

PARKS, RECREATION, AND GOLF COMMISSION
Civic Center Annex
Conference Room #5 (Enter East Door)
411 W. Clay Street, Ukiah, CA 95482

Tuesday June 17, 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 May 20, 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.
- VI. **OLD BUSINESS**
 - A. Update on Recreation Programs and Events
 - B. Replacement of Group Picnic Areas; Todd Grove and Vinewood Park
- 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 12th day of June, 2014
Martin Bradley, Recorder 

PARKS, RECREATION, AND GOLF COMMISSION
Ukiah Civic Center Annex
CONFERENCE ROOM 5
411 West Clay Street Ukiah, CA 95482

MINUTES
TUESDAY, May 20, 2014
5:30 P.M.

I. ROLL CALL / CALL TO ORDER

Commissioners Present:

Faye Hefte – Commission Chair
Susan Knopf
Jim Brown
Henry Sadowski

Staff Present:

Stephanie Young, Recreation Supervisor
Kerry Randall, Facility Administrator
Martin Bradley, Recorder

Guests:

None

Called to order by Commissioner Hefte at 5:35 PM

II. INTRODUCTIONS

There were none

III. APPROVAL/CORRECTION OF MINUTES

Motion made to approve minutes of May 20, 2014 meeting. Moved by Susan Knopf, seconded by Henry Sadowski; Passed.

IV. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No audience comments

V. NEW BUSINESS

A. Staff Presentation

At the April meeting of the Commission it was requested that, Kerry Randall, Facility Administrator, be asked to present at this month's meeting with information about available group facilities and rental fees at City parks. Facility Administrator Randall explained to the Commission that there were three group picnic facilities available at Todd Grove, Vinewood and Oak Manor Parks. No use fee is required, though the use of a group barbeque/picnic area available on a first come first serve basis. However, to reserve a group picnic area, a \$100 fee is required for groups less than 100 and a \$200 fee for groups of 100 to 200. Reserving the picnic area allows signs to be posted indicating the space has been reserved for groups exclusive through the City of Ukiah. Reservations are made through the Conference Center office. Dates are reserved on a first come first served basis.

At Vinewood Park, a group reservation also includes the keys to the restroom.

Discussion:

Commissioner Knopf asked about other park fees, such as scheduling McGarvey Park for wedding photos. Facility Administrator Randall said that other cities required a fee; he had heard the customary fee might be

\$25. He said it was a good potential revenue stream, but had not been implemented by the City of Ukiah at this time.

The use of inflatable bounce houses in the parks was brought up. Administrator Randall said that they were rented by picnic or party groups from a private company that carried liability insurance that indemnified the City. Individuals using the jump houses were encouraged to also acquire insurance when their use of a park includes a jump house.

When asked about small barbeque areas, Administrator Randall stated that there were about a half dozen barbeque "clusters" (a barbeque with accompanying picnic table) at Todd Grove Park. These are not designated as group picnic areas.

Facility Administrator Randall asked if there were any other questions. The Commission had none and he was thanked and excused.

B. Update on Recreation Programs and Events

Recreation Supervisor Stephanie Young gave a report on the previous months activities.

- Two sponsored Adult Men's Softball tournaments are scheduled sponsored by Coors's Light and Bud Light
- Water safety training has taken place for summer pool staff
- Artists for Sunday's in the Park have been booked and the schedule released.
- Recreation Supervisor Young is negotiating for continued use of the Trinity School gymnasium with representatives from the City of 10,000 Buddha's, who are in escrow for the purchase of the property. The City current lease is for kid's recreation activities.
- In addition, Memorandums of Understanding (MOUs) are being renewed with Ukiah Unified School District for Mutual Facility Use. A similar MOU is also being discussed with Mendocino College.
- Aquatics is promoting opportunities for individuals or businesses to sponsor two-week session swimming lessons for children.
- The summer rec guide will be available June 1. In addition, a mini-guide is being prepared with specific information about the Summer Safari Day Camp and the Ukiah Municipal Swimming Pool activities.

C. City Council approval of removing 3 meter diving board at Ukiah Municipal Swimming Pool based on current safety standards

Recreation Supervisor Young elaborated on the email sent to Commissioners dated May 9th, 2014 about the removal of the 3 meter diving board and replacement with another pool feature, a water slide. Action was approved by the City Council on May 7th. Commissioners expressed regret at the loss of the 3 meter diving board, citing several generations of children having memories of their first jump and the "rite of passage" that experience evoked. All agreed on the removal for safety reasons and strongly agreed with replacing it with the slide as a new feature of the pool. It was agreed that it would help make up for the loss knowing that a new attraction would bring renewed interest in the use of the pools. Supervisor Young hoped to have it installed by the opening day of summer activities on June 9.

In another positive note regarding the UMSP, Recreation Supervisor said that for the first time, the pool would be open during the Summer Concert Series on Sunday evenings. The added use will increase revenue and provide parents with an opportunity to more fully enjoy the concerts, knowing there was a positive and safe activity for their children during the event.

VI. OLD BUSINESS

a. Pool Recognition (Donor) Wall Committee

The email from Larry Schwartz, Program/Project Specialist was included in the Commission packet with notes from the April 24, 2014 pool and other park donor wall committee. It clarified questions raised at previous PRGC meetings about sign placement and other concerns. A handout was presented including an artist's rendering of the donor walls and additional specifics.

b. Recommendation to City Council to amend to city code related to PRGC membership

Commission recorder Martin Bradley referred to an email from City Clerk Kristine Lawler saying that she could not find where it is required that vacancies to City Council committees and commissions be posted in June. She has been posting vacancies as needed. She is also hoping to revamp the posting process to mitigate the expense of placing legal notices in the Ukiah Daily Journal.

Commissioner Knopf expressed concern for the unfilled vacancy and the length of time it was taking. Recorder Bradley acknowledged his waiting for an the all-committee and commission vacancy posting he thought occurred in June, when several committee memberships expire.

Kristine Lawler suggested that the Commission submit the City Code amendment regarding the composition of the committee, then recruit for the newly defined vacancy. Bradley said he would submit the amendment for City Council consideration. Commissioner Knopf asked when that would be. Bradley stated it will be placed on the agenda in July based on information from the City Clerk about timing considerations due to City budget hearings and other City Council matters.

c. Final Report - PRGC Ad Hoc Committee on Observatory Park Dedication

Commissioners commended the volunteers and staff on the event. Those who attended felt it was a success and others heard the event was well attended and enjoyable.

VII. COMMISSIONER'S COMMENTS

Commissioner Knopf had a question regarding the Human Race fundraising event. She felt that the volume of the music and the announcements at the Alex Thomas Plaza were unnecessarily loud, especially for that public area. Other Commissioners said that an event such as that needed to have the volume given the large crowd. Recreation Supervisor Young said questions should be referred to Facility Administrator Randall who would know if there was a policy regarding amplified music and public address systems in the Plaza.

VIII. Adjournment

There being no further comments from the commissioners, Commissioner Sadowski moved to adjourn the meeting, Commissioner Knopf seconded; motion passed. Meeting adjourned at 6:25.

*The next meeting is scheduled to take place at the Civic Center Conference Room #5
Tuesday, June 17, 2014 5:30 pm*