

# San Rafael Park and Recreation Commission

## Meeting Minutes: February 20, 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:** Gamblin, Holm, Jones, Machado, Mihan, Oblatz, Basset

**Commissioners Absent:** Bustillos,

**Staff Present:** Director Carlene McCart, Dave Davenport, Parks Superintendent, Senior Recreation Supervisor, Debbie Younkin, Deputy City Engineer, Leslie Blomquist

### 1. Action Items

#### A. Terra Linda Orca Swim Club Agreement

Senior Recreation Supervisor Debbie Younkin presented the item. The Orca Swim Club has contracted with the City of San Rafael for the Use of the Terra Linda Community Pool for over 50 years. The Agreement is negotiated annually as the schedule for use varies with the Marin Swim League calendar, and programs associated with the Club change. The City provides a combination of pool and community center exclusive and nonexclusive use, life guard personnel and, through the Agreement, pays the coaching staff that serves the Club. The Club pays hourly fees for facilities and City Staff, and a predetermined amount for coaching staff. It also pays a portion of the utility costs for opening the pool for its use in March, before the public opening in April.

The 2014 Agreement has few changes from 2013:

The Club will be charged \$17.50 per hour per life guard, up slightly from last year.

The City will require additional life guard personnel at certain Club events, at cost. Coaching staff are certified lifeguards; however their duties prevent them from performing general guard supervision. Therefore the City requires City staff lifeguards on deck during Club practice sessions, and multiple guards during swim meets. This year lifeguards will be required during the first weeks of practice to provide an additional measure of supervision for the new, inexperienced swimmers joining the Club.

The Agreement allows for 4 home swim meets. Swim meets require elaborate set up of equipment, a large cadre of volunteers and draw an average of 300 participants and spectators. Across the League meets are held on Saturday mornings and last 4-5 hours. Hosting a swim meet at the Terra Linda Community Pool mandates cancelation of all other programs for the time the Club needs to stage, conduct and break down the meet.

Commissioners inquired about communication to the public on the swim meet dates. Younkin replied that the effected dates are posted, included in the Aquatic Program schedule information, and communicated directly to season pass holders and lap swim pass holders. Staff efforts to minimize the number of public closure dates to maximize customer service.

Younkin responded to the inquiry about disruption to Club activities due to the Pool House renovation. The project will not affect the Club this year, but likely will be in progress when the 2015 season begins.

The Commission asked about the exclusive use of the pool during Club practices. Staff shifts the dedicated lanes from Club to public programs to accommodate both schedules. There are times when the Club does not share the pool space. In the high season months accommodations are made to satisfy both user groups. The Club season ends in July.

She went on to respond that fees charged to families for participation in the Club season are typical, and prorated according to the number of siblings in one family. High school age swimmers pay very little as these athletes compete in their school leagues, and join the Club late in the competitive season. Payment plans and scholarships assist families with the registration fees.

Pre public season the Club pays approximately 50% of the utility costs for operation of the pool. The amount is based on consumption data tracked from previous seasons, and is consistent year to year.

Deputy City Engineer Leslie Blomquist joined the discussion when inquiries were made about the condition of the pool deck, and the Pool House project. The deck concrete is failing, due to faulty mix at installation. The City will patch the areas that pose safety concerns before the Aquatic Season begins and replace the entire deck after.

At the conclusion of discussion it was M/s Jones/Holm to approve the 2014 Terra Linda Orca Swim Club Agreement.

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

## **B. Measure A Park Pathways Update**

Deputy City Engineer Leslie Blomquist reviewed the list of park pathway projects recommended by the Commission and approved by the City Council for repair utilizing Measure A funds. These locations were chosen to correct or enhance safety levels. Tree roots, asphalt failures and equipment accesses were the primary reasons the selected pathways are in need of repair.

Blomquist provided a Power Point presentation to illustrate the locations and conditions of the project work sites: Arbor, Sun Valley, Hill View, Oleander, Munson Victor Jones, Peacock Gap and Freitas Parks. She explained the paths will be asphalt installations. Where possible tree roots will be saved, and in at Victor Jones the path will be re-routed to preserve a large park tree. Likewise the uplifted sidewalk in Munson Park will be relocated away from existing trees. At Freitas Park the maintenance road will be slurry sealed to repair cracks and provide a protective layer over the asphalt.

To address Commission inquiries, Blomquist noted that at Gerstle Park most of the pathways are dirt, and the existing asphalt paths are in better condition than those listed therefore this park is not slated for pathway repair. Boyd and Santa Margarita likewise are in better condition than the eight sites selected for the project. Staff time is not included in the estimated project cost of \$45,000.

While no action was required, the Commission expressed consensus approving the project.

## **2. Commission Items**

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

Director McCart reviewed the Term Limit Policy for Boards and Commissions recently passed by the City Council. She reported the Agreement between the City and the San Rafael Yacht Club was approved and presented the Community Services Department Second Quarter Report. Gerstle Park Neighborhood Association assisted with the planting of draught tolerant native plants. The City will irrigate with reclaimed water as possible. North San Rafael has reclaimed water pipe systems. Other landscape areas can be watered by truck utilizing reclaimed water. The Point San Pedro Median Project Maintenance Contract is out to bid.

**B. Falkirk Report**

There was no Report.

**C. Parks Report**

Superintendent Davenport reported that the Parks Division has accelerated the pruning schedule due to favorable weather. 37 trees were planted primarily as replacements for street trees removed. One of the field light towers in Albert Park was repaired and rewired. The pool heater was repaired, and the deck patched where necessary. Crews demolished the concrete wall in Boyed Park as a response to vagrant vandalism and activity. He recommends the inoperable restroom in Boyd Park be removed for the same reason.

**D. Reports from Committees**

There were no reports

**E. Approval of Minutes, Meeting of January 16, 2014**

It was M/s Obletz/Machado to approve the minutes

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

**3. Adjournment**

The meeting was adjourned at 8:35 p.m.