

# PARKS, RECREATION, AND GOLF COMMISSION

Ukiah Civic Center Annex  
CONFERENCE ROOM 5  
411 West Clay Street Ukiah, CA 95482

TUESDAY, May 19, 2009  
5:30 P.M.

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## MINUTES

### I. CALL TO ORDER/ROLL CALL

Called to order by Chair Kisslinger at 5:36PM.

#### Commissioners Present

Michael Kisslinger, Chairman  
Tami Bartolomei, Vice-Chair  
Julie Dunn  
Don Rones  
Darcie Antle  
Bill Hoover

#### Staff Present

Katie Merz, Community Services  
Supervisor  
Frank Johnson, Golf Pro (excused at [5:49:13 PM](#))  
Amanda Davis, Recording Secretary

#### Commissioners Absent

Alex Goeken

#### Others Present

### II. APPROVAL/CORRECTION OF MINUTES:

**M/S Dunn/Rones** it was **carried** by an all AYE voice vote of the Commissioners present to approve the minutes of the April 21, 2009 meeting as submitted.

### 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.

### V. RECREATION ITEMS: [5:37:04 PM](#)

#### **A. Current & Future Recreation Programs; Receive an update on recreational offerings and consider possible recommendations for enhancing.**

Verbal report and update given by Supervisor Merz: Softball season has begun, there is an overwhelming number of teams this season; the City established a contract with the concessionaires at the baseball field; the concessionaires are in charge of maintaining the building and it is run through Five Star Catering; Day camp interviews are taking place this week; pool staff have been hired and have begun training; City staff has made some upgrades to the pools and are now ready to open for the season; the Summer 2009 Activity and Recreation Guide will be released in June and registration begins on June 8<sup>th</sup>.

**B. Special Events;**

**1. Receive financial reports on Special Events.**

Verbal report and update given by Supervisor Merz. The Commission reviewed and discussed the financial reports on Special Events.

**IV. UKIAH MUNICIPAL GOLF COURSE ITEMS: 5:50:16 PM**

**A. Receive report on golf operations; Discuss recommendations for marketing, usage, maintenance, and improvements.**

Verbal report and update given by Supervisor Merz: Supervisor Merz presented the preliminary budget for the Golf Course; staff has been working with the Finance Dept. and the budgets will be presented to the City Council at the June meeting; staff worked very hard to bring the maintenance costs down; they have been watering less and using the proper equipment; these small modifications have helped tremendously; an adjustment has been made to general maintenance costs; the Seasonal Worker was not hired this year, the position was left vacant. No report given on marketing at the golf course.

Verbal report and update given by Golf Pro Johnson: The Golf Course has been busy; there are a couple of tournaments coming up; Golf Pro Johnson will give a presentation at next month's Commission meeting.

**VI. PARKS ITEMS: 6:06:31 PM**

**A. Receive an update on park projects including Picnic Area, Riverside Park, Observatory Park, the Alex Rorabaugh Center (ARC), Anton Stadium, Skate Park, and Ukiah Municipal Pools.**

Verbal report and update given by Supervisor Merz: Friends of Observatory Park have been meeting more regularly and are making improvements to the building that once housed the telescope; the Commission requested that the path be modified enough to open the park and remove the fencing; the Skate Park site is in the process of being constructed; the California State Resources Agency has re-opened their funding for Riverside Park, staff is in the process of taking this item back to the City Council so the project can then move forward; The City Manager and City Council are working in a sub-committee on the Capital Improvement plan and are using a software system where it will track and budget for various projects from various departments; this committee is asking that the Community Services Department plan for various capital improvement projects which could include playground improvements, the picnic area and Observatory Park. No report given on the Alex Rorabaugh Center. No report given on Anton Stadium. No report given on the Ukiah Municipal Pools.

**B. Receive an update on the Rocket Ship Project and consider possible action.**

Verbal report and update given by Supervisor Merz: The Rotary Club had a meeting at the site with City staff last week to discuss the Rocket Ship; staff has asked the Rotary Club to submit a plan in writing; the slide was ordered and delivered.

**C. Receive an update on discussions and meetings regarding Tree Maintenance.**

Verbal report and update given by Supervisor Merz: The next meeting is taking place June 4<sup>th</sup> and Commissioner Kisslinger is facilitating it; City staff is working on a draft Tree Maintenance Ordinance.

**VII. UPDATES ON CITY BUDGET PROCESS: 6:32:24 PM**

**A. Review and Discuss 2009-2010 proposed General Fund budgets for the Community Services Department**

- 1. Museum**
- 2. Parks**
- 3. Recreation**
- 4. Aquatics**

Verbal report and update given by Supervisor Merz: Supervisor Merz presented the General Fund budgets for the Museum, Parks, Recreation and Aquatics; these were presented to the City Council on May 6<sup>th</sup> and 7<sup>th</sup>; the City Manager presented the summary sheets to the City Council and gave a description of what each department is doing to reduce the General Fund; the goal is to reduce expenses and increase revenues.

**VIII. FUTURE AGENDA ITEMS- DISCUSS AND CONSIDER ITEMS FOR FUTURE MEETINGS:**

Commissioner Dunn requested that the Commission discuss the status of Cart Path's repairs at the Golf Course.

Commissioner Dunn requested that the Commission receive an update at the next meeting about Observatory Park.

Commissioner Kissinger requested the Commission receive an update at the next meeting about the Rocket Ship.

**IX. FUTURE MEETING LOCATIONS- DISCUSS AND CONSIDER LOCATIONS FOR FUTURE MEETINGS:**

The Commission discussed holding a future Commission meeting at Riverside Park.

**X. COMMISSIONERS' COMMENTS AND MEETING EVALUATION:**

**XI. ADJOURNMENT 6:56:27 PM**

Meeting adjourned at 6:56 PM.

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Amanda Davis, Recording Secretary