

PARKS, RECREATION, AND GOLF COMMISSION

CONFERENCE ROOM 5
CIVIC CENTER ANNEX
411 W. CLAY ST.

REGULAR MEETING

TUESDAY, OCTOBER 15, 2013
5:30 P.M.

A G E N D A

I. CALL TO ORDER/ROLL CALL

II. APPROVAL/CORRECTION OF MINUTES

Minutes Sept 17, 2013

III. **The Parks, Recreation and Golf Commission welcomes input from the audience.** If there is a matter of business on the agenda that you are interested in, you may address the Commission when this matter is considered. If you wish to speak on a matter that is not on this agenda, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda

IV. NEW BUSINESS

- A. ~~Tour of work-in-progress of Grace Hudson Museum Outdoor Education Exhibit~~
Postponed to later date

V. OLD BUSINESS

- A. Update on Recreation Programs and Events (Verbal Report)
B. Update on Parks and Playground Topics (Verbal Report)
C. Commission Membership
D. Report Todd Grove and Vinewood Parks picnic and BBQ areas
- Review previous conceptual design plans for Todd Grove picnic area
 - Review park and recreation equipment catalogs
 - Next Steps

VI. COMMISSIONERS' COMMENTS

- A. Topics for Future Discussion

ADJOURNMENT

*The next regular meeting will be held on November 13, 2013 at 5:30 in Conference Room 5
Civic Center Annex - 411 Seminary Drive, Ukiah CA*

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

Dated this 10^h day of October, 2013
Martin Bradley, Recording Secretary

PARKS, RECREATION, AND GOLF COMMISSION

**CIVIC CENTER ANNEX, CONFERENCE ROOM 5
411 WEST CLAY STREET**

REGULAR MEETING

**Tuesday, September 17, 2013
5:30 P.M.**

MINUTES

I. CALL TO ORDER: 5:40pm

Commissioners Present

Faye Hefte - Vice-Chair
Don Rones Sr.
Henry Sadowski
Susan Knopf

Commissioner Absent

Katy Selzer, Reported by Vice Chair
Hefte

Staff Present

Stephanie Young, Recreation
Supervisor
Martin Bradley, Recording Secretary

II. NEW BUSINESS

A. Discussion – Developing funded projects

BBQ and picnic areas

1 Todd Grove Park

Recreation Supervisor Young reported that \$50,000 has been allocated to the Todd Grove Park for the renovation of the barbeque and picnic area. As with previous projects, such as selecting the playground equipment installed at Todd Grove Park, the PRGC has the opportunity to design the plan and make recommendations on the installation of materials for the project. It also has discretion to use money remaining from the \$50,000 for development of another rentable space for picnicking in Todd Grove Park. Commissioner Rones asked if all the funds were likely to be used in the main picnic area improvements. Young explained that selecting a paving material for the area that was ADA accessible was of significant importance, but that the commission had more control over recommending what products were purchased for other improvements.

2 Vinewood Park

Discussion turned to Vinewood Park. \$20,781 was available for improvements to the picnic area. The picnic area currently is near the rest rooms of the park. Improvements to the area could generate income by making the space rentable. Commissioner Knopf asked what makes a picnic area rentable? Young responded that improvements would make the space more desirable and a reservation fee could be charged, otherwise, parties could take a chance knowing that it was available on a first come first service basis. Commissioner Rones expressed reservation to making any improvements until the vandalism (particularly the restrooms) at the park was curtailed. Young said all the parks experience a degree of vandalism and Vinewood Park in particular because the

park has easy access from two streets on the east and west side of a wide block. Ronés said he felt that the Todd Grove Park BBQ and picnic area should be completed first.

Staff member Young said that there were conceptual designs created in 2009 for the Todd Grove project and that numerous catalogs of public park equipment were available. She said she would bring this material for review to the next meeting and urged all commissioners to visit the project areas at both parks prior to attending.

Vice Chair Hefte called on Pinky Kushner, member of the public. Kushner questioned what ADA compliance was required for the picnic area tables. She said that concrete slabs may provide accessibility for people in wheelchairs and with other mobility difficulties, but the hard surfaces don't serve young children. Commissioner Ronés asked what would be an alternative. Commissioner Knopf responded that perhaps there could be a partial pad of concrete at one end of a picnic table. Recreation Supervisor Young said that Park Lead Worker Jarrod Meyer was the expert in ADA compliance and could answer questions pertaining to ADA requirements. Knopf asked if Meyer could attend the next meeting. Recreation Supervisor Young said that Myer's expertise may be better utilized at a later meeting when we had a plan and specific questions about the BBQ and Picnic area improvements at the two parks.

B. Observatory Park – Dedication: Dates and Events

Community Services Assistant Martin Bradley reported that the new park dedication would be on one of two Saturdays this spring, April 26 or May 3. In planning with Community Services Project Analyst Maya Simerson, April 26 was the first choice if there was no conflict with the Haiku Festival occurring the same weekend. Bradley presented a roster of events running from April 15 through May 3 ranging from public viewing nights arranged by the Ukiah Astronomical Society to designating the landmark Black Oak at the park as a Ukiah Heritage Tree by ReLeaf or the Tree Advisory Committee.

Commissioners Knopf clarified the distinction between ReLeaf and the Tree Advisory Group. ReLeaf is an organization receiving funds to purchase and plant trees as mitigation to the removal of trees by a mall developer. The Tree Advisory Group is a City Council designated organization to address tree preservation issues, update the City Master Tree List and create a Landmark Tree Program.

Commissioners Hefte, Knopf and Commission meeting guest Pinky Kushner volunteered to assist in planning the Observatory Park dedication event and Commissioners Ronés and Sadowski offered to help if needed.

Commissioner Sadowski suggested that the dedication be designated on a particular day and not promoted as a series of events. There was general agreement by the Commission and Bradley said that would be arranged, noting it did not preclude the other events from happening, but would focus the planning on the one day dedication event.

III. OLD BUSINESS

A. Update on Recreation Programs and Events (Verbal Report)

Recreation Supervisor Young reported that the annual Ukiah Country PumpkinFest is the main focus for the Community Service staff. The transition with the new staffing model is going well (shifting more responsibility from a Community Services Administrator to department supervisors and lead staff). Presently two full time Community Services assistants are being hired and

recruitment of Receptionist/Clerk is underway as the current receptionist has taken a position with another department.

B Commissioner Appointments

Community Service Assistant Martin Bradley, as Commission reporting secretary, contacted City Clerk Kristine Lawler as requested about filling vacancies on the PRGC and selection of officers. Bradley referred to an email from Lawler with the information she had on the commission membership as well as the information in the City Code, Chapter 4, Article 1, establishing and defining the PRGC (Included in the September meeting packet). Bradley will correct the information Lawler has on the status of Commissioners Darcie Antle, Eric Barkhurst (terms expired and did not request reappointment) and Commissioners Susan Knopf and Don Rones have been reappointed with terms expiring June 30, 2016. The City Code states that "The commission shall elect a chairperson from among its members for a term of one year and may elect other officers as it may be determine".

The Commissioners agreed to take up the election of a chair at a future meeting and directed the recording secretary to request the City Clerk to advertise for two new members to fill the vacancy of an at-large commission member and a member from either the men's or women's golf club according to City Code. Commissioners Rones offered to discuss membership with Alex Goeken and other members of men's golf club. Commissioner Hefte would seek applicants from the women's club. There was a brief discussion that the commission may review the requirement of having three golf club member commissioners. No action was taken.

C. Update on Parks and Playground Topics (Verbal Report)

There were no additional updates on Parks and Playground Topics.

IV. COMMISSIONERS' COMMENTS

A. Topics for Future Discussion

Commissioner Hefte brought up the City's tennis courts and their current condition. Hefte cited an out of town guest who might be interested in playing but noted there was no organized group for a person to contact. Other commissioners speculated it was due to private tennis clubs having organized programs and the current poor conditions of the City courts discouraged any group to organize a program. Commissioner Rones added that until additional funding was available for court improvement, the situation was not likely to change.

IV. ADJOURNMENT – 7:00 PM

Motion to adjourn. M/S by Rones/Sadowski, passed.

The next regular meeting will be held October 15, 2013, at the Grace Hudson Museum hosted by Museum Director Sherrie Smith-Ferrie. It will include a tour of the work-in-progress of the outdoor program exhibit.

Martin Bradley, Recording Secretary