

Regular Meeting
Parks, Recreation, Marina and Cultural Commission
December 17, 2013
Martinez, CA

APPROVED January 21, 2014

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order 7:00 by Chair Radke at p.m. on December 17, 2013, at Council Chambers, 525 Henrietta Street, Martinez, California 94553.

ROLL CALL

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

EXCUSED: None.

ABSENT: John Fuller, Commissioner.

Chair Radke called the meeting to order at 7:00 p.m. with all members present except Vice Chair Bell-Patten, who arrived after roll call, and Commissioner Fuller, who was absent.

Staff present included Recreation Coordinator Barbara Patchin, Senior Management Analyst Michael Chandler, and Minutes Clerk Robin Agostino.

PUBLIC COMMENT - None.

CONSENT CALENDAR

a. *Minutes October 15, 2013*

[October 15, 2013 minutes Regular Meeting](#)

On motion by Richard Patchin, Commissioner, seconded by Donald Pallotta, Commissioner, to approve the Minutes of October 15, 2013 Motion unanimously passed 7 - 0. Yes: Karen Bell-Patten, Vice Chair Brian Eychner, Commissioner Gay Gerlack, Commissioner Ingemar Olsson, Commissioner Donald Pallotta, Commissioner Richard Patchin, Commissioner , Dylan Radke, Chair.

b. *Staff updates*

i. [Recreation](#)

[Recreation Staff Report](#)

ii. [Parks Maintenance](#)

[Parks Maint Agenda Update](#)

Commissioner Patchin asked about the nature and extent of damage done by vehicles to ball fields at Hidden Lakes, Morello and Waterfront Parks. Staff indicated they would research and report back to Commissioner Patchin.

iii. *Planning - Verbal Update of the Cultural Component of the General Plan*

Chair Radke noted that this item was pulled from the agenda, and would likely be rescheduled for February 2014.

- c. *Special Requests for Uses in Parks*
- i. [Kit and Tom Greerty request for use of Ignacio Plaza for a wedding, June 28, 2014 for approval](#)

[Greerty wedding staff](#)

Kit Greerty explained the request, noting that she and her husband had been the first couple to marry when the plaza was originally completed.

Commissioner Pallotta confirmed that the applicant had followed the new procedure for using the plaza, including notification to neighbors. The applicant indicated there was no response to the public notification.

Commissioner Patchin asked about accommodation for restrooms, which the applicant discussed. Commissioner Gerlack mentioned the possibility of using the restrooms at City Hall, but staff indicated that was not possible.

On motion by Donald Pallotta, Commissioner, seconded by Richard Patchin, Commissioner, to approve the request by Kit and Tom Greerty for use of Ignacio Plaza for a wedding, June 28, 2014 for approval Motion unanimously passed 7 - 0. Yes: Karen Bell-Patten, Vice Chair Brian Eychner, Commissioner Gay Gerlack, Commissioner Ingemar Olsson, Commissioner Donald Pallotta, Commissioner Richard Patchin, Commissioner , Dylan Radke, Chair.

PRMCC SUB -COMMITTEE REPORTS

- a. [Measure H Updates](#)
[Measure H update 12-17-13](#)

Chair Radke asked if a date had been set for the ribbon-cutting for the Measure H Parks. Senior Systems Analyst Michael Chandler said it had not, but staff anticipates that the work will be completed sometime in the spring.

Chair Radke opened public comment on the item.

Greg Staffelbach asked if a date had been set for the Waterfront subcommittee meeting or for the community meetings for Waterfront Park planning. Chair Radke said no, not yet.

NEW BUSINESS

- a. [Grant status verbal report](#)

Mr. Chandler explained that the Beverage Container Recycling Grant has not been awarded as yet, and he expects to hear back in January or February. Commissioner Pallotta asked how the Sea Scouts recycling efforts are working out in the interim. Mr. Chandler said the Sea Scouts collect for special events, and there have been a few hiccups that need to be worked out. He also indicated there is a need to order different types of recycling bins. He added that the City will continue working with the Sea Scouts.

- b. [Tennis Court Policy update](#)
[Tennis Courts](#)

Mr. Chandler updated the Commission on the proposed changes to the Tennis Court policy regarding the number of days required before a tournament by which Tournament Director must request use of a court, as well as the indemnification requirements. He explained that the change from seven (7) to sixty (60) days would allow adequate time to present the request to the

Commission, secure insurance certificates, endorsements, and a signed "Hold Harmless Agreement."

Commissioner Pallotta asked if the electronic reservation process could be used, and Recreation Coordinator Barbara Patchin said no. Chair Radke asked if the City has a form for the insurance agreement, and Mr. Chandler confirmed that the City works with Municipal Pooling Authority, who provide forms when necessary. .

Commissioner Pallotta commented on day-to-day use and confirmed that is different from an organized tournament. Staff also indicated there is a separate process for day-to-day use.

On motion by Richard Patchin, Commissioner, seconded by Gay Gerlack, Commissioner, to approve the Tennis Court Policy update Motion unanimously passed 7 - 0. Yes: Karen Bell-Patten, Vice Chair Brian Eychner, Commissioner Gay Gerlack, Commissioner Ingemar Olsson, Commissioner Donald Pallotta, Commissioner Richard Patchin, Commissioner , Dylan Radke, Chair.

OLD BUSINESS - None.

FUTURE AGENDA ITEMS

- a. *City Council and PRMCC Joint meeting*
- b. *Relocating entrance to Skateboard Park (park subcommittee)*
- c. *Marina Improvements*
- d. *Park Maintenance Overview and Goals*
- e. *Park Master Plan review*
- f. *Waterfront Planning*
- g. *Ferry point restrooms*
- h. *Mural maintenance*
- i. *Consultant for the John Muir Amphitheater*
- j. *Future Agenda Plan*
- k. *Feasibility Study*

Commissioner Olsson asked if there was enough substance to allow the Waterfront Park Planning to be discussed in January. Chair Radke said he believed there would be. Vice Chair Bell-Patten asked if the 2014 Agenda Plan would be presented. Commissioner Eychner requested information about the restrooms at the bocce courts before the next season starts, and Commissioner Pallotta asked about a contingency plan if the restrooms are not completed. Commissioner Patchin wanted to know if the proposal for Disc Golf in Hidden Lake and Hidden Valley Parks can be included on the January agenda. Chair Radke indicated he will contact Stavros Kalogirou, who is requesting Disc Golf.

Chair Radke asked if the analysis for a longer pool season at the Rankin Aquatic Center would be ready in January as had been promised. He said he would like to see a breakdown of the revenues and expenses from the prior season.

Commissioner Gerlack asked whether the election of chair and vice-chair should be included on the January agenda as well.

Commissioner Pallotta asked whether the consideration of an expanded season could be part of the pool discussion, as Commissioner Fuller had asked at a previous meeting.

COMMISSIONER & STAFF COMMENTS

Commissioner Gerlack wished everyone a Merry Christmas and a great New Year.

Commissioner Pallotta thanked all involved in the Snow Park and Holiday Light Parade for continuing in spite of rain. Mr. Chandler discussed with the Commission the proposal for action minutes, instead of summary minutes as is currently done.

Chair Radke asked if the Planning Commission will also be shifting to action minutes, and Mr. Chandler said not at this time. Commissioner Pallotta was opposed to the idea of action minutes; Commissioner Olsson supported the concept. Chair Radke expressed that the importance of the multimillion dollar projects the PRMCC is handling, an accurate account of the meetings is needed. Mr. Chandler also noted that additional detail can be added to the minutes, even with action minutes

CORRESPONDENCE

NEXT MEETING DATE: Tuesday, January 21, 2014

ADJOURNMENT

On motion by Richard Patchin, Commissioner, seconded by Gay Gerlack, Commissioner, to approve ADJOURNMENT at 7:36 p.m. to the next regular meeting, January 21, 2014 at 7:00 p.m. Motion unanimously passed 7 - 0. Yes: Karen Bell-Patten, Vice Chair Brian Eychner, Commissioner Gay Gerlack, Commissioner Ingemar Olsson, Commissioner Donald Pallotta, Commissioner Richard Patchin, Commissioner , Dylan Radke, Chair.