

City of Ukiah  
PRGC Routing Memo

**To:** Members of the Commission, staff and interested parties,

**HARD COPIES**

Commissioner Rones  
Commissioner Knopf  
Stephanie - Recreational Supervisor  
Sage - Assistant City Manager  
Golf Course (2 + Agenda to post))  
    Frank, Jim  
Park Maintenance (2)  
    Jarrod, Rob

Post to Civic Center Bulletin Brd

Post to Civic Center Annex Door

**EMAIL COPIES:**

Commissioners Group List (3)  
City Council Group List: (5)  
    (Agenda, approved minutes only)  
Jane - City Manager

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**From:** Martin Bradley, Recorder

**Date:** January 14, 2014

**Re:** PARKS, RECREATION, AND GOLF COMMISSION (PRGC)

Greetings! Attached is the:

- Agenda for the January 20, 2014 PRGC meeting
- Draft Minutes of November 18, 2014

*(Note: These minutes contains correction in the November 18, 2014 draft minutes sent to you in the December 2014 PRGC packet. You will be considering this updated draft at the January meeting.)*

Martin

*If you have any questions or cannot attend, please call me at 467-5768 anytime and leave a message or email me at [mbradley@cityofukiah.com](mailto:mbradley@cityofukiah.com) .*

*The next regular meeting will be held on **February 17, 2015** at 5:30 in Conference Room 5  
Civic Center Annex - 411 Seminary Drive, Ukiah CA*

# PARKS, RECREATION, AND GOLF COMMISSION

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

Tuesday January 20, 2015  
5:30 P.M.

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## AGENDA

I. **CALL TO ORDER/ROLL CALL**

II. **INTRODUCTION OF COMMISSIONERS**

III. **APPROVAL/CORRECTION OF MINUTES**

1. Approval/Corrections of the November 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**

1. Observatory Park Telescope loan from National Geodetic Survey
  - Plans for public exhibit

VI. **OLD BUSINESS**

1. Update on recreation programs, events and pending projects
2. Update of Group Picnic Areas; Todd Grove and Vinewood Park
  - Status of CHDC Park Awards Grant
3. Status of request to City Council to amend PRGC membership

VII. **COMMISSIONER REPORTS**

VIII. **ADJOURNMENT**

***The next regular meeting will be held on February 17, 2015 at 5:30 in Conference Room 5  
Civic Center Annex - 411 Seminary Drive, Ukiah CA***

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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 14<sup>th</sup> day of January, 2015  
Martin Bradley, Recorder

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

**MINUTES**  
**TUESDAY, November 18, 2014**  
**5:30 P.M.**

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**I. ROLL CALL / CALL TO ORDER**

**Commissioners Present:**

Faye Hefte – Commission Chair

Jim Brown

Henry Sadowski

Don Rones

**Commissioners Absent:**

Susan Knopf - Excused

**Staff Present:**

Stephanie Young, Recreation Supervisor

Martin Bradley, Recorder

**Guests:**

Frank Johnson

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

**II. INTRODUCTIONS**

A. Frank Johnson, General Manager, Ukiah Valley Golf Course

**III. APPROVAL/CORRECTION OF MINUTES**

A. Motion made to approve September 15, 2014 meeting minutes by Commissioner Henry Sadowski, seconded by Commissioner Don Rones; Passed.

**IV. Audience Comments on Non-Agenda Items**

A. No audience comments

**V. NEW BUSINESS**

**A/B. Annual report on Ukiah Valley Golf Course**

Frank Johnson, PGA Director of Golf at UVGC handed out the "Capital Improvement Summary 2014" and reported that \$60,000 is budgeted for capital improvement, of which \$20,000 comes from the Men's Golf Club. By careful budgeting of these funds, the management has been able to "slow the aging process" of the course. In the past year, a **pump station for irrigation** was upgraded to regulate the flow as needed to various zones. The VFD pump station reduces wear on the system and

reduces energy usage by 20%. **Tee reconstruction** was completed on four areas and upgrades will continue in this and successive years. This was the second of year of a five year **Fairway and collar resurfacing** project to improve the playing surface and establish consistent conditions for the course. Replacing worn out parts of the irrigation system is the most challenging task. **Replaced turf heads, valves, swing joints nozzle assemblies and controllers** have improved water distribution and reduced water waste.

PRGC acknowledged the work accomplished, with Chair Faye Hefte saying the improvements have been noticeable over the last two months.

Mr. Johnson concluded by saying the UVGC is making an effort to be a “stay and play” destination working with VisitMendocino and other visitor promotion groups.

### **C. Change of PRCG meeting date**

Staff recognized the commission's desire to change the meeting date to accommodate all existing members of the PRCG. However, the meeting date as established on the third Tuesday allows for staff to provide timely reports on a scheduled basis coordinated with dates of other council committees and commissions. Stephanie Young, Recreation Supervisor, requested that meeting date changes include staff input in the discussion. Commission recorder Bradley added that he failed to notify the Commission at the last meeting that any change of meeting time needed to be announced in the agenda as an action item and posted accordingly for public input. Consequently, the vote to change the meeting date at the September meeting was null and void. By consent of the Commission, the meeting date was not changed at this time and will remain on the third Tuesday of every month. Bradley was directed to footnote the error made in the September minutes to reflect that the meeting date could not be changed as reported.

## **VI OLD BUSINESS**

### **A. Update on Recreation Programs and Events**

In Recreation Supervisor Young reported ...

- PumpkinFest – Feedback has been good. More entries, 55 floats.
- Winter-Spring guide in process. More elaborate, covers a six month period.
- Basketball K-12 continues with high involvement:
  - Over 1000 participants
  - 200 coaches
  - 99 teams
  - More basketball camps clinics planned

- Shortage of courts this year due to renovation of the UHS gym.
- Recreation Supervisor Young would like to include PRGC in Winter-Spring recreation guide. Commissioner's agreed, Young will contact members for convenient time to take photos.

**B. Update on Group Picnic Areas related to Grant funding**

Commissioner Brown requested a clarification of specific requirements of the *CHDC Parks Project* grant award.

Recreation Supervisor Young said she would research the grant and provide a report on the scope of work and funding for the project. If necessary, she would ask Assistant City Manager to explain the multiple funding streams, provide a timeline and clarify any questions the Commissioner's may have.

**C. Status of request to City Council to amend PRGC membership**

Commission Recorder explained that the proposal of the Commission to the City Council needed to be amended to restate "no change of the City Code regarding the membership would affect any seated commissioners". (The council had recently reappointed two commissioners as Men's and Women's Golf Club representatives. With the language change, the reappointed members could remain on the Commission, even though the membership change states that Men's and Women's golf club representative positions had been recommended by the PRGC to be eliminated.)

Bradley said he would review the Agenda Summary Report of staff and forward it to City Clerk Kristine Lawler to be place on the City Council Agenda.

**VII. COMMISSIONER REPORTS**

There were no commissioner reports.

**VIII. ADJOURNMENT**

- A.** There being no additional matters before the commission, Commissioner Rones moved that the meeting be adjourned. Commissioner Brown seconded, the motion passed.

*The next meeting is scheduled to take place at the Civic Center Conference Room #5*

*Tuesday, Dec 16, 2014 5:30 pm.*