



**City of San Marcos  
Special Meeting Minutes  
Parks and Recreation Board  
February 4, 2021 12:00 pm**

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**I. Call to Order**

The meeting was called to order at 12:00pm by Board Chair, Diane Phalen.

**II. Roll Call**

**Board Members Present**

Jordan Buckley  
Frank Contreras  
Eric Gilbertson  
Ryan McGillicuddy  
Diane Phalen  
Keith Ubben  
Alex Vogt  
Kevin White

**Board Members Absent**

Cherif Gacis

**Staff Present**

Drew Wells, Director of Parks and Recreation  
Jamie Lee Case, Assistant Director of Parks and Recreation  
Christie Murillo, Administrative Coordinator

**DISCUSSION**

1. Receive an update from the Lions Club Subcommittee and hold discussion regarding proposed recommendations related to lease between the City of San Marcos and the Lions Club that expires on April 11, 2021:
  - Subcommittee consists of: Keith Ubben, Jordan Buckley and Eric Gilbertson
  - Chair Phalen does not feel that it is the Boards place to negotiate the terms of the lease; it is the City's responsibility
  - Chair Phalen recalls a conversation a couple of years ago where, in an effort help limit the number of tubers on the river, the Lions Club was going to raise the price of tubes. She asks President Daniel Gutierrez if the Lions Club did indeed raise their prices and if it had the intended effect of limiting tubers on the river.
    - President Gutierrez believes that yes, they did raise the prices. He does not have the numbers in front of him so he can't say for certain if the price increase had that effect. He can get back to Board on that.
    - President Gutierrez also states that the Lions Club subcommittee will be meeting to discuss the Board's drafted recommendations and they will respond to each one with as much information as possible.
  - Chair Phalen asks President Gutierrez about the Lions Club's 990 report
    - Income was over 1 million
    - ~\$350k given out in grants
    - ~\$300k for salaries
    - ~\$500k in operating expenses

- Club operates on a fiscal year of July 1 – June 30; the Lions Club accountant can help answer additional questions
- Vice-Chair McGillicuddy suggests that the Recommendation Resolution be more generalized without specific references to the Lions Club so that if this goes to a more open process, this recommendation does not become a moot point
- Director Wells informs Board that procurement process can take anywhere from 6-9 months
  - the City does not contract for tube rental operations; they contract for lease of a City facility. Leases longer than 3 years are required to go to voters, per City Charter
  - It could be difficult for another organization to come up with the capital to run a tubing operation and might take them longer than 3 years to recoup those startup costs
- Vice-Chair McGillicuddy suggests changing any references to “Lions Club” in the recommendation to “the lease holder”
- Vice-Chair McGillicuddy asks: Can City stipulate Parts 1-4 via the lease process?
  - Director Wells-yes; City and Lions Club last negotiated terms of lease in 2011
- Vice-Chair McGillicuddy: remove reference to \$900/mth rate and make it a “fair market rate”
- Board Member Ubben suggests a “Part 5” that states the lease duration be shortened
- Chair Phalen feels that the open process should be one recommendation and the negotiated terms on the existing lease should be another recommendation
- Board Member Ubben suggests not sending the two resolutions in tandem; send the resolution for a more open process moving forward later on
- Board consensus is to separate this current drafted recommendation resolution into two separate resolutions
- Vice-Chair McGillicuddy suggests the “Recitals” be expanded upon to better explain the Board’s position. He also suggests removal of the statement “the lease is unfavorable to the river ecology” unless the Board is prepared to support it with scientific citations. A possible change could be something more generalized such as “in order to balance recreational uses with ecological functions.”
- Assistant Director Case clarifies that this would not be a “competitive bid” process but instead a “request for proposals”
- Board Member Buckley offers his place on the subcommittee to Vice-Chair McGillicuddy

#### **IV. Adjournment**

The meeting was adjourned at 1:02pm by Board Chair, Diane Phalen

2/4/21



Parks and Recreation Board Chair

2/26/21



Staff Liasion

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