

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

REGULAR MEETING

*Petaluma Community Center
320 North McDowell Blvd.
Conference Room 2*

*Wednesday, October 16, 2002
7:00 p.m.*

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

Commissioners Absent: Healy

Staff Present: Jim Carr, Director of Parks and Recreation
Ed Anchordoguy, Parks and Landscape Manager
Don Phoenix, Recreation Supervisor, Parks and Recreation
Sara Stewart, Admin. Secty., Parks and Recreation

Chair*

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: *September 18, 2002*

It was moved by Ken McCoy that the minutes be approved as submitted, seconded by John Kinsella, unanimously approved.

PUBLIC COMMENT: *NONE*

PETITIONS AND COMMUNICATIONS: *NONE*

COMMISSION OFFICERS AND REORGANIZATION

a. Chair – Bob Kates moved that the Commission nominate Ken McCoy as Chair, seconded by Bruce Hagen, unanimously approved.

b. Vice-Chair – Elaine Ramirez nominated Marja Tarr as Vice-Chair, seconded by Ken McCoy, unanimously approved.

c. Meeting Days and Time – Marja Tarr moved that the meetings continue to be on the third Wednesday of every month at 7 p.m., seconded by Bruce Hagen, unanimously approved.

d. Appointment of Commission to Committees:

Bicycle Committee: Bruce Hagen – **Alternate:** None

Child Care Committee: Ken McCoy

Cultural Arts: Elaine Ramirez – **Alternate:** Marja Tarr

Museum: Recreation Supervisor Don Phoenix will be the liaison.

Senior Citizens: Recreation Supervisor Jan Mandrell or Senior Coordinator Trina Ramirez will

periodically give a report regarding senior activities.

Tree Advisory Committee: John Kinsella – **Alternate:** Marja Tarr

Central Petaluma Specific Plan Committee: Ken McCoy – **Alternate:** Bob Kates

Aquatics Committee: Marja Tarr – **Alternate:** John Kinsella

Bruce Hagen moved that the new appointments of Commissioners to committees be approved as discussed, seconded by Marja Tarr, unanimously accepted.

e. Commissioners Park/Facilities Watch Program 2002-2003

John Kinsella negotiated with Marja Tarr to exchange Grant Park for the Cavanagh Recreation Center. All the other Commissioners remained with their assigned facilities.

Elaine Ramirez moved that the Commission approve the park/facilities watch assignments with two changes, seconded by Ken McCoy, unanimously approved.

OLD BUSINESS

1) Proposal to establish the accordion as the official instrument of Petaluma - Hagen

Bruce Hagen – At the last Commission meeting, Mr. Tom Cordoni made a presentation and requested that the accordion be the official musical instrument of the City of Petaluma. The discussion at that time was around the suggestion he made about having the accordion as “an” official instrument of Petaluma instead of “the” official instrument so that other instruments can have an opportunity to be an official instrument.

Following the meeting, Mr. Hagen had conversations with Mr. Cordoni, and they both agree that since the accordionist have made the first request, they suggest that the Commission consider having the accordion as “the first official instrument” of the City of Petaluma. That leaves the door open for other musical organizations.

As part of the process, Mr. Hagen is suggesting that if any individual or organization appears before this Commission and petitions for an official musical instrument status, the Commission shall conduct hearings and perform research as necessary. If it is found that the instrument meets the criteria, the Commission will make a recommendation to the City Council.

In order to meet the criteria, the instrument must have some significant role in the history of the community. The sponsoring individuals and/or organizations must have shown a commitment to bring their instrument and its music into the community, by such means as demonstrations and lessons in the schools, public workshops, and public performances.

Ken McCoy moved that the Commission recommend to the City Council to approve the policy outlined by Bruce Hagen on his memo to the Recreation, Music and Parks Commission dated October 16, 2002, seconded by Bob Kates, unanimously approved.

Bruce Hagen moved that the Commission make a recommendation to the City Council to recognize the accordion as “the first official instrument of the City of Petaluma”, seconded by Marja Tarr, unanimously approved.

3) Aquatics Advisory Board Report and Possible Action – Bruce Baldwin

Bruce Baldwin – Reported that on October 9, the Aquatics Advisory Board had a meeting (minutes attached in the packet). He asked that the Commission recommend to the City Council that the Swim Center be opened on March 1, 2003. He emphasized the need to project an opening date so they can give the swimming groups such as the SRJC, Twin Valley Aquatics, etc. enough notification to make the necessary arrangements to move over from other facilities to the Swim Center.

They estimate that they can generate \$8,150 as monthly revenues from the core programs that can be launched March 1 and managed with or without an Aquatics Director. Although, they would like to have an aquatics director to supplement the deficit.

Carr – The City Council will be considering the March pool opening at the mid-year budget review in January 2003.

There was a lengthy discussion about estimated expenses to have the pool open for the additional months, such as staffing and heating costs; proposed revenue projections, current pool schedule, time when the aquatic organizations need to be notified about the early pool opening, estimated amount of swimmers that will be using the pool, alternative ideas to reduce operating costs, marketing opportunities, pool advertising.

Carr – Suggested that the Commission make a recommendation to the City Council that the pool be opened on March 1 through October 30, 2003 pending the availability of finances for the additional months of operation.

Bob Kates – After all this discussion, he is prepared to support making a recommendation to the City Council for a March 1 opening. He is hoping that this investment that the Commission is recommending to the City Council is going to bear fruit and next year, the City will be in better financial condition. He is sure that all present tonight, would like to see the pool open the maximum extent possible, since it is a great resource not being utilized to its full capacity. Is just a question of how to market it so it can be kept opened.

Bruce Hagen moved that the Commission recommend to the City Council to authorize the March 1 pool opening with estimated additional cost of \$30,000 to be provided to the Parks and Recreation budget to offset estimated operating costs. The motion was seconded by Ken McCoy, with the following vote: **AYES: 5 , NOES: 1, ABSENT: 1**

Ken McCoy – Suggested that staff place this item on the April agenda to start getting prepared for the pool opening in September and October months.

II. – Recommendation for the hiring of an Aquatics Director

There was discussion about aquatic staff duties, working hours, suggestions to switch the aquatic's director and pool managers responsibilities, salaries, pay structure scenarios for the new Aquatics Director and responsibilities.

A member of the Aquatics Committee, encouraged the Commission to recommend to the City Council to hire an Aquatics Director.

Elaine Ramirez – Commented that she does not want to see the Aquatics Committee and this Commission asking the City Council to keep the pool open for an additional four months and for \$30,000, and have in addition another proposal asking for funding of a full-time aquatics director for three years on a plan that is not well thought out.

She recommends presenting to the City Council a well-developed plan asking for an aquatics director. The plan should describe the aquatic's director job description, hours needed to do the job, projected revenue generation, and a competitive salary. She suggested presenting different scenarios and being prepared to have answers to City Council's questions.

Ken McCoy - Recommended that the Commission take the Aquatics Director proposal and direct it back to staff to work with the Aquatics Board in developing some alternatives for funding the position as well as pay structure scenarios, such as partial salary/partial commission, etc.

He asked that staff present the Commission with a detailed description of current staff, responsibilities, working hours, and cost.

It was the Commission's consensus to agree with the recommendation.

Carr – Don Phoenix will be working with the Aquatics Committee.

