

**Regular Meeting
Parks, Recreation, Marina and Cultural Commission
October 19, 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 October 19, 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, Richard Patchin, Commissioner, Dylan Radke, Chair, and Marta Van Loan, Commissioner.

EXCUSED: None.

ABSENT: Donald Pallotta, Commissioner

STAFF: Mitch Austin, Recreation Manager
Alan H. Shear, Assistant City Manager

II. PUBLIC COMMENT

Debra Dodson, Member of Main Street Martinez and the Martinez Arts Association, came before the Commission expressing the desire to beautify the wall between Starbucks and Bank of America. Ms. Dodson presented the Commission with a sample mural.

Chair Radke requested that the item be put on the next agenda. Mitch Austin, Recreation Manager, noted that the City has a budget for plaza improvement.

Mike Alford raised concerns about the marina project. He stated that he spoke with Sylvia Hunter from Sacramento regarding the \$1.5 million for the marina, who said the city has not signed a contract. Mr. Alford said they are not on schedule as the Mayor told him. He pointed to the ad hoc committees as the culprit because they are closed to public viewing and input.

**III. CONSENT CALENDAR
a. Minutes of September 21, 2010**

The Commissioners requested the following corrections to the minutes of September 21, 2010:

Page 1: Under Public Comment, paragraph 1, line 2: Replace the word "at" with the word "concerning".

Page 4: Under New Business, Retreat Agenda, paragraph 8, line 1: Replace the words "in which" with the word "that".

Page 4: Under Alhambra Cemetery Commission Request, in the item title: Replace the word “Ranking” with the word “Rankin”.

Page 5: Under Measure H Use of Funds Strategy, paragraph 2, line 1: Replace “\$16 million” with “\$15 million”.

Page 5: Under Measure H Use of Funds Strategy, paragraph 6, line 3: Replace the name “Header” with the name “Spinella”.

Commissioner Olsson made a motion to approve the minutes with the changes of the September 21, 2010 meeting, seconded by Commission Van Loan. 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. Shell Oil - Use of Waterfront Park

M. Austin reported that Shell Oil is requesting the use of the lawn area at Waterfront Park on Saturday, October .

Bruce Herring, Representative from Shell Oil, said that the annual picnic will be held from 10 am to 4 pm, not 11 am to 4 pm.

Commissioner Patchin expressed concerns about large vehicles on the lawn area, park maintenance, and damage to the irrigation system. M. Austin said they have been taken care of previous miscommunications regarding those issues.

Commissioner Van Loan made a motion to approve the request from Shell Oil for use of the lawn area on Saturday, October 23, 2010, from 10 am to 4 pm, seconded by Vice Chair Hern. The motion was approved by the following vote: All Ayes.

IV. PRMCC SUB-COMMITTEE REPORTS

a. Library Subcommittee Update, Mitch Austin, Recreation Manager

M. Austin reported that the Library Subcommittee met to review bids for the library reconstruction project. After reviewing the lowest bidders with the Commission, M. Austin stated that Gold Spring Construction’s bid will go forward to City Council tomorrow. Staff is asking that Council award the renovation contract to the company.

Commission Patchin asked for the cost of the hazmat removal. M. Austin said he did not recall the cost, but would get the numbers to him.

Karen Hansen-Smith, of the Martinez Library, thanked the City for letting the library occupy the Old Train Depot for interim library services. Ms. Hansen-Smith reported on the impressive circulation of the library and the programs they will be offering, such as financial planning and job searching. She expressed her appreciation that they are able to continue their services while the library is being remodeled.

Commissioner Van Loan thanked the County library staff and City library staff for their hard work and quick turnaround in opening the interim library, which has proven to be successful. She also thanked City Public Works Staff for getting the Depot ready and acknowledged the hard work of the City and County staff that have helped.

Ms. Hansen-Smith also thanked staff for their prompt response to all their bathroom problems.

M. Austin acknowledged the help of the Friends of the Library in getting the temporary library facility prepared.

V. NEW BUSINESS

a. Park Maintenance List of Suggestions

Due to Commissioner Pallotta's absence, the item was deferred to next month's agenda.

b. Measure H Bond Arbitrage Audit

M. Austin introduced the new Assistant City Manager, Alan Shear, to the Commission.

M. Austin spoke on the City's obligation to spend Measure H funds and explained the two key considerations to be mindful of when managing bonds. Consideration 1: Ensure that the City does not have an unfair advantage to realize gains from the bonds. He noted that audits will be done by an independent financial services firm to ensure all investment practice requirements are met. Consideration 2: Funds must be in service within 5 years of issuance. M. Austin explained that the City's 5 year Capital Improvement Plan project list and first two years of the project list for funding in the City's Budget document will be part of the plan to place the funds in service. M. Austin noted that they have another \$4 million that needs to be allocated in the first round of funding. He stated that staff will be working to the Playgrounds Subcommittee to bring forth park improvement recommendations to City Council and the PRMCC.

Commissioner Fuller asked for the source of the information and who put the information together. M. Austin said it came from the Certificate Regarding Use of Proceeds, but did not remember the name of the firm that put the document together. He said he would find the name and get it to the Commission.

Mike Alford inquired about the oversight of the interest of the 1 percent that was gained over the \$15 million from the bond and those who consist of the oversight group. Commissioner Fuller said bond finances are supervised by the Oversight Committee. Commissioner Van Loan is one of the committee members and told him it is also made up of citizens.

Mr. Alford asked where the money goes and how the interest money was spent. Commissioner Van Loan explained that the money is still in the account and that the interest has not been spent.

c. Selection of Chair and Vice Chair of 2011

Commissioner Olsson nominated Dylan Radke and Katherine Hern to continue as Chair and Vice Chair for the 2011 term for the PRMCC. Chair Radke and Vice Chair Hern accepted the nominations.

Commissioner Patchin made a motion to select Chair Radke and Vice Chair Hern for a second term as Chair and Vice Chair, seconded by Commissioner Olsson. The motion was approved by the following vote: All ayes.

VI. OLD BUSINESS

a. Prop. 84 Grant Application Plan

M. Austin informed the Commission that a grant writer has been hired to assist City Staff and the Grant Subcommittee to complete the Proposition 84 grant application for Ferry Point Park and Fishing Pier improvements. He said they asked that a questionnaire be used to survey people at the marina so that they may collect information from the public to incorporate in public workshops.

Commissioner Bell-Patten asked if the survey will be on the website. M. Austin said yes.

Vice Chair Hern inquired about outreach and any plans to work with the media for public workshop meeting advertisement. M. Austin said they have a comprehensive outreach program, which they will put together as part of the meeting.

b. Zocchi RFP Update

M. Austin reported that RFPs were distributed to 13 vendors and that they received 3 proposals (California Sports Academy, California Sports Complex, and Excelsior Brewing Company). He said the proposals were reviewed by 2 Council members and Vice Chair Hern. A list of questions were sent to the vendors and once they receive their responses interviews will be conducted. M. Austin explained that any recommendation that comes forward will be brought to the PRMCC then go to Council for approval.

Vice Chair Hern asked if it is possible for the RFP to go out for a second bid if they do not find befitting bidders. M. Austin said it is a possibility.

Commissioner Van Loan asked if the need for seismic retrofitting for the building was disclosed and that the bidder's financial responsibility for such was clear in the RFP. M. Austin said that the information was enclosed in the RFP.

c. Review Draft Retreat Agenda

M. Austin reviewed the list of discussion item recommendations.

Vice Chair Hern expressed her desire to minimize the part of the retreat that is facilitated. Commissioner Olsson fully agreed.

Commissioner Bell-Patten recommended that the facilitator be a task processor so they get through all the extensive discussion items in the allotted time. Chair Radke said they

recently received an update on the Brown Act and suggested they forgo an update at the retreat.

There was a brief discussion about the need to create clear lines of communication with staff and the need to brainstorm ideas.

Commissioner Bell-Patten suggested that they consider getting foundation work done before communicating with staff and determine whether they want the meeting to be about strategy or tactics. She brought their attention to the fact that the membership of several Commissioners expires in April 2011.

Chair Radke said he preferred to have a facilitator for the entire meeting. M. Austin said it may be a budgetary issue.

VII. FUTURE AGENDA ITEMS

a. Revised Agenda Plan for November

M. Austin said the following items will be on the November agenda: program planning for library downstairs, library master agreement, main street plaza art, and park maintenance list of suggestions.

Commissioner Olsson asked that a report on the marina be done sooner rather than later. M. Austin said they will aim to have the item on the December agenda.

VIII. COMMISSIONER & STAFF COMMENTS

M. Austin said that the Park Naming Subcommittee members have accepted their appointments. He mentioned that he spoke to park staff about the Cappy Ricks Park bathrooms, who said they will paint the bathrooms. Vice Chair Hern suggested they become part of the other \$4 million bond money that needs to spend.

M. Austin said he visited the Martinez Junior High School and handed a survey out to the students about the City parks. He provided the Commissioners with a report of the survey results.

M. Austin also reported that he spoke to staff about advertising City programs at Back to School Night, as was suggested by Vice Chair Hern. He said staff did not go to back to school night, but did attend the registration day. However it was not attended this last time around due to a schedule conflict, but staff will be at the next one. Vice Chair Hern still recommended going to Back to School Night to provide information again as school starts.

Commissioner Patchin requested a total balance of funds available in other park funds (e.g. park dedication fees, etc.).

Chair Radke requested an update on the Holiday Highlands and Rankin Park plans and whether the issues with vendors have been resolved.

IX. CORRESPONDENCE

George Astin, representative for East Bay Disk Gold Club, provided the Commission with a proposal for an 18 hole disk golf course at Hidden Lakes Park.

M. Austin said staff is reviewing the proposal before it comes to the Commission. Chair Radke suggest the proposal go to the Park Subcommittee.

Commissioner Patchin informed Mr. Astin that part of their proposed course is in open space, which has different park regulations and may pose problems. Mr. Astin said they are willing to look at other sites for the course.

Vice Chair Hern expressed her support of the proposal. Commissioner Gerlack said the course would bring people to Martinez and encouraged the idea.

Neil Woolworth, East Bay Disc Gold Club Member, spoke on space requirements for the course, which would be about 15 to 30 acres.

Mr. Alford expressed his wholehearted support of the idea.

Dr. Jose Yasul, East Bay Disc Golf Club Member, discussed the health benefits and vandalism deterrence associated with disc golf.

Angela Green, Martinez resident, said the course will attract people from all over the area to Martinez. Ms. Green, administrator of clinical services for RES Success, participants in the RES program is committed to sharing in the responsibility in volunteering to assist in caring for the course.

Chair Radke thanked them for their presentation.

X. NEXT MEETING DATE: November 16, 2010

XI. ADJOURNMENT

On motion of Commissioner Patchin, seconded by Vice Chair Hern, the Commission unanimously voted to adjourn at 8:35 p.m.