

**Regular Meeting
Parks, Recreation, Marina and Cultural Commission
January 11, 2011
Martinez, CA**

APPROVED February 15, 2011

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:02 p.m. on January 11, 2011, at the Senior Community Center, 818 Green Street, Martinez, California 94553.

I. ROLL CALL

PRESENT: Karen Bell-Patten, Commissioner, Brian Eychner, Commissioner, Richard Patchin, Commissioner, Donald Pallotta, Commissioner, Dylan Radke, Chair, and Marta Van Loan, Commissioner.

EXCUSED: Gay Gerlack, Commissioner, John Fuller, Commissioner, Katherine Hern, Vice Chair, and Ingemar Olsson, Commissioner.

ABSENT: None.

STAFF: Mitch Austin, Recreation Manager
Patty Lorick, Recreation Supervisor

II. PUBLIC COMMENT

None.

III. PRESENTATION

a. 2010 Turkey Bowl

Patty Lorick, Recreation Supervisor, made a presentation on the 2010 Turkey Bowl and played a DVD with pictures of the event.

IV. CONSENT CALENDAR

a. Minutes of November 16, 2010

The Commissioners requested the following corrections to the minutes of November 16, 2010:

Page 3: Under New Business, paragraph 1, line 1: Replace the word "overviewed" with the word "reviewed".

Page 5: Under Proposition 84 Statewide Park Grant Update, paragraph 1, line 3: After the word "informed", replace the word "that" with the word "the".

Commissioner Van Loan made a motion to approve the minutes with the changes of the November 16, 2010 meeting, seconded by Commissioner Pallotta. The motion was approved by the following vote: All ayes.

b. Staff Updates
i. Recreation

Commissioner Patchin said Holiday Frolic was a spectacular and very well done event. He noted that the volunteers helping with venues were outstanding.

Commissioner Patchin inquired about the number of people who attended the Holiday Frolic. P. Lorick said the number is hard to determine, but noted that an estimated 1500 people participated in the parade alone. She reported that everything was very well attended. She also complimented staff on their work and said the event was fabulous this year.

ii. Parks Maintenance

Commissioner Patchin asked if the downtown plaza has an official name. P. Lorick said its name is Main Street Plaza.

Mitch Austin, Recreation Manager, suggested they could possibly put a name placard when they do beautification at the plaza.

c. Special Requests for Uses in Parks
i. TBA - None

IV. PRMCC SUB-COMMITTEE REPORTS

a. Playgrounds Subcommittee Update, Mitch Austin, Recreation Manager

M. Austin reported that the Commission's recommendations for the park projects were approved by City Council on December 15, 2010. M. Austin also informed the Commission that the City is looking to advertise Rankin Park/Tavan Field and Holiday Highlands Park renovation projects for bids in January.

Commissioner Eychner expressed concern that the bathroom replacement at the bocce court would not be complete by the start of the bocce ball season. M. Austin said he would check on the timing of the bathroom and notify the Bocce Federation so that they may attempt to coordinate a schedule.

Commissioner Patchin said he wasn't sure that the Commission had given approval of the project. Chair Radke asked for the status on the bidding process at the next meeting. He also asked for information regarding the RFP, such as when it was sent out, to whom it was sent, and the bid time period. M. Austin said he would provide more information.

Commissioner Bell-Patten spoke about the artwork for the outside of the pool showers and provided an update on the art selection.

Commissioner Patchin stated he was under the impression that the pool artwork would come before the PRMCC for review. M. Austin suggested the Commission be provided an informational item detailing the art design selection process so that the Commission is able to explain to the public how the artwork was selected.

Commissioner Bell-Patten offered to include all the Commissioners on the email

correspondences with the artist, staff, and Subcommittee members regarding the art design.

Chair Radke said the PRMCC should review the pool artwork. He suggested that the Subcommittee make recommendations on the artwork design and submit them to the Commission for approval.

Commissioner Bell-Patten noted that the proposed designs are being preserved, per the artist's request, and used for art inside the building.

Commissioner Eychner asked if the Commission will see the design before it is approved. Commissioner Bell-Patten said she understood that the Subcommittee was going to give the final approval. She said the Subcommittee is receiving an email for the final design with changes to the renderings, for which they are to give final approval.

b. Library Subcommittee, Tim Tucker, City Engineer

M. Austin reported that the Library Project is on time and that staff meets with the contractor weekly.

M. Austin discussed the potential use and projected schedule of the downstairs. He also talked about the casual use of the downstairs when not using the space for programming. He said they may work through the Friends of the Library to supervise the downstairs during library use. On January 24th 18 a follow up meeting will be held regarding the use of the space.

Commissioner Pallotta said they would need to have a set training process for the library if Friends of the Library volunteers are used. M. Austin said they would coordinate with staff to put together a training program.

M. Austin said they also explored the idea of having the downstairs staffed. He said Gail McPartland, Deputy County Librarian, will provide a cost estimate for such supervision. M. Austin said they will come back in February with use options for the library downstairs.

Chair Radke asked if they considered using it as an adult activity area. M. Austin said it may not meet the supervision criteria. Chair Radke asked if the policy states that all areas have to be staffed.

Commissioner Van Loan discussed their need to allow for a "settling in" period so that they may see how the library is going to function. She noted that they have not excluded any options or suggestions as to how the downstairs will be used. M. Austin said they will wait for the library to be open for six months before they implement a user policy.

Commissioner Patchin asked if the concerns mentioned at last meeting regarding the guaranteed ~~30~~ 35 service hours in the master agreement has been resolved. M. Austin said he was not aware that any changes were made.

Commissioner Bell-Patten made a motion to adopt the recommendation presented by staff that the library downstairs area be used for City/Library programs and uses for the first six months after re-opening the library, seconded by Commissioner Patchin. The

motion was approved by the following vote: All ayes.

c. Grants Subcommittee

M. Austin reviewed the feedback the City received from the State regarding the City's Proposition 84 application for Waterfront Park, which was not selected. He provided an overview of key considerations, criterion that make a project competitive, and explained the criterion on which the project struggled. M. Austin explained that too few people would benefit from the project and that the park was adjacent to a lot of park land.

M. Austin noted that new parks were most competitive, so Ferry Point project would not be as competitive. With that consideration, he said the Center Street area would be a more competitive project for Proposition 84 funds. M. Austin explained that they are still determining what can be done with the Waterfront Park Project to make it more competitive. He noted that they will have to do entire new outreach process for the project.

Commissioner Patchin expressed concern about using the Center ~~Street~~ **Avenue** area for a community center. M. Austin said they are going to research the open space area on the property in search of a possible better location. Commissioner Patchin suggested the ~~recently~~ **soon to be** annexed Belmont Terrace as a possible area to consider building a park. Commissioner Bell-Patten pointed out that the annexation may not be complete in time for the December application deadline. M. Austin said he would bring Commissioner Patchin's suggestion to the next Grants Subcommittee meeting.

In response to an inquiry from Commissioner Pallotta regarding identifying funding (Measure WW and Measure H) for Ferry Point Park, M. Austin explained that Measure H funds for the project are uncertain and that there are areas of the project that need to be addressed because they fall out of Measure H funding. He stressed the importance of creating and prioritizing a list of improvements to be done. M. Austin explained that by doing so they will have a plan with cost estimates that enables them to position themselves when a funding opportunity arises.

Commissioner Van Loan made a motion to approve Staff's recommendation to focus its efforts only on Center Street property and revising the Waterfront application for submission for the Proposition 84 Statewide Park Improvement fund, seconded by Commissioner Bell-Patten. The motion was approved by the following vote: All ayes.

V. NEW BUSINESS

a. Review Zocchi Building

M. Austin explained that the City went through the RFP (Request for Proposal) process, for which they received three proposals. He said the appointed City Council and PRMCC representatives reviewed the vendor proposals, conducted interviews, and decided on the California Sports Complex. He explained why the proposal was approved, reasons for the selections, and the needs it addressed. M. Austin said the recommendation to enter into exclusive contract negotiation with the vendor ~~with~~ **to** go before City Council on February 2nd for approval.

Commissioner Patchin requested to see the agreement between the City and the

funding agencies for the Zocchi Property. He expressed concerns about meeting their obligation to provide parking and competitive parking problems/issues. M. Austin assured the Commission that before accepting proposals the City made sure they were able to meet their parking commitments. He explained that the parking issue is being addressed. He said he can provide the Commission with an outline of the research regarding parking and bring it back as an informational item.

Commissioner Pallotta also expressed concern about parking if/when the ferry is in use.

Commissioner Pallotta asked if the Sports Complex is privately funded. Dan Middleton, President of California Sports Complex, said it will be privately and bank funded.

There was a brief discussion about the funds the City will provide for the complex. Mr. Middleton said they (the City) are not providing funds, but they have discussed how much money the City would be able to contribute for seismic retro-fitting of the building.

Commissioner Van Loan raised concerns about parking should Rachel Ford's project be realized. M. Austin said they have done the parking standards. Commissioner Van Loan asked about the parking standards if the buildings were used simultaneously. M. Austin said he would come back to them with a discussion.

b. Amphitheater Summary of Use

M. Austin reported that the Amphitheater had 9 events held over 10 days, including a fundraiser, music festival, 2 days of performances, and Mini Motorland. He said they would like to see a higher level of utilization. M. Austin noted the challenges at the amphitheater, such as the lack of marketing, lighting, no stage, and poor parking lot conditions. He said they need to put together a list of amenities that need to be improved in order to rise to its potential and make it a more desirable venue.

Commissioner Patchin mentioned the amphitheater's ground water and drainage issues, poor stage and seating orientation, and shade issues. He suggested that they speak to a professional about the building and determine if it is a good location so they are not investing a lot of time ~~into something that is not usable.~~ **and money into something that is marginally usable.**

The Commission briefly discussed the ongoing discussion about improvements that were supposed to be made. M. Austin said they should get a professional opinion on these fundamental issues (e.g. ground water and orientation of the theater). He said they can talk about the item at the retreat as part of the visioning and strategic plan.

Commissioner Van loan presented the Commission with a report on the Fall Music Festival from Phil Ciaramitaro, who requested the report be entered into the minutes. Phil's report summarized his Fall Music Festival Events and the need for improvement of the amphitheater. Seven bullet point items were listed and included repairs such as adding windscreens, lack of shade structure need for more adequate parking, signage, better seating and audio visual equipment.

c. Review of City Grant Program

M. Austin provided the Commission with information on the City's process for providing

grants to community groups requesting funds for activities. He detailed the funding policy, group eligibility criteria, and the application review and consideration process.

Commissioner Patchin asked for the source of this funding. M. Austin said the General Fund is the source. Commissioner Patchin asked if the funding will be available this year. M. Austin said it is still unknown.

Commissioner Pallotta inquired about the possibility of City Council giving any money to the PRMCC to award at its own discretion. M. Austin said that would be an excellent topic to discuss at the retreat.

VI. OLD BUSINESS

a. Marina Update

M. Austin informed the Commission that he had a walk through of marina with the Department of Boating and Waterways (DBW). He said they discussed the key issues at the marina since the pre-permitting costs were determined. M. Austin said they discussed how to close the gap in the cost since the break wall and scope has changed. He told the Commission that they are re-doing the financial model with the new costs, revising phases, and meeting DBW's standards so they can accomplish rebuilding more quickly.

Chair Radke inquired about the funding for the phases. M. Austin said there is another \$4 million that they have identified as potential funding but have not secured it.

Commissioner Van Loan asked if Almar will be doing the docks at the same time the break wall is being redone. M. Austin said Almar was willing to partner with the City and will come out with the docks. He noted that Almar will be bringing \$4 million to the project.

M. Austin noted that the Marina Subcommittee meeting is this Thursday at 2:30 pm.

VII. FUTURE AGENDA ITEMS

a. Review Agenda Plan for 2011

The Commission agreed to postpone discussing the item until the retreat.

b. Retreat Agenda

M. Austin told the PRMCC that the retreat will be held January **22nd** at the Nancy Boyd Community Room and start at 9:30 am. He noted that Carolyn Boone-Duncan will be facilitating the retreat.

Commissioner Bell-Patten asked if the City has an accepted City Mission Statement, which they should use as a reference and foundation at the retreat and as a Commission. M. Austin said he will find out.

VIII. COMMISSIONER & STAFF COMMENTS

Commissioner Pallotta requested the ordinance and requirement information on motor

homes at the marina. He also expressed concern about the contractor using the library garden to lay down equipment during reconstruction, which may damage the area. Commissioner Pallotta wanted to make sure the area is being protected as best it can and asked if the contractor will provide restoration should any damage occur.

Commissioner Patchin asked for a report on the maintenance expenditures for park maintenance. M. Austin said those figures will probably come with the next Field User Fee report.

Commissioner Patchin inquired about the commissioner re-application process and timing for the PRMCC. M. Austin said Mercy Cabral will send out the information regarding re-application.

Commissioner Bell-Patten asked about the process and guidelines for the reappointment process. M. Austin said they will bring put that information in the reports.

Commissioner Bell-Patten noted that P. Lorick is very pleased with the pool contractor and the progress of the project. M. Austin noted that they have also had good experience with the library contractor.

IX. CORRESPONDENCE

None.

X. NEXT MEETING DATE: February 15, 2011

XI. ADJOURNMENT

On motion of Commissioner Patchin, seconded by Commissioner Eychner, the Commission unanimously voted to adjourn at 9:12 p.m.