



**City of St. Helena
Parks and Recreation Commission
Regular Meeting
Carnegie Building, 1360 Oak Avenue, St.
Helena, CA 94574
Monday, April 15, 2019 @ 4:30 PM**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

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1. CALL TO ORDER
 - 1.1. Swearing in of new Commissioners: Susan Kenward and Rebekah Weeman
Prepared By: Cindy Tzaopoulos, City Clerk
2. ROLL CALL
Commission Chair: Matt Demchuk
Vice Chair: Donna Hinds
Members: Bob Frescura, Rebekah Weeman, and Susan Kenward
City Council Member Liaison: David Knudsen
Staff Liaisons: Amalia Kulczycki, Recreation Supervisor; and Stephanie Iacobacci, Recreation Supervisor
3. PUBLIC FORUM:
An opportunity for the public to directly address the Commission on items of interest to the public that are not listed on the agenda. Any person addressing the Commission should provide his or her name and address, and limit comments to four minutes. Because of restrictions imposed by **the Brown Act, the Commission may not engage in substantive discussion, nor take action on matters not described on the agenda.**
4. REPORTS BY STAFF AND COMMISSION
Reports by staff and/or commission on items of general interest. Brief questions for clarification may be posed and answered, and Commission may request that items be placed on a future agenda. Except under certain circumstances, **the Brown Act prohibits any other discussion or action by the Parks and Recreation Commission.**
 1. City Staff
 2. Commissioners
5. CONSENT CALENDAR:
Members of the Parks and Recreation Commission or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, on motion may be used to adopt all recommendation actions.
 - 5.1. Parks and Recreation Commission Meeting Minutes of February 25, 2019 (Action Items Only)

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Prepared By: Andre Pichly, Parks & Recreation Director
[2-25-2019 Parks and Recreation Commission Meeting Minutes](#)
[\(Autosaved\)](#)

6. SCHEDULED MATTERS:

- 6.1. Formation of a Sub-Committee that could explore accessible open space and trails - action item/no staff report (Demchuk).
- 6.2. Special event: Fourth of July Fireworks, community concert, and bike parade; fundraising efforts; need for volunteers on day of event - discussion/no staff report/not an action item (staff).

7. ADJOURNMENT

The next regular Parks and Recreation Commission meeting is scheduled for May 20, 2019 at 4:30 pm, Carnegie Building, 1360 Oak Avenue.

This agenda was posted at City Hall, 1480 Main Street and 1360 Oak Avenue on April 9, 2019.

André Pichly, Parks & Recreation Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

**City of St. Helena
Parks and Recreation Commission
Special Meeting
February 25, 2019**

Meeting Minutes – Action Items Only

1. Call to Order 4:32 pm

2. Roll Call

The following were present:

Commission Chair: Matt Demchuk

Members: Donna Hinds, and Bob Frescura

City Council Member Liaison: David Knudsen

Staff Liaison: André Pichly, Parks & Recreation Director

Staff: Amalia Kulczycki and Stephanie Iacobacci

Absent: Commissioner Noelle Strouss

3. Public Forum – None

5. Consent Calendar

- Meeting minutes from January 28, 2018, approved (moved by Hinds/Frescura 2nd).
- Revenue Report – pulled from Consent at the request of Knudsen for clarification. Answers to questions will be provided at next meeting.

6. Scheduled Matters:

- 6.1 **Crane Park Lighting Project revised estimates** staff report (Pichly) – Pichly explained the situation regarding the initial estimates from Cal Lighting and how the latest estimate from Cal Lighting greatly improved, and that this was due to either not receiving one of the cost sheets or it being overlooked by Pichly. In short, the cost will be upwards of \$170,000 for upgraded lighting for the tennis courts, not \$30,000. During Public Comment, resident Mark Smithers voiced his concerns over Cal Lighting stating they are not the appropriate contractor for this job, and encouraged the City to consider using the services of a 3rd party lighting consultant to perform an independent photometric study showing light spillage and that the proposal be based off that, to which Demchuk and Hinds agreed and Demchuk recommends. Demchuk would also like to see an itemized list of all components that Cal Lighting would use in the design. Frescura requests to know the specific purpose for the project. Commission made requests, but no action taken.

6.2 **Prioritize and Finalize 2019 Commission work plan** staff report/action item (Pichly) - The commission prioritized and finalized their work plan as follows:

- Wappo – shade and other amenities in the dog park area.
- Crane – skate park makeover (in advance of the 10-year anniversary), new play area fencing, Little League upgrades of infrastructure for sewer (for new snack bar and restrooms) and storm drain.
- Jacob Meily – renovate turf area: irrigation, drainage and new turf
- Baldwin – repair fences and improve path.

(Moved by Hinds/2nd by Frescura)

7. Adjournment

Meeting Adjourned: 6:40 pm. Moved by Hinds; 2nd by Frescura.

APPROVED:

ATTEST:

Matthew Demchuk, Chair

André Pichly, Director of Parks & Recreation