

**CITY OF UKIAH
PARKS, RECREATION AND GOLF COMMISSION MINUTES
Regular Meeting
411 West Clay St.
Conference Room 5
Ukiah, CA 95482
March 19, 2019
5:30 p.m.**

1. ROLL CALL

The Parks, Recreation and Golf Commission met at Meeting Date of March 19, 2019 having been legally noticed on March 14, 2019. Faye Hefte called the meeting to order at 5:32 p.m. Roll was taken with the following **Commissioners Present:** Vicki Bitoni-Brown, Elizabeth Salomone, Susan Knopf, Faye Hefte and Henry Sadowski (5:37 p.m.) **Commissioners Not Present:** None **Staff Present:** Jake Burgess, Recreation Supervisor

2. INTRODUCTIONS

Pinky Kushner

3. PETITIONS AND COMMUNICATIONS

None

4. APPROVAL OF MINUTES

The February 19, 2019 minutes were approved. Motion/Second: Elizabeth Salomone motioned to approve minutes of the February 19, 2019 meeting. **1.** Motion carried by the following roll call vote: AYES: Hefte, Bitoni-Brown NOES: Knopf

5. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Pinky Kushner spoke of the potential Splash Pad and the estimated cost of \$250,000. Burgess stated that this amount was possibly an under estimation. Kushner discussed the value for the department to put out a hose with a sprinkler from 5pm – 6pm to check popularity of potential future splash pad. Kushner paralleled the use of a similar method at Central Park in New York. She also stated that she could, and would be willing to, find donations for up to \$500 for the costs associated with this sprinkler idea.

6. COMMISSIONER REPORTS

Faye Hefte: Reported on her meeting with Burgess and other commissioners regarding the Centennial Celebration at Todd Grove Park. Hefte expressed her support of the plans for the event, including the layout of the attractions and the unique history that will be on display. Susan Knopf will be participating in the gathering some of the history for the event. Burgess confirmed that information on the history of the park is being gathered dating back to the very beginnings of the park. He is also hoping that articles will be written in conjunction with the Centennial Celebration about various aspects of the park's history (pools, trees, concerts). Kushner volunteered to write an article to contribute to the event. The date of the event will be Sunday, June 9, 2019. It will include food vendors, bounce houses, petting zoo, trackless train, history center, photo stations and raffle. Raffle prizes for the event will all be "100" themed. Salomone discussed the desire to include ideas about what is to come in the future of Todd Grove Park as part of the Centennial Celebration.

Susan Knopf: Reported that the Splash Pad is included in the Capital Improvements Plan. Also stating that the group that organized in support of the Pool would be willing to find some of the funding for the Splash Pad with cooperation of staff.

7. UNFINISHED BUSINESS

Community Services Staff Reports

Presenter: Jake Burgess, Recreation Supervisor

Expanded on the discussion of the Centennial Celebration by stating that the hope is to have a new Todd Grove Park sign in place prior to the beginning of the event. The previous request by the commissioners was to have the sign be made of Redwood. However, the City Manager recommended that the signage remain consistent with the other parks of the area and be made of metal. Durability of the sign is a main concern as well as the local vendors used to make the sign. The sign will replace the existing sign in the same location (on the corner of Maple and Live Oak). Burgess hopes that the sign will not need to go out to bid to speed the process, so the sign may be able to be in place prior to the Centennial Celebration. He also stated that, due to the size of the new sign, engineering may be required prior to installation. The sign has an estimated cost of \$800 - \$2,200. Depending on the type of metal used.

Presenter: Jake Burgess, Recreation Supervisor

Gave status reports on upcoming events. Sundays in the Park dates are tentatively set, but some of the band contracts still need to be finalized. Dates for Movies in the Plaza are also tentatively set. The movie selection for the series is currently being voted on by the community to establish which movies will be shown. The first event of the year will be Bounce to the Stars. In previous years, the food served at this event was pizza and hot dogs. This year, Burgess has secured a sponsorship with Mixies Restaurant to supply healthier options like vegetable wraps, chicken wraps and fresh fruit. Further, Burgess stated the desire to incorporate healthier food options at other future events and concessions, especially free community events. Knopf recommended a wheat hot dog bun for events that serve hot dogs like the Fourth of July celebration.

Presenter: Jake Burgess, Recreation Supervisor

The Parks department is considering slurry sealing the Anton Stadium Parking lot and are working with the Streets department on getting the parking lot restriped. Burgess stated that that parking lot is in disrepair. Mostly due to the faded paint lines defining parking spaces.

Presenter: Jake Burgess, Recreation Supervisor

Burgess stated that Tami Bartolomei has communicated with Frank Johnson in regards to attending future meetings. He is scheduled to attend the April Parks, Recreation and Golf Meeting. Knopf requested that Johnson's report be 30 minutes in an effort to keep the flow of the meeting going.

Presenter: Jake Burgess, Recreation Supervisor

Burgess gave an update on the Building Maintenance department. Their next project will be focused on the renovation of the front counter in the utility and bill pay area. Currently, utility customers and planning and building customers are being intermixed in a small area. The goal would be to update that area to accommodate both departments more affectively.

Presenter: Jake Burgess, Recreation Supervisor

Reported that the Museum had a huge turnout for the First Friday Art Walk event (possibly the largest they have ever had). Exhibits are also being well attended as the Museum has started taking out ads in magazines to attract audiences from out of the area. Additional tracking of these ads, as well as attendance figures, are being used and showing increased amounts of people attending events and exhibits. Kushner added that she personally knows someone from Healdsburg that had seen one of the ads and made a Museum specific trip to the area. She also noted that they loved the experience.

Presenter: Jake Burgess, Recreation Supervisor

Gave updates on recreation programs. The Youth Basketball season is complete with over 1,000 participants this year. It is the largest sports program run by the Recreation department. The Adult Basketball season continues as the Women's league playoffs begin this weekend. The Adult Softball deadline is approaching on March 22. In addition to this league, there are two softball tournaments coming in April, one in May and one in July. Teams for these tournaments come from areas outside of Ukiah, reaching out to Chico and other Bay Area cities. Burgess stated that a big reason for this is due to the capability of the Softball Complex to play games at night (with three lighted fields) as well as the concessions facility. Registration is open for Co-ed Volleyball, which has been an improved program as of late. Futsal is also beginning soon as part of the City's partnership with the Mendocino County Soccer Academy.

Presenter: Jake Burgess, Recreation Supervisor

Burgess reported that he, along with Daniel Spence, Seasonal Program Coordinator, attended a meeting with the Army Corps of Engineers regarding the Recreation department's desired use of Lake Mendocino. The meeting was sought out with the hopes of using the lake as a site for recreation classes and other events including paddle boarding, yoga and other fitness programs. Paddle boarding classes should be featured in the Recreation Guide as early as Summer 2019. The specific location of the lake where these programs will be held is yet to be finalized. He stated that the meeting was well received and, as long as programs were scheduled correctly, the use of the lake is granted.

Presenter: Jake Burgess, Recreation Supervisor

Burgess detailed the California Parks and Recreation Society conference that will be attended by the recreation staff March 20 – March 22. It is an annual conference attended by the department that features a main expo as well as recreation classes and lectures. Vendors are on site for Q&A sessions about playground equipment, turf solutions, splash pads and much more. The City Manager was very supportive of the staff attending this conference. Kushner added that she was very much in favor of the staff attending as well. Burgess stated that among many things, new information and renewed inspiration are major benefits of attending the conference.

Presenter: Jake Burgess, Recreation Supervisor

Gave clarification of the property management of the Alex Rorabaugh Recreation Center (ARRC). The City of Ukiah pays \$20,000 annually for use of the facility for recreation classes and sporting events. It is a partnership with the ARC that has the Community Services department as a manager of renting the facility.

Presenter: Jake Burgess, Recreation Supervisor

Burgess updated that a meeting regarding financial matters regarding budget had taken place with the Finance department on March 18. The reason of this meeting was to clarify budget and a cleanup of some loose budget items. Burgess also stated that the increase in minimum wage will hit the Recreation department hard due to its increased employment of part time staff. He also shared that the Pool set an all-time high in revenue last year at about \$109,000. Salomone added that she believes that Summer Safari programs are well worth any added budget that may need to be applied.

Updates on Vinewood Park Improvement

Presenter: Jake Burgess, Recreation Supervisor

Updated the status of park improvement as “Out to Bid” for the general contractor. The plans are complete and the bid will close April 10, 2019. The deadline for completion of construction is June 30, 2019. Kushner requested that a sign or banner be hung at Vinewood alerting community members that new construction and improvements are coming.

Updates on Riverside Park Improvement

Presenter: Jake Burgess, Recreation Coordinator

The hydrology study is the next phase of the park improvement. This study is designed to find a way for an inlet of water to be created for fish access, habitat and spawning.

Grant Opportunities

Presenter: Jake Burgess, Recreation Coordinator

Prop 68 is the program that is funding many of the park improvements. Additional applications have been submitted for improvements to Oak Manor Park. Burgess stated that, along with many other things, one of the main factors in getting approval for these grants is the median income in the surrounding areas of the park in question. If the median income is too high, the park may be ineligible to receive a grant. Specifically, the main goal for Prop 68 funding is to build brand new parks in low-income areas. Burgess gave an update on the challenge for purchasing the Methodist Church to create a recreation center. Siting the historic aspects of the church as well as the renovation requirements as major hurdles.

8. NEW BUSINESS

None

9. CLOSED SESSION

None

10. ADJOURNMENT

There being no further business, the meeting adjourned at 6:32 pm.