

**Parks and Recreation Commission**  
**MINUTES**  
Parks and Recreation Office  
1341 Nipomo Street  
San Luis Obispo, CA 93401  
Wednesday, December 7, 2011, 5:30 p.m.

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**CALL TO ORDER:** Chair Craig Kincaid called the meeting to order at 5:31 p.m.

**ROLL CALL:** Commissioners: Gary Havas, Ron Regier, Steve Davis, David Hensinger and Jeff Whitener

**SURF Committee Members Present:** David Robbins, Michael Parolini, Jesse Bilsten

**ABSENT:** None

**STAFF:** Director Shelly Stanwyck, Doug Carscaden, James Bremer and Marti Reynolds

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**1. Oath of Office – Reynolds**

As deputized by City Clerk Elaina Cano, Marti Reynolds administered the Oath of Office to new Commissioner, Susan Updegrave.

**2. Consideration of Minutes**

**MOTION:** (*Davis/Havas*) Approve the November 2, 2011 minutes as amended.

**Approved: 7 yes: 0 no: 0 absent**

**3. Volunteer of the Month – Kincaid**

It is with great appreciation that the Parks and Recreation Commission recognize the December Volunteer of the Month Bob Nanninga, volunteer for Ranger Services. Our appreciation goes out to Bob for all the hours of time he spends in the Irish Hills doing everything from trail maintenance and trail design to single-handedly building one of the ramps to access the new Froom Ranch Property trail system. In November alone, Bob spent 50 hours working on the two new trails in the Froom Creek drainage. Without Bob taking care of the Irish Hills maintenance, the rangers would have to be even busier than they already are. Bob also attends and sometimes even leads some of our other city work days in our other open spaces.

Bob's first passion is bicycling but Ranger Doug thinks a very close second is trail work and for that we, and all the citizens that use and enjoy the trails that you take care of in the Irish Hills open

space, thank you very much.

#### **4. Public Comment**

Chair Kincaid opened the floor to public comment after completing business items 1 through 3.

**Michael Parolini , San Luis Obispo.** Regarding adult softball and waivers for liability: As a player he has noted that often new players join that are not on the roster and are not signing a waiver. He would like umpires to be responsible for instructing players to sign waivers in the absence of scorekeepers. He is greatly concerned for the City and the potential legal implications a missing waiver could incur.

Director Stanwyck explained this is the first season the baseball program has been operating using only umpires since the scorekeeper positions were eliminated due to budget constraints. Staff including the Recreation Manager, Supervisor and Program Specialist have done site checks throughout the season as a precautionary measure. Will consider more training for umpires but did make a concerted training effort at the beginning of the season in anticipation of the loss of scorekeepers. A survey will be conducted with softball players regarding this last season to gain feedback regarding changes (such as new ball supply and the lack of scorekeepers).

#### **5. Discussion with Shared Use of Recreational Facilities (SURF) Committee Members about Committee Purpose and Membership - Bremer**

Recreational Supervisor James Bremer addressed the Commissioners and gave background information on the formation of the SURF Committee, previously known as the Joint Use of Recreational Facilities Committee. The Committee was asked to form in the 1960s by the School District for facilities owned by the school but maintained by the City (stadium and tennis courts primarily) in an effort to combine several different agreements. Several years ago it was recommended the two committees combine in part due to lack of agenda items but also with difficulties filling all open committee member seats. The absence of just one committee member at a meeting currently means the lack of a full quorum. The Clerks' Office has its next review of all advisory bodies in spring of 2012. In addition, allocated funding for grants and facilities that the Committee used to review for distribution was eliminated due to budget reductions.

Director Stanwyck noted that last month Chair Kincaid asked this item be agendaized and Committee Members invited to attend and speak on their views of the situation. As terms expire in March and as the Clerk's office does their review, this seemed a good time to discuss.

Chair Kincaid first asked Commissioners for their comments and questions. Commissioners inquired about the difficulty in filling positions on the Committee; discussed were the potential relationship to the time the group holds its meetings, the previous name of the committee prior to the name change to more accurately describe the topics covered. Committee Members expressed the difficulty in losing historical knowledge when so many members' terms expired the last few years.

Recreation Manager Bremer introduced the members of the SURF Committee to the PRC. Each Committee member gave their insight into the potential merging of Committees including more minimal topics of concern (baseball stadium uses and tennis court uses) and fund allocation or maintenance issues, all of which could be addressed as a subcommittee or ad hoc committee of the PRC. Committee Members also noted most applicants are interested in other advisory body

committees that cover more visible or interesting topics of concern to them.

The Director and Commissioners discussed potential outcome and advantages to merging including expanding number of PRC members, creating a standing subcommittee and alleviating the issue of not enough members to meet a quorum so issues can be resolved in a timely manner.

Bremer responded to the question that the only compelling reason to keep things as they are would be if could raise number of members of the SURF committee. He also reviewed the three main functions of the SURF Committee as setting Sinsheimer Park Priorities of use each year, serving as liaison to the SLO Coastal Unified School District and goal setting which they have always tried to mirror with the PRC. Feels that as long as lack of funding issue maintains its current status there is no strong motive to keep the Committee separate from the PRC.

Commissioners and Committee members discussed the need to then prepare PRC for inherited issues by relaying institutional knowledge and historical facts. Chair Kincaid confirmed with Director Stanwyck that past Committee members could be invited to attend the PRC to brief on certain subjects as they come up and acting as consultants.

Chair Kincaid thanked the SURF Committee Members for their attendance and insight and asked staff to agendize the topic for next month as an action item. Bremer reminded of the need for discussion with the School District as well.

## **6. Staff Report Ranger Services - Carscaden**

Ranger Services Supervisor, Doug Carscaden, gave the Commissioners a presentation on the management and operation of ranger services. Slides were show of recent accomplishments including collaboration with FASTA and CCCMB in building ‘The Wave’ section of trail on the Stenner Springs bike skills course and the Froom Creek multi-use trail work day in which 92 volunteers assisted to complete the work at hand in a day’s time.

Commissioner Havas commended CCCMB for their trail building knowledge and gave appreciation for their hard work; was thankful to have had the opportunity to work with them on this project. Noted the incredible amount of savings to the City by having so many great volunteers putting in over 1000 volunteer hours with this recent project alone.

Carscaden also informed Commissioners of new staff Ranger, Ben Ross.

## **7. Monthly Report: Increasing Play at Damon Garcia Sports Fields – Davis and Whitener**

Commissioner Davis reported they are surveying users again on field use to determine raising or lowering of use. Discussed results of allowing Lacrosse use and that perhaps allowing shorter amount of time to use would help lower field damage (only upper field can be used). Director Stanwyck added desire to start making headway with Cal Poly in new year with potential opportunities with new athletic director and president for better solution to Lacrosse than Damon Garcia field.

## **8. Director's Report –Stanwyck**

Director Shelly Stanwyck gave the Director's Report and briefed the Commission on the following projects:

- Jack House – Docent Toni Kincaid prompted the Tribune to run a great article today promoting Victorian Christmas
- First Annual Reindeer Run was a huge success with 200 runners (100 more than anticipated). Costumes were encouraged and staff member dressed as Rudolf led the way. A pancake breakfast followed at the Senior Center.
- Holiday Parade – Assisted the Downtown Association for one more year as traffic guards, manning barricades and attending to safety concerns
- Skate Park – the State of California Prop 84 grant visit was last week. We applied for a \$1.2 million grant (of the \$180 million in funding available) –the State received 400 applications in total. An impressive 60 skateboarders turned up for the visit. We will have to wait till the spring to know the results but feel we did our best to showcase our need.
- Department Revenues are currently 4 percent over target
- AmeriCorps Youth Services worker has been busy getting more than 50 volunteer mentors for Teen programs.
- Youth Services is technically closed from December 19 through January 2 with no after school activity during that time
- The Ludwick Community Center and Senior Center are closed for annual maintenance
- The 2<sup>nd</sup> Box Art call for artists will be in January

## **9. Committee Reports**

Commissioners provided the following reports:

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|------------------------------------|----------------------------------|
| ■ Tree Committee – Hensinger       | ■ Joint Use Committee – Whitener |
| ■ Youth Sports Association – Davis | ■ Jack House Committee – Kincaid |
| ■ Open Space – Havas               | ■ Golf – Regier                  |
| ■ Bicycle Committee – Havas        |                                  |

Commissioner Hensinger reported on the Tree Committee which met last Monday; approved tree list; several trees were evaluated and appealed and some removals were denied. There will be no meeting next month.

Commissioner Davis reported there was no meeting of the Youth Sports Association (YSA).

Commissioner Havas reported on his recent meeting with Natural Resources Manager Neil Havlik regarding Open Space; the Goldtree Tract is moving forward satisfactorily with the purchase agreement; still working on a trail license with the Filipponis to allow biking/hiking connection to Johnson Ranch—also working on possible license with a neighbor to connect Mariposa and Woodland Trail; two grant applications submitted to assist with riparian restoration at Froom Creek; Stenner Springs Skills Area progressing well; have retained a hay farmer to grow hay on Agricultural Master Plan Area for the year until finalize donor agreement for CCAN caretaking of

site; Righetti Hill Open Space now being finalized – hope to have easement for Righetti Hill recorded before year's end; PG&E has done some work on Reservoir Canyon property but has suspended work during wintertime; a conservation easement has been offered by Katherine Foster and Mike Spangler for 38 acres at the west end of South Hills which will legitimize public use.

Commissioner Havas had no report for the most recent meeting of the Bicycle Advisory Committee.

Commissioner Whitener reported there was no meeting of the Shared Use of Recreational Facilities Committee this month.

Chair Kincaid reported on the most recent meeting of the Jack House Committee; a raised entrance fee from \$2 to \$5 was proposed and accepted by the Committee-hope to have in place in the new year. Public Works informed of the need for reinforcing gazebo due to rotting wood and are researching either repair or removal and potential for assistance from Rotary groups—a good deal of revenue from parties and weddings is based on the existence of the gazebo.

Chair Kincaid proposed new Commissioner Updegrave take his seat as PRC representative to the Jack House Committee. The item will be agendized for the next meeting.

Commissioner Updegrave inquired about the annual revenue of the Jack House which will be reported by next meeting.

Commissioner Regier had no information on the state of Laguna Lake Golf Course as the Recreation Supervisor has been out.

## **10. Communications**

Commissioner Havas noted that while traveling in Greensboro, North Carolina, he witnessed a play structure which had a bike rack adorned with art and thought it would be nice to do something similar here as an additional venue for public art.

Commissioner Whitener inquired about steps taken to advertise Committee meetings and potential to use new technology such as texting a master list. Director Stanwyck listed methods currently in place and the potential for increased help from new RecWare software anticipated to be in place this year. Also discussed with Committee Members and Commissioners about reinvesting in new City website and comments to Council would be welcomed.

## **11. Adjourned**

The meeting adjourned at 7:22 p.m. to the January 4, 2012, meeting of the Parks & Recreation Commission to be located in the Council Chambers.

Approved by the Parks and Recreation Commission on January 4, 2012.

/SGD/

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Martha M.S. Reynolds, Supervising Administrative Assistant