

# **San Rafael Park and Recreation Commission**

## **Meeting Minutes: January 16, 2014**

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

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

**Commissioners Present:** Bustillos, Gamblin, Jones, Machado, Mihan, Oblatz, Basset

**Commissioners Absent:** Holm

**Staff Present:** Director Carlene McCart, Dave Davenport, Parks Superintendent,

### **1. Action Items**

#### **A. Current and Potential Impacts of Draught Conditions – Information Only**

Parks Superintendent Davenport began his remarks with explaining the rain totals for Marin County were significantly low for the second year in the row. While Marin Municipal Water District will not issue mandatory water rationing until at least April 1, voluntary water use reductions are asked all MMWD customers. The City will reduce consumption as a response to the request, but is also cautionary about consumption as fees for water November through February are more than four times those assessed in the Spring and Summer.

Irrigation is off in all City parks and landscaped areas. Some plant material is receiving rotating watering as needed to survive. Turf re-seeding, lawn renovation, and new planting were not initiated this year due to lack of rain. The areas that receive seasonal repair, such as the soccer, baseball and softball fields have not started growth for the next season. The usability of parks and active play areas will be in question if rainfall does not return, and there are no predictions for winter storms at this point.

If water rationing is mandated the City will need to prioritize which areas receive its water allotment i.e. medians, formal landscape around civic buildings, parks, sports fields, beautification areas downtown. The goal will be to keep as much inventory alive as possible,

The Commission posed a number of questions.

Is reclaimed water available? A: In North San Rafael only, delivered from the Smith Ranch Road treatment plant, the rate for re-claimed is the same as the rate for potable.

What will happen to the Pt San Pedro Median project recently completed? A: No decision has been made, however the new irrigation system is efficient and effective so less water is needed on the area than before the project. Replacement of the newly planted median would be very expensive to replace if lost due to draught conditions.

Will a draught affect the street trees? A: The City may choose not to plant street trees until threat of draught is over, however new trees are watered using available hydrant sources for three years and then they are self sufficient so few will be lost if a draught materializes.

How will rationing affect Albert Park and the Pacific's use of the baseball field? Pickleweed Playing Fields? No plan has been formulated yet.

Director McCart added that use of the Community Gardens will be assessed. Voluntary water reductions are requested at this point. Staff will keep the Commission updated.

## **2. Commission Items**

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

#### **Review and Update of Village at Lock Lomond Project**

McCart reviewed the plans for the project and specifically the public areas. Site work has begun and the first improvements will be completed in 1-2 years.

#### **Review and Update of Open Space Fire Suppression Program**

Davenport reported that contractor Foster/Kroger has completed 50% of the scope of work for this fiscal year, clearing defensible space and encampments on City owned Open Space. Crews have eradicated camps on areas around Robert Dollar Drive, Upper Toyon, Mt. View, in and around Barbier Park, Gerstle Park and the levees surrounding Pickleweed Park soccer field. The City has spent \$70,000 since October, funded by Measure A allotments to San Rafael. Foster/Kroger was selected through the competitive bid process.

### **B. Falkirk Report**

McCart reported on security patrols around the grounds during the winter months.

### **C. Parks Report**

Davenport related that many seasonal tasks are pending due to the warm, dry weather. Leaf collection continues. Path and sidewalk improvements are out to bid. Intersection planting is temporarily suspended until water is available. Some small ornamental areas are planted to replace dead material.

Commissioner Oblatz asked about Graffiti removal noting the response time has increased. Staff reductions during the Recession eliminated the position dedicated to graffiti removal. Now all DPW Parks and Streets Division staff are tasked with removing graffiti as it is reported/discovered. Calls from the public go through DPW Dispatch, which maintains the data on each response. City crews do not remove graffiti on private property.

### **D. Report from Committees**

#### **Election of Chair and Vice Chair**

It was M/s Jones/Bustillos to elect Ralph Mihan Chair

AYES:	Bustillos, Gamblin, Jones, Machado, Oblatz, Basset
NOES:	None
ABSENT:	Holm

It was M/s Machado/Oblatz to elect Eric Holm, Vice Chair

AYES:	Bustillos, Gamblin, Jones, Machado, Oblatz, Basset
NOES:	None
ABSENT:	Holm

### **E. Approval of Minutes, Meeting of November 21, 2013**

It was M/s Jones/Oblatz to approve the minutes

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

### **3. Adjournment**

The meeting was adjourned at 8:20 p.m.