

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

### **Meeting Minutes: January 21, 2016**

Chair Ralph Mihan called the meeting to order at 7:00 p.m. at the San Rafael Community Center

**Roll Call:** Commissioners: Mark Bustillos, Eric Holm, Jeff Jones, Stacey Laumann, Mark Machado, Ralph Mihan, Chair, Tom Oblatz, Cicily Emerson, Alternate

**Commissioners Present:** Bustillos, Emmerson, Holm, Jones, Laumann, Machado, Mihan, Oblatz

**Commissioners Absent:**

**Staff Present:** Carlene McCart, Community Services Director, Debbie Younkin, Senior Recreation Supervisor, Tiffany Haley, Aquatics Coordinator, Rebecca Woodbury Management Analyst, Dave Davenport, Parks Superintendent.

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

##### **A. SMART Train Safety Presentation**

Rebecca Woodbury, Management Analyst in the City Manager's Office introduced the communication strategy for SMART Train operations related to public safety. SMART has developed comprehensive plan of outreach to, schools, businesses and residents in San Rafael is aimed at introducing future phased projects, traffic impacts when the train is operational, and general train and train track safety education. Woodbury made a Power Point Presentation that described the risks and measures to apply for personal safety around trains and train tracks.

##### **B. Terra Linda Orcas Swim Team 2016 Agreement**

Debbie Younkin, Senior Recreation Supervisor introduced Bruce Mayfield, President, Terra Linda Orcas Swim Club. He described the organization that serves 5-18 year-olds with competitive swim instruction, coaching, and competition. The 2016 Orca Swim Club Season is scheduled to begin February 29 and continue through July 8. The Club requests use of the Terra Linda Community Pool and Community Center for practices, meets and events. The Season includes four swim meets, all on Saturday mornings. The proposed Agreement differs from the 2015 Agreement in the percentage of heating costs for the period of time before the community swim season begins, an updated rate for lifeguard services, and by one swim meet.

Mayfield also pointed out that the Agreement confirms the pool is shared by community and Club use during specified dates and times.

Chair Mihan inquired about the assignment of Lifeguards during swim meets. Younkin replied that pool management assigns at least two Lifeguards during meets to reduce the risk of accidents involving those in attendance to watch and support their teams, as well as the competitors. She noted that the community swim season opens on April 8.

Commissioner Oblatz asked if the utility costs had risen significantly. Younkin replied increases were minimal. He went on to ask about the presence of alcohol at Club events. The Club does not possess a liquor license, and seeks a temporary one for one Club event at the Community Center. Alcoholic beverages are not allowed at other Club practices, meets or events. Oblatz suggested a wording change on page 3; line J of the Agreement document to remove reference to alcoholic beverages on the pool deck since they are not permitted at any area of the pool facility. Younkin agreed to the change

Councilmember John Gamblin joined the meeting at 7:45

Younkin described the progress of the Poolhouse Remodel and Addition. The remodel portion is ready for drywall and the additional classroom foundation is in place with a temporary roof installed to allow for interior work to proceed. The project is currently 12 days behind schedule and is estimated to be complete before April 8. The Club has coordinated with staff to begin its practice schedule without access to the new facilities.

After further discussion it was;

M/s Holm/ Oblatz to recommend approval of the Terra Linda Orcas Swim Team 2016 Agreement to the City Council.

AYES: Bustillos Holm, Jones, Laumann, Machado, Mihan, Oblatz  
NOES: None  
ABSENT: None

### **C. San Rafael Pacifics Baseball Team 2015 Season Recap and 2016 Agreement Discussion**

Mike Shapiro, President, Redwood Sports and Entertainment, representing the San Rafael Pacifics Baseball Club was not able to attend the meeting.

Director McCart reviewed the changes in the proposed Agreement for Use of Albert Park:

- Agreement Term: 3 years.
- Parking: Agreed to implement a plaquerd parking system to restrict Pacific staff to stadium parking lot; permission for parking at Bio Marin is expanded to include the parking garage.
- Site Improvements: Increased the amount of credit for permanent improvements made by Redwood from \$5,000 to possible \$8,000 per year; priority for Visitor's Locker Room Improvements.
- Restroom: Move, if possible the restroom trailer to free more available parking; move portable ADA restroom to more esthetic location.
- Field Preparation: City shall hire a Redwood Employee to perform field preparation immediately before and during games.
- Facility Access: Agreed to limit access to facilities to specific hours before game start times.
- Stadium Cleaning: Agreed City will pay 50% of cleaning costs for the stadium before and after games.
- Security: Agreed City will pay for one hour of private security services in and around Albert Park during games.
- Signage: Agreed no additional signs will be attached to the scoreboard.

- Schedule: Agreed to add one 12:00 p.m. game to the schedule; limit consecutive home games to 6.
- Promotional nights: Agreed to credit \$4,000 for two community promotional nights coordinated with the City and Chamber of Commerce.
- Fees: Fees are adjusted to coincide with the Master Fee Schedule and no escalator will be built into the Agreement for the term.

Commissioners discussed the financial impact on the Downtown during Pacifics games. Anecdotal evidence indicates some, but not significant impact. Councilmember Gamblin responded further that downtown events do track economic benefits. He supported the plan to increase security in and around the park during games, noting the recent meeting with over 100 parents at Davidson Middle School who agreed that public safety was the #1 concern and priority for the school community close to Albert Park. He then remarked the proposal for a new Novato baseball facility was not intended to result in a move of the Pacifics.

Obletz inquired about City improvements to the Stadium and field. McCart responded that during the last year of the previous Agreement the City re-lamped all bulbs in the field lights, received a donation of a scoreboard, laser leveled both baseball and softball fields, replanted infields, landscaped and added surface material to the softball infield and baseball base paths.

It was M/s Obletz/Laumann to recommend to the City Council the Agreement for Use of Albert Park.

#### **D. Consideration of Community Service Award**

Commissioners discussed several deserving community groups who had recently contributed to park and recreation programs and facilities for possible nomination of the California Parks and Recreation Society District 1 Community Service Award.

It was consensus to nominate Boy Scout Troops 10 and 76 for their volunteer efforts to clean, paint and re landscape Boyd Park during the time of closure and after the re-opening.

## **2. Commission Items**

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

McCart reported on a meeting of the Mayor, City Manager, Police Chief and staff with Safeway administration and security officials to discuss mutual security concerns that affect both the store and City property at the San Rafael Community Center and Albert Park. The City will remove the existing hedge between the properties and install a continuous fence and

shop landscape on its side. Safeway agreed to tow cars parked in its lot over 24 hours, increase in store security to prevent lifting, initiate parking lot security and install security cameras on the exterior of the store. The new scoreboard for Albert Park will be installed in April, thanks to contribution of the International Brotherhood of Electrical Workers, and Commissioner Oblatz for organizing the donation. GovDelivery is a new subscription service to electronically receive self-selected information on City announcements, meetings, records and other information. Staff coordinated with Dixie Schools to expand Child Care services at Vallecito School with an additional modular classroom purchase. The available space on campus is unfortunately not adequate for the addition. Staff is proposing fee adjustments for rental and child care fees. The Commission will review in March. State of the City Dinner is March 3. Staff and developer are meeting to determine the cause and mediation of flooding and water retention in and around the public amenities at the new Loch Lomond development. The Department will hire a part-time seasonal worker to prepare weekend park rental sites, and work with rental groups. McCart announced she will be on vacation during the February meeting and staff will be assigned to serve in her place.

### **B. Falkirk Report**

January 22 Falkirk hosts the first Poetry Mash Up event combining student work from three local high schools in the areas of music, poetry, dance and visual arts with readings by the Marin Poet Laurite and other members of the Marin Poetry.

### **C. Parks Report**

Superintendent Davenport reported on storm related work, performed in a zone organization which assigns specific Streets and parks Division staff to 8 geographic areas. Few unanticipated issues have materialized with the winter rain. Renovation to Albert Field is complete: re sodding, leveling and re-seeding. Pickleweed Fields have been re-seeded. New garbage cans with dome lids that prevent rain retention have been installed on Fourth Street. Services to power wash downtown sidewalks have been contracted. 30 trees were planted over the Fall season. 15 irrigation sites have been converted to smart controllers that allow for remote operation. The conversion was a partnership with MMWD. Preparation of the pool for opening has occurred. Homeless camp eradication took place in Terra Linda requiring a week of debris and garbage removal tasks. Gerstle Park restrooms on the upper level were closed as of December due to homeless occupation. Crews worked to remove a portion of the hedge between the SRCC and Safeway to assist in a crime scene investigation.

Commissioners requested a staff report on the Canal Community Garden

### **D. Commission Members Time**

Election of Chair and Vice Chair

M/s Jones/Holm to elect Ralph Mihan, Chair

AYES: Bustillos, Emmerson, Holm, Jones, Laumann, Machado, Mihan, Oblatz

NOES: None

ABSENT: None

M/s Mihan/Bustillos to elect Eric Holm, Vice Chair

M/s Jones/Machado to elect Tom Oblatz, Vice Chair

By written secret ballot Eric Holm was elected Vice Chair

**E. Approval of Minutes, November 18, 2015**

M/s Oblatz/Jones to approve the Minutes with the correction to page 3, last paragraph to correct "tickets sold"

AYES: Bustillos, Holm, Jones, Laumann, Machado, Mihan, Oblatz  
NOES: None  
ABSENT: None

Election of Chair and Vice Chair

**3. Adjournment**

The meeting was adjourned at 8:45 p.m.