

PARKS, RECREATION, AND GOLF COMMISSION

Civic Center Conference Room #5
411 West Clay Street, Ukiah, CA 95482

Tuesday March 18, 2014
5:30 P.M.

A G E N D A

- I. **CALL TO ORDER/ROLL CALL**
- II. **INTRODUCTIONS**
- III. **APPROVAL/CORRECTION OF MINUTES**
Minutes of February 18, 2014
- IV. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**
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.
- V. **NEW BUSINESS**
 - A. Request for six month administrative ban on smoking in Observatory Park
- VI. **OLD BUSINESS**
 - A. Update on Recreation Programs and Events
 - B. Update PRGC Ad Hoc Committee on Observatory Park Dedication
 - C. Commission Membership (Status of Agenda Summary to Council)
 - D. Report Todd Grove and Vinewood Parks picnic and BBQ areas
 - E. Staff Presentation on Commemorative Walls
- VII. **COMMISSIONERS' COMMENTS**
- VIII. **ADJOURNMENT**

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 14th day of March, 2014
Martin Bradley, Recording Secretary

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PARKS, RECREATION, AND GOLF COMMISSION

**Ukiah Civic Center Annex
CONFERENCE ROOM 5
411 West Clay Street Ukiah, CA 95482**

**TUESDAY, February 18, 2014
5:30 P.M.**

MINUTES

I. CALL TO ORDER/ROLL CALL

Called to order by Commissioner Hefte at 5:35 PM.

Commissioners Present:

Faye Hefte – Commission Chair
Henry Sadowski
Commissioner Knopf
Jim Brown
Henry Ronces

Staff Present:

Stephanie Young,
Recreation Supervisor
Martin Bradley, Secretary

II. APPROVAL AND CORRECTIONS OF MINUTES

Commissioner Knopf clarified and corrected four items in the previous minutes. Motion to pass as corrected made by Commissioner Sadowski, seconded by Commissioner Knopf and passed by the commission.

III. AUDIENCE COMMENTS ON NON-AGENDA TOPICS

There were no comments from the audience.

IV. NEW BUSINESS

a. Commemorative tiles

Commissioner Knopf asked about the status of the donor walls and commemorative tiles were to be built by people donated to the Skate Park, Todd Grove Pool and Anton Stadium.

Recreation Supervisor Young replied that these were special projects that needing planning after following the original design of the project. Since the completion of the projects, staff reductions delayed the donor walls. No date has been set for the completion.

Commissioner Ronces request Recreation Supervisor Young look into it.

Recreation Supervisor Young said a staff member had been assigned to the project now, that the assignment had shifted among staff due to the three years of budget constraints and staffing changes.

Commissioner Hefte suggested the original community project groups should be consulted about the plans.

Commissioner Brown said it sends the wrong message (to the public) when a project has been passed among different staff several times.

Commissioner Sadowski asked why the commemorative tiles were not part of the original designs.

Recreation Supervisor Young assured that on future projects they would be.

Recreation Supervisor Young said that a mailing was planned to the groups and the donors involved and that the skate park and pool group would be having a meeting with them to discuss it.

The item was carried over to the next PRGC meeting.

V. NEW BUSINESS

a. Update on Recreation Programs and Events

Recreation Supervisor Young reported that all summer events had dates set and hiring of staff had begun.

Commissioner Knopf asked if the positions had been advertised.

Recreation Supervisor Young said that yes they were, that last year's staff was recruited first then articles and ads were placed in newspapers and at the schools. Training will occur in March and April.

Commissioner Hefte knew of a neighbor interested in lifeguarding and asked what they should do?

Recreation Supervisor Young said they should come into the Community Services lobby and ask for an application. They accepted applications all year, and that life guard training was more involved and started earlier than other training for staff positions.

Recreation Supervisor Young informed the commission that the minimum wage was going up to \$9.00 an hour March 1 and by Jan 1, 2016 up to \$10.00 an hour. This was having an impact on the summer program both fiscally and for staffing. The starting wage could be equal or higher for some returning staff who were due an increase for performance and longevity. Options were still being explored.

Currently youth basketball was bringing in \$1,000 this season and soccer and basketball sign ups were very good. This was one of biggest softball seasons coming up with games and tournaments at the Sports Complex now scheduled nine months out of the year.

b. Update PRGC Ad Hoc Committee on Observatory Park Dedication

Commissioner Hefte and Knopf reported the committee had met in January and would meet again March 6th. There was a good turn out and an outline of activities had been set for the Dedication planned on April 26th between 2:00 and 4:00. Commissioner Knopf said the ceremony would be short with an emphasis on activities. Food and refreshments would be served and groups representing the natural and scientific points of interest would be on hand for tours and information, along with Pétanque demonstrations and lessons.

c. Smoking Policy in City Parks

Reporting back to the commission, Recreation Supervisor Young reported that by City Code, smoking was prohibited at the Alex Thomas Plaza, Sunhouse Park, and Sports complex in addition to areas adjacent to children play structures and certain designated special events at the park.

Commissioner Knopf wanted to clarify at the last meeting, that it was not the enforcement issue discussed she was particularly concerned about but she did not support spending money on ashtrays.

Recreation Supervisor Young said there are “rules of etiquette” that she and her staff find effective in discouraging smokers and the use of e-cigarettes, which are not regulated. She will appeal to the e-cigarette user who states “it is not a tobacco product” and to the tobacco users that it is not habit or behavior we want to model for children playing in the parks. Addressing the behavior has been effective, but it was the commission decision if it wanted to propose a ban on smoking in all City parks as a proposed ordinance to the City Council.

Commissioner Sadowski asked the commission to consider such an ordinance.

Commissioner Brown responded that it was a poor policy to pass an ordinance if it didn't have teeth. He questioned the realistic ability to enforce the measure when there were other pressing demands on law enforcement.

Recreation Supervisor Young again stressed if it's not an ordinance the modeling of poor behavior at children events would be stressed by staff.

Commissioner Sadowski said that children played at parks, that there was no distinction between a children's event and the daily use of children at the parks.

There was no further discussion.

d. Commission Membership

Commission Secretary Bradley reported to the commission that staff would prepare a formal Agenda Summary Report to the City Council clerk to change City Code on the PRGC membership to reducing the number of golf club members from three to two.

Commissioner Brown spoke with Commissioner Selzer confirming her desire to resign from the commission. Her position will be an at-large commissioner advertised through the regular recruitment and appointment process that begins in late spring by the City Council. The Commission expressed their appreciation to Commissioner Brown. He agreed to request a brief written letter of resignation from Commissioner Selzer for the record.

Chairperson Hefte stated she wishes to continue on the commission for another term. Other commissioners anticipated remaining on the PRGC at this time.

e. Report Todd Grove and Vinewood Parks picnic and BBQ areas

Park Lead Worker Jarrod Meyer provided park equipment catalogs for Recreation Supervisor Young to make available for the Commission in considering the picnic areas at Todd Grove and Vinewood parks.

Recreation Supervisor Young clarified that we had not yet received the grant from California Department of Housing and Community Development as reported last month. However, the application is pending awaiting further information requested from the funder. It is encouraging that the City qualifies and that HDC is requesting more information.

Commissioner Hefte confirmed that the barbecue heads are still in place at individual picnic areas. Recreation Supervisor Young said that the grounds staff periodically removes them on a rotating basis for repair and reinforcement.

Commissioner Knopf brought up the paving material for the group picnic area. She asked if we decide on a pavement, will the development need to wait for a major design plan and review?

Recreation Supervisor Young encouraged the commissioners to take the next step in the planning of the picnic areas by directly contacting Jarrod Meyer. He is very interested in answering the questions commissioners have and helping the commission to develop the plan. Young said that Park Lead Worker Meyer was very amiable and could be called on his cell at (707) 367-6176 or contacted by email at jmeyer@cityofukiah.com. As outlined by Recreation Supervisor Young: commissioners should walk the park sites under discussion, set aside time to talk or meet with Jarrod Meyer, then the commission can make plans to meet with a designer or soon to be hired park specialist and other staff to move forward creating picnic area to best meet the community needs.

VI. COMMISSIONERS' COMMENTS

a. Commissioners and staff reported on different city parks they have visited in there travels. An Art in the Parks program was one idea that the commissioners informally agreed would be interesting to explore. No further action or discussion followed.

VII. ADJOURNMENT

a. Commissioner Sadowski moved that the meeting adjourn, second by Commissioner Knopf. Motion carried.

Respectfully Submitted,
Martin Bradley, Commission Secretary

*Next meeting is slated for Tuesday 5:30 pm March 18, 2014
in Conference Room 5 at the City of Ukiah Civic Center Annex, 411 W. Clay Street*