

PARKS, RECREATION, AND GOLF COMMISSION
Civic Center Conference Room #5
411 West Clay Street, Ukiah, CA 95482

Tuesday November 17, 2015
5:30 P.M.

A G E N D A

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

II. **INTRODUCTIONS**

A. Commissioners, presenters, guests and staff

III. **APPROVAL/CORRECTION OF MINUTES**

A. Approval/Corrections of the September 15, 2015

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. **OLD BUSINESS**

- A. Update on Recreation Programs and Events (Recreation Supervisor Young)
- B. Recreation Department - Developing a mission and vision statement; setting goals.
- C. Oak Manor Park Landscape Plan update

VI. **NEW BUSINESS**

- A. Development of a not for Profit Foundation to Support Parks and Recreation
- B. Discussion of PRGC meeting time (Recreation Supervisor Young)
- C. Observatory Park/Friends of the Observatory – (C.S. Assistant Martin Bradley)
 - Community Foundation fundraising strategy workshop
 - Grant Proposal for Preserve America Initiative (NOAA, Department of Commerce)
 - Feasibility of obtaining 1899 Observers Residence adjacent to park

VII. **COMMISSIONER REPORTS**

VIII. **ADJOURNMENT**

***The next regularly scheduled meeting of the Parks, Recreation and Golf Commission is
December 15, 2015 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 13 day of November, 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, September 15, 2015
5:30 P.M.**

I. ROLL CALL / CALL TO ORDER

Commissioners Present:

Faye Hefte – Commission Chair
Henry Sadowski
Susan Knopf
Alan Nicholson
Vicki Bitonti-Brown

Guests:

Linda Gates, Gates + Associates

Staff Present:

Maya Simerson, Community Services Supervisor
Jarrod Meyers, Parks Supervisor
Martin Bradley, Recorder

II. APPROVAL/CORRECTION OF MINUTES

- A. Approval of the August 18, 2015 meeting minutes were M/S/P unanimously with no corrections or additions.

III. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

- A. There were no comments from members of the public. No audience comments

IV. OLD BUSINESS

- A. Update on Recreation Programs and Events
1. Community Service Supervisor Maya Simerson reported for staff in Recreation Supervisors Stephanie Young's absence. Simerson reported that Pumpkin Fest Preparation was in full swing with every indication there would be more groups and vendors participating than in any previous years.
 2. Recreation Coordinator Dustin Malaga was unable to attend to report on "Developing a mission and vision statement; setting goals." Item tabled until next meeting by consensus of the commission.

V. NEW BUSINESS

- A. Community Service Supervisor Simerson introduced Linda Gates of Gates + Associates, Park Planning, Design and Operation Consultant. Ms. Gates presented two design options and probable cost for the Oak Manor Park Landscape Plan. She explained the two options and cost differences provided in the Commissioners meeting packet. Commissioners, staff and Ms. Gates all engaged in discussion of the plans and brainstormed ideas that gave careful consideration to park users in the placement of two proposed picnic areas with shade

structures. Ms. Gates said she would incorporate the ideas in third set of plans and cost estimate. Everyone agreed that moving the larger picnic area to a grassy area west of the parking lot would be desirable to reduce the chance of young children wondering into the parking lot and also to the number of park visitors passing through the picnic area when returning to their cars.

Commissioners also discussed the color of the shade cloth on the structures to cover the picnic tables. Ms. Hunt said she would send material and color samples for the commission to review. The samples would be at the Annex reception area and commissioners would be contacted to examine the fabric. It was stressed by staff that Commissioners submit their preferences as quickly as possible after being contacted. Time was of the essence to order the cloth and complete this project in a timely manner.

VI. COMMISSIONER REPORTS

There were no commissioner reports.

VII. ADJOURNMENT

There being no additional matters before the commission, it was m/s/p that the meeting be adjourned. Meeting adjourned at 6:25 pm.

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

Tuesday, December 15, 2015 - 5:30 pm.