	CITY OF MILL VALLEY  DADLES AND DECREATION COMMISSION
	PARKS AND RECREATION COMMISSION
	MINUTES
	COUNCIL CHAMBERS, CITY HALL
	26 CORTE MADERA AVENUE, MILL VALLEY
	February 6, 2013
	7:00pm
	Joan Murray, Chair Douglas Nelson, Vice Chair
	Sally Baker
	Lonnie Fogel
	Ricardo Capretta
Present:	Chair Murray, Commissioner Baker, Commissioner Fogel, Commissioner Capretta
Absent:	Vice Chair Nelson
Staff:	Jenny Rogers, Recreation Director, Rick Misuraca, Operations Superintendent, Lauren Buchholz, Administrative Aide
CALL T	O ORDER
<u>PUBLIC</u>	OPEN TIME
Chair Mu	array opened public open time
No one pr	resent
Chair Mu	array closed public open time
<u>APPROV</u>	VAL OF THE AGENDA ORDER
<u>Agenda</u>	
It was Mo	OVED by Commissioner Capretta and SECONDED by Commissioner Fogel to
	the Agenda order. The Motion was carried by a 4 - 0 vote with <b>None</b> dissenting.
<b>COMMI</b>	SSION AND STAFF ANNOUNCEMENTS
<u>a.</u> <u>Par</u>	rks & Recreation Commission Annual Report Review (Chair Murray)
a. Suppor	ting Documents

Race

Item 4 Supporting Documents

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Chair Murray reviewed the annual report which was presented to Council by herself and Dir 43 44 Rogers at the January 22, 2013 City Council meeting. 45 <u>b.</u> Cosco Busan Grant Award (Chair Murray) 47 Chair Murray reviewed \$26.500 grant received to repair the small boat dock at Bayfront Park 48 49 that was damaged in a storm in 2005. She thanked Com Doug Nelson and Ops Sup Misuraca for their efforts in making this happen. 50 <del>5</del>1 Commission Vacancies and Farewell to Commissioners Fogel & Baker (Rogers & Chair c. Murray) 53 54 Chair Murray thanked Com Fogel for his time serving on the Commission and his involvement in the Friends of the Meadow and the Boyle Park Tennis Courts Renovation Project. 55 Chair Murray thanked Com Baker for her efforts on the Commission, although her term has not 56 57 yet ended she must leave the Commission as she is moving to France. 58 59 **CONSENT CALENDAR** 60 **Recommended Action:** The following items listed on the Consent Calendar to be considered 61 routine and are approved by a single motion without discussion. The Chair or any member of the 62 Commission or the public may request that any item listed under the Consent Calendar be 63 removed and action taken separately. In the event that an item is removed from the Consent 64 Calendar, it shall be considered in its numerical order. 65 69 1. Consideration of the Minutes of the December 5, 2012 Regular Commission Meeting. Recommended Action: Approve the December 5, 2012 Regular Commission Meeting minutes. 68 69 Item 1 Supporting Documents <del>7</del>9 2. Consideration of use request for the Boyle Park Tennis Courts by USTA Women's 3.5 team for league play April-July 2013 Fridays 9am-12pm 72 Item 2 Supporting Documents 73 74 3. Consideration of use request for the Boyle Park Tennis Courts by USTA Men's 40+ 4.0 team for league play January-March 2013 Saturdays or Sundays 3pm-5pm 76 77 Item 3 Supporting Documents <del>7</del>8 4. Consideration of use request by The Dipsea Race Committee for 103rd Annual Dipsea

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It was **MOVED** by **Commissioner Fogel** and **SECONDED** by **Commissioner Capretta** to Approve the items listed on the Consent Calendar with stipulations if indicated. The Motion was carried by a 4 - 0 vote with **None** dissenting.

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## **PRESENTATIONS**

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5. Boyle Park Tennis Courts Renovation Project Presentation and Discussion of Design and Cost by Peter Arnold, Principal - Abey Arnold Associates Landscape Architects

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Item 5 Supporting Documents

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93 Ops Sup Misuraca introduced Peter Arnold, Principle at Abey Arnold Landscape Architects.

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95 P. Arnold reviewed proposed design which currently includes:

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- 97 Improved path down to E. Blithedale from upper courts to street
- 98 Resurfacing of upper courts
- 99 Painting of net posts
- 100 Replacement of court gates & potential security system addition
- 101 Grading to improve drainage
- 102 California corners on courts
- 103 Improved curbing, pavement, fencing, nets & polls
- Addition of bleachers and improvement of existing bleachers
- Addition of bio-swells to divert water to a bio-detention area
- 106 Potential removal of oak trees

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- 108 Chair Murray asked how old the oak trees are.
- Ops Sup Misuraca stated the trees are about 20-30 years old. The leaf fall from the trees causes
- slip and fall hazards on the courts and the roots are beginning to lift up the sidewalks.
- 111 Com Capretta asked where the upper courts currently drain to.
- P. Arnold stated drainage is directed into the landscape currently.
- 113 Chair Murray stated that ADA access in general will be improved from improved pathways.
- 114 Com Fogel asked what the cost will be to maintain the courts and provide increased court
- 115 security
- P. Arnold stated that court security can be complicated and costly; he suggests keeping it as a
- simple system.
- 118 Com Capretta asked for a summarization of the feedback on the project from the Tennis
- 119 community.
- P Arnold stated that there is frustration about how long the project is taking, but overall input has
- been positive about the design and that the project has the City Manager's support.
- 122 Ken Brooks Bernard St, he is very happy with the public process this project is going through.
- He asked how much more review will be done before construction begins.
- Dir Rogers stated that the next step is to present the design to City Council for consideration.
- Once the design is approved then the Boyle Park Renovation Committee and Dir Rogers can
- continue to work on fundraising and investigate grant options.

- 127 Chair Murray asked if the Parks and Recreation Commission needs to give their recommendation
- for approval before taking this design to Council.
- Dir Rogers stated that any input from tonight's meeting can be incorporated into the design prior
- to presenting it to Council, but the Commission's approval is not required.
- 131 Chair Murray recommended that staff look into the possibilities of fundraising through donations
- for drinking fountains, bleachers, etc... similar to the way the Dipsea Foundation raised funds for
- the Dipsea Steps project.
- 134 Com Capretta stated that it is important to include a revenue system and automated lighting
- system in the design that goes to Council. He would like a specific recommendation for these
- systems as part of the design proposal.

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# **NEW BUSINESS**

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<u>6.</u> Consideration of use request for the Downtown Plaza by Mountain Play for 100th Birthday Celebration on Wednesday, May 8, 2013 6pm-8:30pm

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142 <u>Item 6 Supporting Documents</u>

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- 144 Dir Rogers presented request.
- Sara Pearson Mountain Play Association, Executive Director. They envision this event to be
- like an old fashioned community birthday party. Two songs from the Sound of Music will be
- performed by children who auditioned for this year's play, but weren't cast. They would love to
- be able to have a microphone and amplified keyboard for these performances.
- Dir Rogers stated that the Art Commission has offered the use of their sound system for this

event.

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- 152 It was MOVED by Commissioner Capretta and SECONDED by Commissioner Baker to
- Approve the use request for the Downtown Plaza by Mountain Play for 100th Birthday
- 154 Celebration on Wednesday, May 8, 2013 6pm-8:30pm with stipulations. The Motion was carried
- by a 4 0 vote with **None** dissenting.

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#### **PUBLIC HEARING**

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7. Study Session and Discussion of Use Modifications of Downtown Plaza Ordinance and Development of Plaza Rules & Regulations

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Item 7 Supporting Documents

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163 <u>Item 7 additional public statements received 2/6/13</u>

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Dir Rogers presented. Her goal is to get the use ordinance in compliance with what is currently being approved for plaza use and to add some flexibility to better utilize the plaza.

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- Lynne Klein, Mill Valley Art Commission Chairperson, she is in support of updating this
- ordinance.

# Parks & Recreation Meeting Minutes City of Mill Valley

- 170 Dart Cherk Cascade Dr, the intended design of the plaza was originally twice the size of the
- current plaza and was meant to be always open to the public; private events violate the intended
- use. The orange fencing used for the Chamber's Food & Wine event is ugly and unsafe.
- 173 Esther Cherk Cascade Dr, She has written twice to the Parks and Recreation Commission
- asking that all events on the plaza be open to the public.
- Barbara Pletcher Stetson, She hears all the amplified events; she wants to see a limit of
- amplified events stated in the ordinance, not the plaza rules with no amplification allowed past
- 177 8pm.
- 178 Com Capretta asked if B. Pletcher was able to hear the amplification from the enclosed event of
- the Mill Valley Film Festival in October.
- B. Pletcher did not recall this event, but she does hear the music coming from the Sweetwater.
- 181 Com Fogel asked B. Pletcher what she felt was a reasonable number of events.
- B. Pletcher stated she could live with events every other month as long as the amplification
- ended by 8pm.
- Michael Vogel Greene St, he has co-coordinated the Concerts in the Plaza as a past Art
- 185 Commissioner. They have rearranged the speakers and stage positions after receiving noise
- complaints; the current Commission continues to stay very cognizant about volume.
- 187 Com Capretta asked if the Throckmorton summer events fall under the plaza ordinance; these
- create just as much noise downtown as the amplified events on the plaza.
- Paolo Petrone Piazza D'Angelo, He is hoping for more events on the plaza, such as cultural
- arts, music and food. He would like to find a way to utilize the space more without interfering
- with the neighborhood. Events on the plaza bring the community together and boost local
- business while adding a cultural benefit.
- 193 K. Brooks suggested ending amplification at sundown instead of 8pm and feels it is worth the
- 194 City's time to look into sound mitigation. He also suggested adding a sound decibel level
- maximum to the ordinance or rules.
- Doug Canepa Owner of Mill Valley Market, the Food & Wine event started as a celebration of
- the plaza. He asked why only amplified music is addressed in the rulers & ordinance; shouldn't it
- be all amplification? What is considered a "large event"? Events like the Film Festival, Food &
- 199 Wine and Fall Arts Festival impact the downtown, but don't necessarily help local businesses.
- Dir Rogers feels it is possible to have an event like the Chamber's Food & Wine event without
- 201 having to close off the plaza, it would require coordination with wine vendors. Chamber and
- staff can work together to find a way to have the event and keep the plaza open.
- 203 Chair Murray stated that the Mill Valley Film Festival could potentially ask to come back next
- year and the City needs to be able to find a way to allow an event like this as it is a vital part of
- 205 Mill Valley's culture. It may be possible to find an exception due to the fact that this event is
- 206 held in an enclosed space on the plaza, but does not take up the entire plaza area.
- 207 Com Capretta feels the draft ordinance is too thin and there are redundancies in both documents.
- He requested defined data for the past 3-4 years on plaza use to include length, time, type of
- music and type of event. There needs to be definitions for the size of events; large vs. small,
- 210 indoor vs. outdoor, amplified vs. non-amplified and what is considered a "downtown" event
- since other events that aren't actually on the plaza have impact on the neighborhood as well. He
- suggested speaking with a professional to get appropriate sound decibel levels to include in the
- ordinance or rules.
- Dir Rogers stated that staff has received requests over the years for events like book fairs, flea
- 215 markets, farmer's markets; the current ordinance prevents all commercial events. If the ordinance

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has a set maximum number of allowed events some of the very low impact events may not be 216 217 able to be approved. Chair Murray stated that the plaza is a public space for public use; she does not like the idea of it 218 219 being used for a for-profit event. Com Capretta feels that there needs to be some limit set for events; possibly one per week. 220 221 RECREATION DIRECTOR AND OPERATIONS SUPERINTENDENT REPORTS 222 333 Golf Course Advisory Committee Update (Rogers) <u>a.</u> 225 Dir Rogers reported that the Committee and staff are working well and identifying things that 226 can be done now to improve the course such as new tee markers and signage. The Committee is 227 engaging the neighborhood associations and neighbors of the course to get input. 228 Ops Sup Misuraca stated that staff is hoping to present recommendations to Council by April. 229 <del>2</del>39 "Welcome to Mill Valley" Kiosk Installation on East Blithedale at Ashford Avenue <u>b.</u> (Misuraca) 232 233 Ops Sup Misuraca is working with Mill Valley Rotary to construct and install the new kiosk. He suggests that the Commission look at developing a procedure to evaluate which organizations 234 can display their service emblems based on how they contribute to the community. 235 Chair Murray asked for some guidance on how the Commission would approach developing a 236 237 procedure. 238 Ops Sup Misuraca stated that the topic should be added to a future agenda as a discussion topic, and then develop a draft policy to be reviewed at a public hearing. Once the policy is adopted a 239 committee for review and approval of service organizations should be formed. 240 241 Com Capretta stated that this kiosk would be the perfect location for a Mill Valley Golf Course 242 sign. 243 244 Report b. Supporting Document <del>24</del>5 Historic Trail Map Installation at Old Mill Park (Misuraca) <u>c.</u> 247 248 Report c. Supporting Documents 249 Com Capretta asked why the original pieces of the map aren't being used. 250 Ops Sup Misuraca stated that the original pieces are not being used due to their condition and 251 durability. 252 353 CIP Status Update (Rogers & Misuraca) <u>d.</u> 255 Ops Sup Misuraca reviewed CIPs. The Eucalyptus Management CIP continues to be greatly 256 needed and was approved, some money for SLP improvements was approved, but CIP requests

for the Golf Course and Playgrounds were not.

- 259 Chair Murray stated that although the CIP request for the Golf Course entrance walkway was not
- approved Council stated that measures would be taken to ensure the entrance is safe. DPW is
- working on developing an affordable plan.
- Ops Sup Misuraca stated that a temporary barrier of chain link is the least costly option he has
- been able to find, but this would still not provide an ADA access to course. \$26K was the quote
- 264 he received for this temporary fix, which he expects will last 5-10 years maximum.
- 265 Com Capretta stated that a chain link entrance barrier is completely opposite from what the Golf
- Course Advisory Committee is looking to do at the course. He suggested looking into a pre-fab railing material.
- 268 Dir Rogers reviewed the Aquatics & Fitness and Community Center CIPs scheduled for the
- extended closure in August and September. The Community Center will be closed for the
- standard 1 week for annual maintenance, but the Aquatics & Fitness Center is scheduled to be
- 271 closed for 5-6 weeks for major maintenance such as pool re-plastering, floor refinishing and
- 272 retractable roof repairs. All annual pass holders will receive a 2 month extension to their passes
- to accommodate for the extended closure. Most of the fitness classes and personal training
- session will be able to continue in the Community Center room and the outdoor field spaces.

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<u>e. Key staff position openings in Public Works Department/Parks support (Misuraca & Rogers)</u>

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## **COMMISSION REQUESTS AND IDEAS FOR DISCUSSION**

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- Com Capretta asked when the Commission will begin to review use fees for possible increases.
- He would also like to know if the Commission can go to the Council for any budgets adjustments
- in hope of getting some CIPs approved moving forward. He asked what needs have arisen since
- the budget was approved?
- Ops Sup Misuraca stated that the Commission is welcome to go to Council with budget
- adjustment requests when these are heard at an upcoming Council meeting, but he does not feel
- very confident that any adjustments will be approved. He does not see that there is much money
- left in the City's budget for adjustments.
- Dir Rogers stated that the money allocated for the activity guides was not enough since the Fall
- 289 guide was printed and mailed to all Mill Valley residents prior to knowing that this line item
- amount was drastically decreased. She will check with City Manager McCann as to when the
- 291 Council will hear requests for mid-year budget adjustments.

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Chair Murray stated that with both Ops Sup Misuraca and the Building Maintenance Supervisor positions open there is currently not sufficient staff support to implement the test park location for the Carry in – Carry out program. She suggested that the Commission revisit this program once these key positions are filled.

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ADJOURNMENT at 9:50pm - To the next Regular Commission meeting which will be held on Wednesday, March 6, 2013.

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