

**CITY OF MARTINEZ
PARK AND RECREATION COMMISSION**

December 2, 2008

APPROVED January 13, 2009

A regular meeting of the Park and Recreation Commission was called to order by Chair Patchin at 6:07 p.m. on December 2, 2008, in the City Hall Chambers, 525 Henrietta Street, Martinez, California 94553.

I. ROLL CALL

Present: Chair Richard Patchin
Commissioners Sherry Sank, Katherine Hern, John Fuller, Gay Gerlack,
Brian Eychner and late arrival of Dylan Radke (6:10 p.m.)

Absent: None

Staff: Joann Tool, Deputy Director of Park and Community Services

II. APPROVAL OF MINUTES — October 7, 2008

Chair Patchin requested the following corrections to the minutes of October 7, 2008:

Page 2: Under Item c, first paragraph, line 1: change the word “the” to the word “that”.

Page 2: Under Item Old Business, Item a, first paragraph, line 2: change the word “Lakes” to the word “Valley”.

Page 5: Under Item c, first paragraph, line 3: change the word “it” before the word recreation to the word “different”.

Same paragraph, second line from bottom: delete the words “of the success” after the word “data”.

Page 6: Under Future Agenda Items, Item d: Insert the words “The Chamber of” before the word “Commerce”.

Commissioner Fuller moved to approve the minutes with changes of the October 7, 2008 meeting, seconded by Commissioner Sank. The motion was approved by the following vote: All Ayes

III. PUBLIC COMMENT

None.

IV. NEW BUSINESS

a. Commission Election of Officers
Park and Recreation Commission

Chair Patchin asked that this item be postponed until it is determined whether or not the new combined commission will be established.

Commissioner Fuller moved to postpone the Election of Commission Officers until a determination of a combined commission ~~is determined~~, seconded by Commissioner Hern. The motion was approved by the following vote: All Ayes

b. Measure H

1) Oversight Committee

Discussion of configuration as recommendation to the City Council

Ms. Tool explained that an oversight committee needs to be created. She said that the Bond Subcommittee met with Campaign Chairs and it was determined that the Park and Recreation Commission would make a recommendation to City Council. Ms. Tool told the Commission a sample copy of oversight committee bylaws is enclosed for the Commission's review.

The Commission discussed all the hard work that Commissioners Hern and Radke put in the Bond and the great job on getting the Bond passed. They also thanked Commissioner Fuller for bringing the Bond back for review and consideration for the 2008 election.

Commissioner Radke stated that he would like to see the City Treasurer as part of the oversight committee, but was unsure if City employees were excluded as being on the committee.

The Commission discussed which representative groups should be considered for the oversight committee as well as the roles of the oversight committee being strictly financial. The Commission discussed their views and ideas regarding the members of an oversight committee and decided that there should be seven members on the committee.

After a great deal of discussion, it was concluded that the ideal oversight committee membership would consist of:

- Two (2) members active in youth sports; i.e.: Little League, Swimming, Soccer, etc., but not two representing the same organization.
- One (1) member active in Friends of the Library, until library project is complete.
- One (1) member active in Parks and Recreation.
- One (1) member – City Treasurer
- Two (2) members of the community at-large appointed by the City Council.

The Commission made the following changes to the sample bylaws presented:

Page 4: Under 5:5, third line: Change the word "Manager" to "Mayor"

Page 5: Under 7:2, first line: delete “and/or City consultants”.

Page 5: Under section 9, first line: Change the word “Manager” to “Mayor”

Commissioner Fuller moved to make the recommendation of the oversight commission bylaws with above changes to be presented to City Council, seconded by Commissioner Gerlack. The motion was approved by the following vote: All Ayes

- 2) Capital Improvement Projects
Priorities for the upcoming CIP including Bond projects

City Engineer, Tim Tucker provided the Commission with a handout for their review and discussed the finalization of projects. He said that at this time there were no recommended projects made by the Commission and asked the Commission to review any projects that they would like to have included in the CIP.

Chair Patchin asked if they can acquire parkland with funds and Ms. Tool said that they could. Mr. Tucker explained that a location and price would need to be established prior so that it may be able to be implemented in the next two years.

Ms. Tool spoke on park bond funding and time lines. She explained that at this time it appears that bond funds may be available as soon as March, 2009.

Mr. Tucker proposed that the Commission adopt his tenants for the bond expenditures and that the process be transparent. He distributed a copy of his proposal to the Commission.

The Commission discussed having a “structured” or “controlled” transparent process. They agreed that this item would need to be placed as an agenda item in order to discuss fully and how to implement the public input to this process.

Mr. Tucker talked about the staff team that is being developed and has already met twice and will be meeting again next week. He talked about the development of draft priority projects.

The Commission discussed the need to have a clear idea of when a project would begin and how long it will last. They discussed the graphs/time line Mr. Tucker provided them of high priority projects.

The Commission discussed review of projects by the entire Commission or having sub-committees to handle some of the projects. At this time, it was agreed that the Pool and Library would be handled by the entire Commission. The Commission agreed the priority project graphs presented to them were an acceptable outline at this time.

Commissioner Sank moved to approve the priority project schedule presented by Tim Tucker, seconded by Commissioner Radke. The motion was approved by the following vote: All Ayes

*** The Commission to a 10 minute break.

Chair Patchin requested that we move to Old Business at this time as there were representatives for Item C under Old Business in attendance.

V. OLD BUSINESS

- c. King of the County Barbeque
Discussion with representatives from the Chamber of Commerce

Ms. Tool explained that the Commission had previously invited the Chamber of Commerce to discuss the complaints received in relation to the King of the County Barbeque event held in June, 2008.

Tuong Truong, representative from the Chamber of Commerce, spoke on the his understanding of the parking issues surrounding this event and how they will be going back to "square one" in coordinating this event for next year. As this event brought in approximately 6000 in attendance, he believes this is a great benefit to the City. He explained that a new Chairperson, Dewayne Glemser, has been chosen to coordinate the event for 2009. He further explained that the previous coordinators unfortunately did not have an event coordinating background which they believe was part of the problems surrounding last year's event. There will be three new people coordinating this event this year and all individuals have an event coordinating background.

Executive Director, of the Martinez Chamber of Commerce, Cynthia Murdough ~~from the Chamber of Commerce~~ spoke on her understanding of the parking issues and asked the Commission to voice their concerns so she can ensure the same issues will not be repeated in future events.

Chair Patchin explained that vehicles/equipment were parked on the lawn area causing damage to both irrigation and ~~toxic~~ the **potential for toxic substances** distributed into grass. The Commission also said that they had talked about the possibility of moving this event to the amphitheater as there is plenty of parking there.

Cynthia talked about going out to the sites personally to review them and as well as looking into security for the 2009 event. She would like to put together schematics regarding the event and parking to present to the Commission when asking for park use.

*** Back to New Business

VI. NEW BUSINESS

- c. Ribbon Cuttings at Hidden Valley and Nancy Boyd
Discussion of possible ribbon cutting ceremonies for the new playground equipment at Hidden Valley and new building and field at Nancy Boyd

Ms. Tool said that the building at Nancy Boyd is 95% complete and the sod at Nancy Boyd should be laid next week. She asked the Commission if they would like to pick ~~a date or dates~~ **dates** during the January, 2009, regular meeting ~~for possible dates~~ for both ribbon cuttings. It was agreed that this would be an agenda item for the January meeting.

Chair Patchin asked that before a project is signed off would it be possible to obtain a written certification that the equipment meets the current State/Federal standards.

Ms. Tool explained that all equipment installed should meet these standards, but would look into something being provided such as a written certification.

*** Back to Old Business

VII. OLD BUSINESS

- a. Proposed Combining of Commissions
Discussion on the proposed combining of the Park and Recreation, Arts and Library and Marina Commissions

Ms. Tool explained that the proposed combining of Commissions will be presented at tomorrow night's City Council meeting. She said that Staff has recommended that the combined Commission consist of 9 members.

The Commission discussed their thoughts and opinions on the combining of the three Commissions as well as reviewed the enclosed Chapter 2.38, Park, Recreation, Marina and Cultural Commission.

- b. Walk for Discovery
Discussion regarding the complaints received regarding the Discovery Walk with direction to staff

Ms. Tool explained that many complaints were received surrounding this event. It was reported that the group began loud music as early as 8:30 a.m., utilized a bull horn during the entire event and the group walked through the middle of Main Street where the Italian Painting Festival was being held. It was also reported that inappropriate language was being used by the attendees of Walk for Discovery while walking through the Italian Painting Festival. Therefore, Ms. Tool explained that there were two issues that need to be discussed and staff requests direction from the Commission. The issue of whether the \$225.00 deposit should be refunded, fully or partially, and whether or not the Commission would consider the group to be able to return for their event next year.

The Commission discussed their views and thoughts surrounding the event and how it was presented in the special request and the actuality of the event. They discussed the deposit and the need to put this group on some kind of notice and their reluctance for approving requests in the future.

Commissioner Hern moved that the deposit not be refunded and should the group wish to return to Martinez in the future that they personally attend a Commission meeting at least 6 months prior to the event and present a fully structured plan outlining the specifics of the event and the area they would be walking around, seconded by Commissioner Eychner. The motion was approved by the following vote: Ayes: Commissioners Radke, Sank, Hern, Fuller, Eychner and Gerlack. Nays: Chair Patchin

- d. Park System Master Plan
Review and approval of modifications to the Plan

Chair Patchin asked where the expertise came from to arrive the proposed estimates. Ms. Tool explained that Brian Killian and Steve Borrecco are landscape architects who in conjunction with City's Park Supervisor, Dave Lusty, personally visited and inspected all parks in order to put these estimates together.

Chair Patchin asked about the benches and tables referenced in the Master Plan and inquired as to why it did not say memorial tables and benches. Ms. Tool said that the City does not want to do this due to the plaques being immediately stolen upon installation.

Chair Patchin asked about the concrete border previously discussed that would surround the basketball courts.

Ms. Tool explained that there is a new way of grinding for basketball courts to prevent it from crumbling and seeping at the edges that are ADA acceptable. She further explained that most projects were chosen due to the ADA requirements.

Chair Patchin stated that he was concerned about the public input that was compiled and the way the Master Plan is written.

The Commission discussed the language and the vague descriptions outlined in the Master Plan and wanted more detail like the outline that was presented at the Retreat.

It was agreed that an appendix would be added to the Master Plan which will include the original language before the estimates in order to use for reference during projects.

e. T-Mobile

Chair Patchin asked about the project with T-Mobile and how much the City was to receive from them. Ms. Tool said it was \$2,500.00 per month. Ms. Tool further explained that T-Mobile came back to Planning with the following:

- Flag pole in different location
- No lighting for the flag pole
- No language of who would be responsible for rising/lowering the flag
- No concrete in dugouts
- No landscaping by batting cages

The Commission discussed that their requests were not unrealistic and if T-Mobile does not wish to work with them then that would be okay as they were not thrilled by the pole being placed in the parks in the first place.

VIII. STAFF REPORTS

- a) Deputy Community and Economic Development Director – Recreation, Community Services & Marina

Ms. Tool said that the letter regarding Morello Park has been taken care of to the extent possible.

Chair Patchin asked about the aquatics and the installation of new main drains required in all swimming pools by December 19, 2008. Ms. Tool explained there has been a request for the Virginia Graeme Baker Act to back off of the December 19th date due to the fact that new main drains are not available from any pool supply company at this time. They will also be asking for a waiver due to the fact that the pool will be demolished and replaced.

Ms. Tool said that this Friday beginning at 6:30 p.m. is the Holiday Frolic. They will be handing out spinning snowman lights that sing Jingle Bells. There will be floats and trucks/cars can participate in they are decorated with lights. The Snow Park will have an ice rink this year as well.

** Back to Approval of Minutes – May 6, June 3, August 26, 2008

IX. COMMISSIONERS' REPORTS

a) Youth Sports Committee (Fuller)

Commissioner Fuller said that Al Boyce was the only participant for tonight's meeting. Commissioner Fuller said he believes it is very important to keep this subcommittee going with the passing of the bond. He said that water polo would also like to use Martinez facilities and he thought that a representative from water polo should also be part of the subcommittee. He would like to see the committee expand to offer activities other than main stream sports. He would like that any sport leagues playing in the City of Martinez have a representative participate in the subcommittee and that they meet at least once per quarter.

b) Recreation Economic Development Subcommittee (REDS) (Fuller)

Commissioner Fuller said that they will be touring the waterfront property Monday at 9:00 a.m. He said he has met with the City Manager who is on board along with East Bay Regional Parks. They are going to look into considering indoor La Cross as a possibility as the closest facility for this is in Alameda. Commissioner Fuller states he is very excited about the possibilities of the recreation center.

c) Playground Subcommittee (Patchin)

Chair Patchin says that Hidden Valley Park now has play equipment installed.

d) Swimming Pool (Eychner)

Commissioner Eychner said that there is a pool in Novato which is similar to the pool we are considering and the original estimate was at \$3.8 million, but they received 10 bids which included \$2.94 million; \$3.29 million and \$3.37 million. He has drawings for this pool and will provide them to the Commission should they wish to review them.

e) Other

Commissioner Gerlack said that there will be a "Bond Celebration" held on Sunday at 2:00 p.m. at her home. There will be drinks, food and dancing.

Commissioner Sank congratulated the passing of the bond and thanked those who put so much hard work into the bond.

Commissioner Hern also announced the "Bond Celebration" and stated that this is a potluck event and encouraged all to attend.

Commissioner Hern asked if there was a possibility of the Commission being provided with the numbers/summary associated with vandalism over the past 6 months to year so that something could be presented to Police staff to partner up to keep our new parks from being vandalized.

Commissioner Radke spoke on a park he visited in Washington and the renovation of this park which included massive play equipment which was funded by community contributions.

Chair Patchin congratulated the co-chairs, Commissioners Hern and Radke, Commissioner Fuller who brought the bond idea to the table and Commissioner Gerlack for opening her home to the Bond Committee. He wanted to thank City Council for voting unanimously to back the bond and a special thanks to the voters for seeing the need to pass the bond in these hard economic times so that the City of Martinez would be able to benefit from extensive pool, park and library improvements.

Ms. Tool talked about the golf course and the 29 acres of Pine Meadows being up for sale. The owner has offered it to the City first and has already met with the City Manager.

X. CORRESPONDENCE

- a) Newspaper Article S-s-surprising reptiles
- b) Letter from parent to After School Sports Program Staff

Chair Patchin said that he thought it was very special that someone actually took the time out to write a letter to express their gratitude for the program.

- c) City Council minutes: September 17, September 22, October 1 and October 8, 2008

XI. FUTURE AGENDA ITEMS

- a) Commission Election – dependent on outcome of City Council meeting
- b) Youth subcommittee
- c) Structure of the bond committee – dates for workshops for pool
- d) Prop WW Funds
- e) Commissioners' reports

XII. ADJOURNMENT

On motion of Commissioner Sank, seconded by Commissioner Fuller, the Commission unanimously voted to adjourn at 10:37 p.m.

NOTE: I want to thank you for giving me the opportunity of working with you for the past 2 ½ years as the minutes clerk. I greatly enjoyed all of you and wish you great success in the future. Congratulations on all your hard work on the bond and getting the bond passed to improve your parks, library and pool. I will miss you all.

Respectfully submitted by,

Karen Jennings
Minutes Clerk