

**Regular Meeting
Parks, Recreation, Marina and Cultural Commission
October 18, 2011
Martinez, CA**

APPROVED November 15, 2011

A regular meeting of the Parks, Recreation, Marina and Cultural Commission was called to order by Chair Radke at 7:01 p.m. on October 18, 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, Recreation Manager
Tim Tucker, City Engineer

II. PUBLIC COMMENT

Garbel Berger requested the tennis court at Nancy Boyd Park be resurfaced.

Tim Tucker, City Engineer, said the City park projects include resurfacing the tennis courts. He noted work on the courts should begin next summer.

Matt Bicca spoke about the problems and disrepair at the courts.

Rose Martin expressed concern about the pipe breaks at the marina in the last month and the delays in shutting the water off. She also expressed concerns about safety at the marina and requested more police presence. Mike Alford reiterated Ms. Martin's sentiments.

Jennifer Martenan spoke on the usage policy for Susana Street Park and Ignacio Plaza and encouraged the City to expand the usage of the parks rather than limit it. Cathy Sinclair also expressed a desire to have more events at the plaza and park.

III. PRESENTATION

a. Almar Marina Management Martinez Marina Annual Report

Jim Hayes, V.P. of operations for ALMAR, gave a presentation about the marina operations for 2010-2011. He reviewed the revenue including slip revenue and bait store revenue and expenses. Mr. Hayes said some of the reasons for the shortfall in 2011 slip

and bait store revenue were due to a reduction in charter fishing boats which are the result of a lack of dredging and wet weather.

Commissioner Fuller arrived at 7:26 p.m.

Mr. Hayes said the biggest issue at the marina is slip revenue. He outlined the marina's effect on local business and the marketing steps they are taking to boost occupancy.

Craig Paulson, Harbormaster, reviewed the activities at the marina from January to December and marketing efforts.

There was brief description about dredging, funding sources for dredging, and maintenance of the marina and slips until the City is able to dredge.

Mitch Austin, Recreation Manager, said the soonest they would be able to dredge is 2013.

Mike Alford said the City needs to work with Shell regarding dredging and the PRMCC should be a voice for the people and their concerns.

IV. CONSENT CALENDAR
a. Minutes of September 20, 2011

The Commissioners requested the following corrections to the minutes of September 20, 2011:

Page 4: Old Business, Zocchi Update, paragraph 1, line4: Replace the word "perspective" with the word "prospective".

Commissioner Gerlack made a motion to approve the minutes with the changes of the September 20, 2011 meeting, seconded by Commissioner Fuller. The motion was approved by the following vote: All ayes.

b. Staff Updates
i. Recreation .

ii. Parks Maintenance

c. Special Requests for Uses In Parks
i. Ignacio Plaza - Bailey Wedding

M. Austin reported the requesting party submitted a letter to the neighborhood regarding the event.

Commissioner Gerlack made a motion to approve the request for the event to take place from 9 a.m. - 11 p.m., in accordance with music ordinance restrictions, seconded by Commissioner Patchin. The motion was approved by the following vote: All ayes.

ii. Susana Park - Phil Ciaramitaro

M. Austin stated Mr. Ciaramitaro has withdrawn his request.

V. PRMCC SUB -COMMITTEE REPORTS

a. Measure H Updates

T. Tucker provided the Commission with copies of the Gantt chart for the projects, which he noted has yet to be reviewed by the project consultants. He said they will be able to track their progress and review the schedule on a quarterly basis.

Commissioner Pallotta expressed a desire to incorporate recycling cans into the park projects. **Commissioner Eychner recommended incorporating milestones into the Gantt chart**

b. Library Subcommittee, Room Use Policy and Equipment

M. Austin suggested moving item d after item a under New Business.

M. Austin reported on the development of a use policy for the downstairs area. He said they are considering using the area as a meeting space for non-profit groups in the community. M. Austin reviewed the recommended use policy for the area and groups/programs with priority use.

Chair Radke asked about the inclusion of railing for the ramp outside the building. He suggested a sign be placed upstairs notifying patrons that the reading room is open and the hours it will be open. He asked if they would be able to get more plush chairs downstairs.

Commissioner Pallotta addressed the concerns of the Friends of the Library being responsible for the downstairs since the book sale hours will exceed the hours of supervision of the area by staff. M. Austin said he would discuss the issue with risk management.

VI. NEW BUSINESS

a. Interim Library Summary Report

M. Austin said the item will come back in November.

*Item take out of order- **Santa House Replacement**

M. Austin discussed the conceptual ideas for the house and said Dave Scola offered to design the new house. He said they will seek donors to construct the house and anticipate having a new house by next year.

b. Retreat Agenda

M. Austin said there are no funds for a retreat facilitator this year.

Commissioner Patchin suggested they review the Commission's roles relative to certain projects and perceptions of their roles.

Commissioner Eychner said he would like to discuss making Martinez a recreation destination and creating a better tie between parks and business.

Commissioner Bell-Patten suggested discussing the notes from last year's retreat.

Commissioner Fuller expressed a desire to determine their role and goals as a commission. He said he would like to discuss the recreation budget and how to maintain a high level of recreation.

Commissioner Eychner recommended they have a joint meeting with City Council before going to a retreat so they have direction and their expectations determined. He also suggested role clarification with respect to the Zocchi property, marina, library, and culture.

c. Selection of Chair and Vice Chair for 2012

M. Austin stated the selected Chair and Vice Chair will serve starting the January meeting.

Commissioner Olsson nominated Commissioner Gerlack for Chair and Commissioner Bell-Patten for Vice Chair. Commissioner Gerlack declined the nomination. Commissioner Bell-Patten accepted the nomination.

Commissioner Gerlack nominated Chair Radke as Chair. Chair Radke accepted the nomination. Commissioner Patchin made a motion to close nominations.

The Commission voted to select Chair Radke as Chair and Commissioner Bell-Patten as Vice Chair for 2012. The selection was approved by the following vote: All ayes.

d. Santa House Replacement

*See New Business, under item a.

VII. OLD BUSINESS

a. Special Request Policy Review and Update

M. Austin reviewed the revisions to the Special Request Policy.

Commissioner Pallotta made a motion to approve the additions to the Special Request Policy, seconded by Commissioner Olsson. The motion was approved by the following vote: All ayes.

M. Austin discussed the key considerations for amendments to the Ignacio Plaza and ~~Susan~~ **Susana** Park Use Policy. He presented the Commission with several rental policy options for the park and plaza. ~~M. Austin~~ **Commissioner Fuller** suggested no more than 10 events between both parks from March to October and no more than 2 events in a given month.

Commissioner Olsson made a motion to approve the policy as suggested by ~~M. Austin~~, **Commissioner Fuller**, seconded by Commissioner Patchin. The motion was approved by the following vote: All ayes.

b. Park Staff Appreciation Luncheon

Commissioner Patchin suggested the luncheon take place in spring at Susana Park. He asked that each commissioner make a maximum donation of \$20 for the luncheon.

VIII. FUTURE AGENDA ITEMS
a. Review Agenda Plan

M. Austin said the interim library report has been added to the November agenda, and noted they may have to postpone the dog park or pool operation costs.

IX. COMMISSIONER & STAFF COMMENTS

Commissioner Patchin said he was informed that the St. Catherine's car show at Ignacio Plaza exceeded the approved capacity for cars parked on the plaza.

M. Austin said he will write a letter to St. Catherine's regarding the suspected incident.

Commissioner Bell-Patten said the artist for Rankin Pool presented the Subcommittee with the tile renderings that were proposed for the pool, which will be framed and displayed at the pool.

X. CORRESPONDENCE

None.

XI. NEXT MEETING DATE: November 15, 2011

XI. ADJOURNMENT

On motion of Commissioner Bell-Patten, seconded by Interim Vice Chair Eychner, the Commission unanimously voted to adjourn at 10:10 p.m.