

PARKS, RECREATION, AND GOLF COMMISSION

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

Tuesday September 16, 2014
5:30 P.M.

A G E N D A

- I. **CALL TO ORDER/ROLL CALL**
- II. **INTRODUCTION OF COMMISSIONERS AND PRESENTERS**
- III. **APPROVAL/CORRECTION OF MINUTES**
 - A. Approval/Corrections of the July 15, 2014 carried over from August 2014 PRGC meeting.
- 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. **APPROVAL/CORRECTION OF MINUTES**
 - A. Approval of July 15, 2014 PRGC Minutes
 - B. Approval of August 19, 2014 PRGC Minutes
- VI. **NEW BUSINESS**

No new business
- VII. **OLD BUSINESS – (Postponed to September 16, 2014 meeting)**
 - A. Update on Recreation Programs and Events
 - Replies to questions referred to staff at previous meetings
 - B. Update of Group Picnic Areas; Todd Grove and Vinewood Park
 - Status of "Housing Related Park Awards Program" CHDC
 - C. Status of request to City Council to amend PRGC membership
- 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 September, 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, July 15, 2014
5:30 P.M.

I. ROLL CALL / CALL TO ORDER

Commissioners Present:

Susan Knopf
Henry Sadowski
Don Rones

Staff Present:

Stephanie Young, Recreation Supervisor
Martin Bradley, Recorder

Commissioners Absent Excused:

Faye Hefte – Commission Chair
Jim Brown

Guests:

Greg Etter, FIRST 5 Mendocino

Meeting called to order by Commissioner Knopf at 5:35 PM

II. INTRODUCTIONS

Greg Etter

III. APPROVAL/CORRECTION OF MINUTES

Commissioner Knopf asked that the minutes change the wording where applicable from “motion was made” to “it was moved”. Commissioner Rones moved minutes of June 17, 2014 PRGC be approved as amended, seconded by Commissioner Sadowski. Passed.

IV. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Greg Etter, a social entrepreneur intern with VISTA, requested to make a short presentation to the PRGC on behalf of FIRST 5 Mendocino, a local organization that funds various children’s programs throughout Mendocino County funded through California Proposition 10 (tobacco tax). The funding for FIRST 5 is slowly dwindling due to a fortunate decline in the number of people smoking.

Mr. Etter stated from their talk with parents there is a lack of family-friendly, fun activities in Ukiah and the surrounding county. FIRST 5 is proposing to create a "family-fun business" through either a batting cage facility or a community miniature golf course to help sustain an organization that wants to continue helping the community it serves.

Following a short discussion, Commissioner Rones expressed to Mr. Etter that a batting cage and miniature golf course had opened previously in Ukiah, and a driving range (though not necessarily a family oriented business) had been explored. Unfortunately, none of these enterprises were successful. Commissioner Rones asked what advice he was seeking from the Commission. Mr. Etter was interested ideas and opinions.

Commissioner Knopf summarized the commissioner's comments by stressing how important it was to do extensive research on how large of a population was needed to generate the traffic to make any of the proposed businesses viable.

Recreation Supervisor Young expressed it was also very critical to have an expert in the particular field of recreation as well as a person who is highly experienced in organized recreational activities delivered by cities, schools or non-profit organizations.

Commissioner Knopf asked if he was in contact with West Company, a non-profit that works closely with government supported small-business development. Mr. Etter said he was and had an appointment scheduled. The commissioners highly recommended the West Company and said he would find them very helpful. The commission thanked him and wished him the best.

He thanked the commissioners for their time and appreciated the support and the value of their opinions in the work he was doing with FIRST 5.

V. **NEW BUSINESS**

None

VI. **OLD BUSINESS**

A. Update on Recreation Programs and Events

Recreation Supervisor Young reported on current and upcoming events and activities of the Park and Recreation Department. She also responded to the questions asked at the last meeting.

This past weekend: (July 11,12,13)

- Saturday & Sunday - Bud Light Men's Softball Tournament - 16 teams, 196 players, from 13 counties
- Friday night - 2nd Movie in the Plaza. 4 left.
- Sunday night - 3rd Concert in the Park. 3 left.

This coming Saturday: (July 19)

- 2nd Family Fun in the Sun event (Oak Manor)

Summer Safari Day Camp

- Students = 222

Ukiah Municipal Swimming Pools

- Session III began yesterday (July 14)= 165 students.
- Session II = 172. Session I = 165.
- Pool slide installation scheduled to begin July 16, 2014.

Upcoming

- Working on the Fall Recreation Guide offerings and PumpkinFest.

Discussion:

- **PumpkinFest**

Commissioner Susan Knopf asked if the PumpkinFest has been evaluated; if it was worth the staff time focused on the event at the expense of other activities and commitments of the Department? Her question concerned the resources spent on the event relative to the return.

Recreation Supervisor Young responded that months of preparation are spent on the PumpkinFest and that the PumpkinFest Committee met monthly, year-round planning the event.

Commissioner Ronnes said it has a large out-of-town draw. Commissioner Sadowski said he had a booth for his business each year and he believed it was the largest event that the City of Ukiah sponsors and the largest event inside the City Limits. There were no other questions or comments.

- **Changing Room: Todd Grove Park**

Last month, the Commission discussed again the possibility of an adult changing station for developmentally disabled adults requiring assistance in personal care while using the Park. At the last meeting it was asked if the former park restroom now being used for office and storage by Summer Safari Day Camp could be converted to such a facility. Recreation Supervisor Young said that building was in full use and it wasn't practical to relocate.

Commissioners agreed if there were widespread demands, another facility should be converted (or built, perhaps adjacent to the existing park rest room). It was pointed

out that the Municipal Golf Course allowed those who need comfortable and convenient ADA access, that their restrooms in the clubhouse are available to park users. Commissioners agreed that special accommodations as described were desirable, but for now, any further accommodations beyond ADA requirements were not affordable.

Orchard Park Signage:

Commissioner Knopf had asked why there was a not a City Sign identifying Orchard Park. Some Commissioners thought there had once been a sign. Recreation Supervisor Young was not aware that a sign wasn't in place and that she would redirect the question to lead grounds worker Jarrod Meyer and return with an answer at for the commissioners at the next business meeting,

B. Replacement of Group Picnic Areas; Todd Grove and Vinewood Park

Recreation Supervisor Young reported that the grant application to the California Housing and Community Development Agency for renovation of the Todd Grove and Vinewood Park group picnic areas had been approved and funded for \$142,000. Commissioner Rones asked what the money was specifically allocated for. How was it restricted? Recreation Supervisor Young said she was not familiar with all the particulars; however she would attempt to get copies of the grant application for Commissioners to review. Commissioner Knopf understood the City Council approved the hiring of the planner/developer for the City parks. Recreation Supervisor Young said that was correct, it was approved in the budget and it would be that person's responsibility to implement the grant. Commissioner Knopf was on the selection committee and asked if there was any further information on when that selection process may begin. Recreation Supervisor Young stated that it should be very soon; that the approval for recruitment would be before the City Council and Commissioner Knopf would be notified when the selection committee was convened.

C. Status of PRGC membership

Recorder Bradley distributed the Draft City Council Agenda Summary Report (ASR) with the changes proposed by the PRGC and approved last month. The Commission reviewed the

documents. Commissioner Knopf pointed out discrepancies in the number of commission members in Section 1001. Recorder Bradley agreed and would make the corrections. Commissioner Knopf also requested that in the first paragraph of page two of the (ASR) include more than one example of "increased need for diverse representation" such as the swimming pool, hiking trails, Alex Rorabough Center. Recorder Bradley said he would revise the sentence. Recorder Bradley asked if there was no reference to golf included the revised City Code Section, should the PRGC retain "Golf" in the Commission's name. After a brief discussion, it was agreed to wait until all commissioners were present before making a decision, and to move ahead with forwarding the membership recommendations to the City Council.

VII. COMMISSIONER'S COMMENTS

Recreation Supervisor Young reported that Grace Hudson Museum Director invited the Commission to have their next meeting at the Sun House Museum to receive a report on the progress on the Outdoor Exhibit development. The presentation would be conducted by Director Smith-Ferri and Project Analyst Katie Marsolan and it was suggested that the PRGC suspend their business agenda to devote the full meeting to review of the outdoor exhibit design as well as the programmatic content. The Commissioner's all agreed.

There were no additional Commissioner Comments.

VIII. Adjournment

Commissioner Rones moved that the meeting be adjourned, seconded by Commissioner Sadowski.

Meeting adjourned at 6:30

*The next meeting is scheduled to take place at the Grace Hudson Museum Public Meeting Room
Tuesday, August 19, 2014 5:30 pm.*

PARKS, RECREATION, AND GOLF COMMISSION

Grace Hudson Museum Public Meeting Room

431 S Main St, Ukiah, CA 95482

MINUTES

TUESDAY, August 19, 2014

5:30 P.M.

I. ROLL CALL / CALL TO ORDER

Commissioners Present:

Faye Hefte

Susan Knopf

Henry Sadowski

Jim Brown

Sherrie Smith-Ferri, GHM Director

Katie Marsolan, Project Analyst

Martin Bradley, Recorder

Staff Present:

Stephanie Young, Recreation Supervisor

Guests:

Ann Baker, Landscape Architect

Meeting called to order by Commissioner Knopf at 5:35 PM

II. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

None

III. NEW BUSINESS

Chairperson Hefte announced that Grace Hudson Cultural Center staff and key members of the project design team would make a presentation of the Grace Hudson Cultural Center outlining the major elements of the preliminary site design. As noted in the agenda for the August 19 2014 meeting, other Commission business is tabled to the September 16th 2014 PRGC meeting.

There being further items on the agenda, Commissioner Hefte invited the commissioners to stay for the presentation. The chair asked for a motion to adjourn in the event that if commissioners needed to leave before the completion of the presentation, that there not be quorum to adjourn.

VIII. Adjournment

Commissioner Knopf moved that the meeting be adjourned, seconded by Commissioner Brown.

Passed. Meeting adjourned at 5:40

*The next meeting is scheduled to take place at the Civic Center Conference Room #5
Tuesday, September 16, 2014 5:30 pm*