

## **San Rafael Park and Recreation Commission**

### **Meeting Minutes: March 21, 2013**

Chairman Ralph Mihan called the joint meeting of the San Rafael Park and Recreation Commission and Pickleweed Advisory Board to order at 7:00 p.m.

**Roll Call:** Commissioners: Mark Bustillos, John Gamblin, Eric Holm, Jeff Jones, Mark Machado, Ralph Mihan, Chair, Tom Oblatz, Commissioners, Patricia Bassett, Alternate

Board Members: Jenny Broering, Chair, Lieu Phan, Ruellan, Arlene Sukolsky

**Commissioners Present:** Gamblin, Holm, Jones, Machado, Mihan, Oblatz, Bassett

**Commissioners Absent:** Bustillos, Bassett

**Staff Present:** Director Carlene McCart, Parks Superintendent, Dave Davenport, Recreation Supervisor Steve Mason.

#### **1. Action Items**

##### A. Annual Report Marin Bocce Federation

Chairman Mihan welcomed John Bassett, President, and Tom Miller Past President of the Marin Bocce Federation. Miller submitted the Annual Report and provided the supplemental narrative. He also expressed appreciation for the support of the Commission and staff during his 3-year tenure as President of Marin Bocce Federation.

MBF a non profit organization operating since 1994 developed and manages the San Rafael Bocce Complex in Albert Park. The complex has 10 courts. 1200 players participate on 156 teams in League play each of three seasons per year. Drop in or open play has expanded to 25 hours per week serving 4000 visitors last year. Both League and Open play are public serving programs. In 2012 MBF hosted Marin Special Olympics, Cedars of Marin and 47 other non-profit organizations conducting activities and fund raisers at the Complex. 24 corporations and 140 private parties reserved court time as well. Income to operate the facility and programs is generated through League Fees, rental fees, and fundraising activities by MBF. In 2012 revenues were \$260,000, up from \$225 in 2011. Expenses were \$186,000.

MBF highlighted the 2012 accomplishments as formation of the League Captain's Committee, several events for the San Rafael Pacifics Baseball Club, formation of a Winter league season on the indoor courts, and the reconstruction of two existing courts.

Mihan congratulated MBF on a successful and profitable year. Commission accepted the Annual Report by consensus.

##### B. Annual Report Pickleweed Advisory Board

Chair Broering made a Power Presentation on the accomplishments of the Pickleweed Advisory Board in 2012. It depicted the mix of programs the Board is responsible for approving and monitoring in the Albert J Boro Community Center and Pickleweed Park as well as the celebratory events such as the renaming of the Community Center, the Day of the Dead, Holiday festivities and summer Circus. The Board approved 36 classes, events and activities sponsored by non-profit organizations at no or low cost to participants, free of charge at the Community Center, serving 13,587 youth and adults.

The Power Point also stressed the social impacts of the educational and enrichment programs, for example the estimated tax refunds received and spent in the neighborhood due to the free tax preparation assistance offered at the Community Center.

After discussion, the Commission thanked the Board for their service and their contributions towards the continued success of the Community Center and Park. By consensus the Commission accepted the Annual Report.

C. Appointment to the Pickleweed Advisory Board

The Commission greeted Lieu Phan, applicant for a vacant position on the Pickleweed Advisory Board. Ms. Phan has been a frequent visitor at Board Meetings, is active in the Asian senior group that meets at the Center, and participates in the Multi Cultural Older Adult Program. She comes recommended by Supervisor Mason as a welcomed addition to the Board.

The Commission reviewed the application

D. Measure A: Protect Marin's Parks, Open Space and Farmland Discussion

M/s Holm/ Obletz to Approve the Orcas Swim Club Annual Agreement and recommend City Council approval

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AYES: Bustillos, Gamblin, Holm, Mihan, Obletz, Bassett  
NOS: None  
ABSENT: Jones, Machado

**B. B. San Rafael Goldenaires Agreement Review**

Director McCart introduced the item by saying the recent retirement of Senior Recreation Supervisor has necessitated some changes in the long time Agreement between the City and the San Rafael Goldenaires Senior Citizens Club, a 501 © 3 Non-Profit Organization.

The Club has operated in the San Rafael community Center since 1975. By Agreement the City provides space in the Center for activities, events and operations, during prescribed hours in return for rent for office space, and the delivery of programs for adults ages 65 and over open to the public. The Club produces social, recreational, health and wellness, assistance programs such as safe driving, tax preparation, estate planning, health screening, activities and events along with day and extended travel opportunities.

The current Agreement calls for the Club to pay the City for office space, use of the Center outside Agreement hours, and 50% of the compensation for one City staff member to administrate and direct the Club operations. The escalating cost of staff has surpassed the capacity of the Club to support their portion of the position. With the retirement, the Club has contracted directly with Carol Jacobs-Courtz to continue the services at much less cost. The 2013 Agreement reflects this change.

In addition the Agreement includes references to the meal program, technology support, City responsibility for staffing the Center, and identifies the Club uses requiring rental payments.

The Commission discussed rental rates and similar programs in Marin County, after which it was

M/s Bustillos/Gamblin to Approve the San Rafael Goldenaires Senior Club Agreement and recommend City Council approval.

AYES: Bustillos, Gamblin, Holm, Mihan, Obletz, Bassett

NOS: None  
ABSENT: Jones, Machado

### **C. Measure A: Protect Marin's Parks, Open Space and Farmland**

McCart introduced the information item with background on the ¼ cent sales tax increase to support parks and open space. Mihan noted the per capita distribution to San Rafael is estimated to be \$300-\$350,000 annually for the next nine years. She provided a map and current inventory of park and recreation facilities in San Rafael. Superintendent Davenport submitted a recommendation for San Rafael Parks Infrastructure Improvements, and McCart submitted Measure A: Potential Recreation Facility Projects

Davenport explained the Improvements list was determined by a review of deferred maintenance and safety issues that exist in San Rafael's 19 parks and recreation facilities. Walkways and pathways with trip hazards, cracked and failing tennis courts, hardscapes, and irrigation system inefficiencies were common areas of need. In the Neighborhood parks, electrical upgrades, playground repair are issues on many sites. There are also several items on the list that are new projects such as the drainage system overhaul at Boyd Park.

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Obletz inquired about programs of financial support from Marin Municipal Water District and PG&E. Staff knew of non that addressed the types of issues on the Inventory. Mihan suggested staff break out the list into categories of safety, deferred maintenance and capital improvements. Commissioner Bustillos asked staff to prioritize the top ten projects on the Inventory. Commissioner Gamblin stated the funds should be spent above and beyond normal operations and supplement the current budget for maximum impact. Mihan suggested playground safety be the highest priority.

McCart reviewed the Potential recreation Facility Projects. These range from needs for replacements and up grades to the Community Centers, to projects that neighborhoods have long requested.

The Commission discussed corporate sponsorships for some of the projects. Staff was directed to merge the two lists into categories of safety, deferred maintenance and capital improvements for Commission review. The public will be invited to comment. when the Commission has completed the review.

## **2. Commission Items**

### **A. Director's Report**

McCart gave a Power Point Presentation of the results of the 2013 Citizen Satisfaction Survey.

### **B. Falkirk Report**

There was no report

### **C. Parks Report**

Davenport reported in addition to regular maintenance, the Parks Division re-landscaped the Central San Rafael entry from Hwy 101, the Freitas Parkway entrance and Yacht Club Drive

median. San Pedro medians project is almost complete. Crews planted thirty-seven street trees and assisted Marin Releaf with planting fifteen. The drinking fountain at Pickleweed Park was replaced by staff. Staff worked with residents of Riviera Drive to remove City trees, repair sidewalks and plant replacement trees, sharing and reducing costs with contract efficiencies. Homeless population is expanding, as is the impacts on City parks and open space. The Division is pleased to have two new hires, bringing the number of staff back up to thirteen. Previously the Division had twenty-one employees.

Obletz asked if the City could conduct a Tree Inventory. Davenport responded that the cost of an inventory is over \$200,000 and requires the staff to maintain the data collected for the information to be valuable. The costs are beyond the capacity of the City to provide.

M/s Bustillos/Holm to accept reports.

AYES: Bustillos, Gamblin, Holm, Mihan, Obletz  
NOES: None  
ABSENT: Jones, Machado

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#### D. Report from Committees

Commissioner Holm report on two encounters he had at Boyd Park while visiting with friends. Groups of vagrants, many with dogs off leash were present consuming alcohol and drugs. The behavior of the group of twelve or more was intimidating. The presence of the groups was a concern for the child that accompanied Holm. He voiced that the conditions in the park were markedly worse and disconcerting. McCart said she would relay concern to the police and to the Humane Society

Obletz reported he attended the event at China Camp State Park where the State Parks Department and Friends of China Camp signed an Agreement for the continued operation of China Camp, Olompali and Tomales Bay State Parks. The Friends have contributed over \$1 mil to keep the parks open to the public.

Alternate Basset announced on May 19 Marin Bocce Federation will host a Meet and Greet event with the San Rafael Pacifics Ball Club, at the Bocce Complex.

#### E. Approval of Meeting Minutes, January 17, 2013

M/s Bustillos/Holm to approve minutes.

AYES: Bustillos, Gamblin, Holm, Mihan, Obletz  
NOES: None  
ABSENT: Jones, Machado

### 3. Adjournment

The meeting was adjourned at 8:55 p.m.

