



**Recreation and Park Commission  
City Hall – Community Chambers  
Wednesday, October 16, 2019  
MINUTES**

Commission Members Present: Cheri Harrington – Chair, Emily Griswold – Vice Chair, Bruce Harland, Timm Herdt, Tyson Hubbard and Darci Silbaugh

Commission Members Absent: Robert Ono, Erik Vink

Council Liaison Present: Dan Carson

Public Present: Randii McNear, Carson Wilcox

Staff Present: Christine Helweg, Dale Sumersille, Martin Jones, Anne Marquez, and Tracie Reynolds.

The meeting was called to order by Chair Harrington at 6:30 pm.

**1. Call to Order and Roll Call**

**2. Approval of the Agenda**

A motion was made by E. Griswold to approve the agenda, seconded by T. Hubbard. The motion passed with a 6-0-2-0 vote.

AYES: Griswold, Harland, Harrington, Herdt, Hubbard and Silbaugh

NOES: None

Absent: Ono, Vink

Abstentions: None

**3. Brief Announcements from Commissioners, Liaisons and Staff**

- Assistant Director Christine Helweg made the following announcements:
  - The gym move to the temporary location on 2<sup>nd</sup> street is complete and will be open of most of next week. Open house date to come.
  - Personnel
    - i. The Volunteer Coordinator position had six candidates in the second round of interviews. A candidate has been selected and an offer will be extended this week.
    - ii. The Custodian II position had 15 candidates in the first round, 5 advanced to the second round. Interviews are scheduled for Friday, November 1.
    - iii. The Urban Forest Supervisor position closes on Thursday October 17, 2019. Interviews are anticipated to begin in early November.
- D. Sumersille made the following announcements:
  - 30 trees have been planted out of the 1,000 trees provided by the CalFire Grant.
  - Rosecreek playground project meetings to continue.

- The City will host a site visit for the California Natural Resources Agency for the Davis Manor Project for the Prop 68 Grant on October 30, 2019.
- M. Jones reported that the Toad Hollow lighting project is scheduled to start November 4, 2019. A total of twelve lighting poles will be installed to extend the hours of the facility.
- D. Carson informed the Commission that the draft for the Downtown Specific Plan is currently under a 90-day review.
- E. Griswold announced the Central Park Garden Plant sale will be held October 26, 2019. Additionally, Griswold authored a letter supporting the changes to the Evergreen Greenbelt Memorial Tree Grove with Greg McPherson.

#### 4. Public Comment

None.

#### 5. Consent Calendar

##### A. Meeting Minutes from September 18, 2019

A motion was made by T. Hubbard to approve the meeting minutes from the Consent Calendar with the amendment of C. Harrington's comments stating that the renovated Civic Gym should be fitted with an HVAC system that pumps in fresh air from outside the building. The motion was seconded by T. Herdt. The motion passed with a 4-0-2-2 vote.

AYES: Harrington, Herdt, Hubbard and Silbaugh.

NOES: None

Absent: Ono, Vink

Abstentions: Griswold, Harland

#### 6. Regular Agenda Items

##### A. Farmer's Market Presentation

The Commission received a brief presentation by Tracie Reynolds, Property Management Coordinator and Randii McNear, Executive Director Davis Farmer's Market.

- Randii McNear has managed the Farmer's Market for 38 years.
- The Farmer's Market was established in the City of Davis in 1976.
- There are currently 3 additional satellite markets throughout the City; Market at Sutter, Sacramento Medical Center Market and UC Davis Market.
- The Market operates on Wednesdays and Saturdays only; there is no proposed expansion of hours at this time.
- There are two current agreements between the City and the Farmers Market, a "Use and License Agreement" and a "Ground Lease Agreement for the Market Kiosk."

The Commissioners took no action on this item and was appreciative of the informational presentation. Would be interested in making this an annual presentation for the Commission.

**B. Healthy Play Initiative Grant – California Park & Recreation Society, PlayCore & GameTime**

The Commission received a brief presentation by Dale Sumersille, Parks & Community Services Director and Anne Marquez, Community Services Supervisor on the seven proposed playground renovations to be completed utilizing grant funds.

The City of Davis is one of numerous cities to receive a portion of the \$2 million Healthy Play Initiative 2019 statewide grant.

**C. Mace Ranch Ballfield Improvements – Phase II**

The Commission received an informational presentation by Dale Sumersille, Parks & Community Services Director and Carson Wilcox from Davis Youth Softball Association (DYSA). The Commission was informed on the proposed Phase II improvements to the Mace Ranch Ballfields by the Davis Youth Softball Association (DYSA), and consider a recommendation to the City Council to move forward with the proposed improvements.

The proposed improvements include increasing the length of fencing along the first and third base sidelines at both fields. Install covers on the dugouts at both fields to provide shade for the players and install a bullpen or pitching warm-up area at both fields. The proposed improvements will require approximately 200 hours of City staff time to move existing irrigation.

A motion was made by D. Silbaugh to approve the proposed improvements at Mace Ranch Ballfields by DYSA and to consider a recommendation to City Council to move forward on the proposed improvements. The motion was seconded by T. Hubbard. The motion passed with a 6-0-2-0 vote.

AYES: Griswold, Harland, Harrington, Herdt, Hubbard and Silbaugh

NOES: None

Absent: Ono, Vink

Abstentions: None

**7. Commission Comments and Staff Communications**

A. City Council Liaison (D. Carson) - No report provided.

B. Aquatic Economic Analysis (C. Harrington, T. Hubbard) – T. Hubbard informed the Commission that the completed Aquatics Analysis draft is currently being reviewed and commented on by the Aquatic Subcommittee members.

C. Art in Public Spaces (B. Harland, C. Harrington, E. Griswold) - No report provided. The Frog Totem project has been tentatively re-scheduled for January 2020.

D. Parks Maintenance Standards (R. Ono) - No report provided.

E. Volunteer Engagement Sub-committee (E. Griswold, T. Herdt, D. Silbaugh) - D. Silbaugh stated that the Noticing Policy is coming along. The subcommittee is currently looking into best practices for noticing.

**8. Future Agenda Items**

- In lieu of an Aquatics 2019 Season presentation, the Commission requested a quick one-page summary of key highlights.
- T. Hubbard would like to see the status of the Bike Pump Track in the Director's Project updates for November 2019.

Commissioner E. Griswold moved to adjourn the meeting, seconded by D. Silbaugh at 8:53 pm. The motion passed with a 5-0-2-1 vote.

AYES: Griswold, Harland, Harrington, Herdt and Silbaugh

NOES: None

Absent: Ono, Vink

Abstentions: Hubbard

Respectfully submitted:

Martin Jones

Parks Superintendent