

**Regular Meeting  
Parks, Recreation, Marina and Cultural Commission  
January 5, 2010  
Martinez, CA**

**APPROVED February 2, 2010**

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:03 p.m. on January 5, 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, Richard Patchin, Commissioner, Dylan Radke, Chair, **Donald Pollatta, Commissioner, Ingemar Olsson Commissioner** and Marta Van Loan, Commissioner.

ABSENT: None.

STAFF: Karen Majors, Assistant City Manager of Community and Economic Development  
Michelle Wierschem, Recreation Manager  
Tim Tucker, City Engineer  
Dave Scola, Public Works Director

**II. PUBLIC COMMENT**

Kristen Henderson suggested that the Arts Association, currently using the Sharkey Building for free, should write grants for the building to get it retrofitted if they want to continue to use it.

**III. PRESENTATION**

**a. *Review of Latest Conceptual Design of Library, Barry & Volkmann/Library Staff***

Dave Scola, Public Works Director, informed the Commission that staff has met with library staff several times and made several revisions to the library design.

Steve Wynn, of Barry and Volkmann, provided the Commission with an update on the project as it moves from conceptual design to design development. In a PowerPoint presentation Mr. Wynn provided a detailed outline of the library design changes.

Mr. Wynn said after taking the various comments from the PRMCC and library staff into consideration ~~staff~~ the kitchen has been relocated and the allocation of space has been altered. About 37% of the space is being allocated for use by youth/children.

Gail McPartland, Contra Costa County Deputy Librarian, noted they have been reviewing the program and program plan with staff and the Library Subcommittee to identify the usage and needs of the community. Ms. McPartland noted they have a better service plan and that they will have room to expand services because the downstairs area is very flexible. She stated the plan has their support.

Mr. Wynn noted that they have added a drop box to the library exterior.

Chair Radke asked if there is action required for the item. Michelle Wierschem, Recreation Manager, explained there is no action needed because the changes and refinements are under the scope of the conceptual design that was approved by the Commission and City Council in November.

Chair Radke noted there have been significant changes and wanted to know to when the PRMCC gets to approve the design. Ms. Wierschem replied that because the conceptual design has already been approved, they do not need to vote on the design. She stated the design changes have been brought to the Commission for comments and feedback. She said they can bring the design back next month for approval, but that doing so will delay things. Mr. Scola said he thought they already had approval and expressed the need to get drawings under way because the project has already been delayed.

There was an extensive discussion about the changes in the library design and several Commissioners expressed concerns regarding the new design.

Vice Chair Hern stated the intent of changes the Commission discussed at the last meeting related to the concern with bathrooms and staff space taking away from the children's area space. She said the new design takes away even more space from the area.

Ms. Wierschem explained that the space is more than sufficient to meet their needs. **Commissioner Pallotta commented that when we make room for librarians it improves library services for adults, teens, and children.**

Jan Aaronian, Community Library Manager, stated that the plan approved two months ago did not leave enough room for library staff to run the library. She said that the old plan simply did not work for the library.

Mr. Scola said it is their intention to put all the necessary utilities for a reception desk downstairs. When they have funds to staff it, they will have circulation downstairs.

Commissioner Patchin asked if the existing shelving downstairs will be recycled and used in the Friends of the Library area. Mr. Wynn said it is a possibility if lead paint has not been used on the shelves.

Commissioner ~~Bell-Patten~~ **Gerlack** asked if the PRMCC could vote on the design. Karen Majors, Assistant City Manager of Community and Economic Development, said it is not on the agenda so they cannot vote on it. She said they need to determine whether a formal action needs to come back to the Commission.

Mr. Scola said it was their understanding that they had approval and made changes after hearing their concerns at the last meeting.

Commissioner Van Loan said she would like an itemized list of specific changes for the space from the Commission so they can get the design and construction under way. She noted that this update was a courtesy in showing the Commission the updated design.

Vice Chair Hern explained that her concerns with the design is a use issue.

Commissioner Fuller said he has two issues: 1. design. 2. How much change in a project warrants it to come back to the Commission for a vote.

Ms. Majors reminded the Commission that they have a subcommittee system in place. She noted that staff and the subcommittee have worked hard to keep the project moving forward. Ms. Majors suggested they take a step back and ask how much authority they are going to give the subcommittees in dealing with project issues.

Commissioner Gerlack stated she would like to move forward with the project design and rely on the subcommittee, library staff, and architects.

Mr. Volkmann explained that the new design is a reduction in floor area, but that the space is better organized, cleaner, and going to work better than the earlier design.

Commissioner Patchin expressed concern regarding supervision of the bathrooms when adults and children are in the building at the same time. Ms. McPartland said they have talked to Barry and Volkmann about the security points to be covered in design development. She also stated they have asked the City to look at its meeting room policy, which will address restroom access.

Commissioner Pallotta suggested they draft a use plan for security downstairs.

Chair Radke said there is no need to bring the design back to the Commission since it ~~falls under the approval of the conceptual design.~~ **he did not believe there were enough votes to support such a motion.**

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

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

Tim Tucker, City Engineer, discussed the "conflict of interest" issue regarding architects Kilian and Kluber. Mr. Tucker said the architects have spoken with their attorneys, reviewed the government code, and concluded there is no conflict of interest. He noted that they are finalizing the contracts with the architects.

Kristen Henderson asked if the bidding process was legitimate. Mr. Tucker said they went above and beyond what was required and that the bidding process was a conservative approach.

Mike Alford stated that it is valuable to have honesty, transparency, and oversight when doing projects.

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

Mr. Tucker said staff took the schematic design to City Council, which accepted the

Commission's recommendation. He said once the subcommittee reviews and approves the preliminary design the item will come to the PRMCC.

Commissioner Patchin noted that Mike Menesini asked that they include open meeting space in the design of the pool buildings.

Commissioner Eychner asked that the Commission consider whether they would like to see several different elevation designs or have the architect come back with one design.

Commissioner Fuller stated he would like the PRMCC to vote on the style of the pool buildings.

**c. Grants Subcommittee Update, Michelle Wierschem, Recreation Manager**

Ms. Wierschem provided the Commission with a review of some potential projects the subcommittee discussed for Proposition 84 and Measure WW grants. She noted that they have until 2013 to identify projects for Measure WW funds and that they will be notified in Fall 2010 regarding the outcome of their competitive grant efforts for Proposition 84. Three projects were discussed at the subcommittee meeting:

1. Old Train Station and Waterfront Park including possible improvements to the amphitheatre and soccer field.
2. Zocci Property
3. Ferry Point Park

Ms. Wierschem said the key consideration for the Old Train Station included in the grant is because it is the most competitive option. She informed the Commission that staff has approached the ~~Historic~~ **Historical** Society and Arts Association about their possible involvement in the grant. The next step is getting drawings together for the project, which Barry & Volkmann offered to do.

The first grant application is due March 1, 2010.

Mike Alford asked what happened to the \$1 million dollar grant the City received for the train station. Commissioner Patchin answered that it was through transportation funding and had to be managed by a governmental transportation agency, which was not appropriate for the project. Mr. Alford asked why the Zocci property has not been used for Commissioner Fuller's Chelsea Pier idea. Commissioner Fuller explained that he has met a lot of resistance and that construction costs have been a hindrance.

Phil Ciaramitaro informed the Commission that there are federal stimulus funds available to repair coastal structures in Contra Costa County. He suggested the subcommittee look into the funds and see if the City can receive money to enhance the fishing pier.

**V. OLD BUSINESS**

**a. Measure H Update and Gant Chart**

Mr. Tucker said that as they go through different phases of ~~project~~ **projects** they will try to keep the gant chart up to date. He told the PRMCC that once they have an architect

on board they will get a detailed ~~schedule~~. **schedule**.

Commissioner Hern inquired about the June 2011 timeline for the pool. Mr. Tucker replied that they hope to finish the project before that date.

#### **b. Marina Waterfront Park Overview Presentation**

Ms. Wierschem detailed the development and ownership of the Regional Shoreline Park. She discussed the formation of the planning agency and the development of a master plan.

Commissioner Olsson asked if East Bay Regional Park District owns part of the bay. Ms. Wierschem said yes. She further explained that East Bay Regional Park District owns land areas, which the City leases from them. Any changes the City wants to do ~~needs~~ **need** to be approved by East Bay Regional Park District.

Commissioner Bell-Patten asked if there is an annual sum the City must pay for the lease. Ms. Majors stated that they have a lease with the State Lands Commission, but the City does not have to make payments until one of **the** loans is paid off or until they generate net revenue.

#### **c. Marina Update**

Ms. Wierschem noted that the Marina Subcommittee includes Chair Radke, Commissioner Olsson, and Commissioner Pallotta. Ms. Wierschem apologized that marina items were not brought to the subcommittee, but stated staff will be sure to include them in the discussion from now on.

Ms. Majors informed the PRMCC that they are negotiating terms with the State Lands Commission staff and she has hopes that they will be in a position to be on the Commission's February 1st agenda.

Ms. Wierschem told the Commission that four actions were taken by City Council at the December 16th meeting. Those actions include:

1. One year sublease extension with ALMAR
2. Permission to enter into discussion and agreement with the Department of Boating and Waterways regarding the Abandoned Vessel Abatement Grant (can receive up to \$30,000 within a 15 month period)
3. Approval to contract with Anchor QEA, the engineering company to help with pre-permitting activities.
4. One year renewal of Yacht Club land lease

Ms. Wierschem stated that they are looking at a 45 year lease with the State Lands Commission for the marina. She said they are pinning down a draft lease agreement and finalizing the terms ~~staff~~ before the meeting with State Lands staff on January 14, 2010.

Commissioner Fuller said he thought they needed a 50 year lease to make MMLP work. Ms. Wierschem clarified that the original model was based on a 46 year lease.

Commissioner Patchin asked if the yacht club is a City building, if they pay rent, and if

they pay the City for the building and the land. Ms. Wierschem replied yes to all.

Phil Ciaramitaro asked how often they dredge. Ms. Wierschem answered that after the rebuild it will be a 3 year cycle. Mr. Ciaramitaro asked how much it costs to dredge if they contract it out. Ms. Wierschem said it costs close to \$300,000.

## **VI. NEW BUSINESS**

### **a. Martinez Batting Cage Proposal for Hidden Lakes Park**

Ms. Majors asked that the item be brought back at a later time when the Martinez Little League is in attendance.

Commissioner Patchin said he would be interested in how the old design corresponds with the new design. Chair Radke asked that this be included when the item is brought back.

### **b. Recreation & Economic Development Subcommittee**

Commissioner Olsson made a motion for the creation of the Recreation and Economic Development Subcommittee, seconded by Commissioner Bell-Patten. The motion was approved by the following vote: All Ayes. Subcommittee members include Commissioner Fuller and Commissioner Gerlack.

## **VII. CONSENT CALENDAR**

### **a. Staff updates**

- i. Recreation**
- ii. Maintenance**

Commissioner Van Loan asked that the light bulbs at the bridge near the railroad station be replaced.

Commissioner Pallotta made a motion to accept the Consent Calendar, seconded by Commissioner Olsson. The motion was approved by the following vote: All Ayes.

## **VIII. FUTURE AGENDA ITEMS**

- a. Use and Improvements to Amphitheatre
- b. Draft Bylaws
- c. Donation and Special Events Policies Updated
- d. Park Naming Policy
- e. Library Meeting Room Use Policy
- f. Martinez Batting Cage Proposal for Hidden Lakes Park
- g. Discussion Regarding Receiving Information in a Timely Manner
- h. Discussion Regarding Taping of PRMCC Meetings-staff, costs, etc.

Commissioner Van Loan said that item e (Library Meeting Room Use Policy) needs to be worked on by the subcommittee and asked that they let the subcommittee work on it before it comes to the Commission.

Commissioner Fuller said he was disappointed that the marina contract did not come before the Commission for a vote and that the Willows contract went to City Council before the PRMCC saw the item. He said he would like to set up a better process to see items in order to make informed decisions.

**IX. COMMISSIONER COMMENTS**

Commissioner Olsson wanted to make a correction to the description of the Martinez Marina. He said on the last page, last paragraph, 3 line, 7th word, the word "have" should be "has".

Commissioner Bell-Patten asked that staff resurrect the subcommittee for cultural arts and establish a staff overseer. Ms. Majors said they are moving to get more staff time to dedicate to the subcommittee.

Commissioner Patchin wanted to make an additional correction to the marina description. He said "Carquinez Straits" should be changed to "Carquinez Strait".

Chair Radke thanked the City and staff for putting together the Winter Frolic event.

**X. CORRESPONDENCE**

**XI. NEXT MEETING DATE: February 2, 2010**

**XII. ADJOURNMENT**

On motion of Commissioner Patchin, seconded by Commissioner Pallotta, the Commission unanimously voted to adjourn at 10:06 p.m.

Respectfully submitted by,

Jinelle LeSage  
Minutes Clerk