

PARKS, RECREATION, AND GOLF COMMISSION

Civic Center Conference Room #3
411 W Clay Street Ukiah, CA 95482

TUESDAY, AUGUST 16, 2011
5:30 P.M.

A G E N D A

- I. **CALL TO ORDER/ROLL CALL**
 - II. **APPROVAL/CORRECTION OF MINUTES**
Minutes of July 19, 2011
 - III. **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.
 - IV. **NEW BUSINESS**
 - A. Appointment of Vice-Chair
 - V. **OLD BUSINESS**
 - A. Update and Discussion on Golf Operations (Report attached)
 - B. Update and Discussion on Playground and Park Topics (Verbal Report)
 - C. Discussion on Recreation Programs and Special Events (Verbal Report)
 - VI. **COMMISSIONERS' COMMENTS**
 - VII. **ADJOURNMENT**
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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 11th day of August, 2011.
Jarod Thiele, Recording Secretary

PARKS, RECREATION, AND GOLF COMMISSION

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

Regular Meeting

TUESDAY, July 19, 2011
5:30 P.M.

MINUTES

I. CALL TO ORDER/ROLL CALL: 5:31pm

Called to order by Administrator Marsolan at 5:31pm

Commissioners Present

Don Rones
Darcie Antle Eric Barkhurst
Henry Sadowski Kathleen Selzer

Staff Present

Katie Marsolan, Community Services Administrator
Jarod Thiele, Recording Staff Person
Frank Johnson, Golf Pro
Sage Sangiacomo, Assistant City Manager

Commissioners Absent

Faye Hefte- unreported

I. APPROVAL/CORRECTION OF MINUTES: 5:33pm

M/S: Rones/Barkhurst to approve minutes of April 19, 2011 and May 10, 2011 as presented. Motion carried by an AYE vote from all Commissioners

II. AUDIENCE COMMENTS ON NON-AGENDA ITEMS: 5:33pm

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.

III. NEW BUSINESS: 5:33pm

A. Appointment of new Commissioners and Roles 5:33pm

Administrator Marsolan requested everyone introduce themselves. Administrator Marsolan also said Commissioners are more than welcome to call or email us anytime and said if they have items they wish action to be taken on, they can be brought forward to be put on the agenda.

Appointment of Chair: Commissioner Rones nominated Commissioner Antle to be Chair of the Commission; Commissioner Barkhurst seconded the motion. Motion carried by an all AYE voice vote.

It was decided that appointment of Vice Chair will be added to the agenda for the next monthly meeting.

IV. OLD BUSINESS: 5:44pm

A. Update and Discussion on Golf Operations (Report attached) 5:44pm

Administrator Marsolan explained that the golf reports provided are from Golf Pro Johnson. Included, are the prior month's reports and the summary to date as well as updates for the golf course. Having 6 July's under his belt, Johnson said he pulled the numbers from the prior ones and the golf course is at it's the second best of the 6. He believes that weather directs activity. He went on to say that the Internet specials have really taken off; especially the 3 o'clock promo as well as the influx of new people after 3. The course conditions have been well maintained by the maintenance crew and the Marshalls have really helped out. Johnson said the golf industry is still seeing a downturn that started in 2008 and is down nationally about 8%. He said there is a new national program being developed by the PGA thinks they have come up with a program for the "newcomers" based on yardage. A new golfer can on average hit 140 yards, so they move their tees up to the middle of the fairway. Golf Pro Johnson said will bring more details to the next meeting. 3-hole, 6-hole, and 9-hole rates will let the newcomers feel more comfortable and less pressured. Commissioner Sadowski also asked why on the website the 9-hole option is not on there and thought it would encourage more people if it was listed. Johnson explained when he first got here there was no 9-hole rate and it is not even posted in the clubhouse. Johnson said he would check it out to make sure the information was available. Johnson reported the "Back to Golf" group is up to 27 people and that classes will be offered year-round. The youth classes have been successful as well, he said. Commissioner Antle asked about the water usage and Johnson said they studied some water information over the winter and they have a better handle on it. Assistant City Manager Sangiacomo commented that the water infrastructure on the course is aging and does need addressed is currently looking to see what it would take to put in a new system but it is complex due to the different elevations on the course.

B. Update and Discussion on Playground and Park Topics (Report attached) 6:07pm

Administrator Marsolan commented that a number of projects are underway. Commissioner Antle asked about how projects protect trees. Administrator Marsolan explained that the planning department has been looking at city projects. Staff working on the projects may have made changes that did not make it back to the planning commission. Assistant City Manager Sangiacomo commented that plans submitted by staff, Planning Director Stump has the ability to allow changes as long as they remain in substantial compliance with their conceptual plan. He went on to say at the Skate Park site more than 14 trees were planted as well as landscaping. Some planning commission members thought it was a new road going in, but it has always been an access point to the Ukiah Players theatre. Assistant City Manager Sangiacomo said that the landscape plan was changed to have tall shrubs instead of trees as they would be planted too close to the bowls of the skate park. There are too many utilities to plant trees in the right of way on Low Gap Road. There were extenuating circumstances that allowed for the conceptual plan to be changed, he said. The Planning Director is currently developing a process on how to relay information and changes back to the Planning

Commission. Guest Knopf indicated that no explanations have been offered to the Planning Commission.

Marsolan commented that the pool is open and construction is ongoing. The contractor has not had any major delays and the project is ahead of schedule.

The large BBQ in the picnic area at Todd Grove Park is beyond the point of repair and it will be disassembled but the space will be reserved for a new BBQ. Staff is currently looking at different options. Commissioner Sadowski asked what the cost would be. Administrator Marsolan said individuals and groups had been looking at different ways to fabricate one. Assistant City Manager Sangiacomo commented that maybe a few smaller ones may be appropriate. Assistant City Manager Sangiacomo said the bbq is a safety danger and needs removed immediately.

Assistant City Manager Sangiacomo commented about Anton stadium and the controversy over wood versus concrete. City received confirmation that the grants used for the project deadline has been extended to June 2015 so the discussion will come back around. The item will go back to City Council August 3rd.

C. Discussion on Recreation Programs and Special Events (Verbal Report) 6:27pm

Marsolan commented that the summer events are underway with movies at the Plaza, concerts at Todd Grove Park and Family Fun In The Sun is rotating at different parks.

The concert series is celebrating its 20th year. August 14th is the date for the annual reception. Invitations were handed out by Administrator Marsolan and each commissioner was personally invited. The point of the reception is to appreciate the sponsors and close the season by having everyone there.

Administrator Marsolan said swim lessons will run up to Aug 19th. Even with the construction, the pool has been successful. More classes have been going to the evening and has allowed us to test what times work better, Marsolan said.

The fall season recreation guide is coming out in September and planning is underway now.

V. COMMISSIONERS' COMMENTS: 6:31pm

Assistant City Manager Sangiacomo commented that anyone who has not seen the renovations at the pool should go see them and that the contractors and staff have done a great job.

The next regular monthly meeting of the Commission will be held August 16, 2011

VI. ADJOURNMENT: 6:33pm

M/S: Rones/Antle to adjourn. Motion carried by an AYE voice vote from all Commissioners.
Meeting adjourned at 6:33pm

Jarod Thiele, Recording Secretary

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**Ukiah Municipal Golf Course
 Sales Analysis By Class**

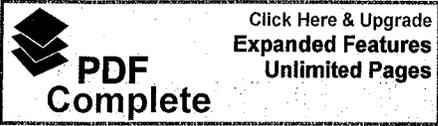
Class Range: 20 to 20
 Date Range: 7/01/11 to 7/31/11

		Quantity	Sales	Cost	Cost Margin
20	Memberships				
20001	Limited Membership Adult	1	\$1,299.00		
20003	Limited Membership Senior	5	\$4,598.50		
20006	Limited Membership Sr Couple	2	\$1,861.75		
20008	Summer Monthly Junior	9	\$329.50		
20100	Unlimited Membership Adult	1	\$1,623.00		
20101	Unlimited Membership Couple	1	\$2,164.00		
20103	Unlimited Membership Senior	2	\$1,818.75		
20104	Unlimited Membership Sr. Coupl	1	\$238.75		
20	Memberships Totals:	22	\$13,933.25		
	Average Selling Price:		\$633.33		
Report Totals:	Sales (Extended):		\$13,933.25	Cost:	\$0.00
					Margin:

Ukiah Municipal Golf Course Sales Analysis By Class

Class Range: 1 to 5
Date Range: 7/01/11 to 7/31/11

		Quantity	Sales	Cost	Cost Margin
1 WD Green Fees					
01000	Weekday 9 Holes	351	\$6,669.00		
01001	Weekday 18 Hole	91	\$2,457.00		
01005	Weekday Senior 18 Hole	194	\$4,462.00		
01010	Weekday Junior 18 Hole	4	\$56.00		
01011	Junior Twilight	44	\$616.00		
01016	Weekday Twilight Winter 12PM	153	\$3,519.00		
01020	Weekday Limited Year Ticket	182	\$0.00		
01021	Weekday Unlimited Year Ticket	272	\$0.00		
1	WD Green Fees Totals:	1,291	\$17,779.00		
	Average Selling Price:		\$13.77		
2 WE Green Fees					
02000	Weekend 9 Holes	130	\$2,730.00		
02001	Weekend 18 Hole	611	\$19,552.00		
02016	Weekend Twilight Winter 12PM	152	\$3,800.00		
02020	Weekend Limited Year Ticket	118	\$0.00		
02021	Weekend Unlimited Year Ticket	341	\$0.00		
2	WE Green Fees Totals:	1,352	\$26,082.00		
	Average Selling Price:		\$19.29		
3 Specials					
03001	Internet Weekday	212	\$3,084.00		
03002	Internet Weekend	225	\$3,203.00		
03006	2 For 1 Specials	9	\$0.00		
03009	Pre Pack GF	6	\$0.00		
3	Specials Totals:	452	\$6,287.00		
	Average Selling Price:		\$13.91		
4 Tournament					
04000	Weekday Tournament	24	\$556.00		
04001	Weekend Tournament	93	\$2,976.00		
4	Tournament Totals:	117	\$3,532.00		
	Average Selling Price:		\$30.19		
5 Misc. Rounds					
05000	Comp	23	\$0.00		
05001	PGA	1	\$0.00		
05003	Water Program	35	\$0.00		
05004	Employees	57	\$0.00		
05005	Marshall	62	\$0.00		
05006	Re-Round	29	\$0.00		
05100	Open Golf	2	\$0.00		
5	Misc. Rounds Totals:	209	\$0.00		
	Average Selling Price:		\$0.00		



**Ukiah Municipal Golf Course
Sales Analysis By Class**

Class Range: 1 to 5
Date Range: 7/01/11 to 7/31/11

			Quantity	Sales	Cost	Cost Margin
Report Totals:	Sales (Extended:)	\$53,680.00	Cost:	\$0.00	Margin:	