

**Regular Meeting
Parks, Recreation, Marina and Cultural Commission
June 15, 2010
Martinez, CA**

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:03 p.m. on June 15, 2010, at Council Chambers, 525 Henrietta Street, Martinez, California 94553.

I. ROLL CALL

PRESENT: Karen Bell-Patten, Commissioner, Brian Eychner, Commissioner, Gay Gerlack, Commissioner, Katherine Hern, Vice Chair, Ingemar Olsson, Commissioner, Donald Pallotta, Commissioner, Richard Patchin, Commissioner, Dylan Radke, Chair, and Marta Van Loan, Commissioner.

EXCUSED: John Fuller, Commissioner

ABSENT: None.

STAFF: Mitch Austin, Recreation Manager
Tim Tucker, City Engineer

II. PUBLIC COMMENT

Phil Ciaramitaro asked that the Commission consider the Ferry Point Project again, but look at it as an interim project. Mr. Ciaramitaro stated the project would cost an estimated \$500,000.

Vice Chair Hern noted that the Ferry Point Project was mentioned at last the meeting and was on a list of potential projects for Measure H. She told Mr. Ciaramitaro that the Commission asked staff for updates on the cost estimates for the project.

Commissioner Pallotta stated that the plan is on the list of projects being considered by the Grants Subcommittee.

**III. CONSENT CALENDAR
a. Minutes of May 4, 2010**

The Commissioners requested the following corrections to the minutes of May 4, 2010:

Page 5: Paragraph 1, line 2: Insert the word "for" after the word "applying".

Page 5: Paragraph 1, line 4: Replace the word "at" with the word "to".

Page 5: Paragraph 2, line 5: Replace the word "discussion" with the word "discuss".

Page 5: Under item b, line 2: Insert the word “first” after the words “from the” and insert the word “third” after the words “to the”.

Page 5: Under item c, paragraph 3, line 1: Insert the word “of” after the word “size”.

Page 6: Under item a, paragraph 5, line 1: Replace the word “Commission” with the word “Commissioner”.

Page 6: Under item a, paragraph 6, line 1: Insert the word “the” before the word “Library”.

Page 6: Under item a, paragraph 7, line 1: Replace the words “savings costs of the” with the words “costs savings for”.

Page 6: Under Commissioner & Staff Comments, paragraph 1, line 2: Replace the word “raided” with the word “raised”.

Page 6: Under Commissioner & Staff Comments, paragraph 2, line 1: Delete the words “up with” after the word “sign”.

Commissioner Bell-Patten made a motion to approve the minutes with the changes of the May 4, 2010 meeting, seconded by Commissioner Pallotta. The motion was approved by the following vote: All Ayes.

b. Staff Updates
i. Recreation
ii. Parks Maintenance

Commissioner Patchin commented that he was glad to see that the well is functioning again. Tim Tucker, City Engineer, stated that it took \$20,000 to fix the well.

Vice Chair Hern noted that the bathrooms at Borman are almost non-functional. T. Tucker said they will be re-doing the bathrooms park by park and are considering self-locking bathrooms.

c. Special Requests for Uses in Parks
i. None

IV. PRMCC SUB-COMMITTEE REPORTS

a. Playground Subcommittee Update, Tim Tucker, City Engineer.

Tim Tucker informed the Commission that staff is working on three parks, but that there has been a big push to do work on Rankin Park. He noted that a consultant is working with city staff to develop construction drawings.

Commissioner Patchin asked who the surveyor is for the park. T. Tucker said **Leptien, Cronin and Cooper**.

Chair Radke asked if Rankin Park has the same timeline as the pool. T. Tucker replied that both projects should be completed about the same time.

b. Pool Subcommittee Update, Tim Tucker, City Engineer

T. Tucker reported that the subcommittee received 4 responses to the requests for qualifications for artists. They have decided to interview 3 of the 4 artists and are in the process of setting up interviews.

Commissioner Pallotta asked if any of the artists are local. T. Tucker said that none of them are from Martinez but that they are all from the Bay Area.

Commissioner Patchin asked if the final plans will come before the Commission or City Council. T. Tucker replied that neither will see the final drawings, but that staff will be reviewing the project and will continue to check in with the subcommittee. He noted that they have submitted the pool plans to the fire department and building department.

Chair Radke asked if the notice to proceed is around the ground breaking date and whether a ceremony will be held. T. Tucker said staff has discussed a ceremony and a ground breaking with the mayor.

***Grant Subcommittee Update (item taken out of order).**

Mitch Austin, Recreation Manager, informed the Commission that they received correspondence from the state regarding the grant application that was submitted on March 1st. The letter requested that they submit a signed lease and a draft notice of an exempt lease, which staff delivered to the state on June .

M. Austin told the Commission that they have a 1 in 8 chance of getting funded. He noted they will hear back about the application in September or early October. M. Austin said they put together a list of projects in order to discuss them relative to their eligibility for the grants (Proposition 84 and Measure WW). He explained that they will need to start to identify which projects they want to pursue next. M. Austin noted he has a strong sense that the Ferry Point Project should be brought forward and looked at closer as a possible project for the 2nd round of applications for Proposition 84 funding.

Chair Radke stated he thought they should consider the remaining money and aim to do projects that will be completed in full rather than doing partially completed projects.

Vice Chair Hern inquired how the tennis courts will be impacted by the possible community center to be built by the Methodist Church. T. Tucker said it should not be an issue.

Commissioner Patchin suggested that the community center could be developed at the gold course.

Commissioner Pallotta asked for clarification about their eligibility to apply for the second round of Proposition 84 funds. M. Austin replied that if they are granted funds in the first application round they are still able to apply for funds for another project in the second round.

M. Austin informed the Commission that in July and August they will need to bring forward Ferry Point Project and their recommendations for projects to go forward for the second application round for Proposition 84.

***Cultural Arts Subcommittee Updated (addition to the agenda).**

Commissioner Gerlack said they met with consultant Jeffery Baird and discussed goals and effective ways to incorporate art and culture.

Commissioner Bell-Patten said that they have a lot of work ahead but noted that it is good to have a strategy to work toward developing a cultural plan.

c. Library Subcommittee Update, Mitch Austin, Recreation Manager

M. Austin said the subcommittee has had 2 meetings and have mainly discussed what is happening on the 2nd story of the building. He stated they discussed the shelving and bringing them up to ADA code.

M. Austin also explained that the library will be closed for 8 months and that the subcommittee is tasked with determining what an interim library service will look like. He stated they are looking at the cost impacts of being closed for the extended period and a possible location for the interim library service. The old train depot is being considered as a location for such services.

M. Austin said they will have \$200,000 in savings by being closed longer, which may be used to pay for the interim service. He asked the Commission for it thoughts and recommendations, which will go to Council on July .

Commissioner Van Loan said the Friends of the Library discussed and expressed a desire to have library services for 20-25 hours a week. They were also in agreement to accept the City's offer that this might occur at the old train depot. Commissioner Van Loan mentioned that Dave Scola will be looking at the building's safety issues. She noted that the use of the savings costs is still under discussion and that how the funds will be used is an issue that does not need to be addressed immediately.

Arlene Hoss, President of the Friends of the Library, said their primary concern is to serve the community and continue the children's program. Ms. Hoss told the Commission that staff wants to preserve the children's program so they do not lose the children to other programs and activities while they are closed.

The Commission discussed several different possible locations for the interim library service and the viability of the locations that have already been considered.

Commissioner Patchin expressed his concerns about the train station as the location for the interim services. His concerns included meeting fire codes and the amount of money it would cost to renovate it to make it safe and secure.

M. Austin said the funds still have to be determined and that staff still needs to decide if the building will be suitable before they move forward.

Commissioner Bell-Patten suggested that there may be a citizen who has property he/she would be willing donate for 8 months.

Chair Radke requested a copy of the Measure H bid with the updated costs.

***Kellogg Wal-mart Award Update (item taken out of order).**

T. Tucker provided the Commission with a list of all the improvements. He stated there is no requirement of the City to install signs and that they will review all the improvements that will be made.

Chair Radke asked when work is scheduled to start. T. Tucker said it is still to be determined.

d. Grant Subcommittee Update, Mitch Austin, Recreation Manager

*See page 3, Under Pool Subcommittee Update.

V. NEW BUSINESS

a. Shade Structure Installation at Bocce Ball Courts

M. Austin explained that the request from the Martinez Bocce Federation was taken to East Bay Regional Parks on May 6th for conceptual approval.

Ray Gaundenzi, representative from Martinez Bocce Federation, said the shade structures will enhance and beautify the well-used area.

Commissioner Pallotta stated that East Bay Regional Parks granted their approval of the shade structures.

Commissioner Eychner noted that court ten only has one shade structure. He suggested they recycle the old shade structures and put one on court ten once the new structures are built.

Commissioner Pallotta made a motion to approve the installation of two shade structures at the bocce ball courts, seconded by Commissioner Olsson. The motion was approved by the following vote: All Ayes.

M. Austin informed Mr. Gaundenzi that the project has to go before City Council on July 7th for final approval.

b. Park Naming Policy

For the Commission's consideration, M. Austin brought forward a policy for a process and application for naming parks, recreation areas and facilities. He said the policy will be used for naming unnamed parks and renaming parks. M. Austin explained in detail the process they will need to undergo to name a park should they approve the policy.

Chair Radke inquired about renaming an existing park and whether it goes before City Council or the PRMCC first. M. Austin said Council will first need to determine whether or not they will consider renaming the park before it goes to the Commission for recommendations.

Commissioner Patchin suggested a Martinez memorial park where people have a plaque with their name placed in the park so they are memorialized and honored for their work.

Commissioner Van Loan made a motion to approve the Parks, Recreation Areas, and Facilities Renaming Policy, seconded by Commissioner Olsson. The motion was approved by the following vote: All Ayes.

Commissioner Bell-Patten requested that they follow up with Commissioner Patchin's idea for a memorial park.

c. July Parks and Recreation Month

M. Austin asked if a commissioner would be available to accept the proclamation for Parks and Recreation Month, which will be presented by City Council to a representative of the PRMCC at the July 7th Council meeting.

Chair Radke and Vice Chair Hern agreed to attend the meeting and accept the proclamation.

Commissioner Olsson made a motion to approve and support the Parks and Recreation Month Proclamation, seconded by Commissioner Bell-Patten. The motion was approved by the following vote: All Ayes.

d. Review Expiring Agreements & Leases

M. Austin outlined the key considerations for the renewal of lease agreements with the users/lessees and discussed some possible changes that will be incorporated as leases are renewed. He noted the RFP process will be opened for the Morello Childcare Facility.

Commissioner Eychner asked if City Council approached the Commission for input on these issues, so that they do not waste time providing input and making recommendations when they are not prompted.

Chair Radke said that some of the leases may not fall under their purview.

Commissioner Patchin clarified that the Boreland House is leased by the Community College District, not the Martinez Historical Society. He stated that having copies of the lease agreements on record would be helpful.

There was a brief discussion about the Commission's responsibility to review, uphold, enforce, and adjust the leases and the importance of addressing issues with the leases before they are renewed.

VI. OLD BUSINESS

a. Kellogg Wal-Mart Award Update

*See page 5.

VII. FUTURE AGENDA ITEMS

a. Revised Agenda Plan

M. Austin said they will be adding Morello Child Care Agreement and Ferry Point Project budget information to July's agenda.

Commissioner Patchin asked if staff is working on the cost estimates for police work associated with events/activities, which was requested at the last meeting.

Chair Radke requested that prior to naming the unnamed park on Alhambra Avenue that the idea of a memorial park be put on the agenda. He suggested that the Alhambra Avenue Park may be a good fit for a memorial park and requested that a subcommittee for a memorial park be put together. M. Austin said she will put the subcommittee on the Commission's August agenda.

Commissioner Patchin asked if they have determined a retreat or workshop date and asked when the luncheon with park staff and recreation staff will take place. M. Austin said he will talk to Patty Lorick about a possible time for the luncheon.

VIII. COMMISSIONER & STAFF COMMENTS

Vice Chair Hern acknowledged all the work staff has been doing and expressed approval of the proactive measures staff is taking.

Commissioner Gerlack congratulated Mitch Austin on becoming part of city staff and thanked him for all his work.

Commissioner Bell-Patten asked if any tickets for dogs defecating at the baseball field have been issued. M. Austin said he will check and send out an email with an update.

Commissioner Pallotta asked if there are any details regarding curbing vandalism at the Marina.

Commissioner Bell-Patten encouraged communication with the Willows if the Commission wants to start involving itself with the amphitheatre.

Commissioner Van Loan inquired about the status of the Zocchi Property. M. Austin informed her that an RFP (request for proposal) is being put together for the larger building of the two on the property. He also explained the status of the property and what happened with the proposed sports arena.

Commissioner Pallotta asked how the \$50,000 Shell funds got divided or if any decisions have been made. M. Austin said \$5,000 of the \$50,000 will be used for electrical upgrades, but the item will most likely not be on the agenda until the fall.

Commissioner Patchin informed the Commission of a citizen's experience renting the bocce courts and the inconsistent renting practices of the federation. He expressed concern about the organization making money on city property and stated he wants to ensure that the federation has fair, equal opportunity renting.

M. Austin said he will look at the agreement between the Bocce Federation and the City. He noted the federation pays the city \$2,000 for rent and that they also maintain the courts. M. Austin said he understands that it needs oversight.

M. Austin provided the Commission with information in response to the inquiry about videoing the meetings. He stated they received a cost estimate of \$2,000 a year, which they may be able to cover by shifting costs.

M. Austin provided the Commission with several other updates. The shift in the maintenance crew's cleaning schedule has helped with the bathroom issues at the bocce ball courts. The PRMCC's bylaws will go forward to Council on July and as an ordinance amendment. Interim library services will go before Council on July . And the Commission will be receiving a marina update soon.

IX. CORRESPONDENCE

- a. Email from Mr. Ciaramitaro regarding Park Bathrooms and Joltin' Joe Display**

X. NEXT MEETING DATE: July 20, 2010

XI. ADJOURNMENT

On motion of Commissioner Patchin, seconded by Commissioner Pallotta, the Commission unanimously voted to adjourn at 9:27 p.m.