

**Regular Meeting  
Parks, Recreation, Marina and Cultural Commission  
July 20, 2010  
Martinez, CA**

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:07 p.m. on July 20, 2010, at Council Chambers, 525 Henrietta Street, Martinez, California 94553.

**I. ROLL CALL**

PRESENT: Karen Bell-Patten, Commissioner, Brian Eychner, Commissioner, John Fuller, 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: None.

ABSENT: None.

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

**II. PUBLIC COMMENT**

Warren Owen asked when open hearings will be held regarding the Measure H expenditures for Hidden Lakes Park. Tim Tucker, City Engineer, explained that the recommended priority projects for the first round of Measure H funds did not include Hidden Lakes Park. He said that when they are able to do rehabilitation on the park they will get community involvement.

Chair Radke said there is a project slated for Hidden Lakes Park, but it is a matter of when the funds will be allocated for the project.

**III. CONSENT CALENDAR  
a. Minutes of June 15, 2010**

The Commissioners requested the following corrections to the minutes of June 15, 2010:

Page 1: Under Public Comment, paragraph 2, line 1: Switch the word order of “last the” to “the last”.

Page 2: Under Staff Updates, paragraph 2, line 1: Replace “Borman” with “Mountain View Park”.

Page 3: Under Grant Subcommittee Update, paragraph 1, line 4: Insert “” after the word “June”.

Page 3: Under Grant Subcommittee Update, paragraph 4, line 2: Replace the words “built by the Methodist Church” with the words “located at the Methodist Church site”.

Page 3: Under Grant Subcommittee Update, paragraph 5, line 2: Replace the word “gold” with the word “golf”.

Page 4: Under Library Subcommittee Update, paragraph 5, line 1: Replace the name “Arlene Hoss” with the name “Marlene Haws”.

Page 6: Under Review Expiring Agreements & Leases, paragraph 4, line 1: Replace the name “Boreland” with the name “Borland”.

Page 6: Under Review Expiring Agreements & Leases, paragraph 4, lines 1-2: Replace the words “by the Community College District, not the Martinez Historical Society” with the words “from the Community College District by the City of Martinez”.

Page 7: Paragraph 1, line 4: Delete all words after the word “the” and replace with the words “public has fair, equal opportunity use of facilities when not in use by the federation”.

Page 7: Paragraph 3, line 3: Insert “” after the word “July”.

Page 7: Paragraph 3, line 4: Insert “” after the word “July”.

Commissioner Van Loan made a motion to approve the minutes with the changes of the June 15, 2010 meeting, seconded by Commissioner Pallotta. The motion was approved by the following vote: All Ayes.

**b. Staff Updates**  
**i. Recreation**  
**ii. Parks Maintenance**

Vice Chair Hern inquired about the life-guarding policy requirements for the pool for MCST. Mitch Austin, Recreation Manager, said that they are to provide their own life-guarding and that the requirements are detailed in the agreement.

Vice Chair Hern suggested that they use a local photo with children from the community for the front cover of the activity guide brochure.

**c. Special Requests for Uses in Parks**  
**i. Susana Park - Art in the Park, Martinez Arts Association**

M. Austin explained that the Martinez Arts Association is requesting the use of Susana Park on August from 8 a.m. to dusk for their “Art in the Park” fundraiser. He noted some Arts Association members will sell their art and that part of the proceeds will go toward scholarships for graduating seniors in Martinez. M. Austin said the association is asking that the Commission consider waiving the \$105 park use fee.

Commissioner Patchin made a motion to approve the special request with the fee waiver,

seconded by Commissioner Pallotta. The motion was approved by the following vote: All Ayes.

Commissioner Van Loan asked if those who have a booth at the event are required to pay a fee. Cathy Riggs, representative for the Martinez Arts Association, replied that booth holders are required to pay a fee, which is part of the funds that go toward the scholarships.

#### **IV. PRMCC SUB-COMMITTEE REPORTS**

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

###### **i. Holiday Park Design**

Tim Tucker provided a PowerPoint presentation outlining the existing condition and layout of Holiday Highlands Park. He listed the new amenities for the park, which will include benches and tables, a unisex bathroom, and possibly a new shade screen on the play structure. T. Tucker said park improvements will also include turf rehabilitation and drainage repair.

Vice Chair Hern noted that they are focusing on the re-grading of the soccer field, incorporating the creek into the design of the park, and providing access to the creek.

Commissioner Van Loan made a motion to accept the park plan as it was presented and approve moving forward with the plan, seconded by Commissioner Olsson. The motion was approved by the following vote: All Ayes.

###### **ii. Rankin Park Design**

Tim Tucker said they are seeking approval of the final construction drawings so that they may move forward with construction on Rankin Park. T. Tucker presented a slideshow detailing the existing condition of Rankin Park, the proposed amenities, and where the amenities will be located in the park. Proposed amenities include handicap accessibility, picnic areas, barbeques, outdoor sinks, a concession building, and trail access. T. Tucker also reviewed the possible play structures and equipment to be incorporated into the park. He noted they will have to replace some olive trees in the olive grove and that the architects and city staff are working on grading, park layout, and drainage.

Commissioner Bell-Patten asked if there is space to incorporate public art at the park. T. Tucker replied that they have not talked about including it at the facility yet because of the limited budget. He noted, however, that the grand entrance to the park may be an appropriate space to incorporate public art.

Commissioner Bell-Patten made a motion to accept the design recommendation for Rankin Park and authorize the Park Subcommittee to approve the final construction plans, seconded by Commissioner Olsson. The motion was approved by the following vote: All Ayes.

**b. Pool Subcommittee Update, Tim Tucker, City Engineer**

T. Tucker reported that an RFP was sent to local art associations for artists for the incorporation of Mosaic tile public art panels at the new aquatic center. After interviewing several artists, he stated the Pool Subcommittee came to a consensus and recommend that artist Jane Kelly be commissioned for the mosaic public art display.

Commissioner Fuller made a motion to approve the Pool Subcommittee's recommendation to Commission to select Artist, Jane Kelly to create the mosaic public art display at the new aquatic center, seconded by Commissioner Pallotta. The motion was approved by the following vote: All Ayes.

**c. Library Subcommittee Update, Mitch Austin, Recreation Manager**

**i. Options for Library Services**

M. Austin explained the three options for interim library services and the cost elements for the services while the library is closed for eight months. He stated that after much review the Library Subcommittee, Friends of the Library, City Staff, and Library Staff support option three, which would include 24 hours of library service per week ( open Monday, Tuesday, Friday, and Saturday) provided at the Old Train Depot.

M. Austin detailed the costs associated with option three (approximately \$70,000), the ongoing costs savings for service, and other sources that will be used to fund the interim services.

Commissioner Pallotta made a motion to accept the option three proposal for interim library services, seconded by Commissioner Van Loan. The motion was approved by the following vote: All Ayes.

\*Note: Commissioner Fuller was absent for the motion voting.

Commissioner Bell-Patten asked for the start and end date of the interim services. M. Austin replied that they would like to start the services after Labor Day and that services would go through until the renovation is done and the library is reopened.

Commissioner Van Loan noted that the Friends of the Library are taking care of some the responsibilities for the repairs and costs for the interim services.

**d. Cultural Arts Subcommittee Update, Mitch Austin, Recreation Manager**

M. Austin reported that the subcommittee has been discussing the arts and cultural element as it relates to the General Plan. Commissioner Bell-Patten informed the Commission that the subcommittee is looking for more direction from the Mayor and City Council before they start developing anything.

**V. NEW BUSINESS**

**a. Borland House Agreement with the Historical Society**

M. Austin explained that the City leases the Borland House from the Contra Costa Community College District (lease expired July 1, 2014) and that the City subleases the house to the Historical Society (sublease agreement has expired). M. Austin discussed the key changes in the sublease agreement with the Historical Society and the updated insurance requirement.

Commissioner Van Loan suggested that under Item 13, "Utility Items", on page 3 of the Sub-Lease Agreement the wording should be changed to the "Lessee shall pay all telephone costs and expenses".

Commissioner Patchin said they should double check the mailing address for the Historical Society listed in item 23 on page 4 of the agreement.

Commissioner Pallotta asked if the fact that the cost of insurance has doubled will pose a financial hardship on the Historical Society. M. Austin said that John Curtis is looking into the cost and whether it that will pose any problems. He noted they are considering what the impact is and their options if it does prove to be a financial hardship.

Commissioner Olsson made a motion to recommend the approval of the Historical Society's sublease of the Borland House Museum, seconded by Vice Chair Hern. The motion was approved by the following vote: All Ayes.

## **VI. OLD BUSINESS**

### **a. Ferry Point Project Review**

M. Austin said the Ferry Point Project is up for the Commission's consideration to review the scope of the project and discuss aspects they may want to include to refine the concept that will be potentially submitted for Grant 84 funds.

In a PowerPoint presentation, Phil Ciaramitaro reviewed the structural and capital improvements of the project. Mr. Ciaramitaro outlined the four phases of the project, which include improvements to the pier and docks, upgrades, citizen patrolling, ongoing maintenance, and funding.

Commissioner Fuller said they should incorporate the Ferry Point Project ideas into the Marina Master Plan before they move forward with the project.

Commissioner Patchin expressed concern about the fishing pier and the cost of having to fix it on a regular basis. He suggested it might be more cost effective to redesign the pier so it does not have to be repaired so frequently. Commissioner Patchin also suggested that permanent bathrooms may be more cost effective than installing bathrooms that need to be pumped regularly.

Commissioner Van Loan expressed her appreciation for Mr. Ciaramitaro committed work on the project. She suggested that the project be considered for the priority list to be reviewed at the next Grant Subcommittee meeting.

Commissioner Pallotta inquired how the funding and application for Grant 84 will work for the project. M. Austin informed the Commission that they will be getting assistance from a

grant writer for the next application round for Prop 84 funding.

Commissioner Pallotta requested that a proposal for the project be sent back to the Grant Subcommittee for their consideration.

## **VII. FUTURE AGENDA ITEMS**

### **a. Revised Agenda Plan for July**

M. Austin noted that the following items have been added to the agenda plan: Measure H project overview, Zocchi RFP update, and the Lasting Impressions Agreement.

Chair Radke asked when the luncheon with city staff and the PRMCC will be scheduled. M. Austin said he will be discussing a date with staff in August.

## **VIII. COMMISSIONER & STAFF COMMENTS**

Commissioner Van Loan inquired about the library project going out to bid and when renovation will start. M. Austin replied that hazmat work will be done before the bid goes out. He said the start date of renovation is a question to be answered by Dave Scola, Public Works Director.

Commissioner Patchin commended staff for all the summer activities.

Chair Radke said on July 7th he and Vice Chair Hern attended the City Council meeting where the City proclaimed July as Park and Recreation month. He encouraged everyone to go to parks and enjoy recreation.

M. Austin provided the Commissioner with a handout about assessing economic benefits of open space and the role parks play in economic vitality. He noted that staff has been in discussion with DBAW (Department of Boating and Waterways) and that there has been a lot of movement regarding the marina.

## **IX. CORRESPONDENCE**

None.

## **X. NEXT MEETING DATE: August 17, 2010**

## **XI. ADJOURNMENT**

On motion of Commissioner Fuller, seconded by Vice Chair Hern, the Commission unanimously voted to adjourn at 9:13 p.m.