

**CITY OF PETALUMA**  
**RECREATION, MUSIC AND PARKS COMMISSION**  
**MINUTES**

**REGULAR MEETING**

*Wednesday, April 17, 2002*

*Petaluma Community Center  
320 North McDowell Blvd.*

*7:00 p.m.*

***Commissioners Present:*** Hagen, Healy, Kinsella, McCoy, Ramirez, Tarr

***Commissioners Absent:*** Kates\*

***Staff Present:*** Jim Carr, Director of Parks and Recreation  
Ed Anchordoguy, Parks and Landscape Manager  
Sara Stewart, Admin. Secretary

***Chair\****

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**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES: *March 20, 2002***

Mike Healy moved that the minutes be approved as submitted, seconded by Marja Tarr, unanimously approved.

**PUBLIC COMMENT**

**1) Angela Dowd** – 912 “F” Street – Complained that adult hardball players without a permit have been using the field at McNear. They were dragging the field without watering it and had a vehicle on the field, which is against the law. She called Recreation Supervisor Don Phoenix and he will be checking the situation. She also presented concerns about the proposal to remove the dome backstop from the field.

**Carr** – Spoke to Don Phoenix about the situation and asked him to place signs that address non-permitted use.

**2) Voorhees Mount** - 900 “F” Street – Adult hardball is prohibited at McNear Park. Last Sunday, the players were adults, had stereos blasting, were honking horns and were driving at dangerous speeds. Sunday is also a family day at McNear so that the community can enjoy the park. He presented concerns about potential liability issues when adults play hardball at the park.

**PETITIONS AND COMMUNICATIONS - NONE**

**OLD BUSINESS**

**1) Park Master Plan – Subcommittee Report (Carr/Kinsella)**

**John Kinsella** – The subcommittee comprised of Jim Carr, Ed Anchordoguy, Elaine Ramirez, and John Kinsella met a few weeks ago to talk about the Park Master Plan and funding process. He outlined the following overall objectives:

- 1 1. Determine the community's long-term needs for park usage.
- 2 2. Develop a funding strategy to achieve the plan.
- 3 3. Create a strategy to successfully organize and achieve a bond measure in the March 2004 primary
- 4 election.
- 5 4. Achieve the proposed timeline.

6  
7 The group will be developing a survey to be included with the water bills. By October 1, they plan to  
8 have the Commission visit different organizations throughout town to talk about the process and  
9 community needs. The goal is to present the results of the survey to the Commission at the October 16  
10 meeting. After the meeting, the committee will develop a draft proposal for review at neighborhood  
11 quadrant meetings that will be held on November 12, 13, 20, and 21. The goal is to complete the Park  
12 Master Plan by March 2003. That will give staff 12 months to develop a bond measure.

13  
14 **Elaine Ramirez** - In order to develop the survey and the Park Master Plan, the subcommittee will obtain  
15 ideas from surveys and master plans that were generated by other cities and the County. The  
16 subcommittee felt that it was important for the Commission to play an active role in obtaining public  
17 input regarding the Park Master Plan.

18  
19 **Carr** – Has been required to reduce the ongoing budget for the department 10 of the last 12 years, but this  
20 year has been the most difficult. In order to help with the shortfalls, he suggested that the Commission  
21 consider strategies to wean Parks and Recreation in part or whole from the general fund. He suggested  
22 that the Commission consider a bond issue or parcel tax that pays for the parks portion of the department,  
23 which amounts to about a million dollars. This will help the City's general fund, and the department will  
24 not be dependent on the annual budget uncertainties. "Parks" could also include the major athletic fields  
25 at the schools.

26  
27 In order to help with the development of the Parks Master Plan, he will be providing master plans and  
28 information from other cities.

29  
30 **Voorhees Mount** – Is trying to encourage the County Supervisor to take a responsible attitude about  
31 developing parks and athletic fields in the south County.

## 32 33 **2) Adjustment of Exercise Hours for Dogs in Parks (Carr)**

34  
35 **Carr** – Referred to the adjusted hours to exercise dogs in parks included in the Commission's packet. At  
36 the March meeting, there was discussion regarding Prince Park and the increased hours at that facility  
37 during the winter months. Since the adjusted hours do not impact the facility, the change has been  
38 reflected on the attached list as part of the year round schedule.

39  
40 Regarding potential dog exercise areas, Carr spoke with Matt White of Basin Street Properties who  
41 expressed some interest in their detention ponds being used as a dog exercise area. Basin Properties owns  
42 the land at the north end of the City and may be doing some modifications to the detention ponds, but will  
43 keep the proposed use of the land as a dog exercise area in mind. Carr also spoke to Airport Manager  
44 Mike Glose about using a portion of the City-owned area south of the airport. Mr. Glose will discuss the  
45 idea with the Airport Commission. Another possibility is the Grange Property on Industrial Drive.

46  
47 **Ken McCoy** – Presented concerns about the revised schedule at Prince Park during the summer months  
48 since the field is used for soccer camps.

49  
50 **Carr** – Suggested revising the schedule as follows:

1 Sept.-May, 6 a.m.-3 p.m., Mon-Fri; and June-Aug, 6 a.m.-8 a.m. Mon-Fri.

2  
3 **John Kinsella** – Spoke in favor of the revised schedule. His only hesitation is that Oak Hill Park is not  
4 used for picnics or family gatherings during the winter months. His suggestion is that the Commission  
5 revisit this issue sometime in the future so that the park will be open on weekends all year round for dog  
6 use.

7  
8 **Sheri Cardo** – Distributed a Community Education Plan regarding dog parks that she developed per  
9 Commission’s request.

10  
11 Michael Healy moved that the Commission approve the proposed exercise areas and hours and the  
12 Community Education Plan for City Council’s approval. He also recommended that a brochure be  
13 developed and incorporated into the dog license renewal materials and that staff place additional  
14 dispensers with plastic bags and trash cans in all the dog exercise areas. The motion was seconded by  
15 Elaine Ramirez, unanimously approved.

16  
17 **Carr** – Reported two incidents at Oak Hill Park that involved a family who lives adjacent to the park. He  
18 asked the Police Department to make a report of both incidents since other local neighbors are concerned  
19 about their safety.

20  
21 **NEW BUSINESS**

22  
23 **1) Rockridge Pointe Subdivision (Carr)**

24  
25 **Carr** – This project was recently appealed to the City Council following denial of the project at the  
26 Planning Commission on January 8, 2002. During discussion, the City Council had asked that the  
27 Recreation Commission review the proposal of dedicating a 40-acre parcel from the project to the  
28 Sonoma County Regional Parks Department. Carr outlined the project and asked the Commission for  
29 direction.

30  
31 Staff recommends supporting the proposal. The parcel backs up to Helen Putnam Regional Park, which  
32 would expand the size of Petaluma’s only regional park. In addition, the maintenance of the open space  
33 parcel would be taken care of by an experienced agency.

34  
35 Following discussion, Bruce Hagen moved that staff recommends:

- 36  
37 • That Parcel I be taken over by County Parks with the possibility for future parking and trail access to  
38 the existing Putnam Park.  
39 • That Parcel A, B, C, and the emergency vehicle access path coming off of Western be dedicated to the  
40 City as undeveloped land and be maintained, and paid for by a landscape assessment district.  
41 • That there be a 50’ strip that connects parcels A through D behind lots 6, 7, and 8. Also, between  
42 parcels 15 and 16, access to parcel D be provided by a cut through for pedestrian/bike trail access.

43  
44 The motion was seconded by Ken McCoy, unanimously approved.

45  
46 **2) Parks and Recreation Department Cost of Services Study (Carr)**

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48 **Carr** – The City Manager has commissioned consultant Rick Kermer to evaluate all the City Departments  
49 that have service fees and charges to determine if fees collected are cost covering and to make

1 recommendations for every department. On April 8th, during a City Council workshop, Councilmember  
2 Healy suggested that the Recreation Commission review the proposed fees for Parks and Recreation.

3  
4 Carr referred to the recommendations from department staff regarding the cost of services study  
5 conducted by the consultant. In formulating recommendations staff has balanced the need for cost  
6 recovery and considered the effect that fee increases would have on services provided for different  
7 groups. Carr reviewed staff's recommendations and asked for comments.

8  
9 The Commission made suggestions regarding fees for aquatics, pre-school programs, Prince Park rentals,  
10 and private ball fields long-term and asked Carr to present their comments to the City Council.

11  
12 **Marja Tarr** – Suggested that a larger Swim Center sign displaying hours of operation be posted in the  
13 proximity of the facility so that it can be visible from the road.

14  
15 **Elaine Ramirez** – Suggested the possibility of charging an additional \$2.00 dog-licensing fee to go  
16 directly to Parks and Recreation to help with park maintenance, signs, disposable bags, etc.

17  
18 **Carr** – All of the new fees will take effect this year except for the youth sports, which will be deferred  
19 until next year, since league registrations have already taken place.

## 20 21 **COMMISSIONERS REPORTS**

### 22 23 **1) John Kinsella** –

24 **a) Grant Park** – Lawn is in good condition. Weeds need to be removed from the sand box where the  
25 play structure is located. Some signs have been vandalized on the adult exercise structure.

26 **b) McNear Peninsula** – Asked Carr about status.

27 **Carr** - The City did not receive the grant. Staff from the school districts, adult education, non-profit  
28 organizations, and the Santa Rosa Junior College will be considering ways to generate revenue in order to  
29 meet the match for the Open Space District in order to purchase the property.

30 **c) Oak Hill Park** – Asked about the removal date for the gate that is protecting the seeded area and if the  
31 weeds are going to be mowed.

32 **Ed Anchooguy** – The fence will be removed when the area goes to seed. Tomorrow staff will start  
33 mowing the parks, which takes two weeks to complete.

34 **d) Sunrise Park** – Looks very attractive.

35 **e) Sunset Park** – Barbecue pits are mangled and need to be refurbished.

36 **Ed Anchooguy** – The barbecue pits are heavily used - staff will be checking them.

### 37 38 **2) Marja Tarr** –

39 **a) Casa del Oro and McNear** – A number of activities are occurring in both places. Softball and tennis  
40 players are getting good use of both parks.

41 **b) Lucchesi Field** – The berms surrounding the field are not draining well - water seems to be running  
42 off onto the sidewalk or the turf areas.

43 **c) Soccer at Lucchesi** – Some people involved in soccer are interested in installing a concession stand  
44 with a P.A. system and have asked if electrical connections are available around the field or parking lot.

45 **Ed Anchooguy** – At present there are no electrical connections, but they could be considered in the  
46 future.

47 **d) Teen Representatives** – Some parents have inquired about the lack of student representation on the  
48 Recreation Commission. It would be desirable to obtain youth participation and their reaction regarding  
49 proposed fees since they use many of the City facilities. She suggested having one or two students on the  
50 Recreation Commission.

1 **3) Michael Healy** –  
2 Commended staff for cleaning the debris from trees from the wind storm.

3  
4 **4) Bruce Hagen** –

5 **a) Country Club Open Space** – Looks attractive.

6 **b) Putnam Plaza** – Looks good.

7 **c) Wickersham** – Looks good.

8 **d) Westridge Open Space** – About a week ago, one of his neighbors and his friend sent a letter to the  
9 property owner where the Robber’s Cave Rock is located asking him if they can work with him to see if  
10 they can maintain the area for public use. The area is treated right now as being part of the open space.

11 **e) Lafferty Park** – The Board of Supervisors of the Open Space District were asked to approve the  
12 purchase of development rights for Lafferty Park. Mike Kerns asked the General Manager to put this item  
13 on the agenda this month. To strengthen the City’s application, Mr. Hagen has been making presentations  
14 to the City Councils from Healdsburg, Windsor, and Sebastopol, and will making a presentation in  
15 Rohnert Park next Tuesday. So far, all the cities have been supporting Petaluma’s application. He  
16 presented concerns about the lack of information about the approval process within the Open Space  
17 District and asked Carr to find out about the process and timeframes.

18  
19 He handed out Lafferty Park postcards and asked staff to place them at the Petaluma Community Center  
20 for public distribution. He informed the Commission that Lafferty has a float and a community quilt that  
21 is going to be displayed in its infancy at the Butter and Eggs Parade. Postcards will also be distributed at  
22 the parade in order to make the public aware of the park and try to get them involved in that effort.

23  
24 **5) Elaine Ramirez**

25 **a) Cherry Valley** – Looks good.

26 **b) Marina** – There is a \$2 fee for the boat launch.

27 **c) Shollenberger** – The park is heavily used.

28 **d) Lafferty Park** – Sent a letter to County Supervisor Mike Kerns as a citizen and a Commissioner,  
29 expressing support to place this item on the Open Space District’s agenda. She asked Mike Kerns to call  
30 her but so far he has not responded.

31  
32 **6) Ken McCoy** –

33 **a) Bond Park** – Signs posting rules for the park are in need of repair.

34 **b) Lucchesi Field** – Noticed the following signage problems:

35 • There are no signs facing the parking lot; they are all inside the field.

36 • Both signs in English and Spanish are facing opposite sides of the field. If someone not able to read  
37 English comes in on the side where the sign in English is posted, the individual is unable to read the rules.  
38 The same happens on the opposite side of the field where the Spanish sign is posted. He requested that  
39 signs in English and Spanish be posted side by side in both places of the field and facing the parking lot.

40 • **Goal Posts** – Presented concerns about potential liability hazards due to the fact that goal posts are not  
41 properly anchored at Lucchesi field and asked staff to take care of the situation.

42 • **Lucchesi Field Turf** - Requested information about the grooming machine.

43 **Ed Anchoroguy** – The field-turf manufacturer is producing a machine to groom the synthetic field and  
44 will be providing the City with a free groomer in about four weeks.

45 **e) Petaluma Swim Center** – Requested that staff place the pool signage on the next agenda for further  
46 discussion.

47 **f) Vandalism** – Reported vandalism incidents at Lucchesi and Wiseman Parks. He asked the  
48 Commissioners to check the athletic fields after dark and report events to the police.

49  
50

1 **DIRECTOR'S REPORT** – *Jim Carr, Director of Parks and Recreation*

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3 **1) Petaluma General Plan** - Approximately 150 teens attended the general plan meeting sponsored by  
4 the Teen Council.

5  
6 **2) Shollenberger Park** – The pathway extension project started on April 8, 2002 and is progressing.  
7 The Civilian Conservation Corp (CCC) is providing assistance.

8  
9 **3) Earth Day** – On April 20 and 21 two days of clean up have been scheduled at Shollenberger Park. As  
10 part of the process, the Casa Grande Interact Club sponsored by the Rotary Club will be installing the  
11 markers and painting the numbers so that they coincide with the available interpretative brochure.

12  
13 **4) Swim Center Heater** – A consultant reported that the Swim Center 40-year-old heater was at 40%  
14 efficiency. He did some corrective work and was able to obtain 80% efficiency. He thinks that it may  
15 last a few more years.

16  
17 **5) Graffiti Removal Program** – The Willow Glen Subdivision sound wall was painted with graffiti, and  
18 the vandal was caught. Ed Cerar and his crew cleaned up the graffiti and received compliments from the  
19 Willow Glen property owners. If the graffiti continues, Carr suggested that the Commission consider a  
20 zero-tolerance policy and have some fines, such as \$200 for the first offense and an additional \$100 for  
21 each additional offense.

22  
23 **6) Petaluma Youth Soccer League** – (Sonoma County Alliance) – Regarding the Sonoma County  
24 Alliance League, Jim Carr, Don Phoenix, Marja Tarr, and Ken McCoy met to discuss field-use fees. Fifty  
25 percent of the players in the league are from Petaluma and the other 50% from Rohnert Park. Some of the  
26 games are played in Petaluma and some in Rohnert Park. The group consensus was not to charge any fees.  
27 This will help players that play soccer at higher levels to play; otherwise there will be no program. There  
28 will be no impact to other organizations that use the synthetic field.

29  
30 **7) Proposition 40** – When the Commission discussed the Capital Improvement Budget, (CIP), he  
31 reviewed a list of about 40 maintenance projects that have no funding available. The City will be  
32 receiving about \$250,000 from Proposition 40. Rather than building a new park, he is suggesting that the  
33 Commission consider using those funds for the list of projects on the CIP that have no budgeted funding  
34 sources, such as tennis courts upgrades, irrigation systems, paving at La Tercera and Bond Parks, etc.  
35 Carr will be placing this item on the next agenda so the Commission can make a recommendation to the  
36 City Council.

37  
38 **Mike Healy** – Asked Carr to provide the Commission with a memo that shows how many of the projects  
39 can be accomplished with those funds.

40  
41 **ADJOURNMENT**

42 Marja Tarr moved that the meeting be adjourned at 10:45 p.m., seconded by Mike Healy, unanimously  
43 approved.