

**Regular Meeting
Parks, Recreation, Marina and Cultural Commission
November 15, 2011
Martinez, CA**

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:01 p.m. on November 15, 2011, at Council Chambers, 525 Henrietta Street, Martinez, California 94553.

I. ROLL CALL

PRESENT: Karen Bell-Patten, Commissioner, Brian Eychner, Interim Vice Chair, Gay Gerlack, Commissioner, John Fuller, Commissioner, Ingemar Olsson, Commissioner, Donald Pallotta, Commissioner, Richard Patchin, Commissioner, Dylan Radke, Chair.

EXCUSED: None.

ABSENT: None.

STAFF: Mitch Austin, Community Services Contract Manager

II. PUBLIC COMMENT

Charles King expressed support of the City working toward establishing water transit at the marina.

III. CONSENT CALENDAR
a. Minutes of October 18, 2011

The Commissioners requested the following corrections to the minutes of October 18, 2011:

Page 3: Under Sub-committee Reports, Measure H Updates, paragraph 2, lines 2: Insert the following sentence: "Commissioner Eychner recommended incorporating milestones into the Gantt chart".

Page 3: New Business, Retreat Agenda, paragraph 2, line 1: Replace the word "Commission" with the word "Commissioner".

Page 4: New Business, Selection of Chair and Vice Chair for 2012, paragraph 1, line 1: Insert the word "with" after the word "starting".

Page 4: Old Business, Special Request Policy Review and Update, paragraph 3, lines 1-2: Replace the name "Susan" with the name "Susana" and "M. Austin" with the name "Commissioner Fuller".

Page 4: Old Business, Special Request Policy Review and Update, paragraph 4, line 1:

Replace the name "M. Austin" with the name "Commissioner Fuller".

Commissioner Pallotta made a motion to approve the minutes with the changes of the October 18, 2011 meeting, seconded by Commissioner Olsson. The motion was approved by the following vote: All ayes.

b. Staff Updates
i. Recreation .

Commissioner Fuller inquired about field rest time and suggested they consider all-weather fields.

Chair Radke suggested the Commission consider discussing a formal field closure policy and requested the item be added to the agenda.

ii. Parks Maintenance

c. Special Requests for Uses In Parks
i. TBA

None.

IV. PRMCC SUB -COMMITTEE REPORTS
a. Measure H Updates

Commissioner Eychner stressed the importance of putting milestones in the Gantt chart so schedules do not slip and impact programs.

V. NEW BUSINESS
a. Interim Library Summary Report

Karen Hansen, Senior Community Library Manager thanked the Commission for the opportunity to work at the Train Depot. She said City Staff was helpful and responsive. Ms. Hansen reviewed the increase in circulation, new amenities (equipment/furniture), and programs at the new library.

Gail McPartland, Deputy County Librarian, acknowledged the efforts of library staff. She addressed the Commission's previous inquiry about incorporating more comfortable seating in the downstairs area and said it will be an issue to discuss when they review downstairs usage in a few months. Ms. McPartland reviewed the actual savings the City realized from the interim library, which amounted to \$235,306. She listed possible uses for the savings and noted that Barbara Flynn, County Librarian will further pursue the issue and how the money may be utilized.

b. Review Subcommittee Appointments

Commissioner Bell-Patten inquired about the replacement of Marta Van Loan on the Measure H Citizen's Oversight Committee. M. Austin said Mayor Schroder appointed Commissioner Patchin to the position.

Commissioner Bell-Patten asked about the need for the Pool Subcommittee now that the pool is done. M. Austin suggested they discuss the issue at the retreat and joint meeting with the City Council.

c. Yacht Club Lease Update

M. Austin reviewed the 2 leases for the yacht club (the building and lawn area). He noted the leases will be combined when the leases are renewed.

Commissioner Olsson said the Martinez Yacht Club needs a longer lease so the organization is able to create a financial plan to add on to the facility.

Commissioner Patchin inquired about the rental of the lawn area, which is rented out by the Yacht Club, and the rental proceeds the City receives.

Commissioner Pallotta addressed the lease conflict for use of the land once they enter into phase 4 of marina improvements. M. Austin said the issue will be a major consideration. Commissioner Fuller suggested including an escape clause in the lease.

VI. OLD BUSINESS

a. Retreat Agenda/Joint Meeting

Commissioner Fuller said he would like hear from City Council how they are going to fund maintenance for the Measure H projects once they are completed. He also wanted to know to what extent City Council sees recreation as an economic developer for the City.

Commissioner Pallotta asked about the park maintenance fees and budget.

Commissioner Fuller suggested the parks and recreation have its own line item budget.

After a brief discussion, the Commission planned to have a joint meeting with City Council on Wednesday, January 25 at 6 p.m.

VII. FUTURE AGENDA ITEMS

a. Review Agenda Plan

M. Austin said no items on the December or January agenda are time sensitive.

Commissioner Olsson made a motion to move the December 20 meeting to January 17 seconded by Commissioner Bell-Patten. The motion was approved by the following vote: All ayes.

b. 2012 Agenda Plan Review

M. Austin reviewed the items that will be discussed in 2012.

Commissioner Pallotta requested an interim report on improvements for the marina/pier.

Commissioner Gerlack said the PRMCC should discuss possibly extending the season of the pool early in the year. Commissioner Pallotta suggested the item be added to the joint

meeting with the City Council.

VIII. COMMISSIONER & STAFF COMMENTS

Commissioner Patchin expressed concern about Measure WW funds being committed to the marina and when they shall receive a definitive answer about the monies.

M. Austin provided the Commission with a brief update on the status of their efforts to secure funds for marina improvements. He noted they will know if they received \$750,000 from the governor's grant in January 2012. Final approval from the Department of Boating and Waterways in August/September of 2012.

M. Austin told the PRMCC that Shakespeare Vallejo has asked to utilize the amphitheatre in August. He noted the Zocchi lease agreement will go before City Council tomorrow.

Commissioner Bell-Patten said monies raised during the pool raffle were used and students were given scholarships for swim lessons.

IX. CORRESPONDENCE

None.

X. NEXT MEETING DATE: January 17, 2012

XI. ADJOURNMENT

On motion of Commissioner Olsson, seconded by Commissioner Eychner, the Commission unanimously voted to adjourn at 8:27 p.m.