

**Regular Meeting
Parks, Recreation, Marina and Cultural Commission
April 6, 2010
Martinez, CA**

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:02 p.m. on April 6, 2010, at Council Chambers, 525 Henrietta Street, Martinez, California 94553.

I. ROLL CALL

PRESENT: John Fuller, Commissioner, Gay Gerlack, Commissioner, Katherine Hern, Vice Chair, Ingemar Olsson, Commissioner, Donald Pallotta, Commissioner, Richard Patchin, Commissioner, and Dylan Radke, Chair.

EXCUSED: Karen Bell-Patten, Commissioner, Brian Eychner, Commissioner, and Marta Van Loan, Commissioner.

ABSENT: None.

STAFF: Karen Majors, Assistant City Manager
Michelle Wierschem, Recreation Manager
Patty Lorick, Recreation Supervisor

II. PUBLIC COMMENT

None.

III. CONSENT CALENDAR

a. Minutes of March 2, 2010

The Commissioners requested the following corrections to the minutes of March 2, 2010:

Page 2: Last line on the page: Replace the word "have" with the word "had".

Page 3: First line on the page: Insert the word "currently" after the word "which".

Page 3: : Paragraph 1, line 2: Delete the word "include" after the word work.

Page 4: Under General Plan Update Work Program, paragraph 1, line 7: Delete the words "list of" before the word "detailed".

Commissioner Patchin made a motion to approve the minutes with the changes of the March 2, 2010 meeting, seconded by Commissioner Pallotta. The motion was approved by the following vote: All Ayes.

b. Staff Updates

i. Recreation

ii. Parks Maintenance

c. Special Requests for Uses in Parks

i. Boy Scouts Use of Waterfront Park Group Area and Lawn

Commissioner Patchin addressed the fact that many organizations request fee waivers, an issue he finds problematic because of the City's revenue issues. Commissioner Olsson said he thought youth activities should be granted fee waivers.

Commissioner Pallotta inquired about written criteria for fee waivers. Ms. Majors stated that the criteria are part of the policies that need to be updated and part of future policies to be determined. The Commission discussed the fee waiver policy used in the past, and reduced rates.

Commissioner Pallotta stated his support for doing a written policy.

Commissioner Fuller made a motion to approve the Boy Scouts' use of the picnic area at a rate of \$132 and the lawn area at no cost, seconded by Commissioner Patchin. The motion was approved by the following vote: All Ayes

ii. Visions in Education Use of Waterfront Park Group Area and Lawn

Commissioner Patchin expressed the same concern regarding the fee waiver request as he did with the Boy Scouts' request.

After some discussion about whether a fee waiver should be granted to Visions in Education, the Commission agreed that the demographic of the families participating in the event and whether the fee waiver would be benefiting the Martinez community was important in determining such.

Ms. Majors said she would ask the group about the demographics of the families participating in the event.

Commissioner Pallotta made a motion to grant the use request with no fee waiver and for staff to contact Visions in Education regarding their demographic info. The motion was not seconded.

Commissioner Fuller made a motion to approve Visions in Education's use request with no fee waiver, seconded by Vice Chair Hern. The motion was approved by the following vote: All Ayes.

iii. Chamber Use of Ignacio Plaza

Cynthia Murdough spoke on behalf of the Chamber of Commerce and provided details about the event. She addressed concerns about controlling alcohol consumption, noise, event hours, security, neighbor notification, and rental pick-up.

M. Wierschem noted that the Commissioners were provided with the letter that was sent out to 172 residents in the five block radius of the plaza.

Vice Chair Hern expressed pleasure that the plaza will be showcased at the event.

Commissioner Gerlack made a motion to approve the Chamber's event and fee waiver request, seconded by Commissioner Olsson. The motion was approved by the following

vote: All Ayes.

IV. PRMCC SUB-COMMITTEE REPORTS

a. Playground Subcommittee Update, Tim Tucker, City Engineer

Commissioner Patchin noted that the subcommittee has been looking at concepts for the playgrounds and working towards developing a design to bring before the Commission.

b. Pool Subcommittee Update, Tim Tucker, City Engineer

Patty Lorick, Recreation Supervisor, informed the Commission that the pool design was brought before the Design Review Committee. The Committee's suggestions were submitted to the architect by the Subcommittee. Ms. Lorick noted that although there have been some changes the plan has not changed. Once the design changes are made it will be brought to the PRMCC.

Ms. Lorick stated that the pool is shut down and will not operate this year. She said they are ready to move their programs to the High School pool for the summer and outlined the hours of operation for summer activities.

Vice Chair Hern thanked staff for all their efforts to make the change over to the High School pool while the pool project is being done.

c. Cultural Arts Subcommittee Update, Karen Majors, Assistant City Manager

Ms. Majors informed the Commission that the subcommittee had its first meeting. She stated that an important part of the subcommittee will be the development of an art and cultural element in the General Plan. Ms. Majors said they have looked at other arts and culture public facility elements for various cities. She said they will have to discuss whether the cultural plan will be included in the General Plan or if it will be separate.

She stated that the Mayor will appoint the General Plan Task Force on April 21st.

d. Marina Subcommittee Update, Michelle Wierschem, Recreation Manager

Chair Radke stated that the subcommittee meeting dealt with complaints regarding vandalism to the Harbor Master's bathroom and that they discussed some short term options to address these concerns. Such options include: extra patrols, increased signs posted by ALMAR, and investigation by the City to limit access to the pier.

Commissioner Pallotta said that limited access to bathrooms at Ferry Point Park is problematic and asked that staff discuss and pursue possible remedies.

M. Wierschem stated that the issue is maintenance and vandalism, which is what drives up cost. She noted that as they develop the marina they will need to put it in the Waterfront Master Plan. She said they may need to add it to the Marina Subcommittee agenda.

Commissioner Olsson pointed out that more staff will be needed to maintain bathrooms should they extend the hours of use or install more bathrooms.

Phil Ciaramitaro expressed his frustration that the proposal to use Shell Settlement Fees

for paving a pathway to the pier was not passed by City Council. He stated that the path is an ADA issue and a liability for the City. Mr. Ciaramitaro noted that it is the City's responsibility to provide safe access.

Commissioner Fuller echoed Mr. Ciaramitaro frustration that City Council did not pass the pathway proposal after the PRMCC carefully considered the options and gave its advisory recommendation. He also expressed frustration with the fact that the money received from Shell will be given to an organization that is backed by the company.

Chair Radke also expressed his unhappiness that the money may be used to support a research project instead of using it for much needed maintenance that the City is otherwise unable to afford. He noted that he will be attending the Council meeting when it comes up for review again.

Commissioner Gerlack said she would like the Commissioners to attend the meeting when the item comes before the Council to reiterate the recommendation of the Commission and the fact that the pathway is a safety and liability issue.

Mr. Ciaramitaro stated he was upset that City Council seemed to ignore the Commission's recommendation.

Commissioner Pallotta told the Commission that he expressed his outrage on this matter at the Marina Commission meeting. He said he was outraged that Council would dismiss their recommendation, which was made after listening to all proposals and after much deliberation and careful consideration of all the options. Commissioner Pallotta said he would like the Assistant City Manager to take their recommendation to Council to review again.

Commissioner Fuller agreed with Commissioner Pallotta's sentiments. He stated that research is considered culture, thus it should fall under a cultural body.

Ms. Majors assured the Commission that their concerns will be addressed and that a copy of the minutes with their comments will be enclosed in the staff report.

Commissioner Gerlack commented that the Commission gave Ms. Ford a chance to give a presentation on her concept, listened to her presentation, and discussed her proposal. She said the City should listen to staff and the advisory board. Commissioner Gerlack thanked Ms. Majors for making sure their comments are brought to Council.

e. Subcommittee List Review

M. Wierschem reviewed the Subcommittee List. She noted REDS has yet to have staff assigned to it.

Commissioner Patchin asked about subcommittee meetings and if each subcommittee will have a minutes person, a staff person, and appointed chair people. Ms. Majors said she was under the impression that formal minutes do not need to be taken, but that a staff person needs to be assigned to each subcommittee.

In response to Commissioner Olsson's inquiry about the staff person who will be working with the state regarding marina issues, Ms. Majors said they are in the process of a transition and that M. Wierschem will take over that task after Ms. Majors retires. She

noted M. Wierschem will be working directly with Phil Vince, City Manager, on the sublease.

Commissioner Fuller asked about standing subcommittee meetings and where REDS falls. M. Wierschem explained the terms of an ad hoc committee and a standing committee.

Commissioner Pallotta asked that the spelling of his name on the Subcommittee List be corrected.

V. NEW BUSINESS

a. Recreation Presentation Featuring the Mini Motorland Event

In a presentation by Ms. Lorick the programs, classes, and special events put together by the City's recreation department were highlighted.

b. Timing of Selections for Chair and Vice Chair

M. Wierschem said the language regarding Chair and Vice Chair selections is open ended in the bylaws, thus giving the Commission the ability to determine the timeline in which the voting shall take place. She recommended they either coordinate it with the calendar year or fiscal year.

Commissioner Olsson made a motion that the annual elections of Chair and Vice Chair take place in October, take effect on the 1st of year, and include no term limit, seconded by Commissioner Pallotta. The motion was approved by the following vote: All Ayes.

c. Discussion of Possibly Changing PRMCC Meeting Schedule

To accommodate staff work load, M. Wierschem asked that the Commission consider changing the PRCMCC meeting schedule from the first Tuesday of the month to the 3rd Tuesday or 2nd or 4th Wednesday of the month.

Because several commissioners were absent, the Commission agreed to bring the item back in May for further consideration and discussion.

VI. OLD BUSINESS

a. Kellogg Wal-Mart Award Update

In reference to the list of improvements under consideration, Chair Radke asked if the Commission will be reviewing improvements before anything is installed. Ms. Majors said after a meeting with the representative from Brickman, the landscaping firm, they will develop the scope of the work and determine what improvements they can do.

Commissioner Fuller asked why they are considering the installation of bleachers at the parks when they have purposely restricted the installation of bleachers at all the parks in the past. Ms. Majors said she was unaware of the restricted use of bleachers and noted that they can take the item off the list of improvements if they so desire.

Commissioner Patchin said he supports improvements that would benefit a more general group.

Vice Chair Hern stated her concern that these improvements may conflict with Measure H improvements. She said she wants the improvements to be cross referenced with the funds and projects that are being planned for Measure H.

Ms. Majors said they will have the scope of the work and preliminary drawings at the May meeting.

Chair Radke asked if there is an update regarding the installation of signs with the program sponsors on it. Ms. Majors replied that the information is coming later in the month.

Chair Radke stated he did not want to commit to structures that may impede other work or improvements that will be done in the future.

b. Reuse of Zocchi Building

Ms. Majors reported that a structural analysis of building was done and they received an estimate of \$250,000-\$300,000 to design and repair the building. She stated the City does not have the funds to cover the cost because of the short term lease. Ms. Majors said they have talked with CCTA regarding rent provisions and a longer lease, which may allow the City to pass some of the repair cost on to the tenant.

Ms. Majors told the Commission that City Council members said they wanted an RFP developed and proposals solicited to see if there is support for taking out a 25 year lease. She noted the RFP will be for recreational use of the building.

Commissioner Fuller asked if the Economic Development Committee will bring the RFP to the Commission before it is sent out. He stated he thinks that the City is underselling the facility and expressed his concern about a 25 year lease and giving a building away rent free to public organizations. Ms. Majors clarified that the RFP would not say rent free, but rather state no lease payments for the first couple of years.

The Commission discussed the development of the RFP and related issues such as negotiation room, accepting/declining offers, appealing to operators, and funding sources. Ms. Majors asked the PRMCC if they would like to include any public funds for improving the building in the RFP.

Commissioner Fuller stated he would like to see what offers they receive without public funding.

Ms. Majors noted there seemed to be a consensus from the Commission that no public support be included in the first solicitation attempt.

c. Library Maintenance Contract with Contra Costa County

M. Wierschem provided the Commission with a report explaining the terms and agreements of the Library Maintenance Contract with Contra Costa County Library. She outlined the maintenance cost estimates and explained that estimate has increased to \$65,000 to cover the heating/cooling, janitorial services, etc., which will be more extensive once the library project is completed.

Commissioner Pallotta inquired about the furniture and furnishings of the library. Gail McPartland, Deputy County Librarian, explained that when a library is renovated they upgrade services to a standard at which all the other libraries are held and operate under. Services to be upgraded would include technology, computers, networks, software, and self service check outs. Ms. McPartland stated that the County will be responsible for the installation and upkeep of those services.

Following concerns and questions brought forth by Commissioner Pallotta, there was an extensive discussion about library services. Ms. McPartland discussed in detail the responsibilities of the City and the County, library facility maintenance, and library services.

VII. FUTURE AGENDA ITEMS

a. Revised Agenda Plans

M. Wierschem reviewed the changes on the agenda plan. Commissioner Fuller asked that they consider having a retreat for the Commissioners. Chair Radke suggested a one day retreat with a facilitator.

Commissioner Olsson requested a staff report regarding the safety issues of the pier pathway.

VIII. COMMISSIONER & STAFF COMMENTS

Commissioner Pallotta informed the Commission that a Pasta Feed Fundraiser will be held by the Friends of the Martinez Library on May 1st.

Commissioner Patchin inquired about the number of live-aboards allowed at the marina. Ms. Majors stated that they got the number increased from 7 to 14.

In response to Commissioner Patchin's inquiry about the date on which the bylaws for the Commission will be passed, M. Wierschem stated that Council will be passing the bylaws on May 5th. She noted that Council is asking for feedback by April 9th.

Commissioner Gerlack thanked Ms. Lorick for her presentation.

Vice Chair Hern thanked Ms. Lorick for preserving as much programming as possible while doing the pool transition.

Chair Radke thanked the groups responsible for putting together the Easter egg hunt.

M. Wierschem noted that the cemetery clean up will take place on May 2nd.

IX. CORRESPONDENCE - Letter from Deputy Librarian on Furloughs

M. Wierschem explained the reasoning behind the library furlough days.

X. NEXT MEETING DATE: May 4, 2010

XI. ADJOURNMENT

On motion of Commissioner Patchin, seconded by Commissioner Fuller, the Commission unanimously voted to adjourn at 10:09 p.m.