioner Palla advised they are putting in playground equipment, doing upgrades to the skate park, adding bleachers and shading to Beachum Field and that was where the last grant money received was spent. She advised as far as the GRT, the 1/16th% is set by statute and they can't change that. Mr. Howalt advised the dedicated 1/16th for parks improvements is paying the debt service on the bond. Once that bond is paid off it will be available for parks improvements.

Ms. Darlena Sanchez, CYSA, asked what would be done with the soccer fields. There is dirt, rock and stickers on the fields. Mr. Howalt advised the turf gets worn out in the goalie areas, but in between there is grass. They have a plan in place to fertilize, weed control and they are applying techniques to grow grass. Ms. Sanchez advised they have had balls popped because of stickers and they play in dirt and rocks year round. Mr. Howalt advised they added additional irrigation to areas that were previously rough when it was a golf course.

Ms. Amanda Wright asked why the money from recreational marijuana been put into the parks. They haven't put anything back into the community for almost a year. Mr. Howalt advised the total revenue coming to the City of Clovis for recreational sales is around \$600,000. Ms. Wright asked how much of that has been put into the parks. Mr. Howalt advised that money is split between all of the different departments.

Ms. Christy Ramierez asked who was going to man fields for people trying to pay. She advised they aren't going to charge people to go to the skate park, but they are going to charge to go to Roy Walker. Roy Walker is a safe haven for some kids. Mr. Howalt advised when someone registers their child they would pay \$2 to the league that the league pays to the City of Clovis. The same thing is going to happen. That is the same as the recommendation from this committee of \$5 per youth per season fee. It would be collected in the same fashion. Ms. Ramierez advised the kids that can play at Greene Acres are not being punished but the kids that want to play basketball at Roy Walker are being punished.

Mr. Brayln Weaver advised he has played sports in Clovis since he was four. He asked when the City of Clovis would make fields safe for him to play on.

Commissioner Casuas amended her motion to charge \$5 per season per youth, \$10 per season for adults and increase \$1 a year for adults and \$.50 increase a year for the next 5 years effective April 1 or the beginning of the next season with no fee charged for coaches; Commissioner Jones seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Commissioner Jones made a motion to not implement fees at Roy Walker at this time but require waivers; Commissioner Casuas seconded the motion. Mr. Martin suggested \$1 spectator fee and the annual passes. He advised they need to collect information on children that are in Roy Walker, but it shouldn't be fee based. Ms. Smith asked if they could consider the annual pass for adults at a lesser price, but eliminate entrance fees for youth. Commissioner Palla asked if they could have a fee for anyone that wants to enter but doesn't want to pay a pass. Mr. Martin suggested \$1 for anyone over 18. Commissioner Palla asked what the annual fee would be for adults. Ms. Smith advised anything was more than they are collecting at this point.

Commissioner Jones advised they need to go back to the drawing board on this. Commissioner Palla advised her concern is not having a waiver for the youth. Commissioner Jones advised they could still have everyone sign a waiver. Mr. Howalt advised they would have to have some sort of waiver signed. The leagues require waivers and the city should require waivers as well. Commissioner Jones advised they could still register with the city and Roy Walker can keep track of that. Mr. Howalt advised they have staff at Roy Walker so they will have to get a waiver signed by anyone using the facility.

Commissioner Porter asked if there was a timeline for this to be done electronically. Mr. Howalt advised that was part of the program they discussed earlier. Commissioner Porter suggested waiting to do the paper waivers. Commissioner Jones advised there was a concern about waiting on waivers. They need to start that process regardless of the recommendation to the Commission.

Commissioner Palla asked if they should have a meeting sooner to discuss the software that they will need for this process. Mr. Howalt advised the next parks meeting was scheduled for March 20th. Commissioner Casuas asked if they should wait until the Commission approves their recommendations before they approve a software. Mr. Howalt advised the recommendations being proposed is just for user fees. The software is to make sure they have contact information for anyone using the facilities.

Upon a roll call vote, with all voting in the affirmative with the exception of Mr. Frazee who voted against, the motion carried.

Agenda Item No. 5 – For the good of the order

Commissioner Palla advised the next meeting would be March 20th at 5:30 p.m.

Agenda Item No. 6 – Adjournment

There being no further business to come before the committee the meeting adjourned at 7:46 p.m.