



SAN RAFAEL
THE CITY WITH A MISSION

**PARK AND RECREATION
COMMISSION AGENDA**

**October 20, 2022
6:00 P.M.**

Watch on Zoom:
<https://tinyurl.com/PRC-10-20-2022>
Telephone: Telephone: (669) 900-9128
Meeting ID: 841 0672 5048

CALL TO ORDER

- Roll Call

AGENDA AMENDMENTS

MINUTES

1. Approve regular meeting minutes of September 15, 2022

MEETING OPEN TO THE PUBLIC

2. Public Comment from the audience regarding items not listed on the agenda. *Speakers are encouraged to limit comments to 3 minutes.*
3. Introductions/Awards/Recognitions/Presentations

MATTERS BEFORE THE COMMISSION

If necessary, to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

4. Marin Bocce Federation Prototype Shade Structure
5. San Rafael Girls Softball Agreement Annual Report
6. Park Projects and Maintenance Biannual Status Report

COMMISSION REPORTS AND COMMENTS

7. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

STAFF COMMENTS

8. Schedule of Upcoming Meetings and Events of Interest

NEXT MEETING: November 17, 2022

ADJOURNMENT

Notice

Any records relating to an agenda item, received by a majority or more of the Commission less than 72 hours before the meeting, shall be available for inspection online. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing Lindsay.lara@cityofsanrafael.org or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request.



Watch on Zoom:
<https://tinyurl.com/PRC-08-02-2022>

Telephone: (669) 900-9128
Meeting ID: 841 0672 5048

CALL TO ORDER

Chair Emerson called the meeting to order at 6:03 p.m.

ROLL CALL

Present: Commissioner Cabrales
Chair Emerson
Commissioner Gutierrez
Commissioner Machado
Commissioner Sandoval

Absent:

Also Present: Catherine Quffa, Library & Recreation Director
Craig Veramay, Assistant Library & Recreation Director
Becky Ordin, Senior Administrative Assistant
Lauren Ivey-Thomas, RHAA
Barbara Lundburg, RHAA

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of August 2, 2022

Commissioner Machado moved, and Commissioner Gutierrez seconded, to approve the meetings minutes of August 2, 2022.

AYES: Commissioners: Cabrales, Emerson, Gutierrez, Machado, Sandoval
NOES: Commissioners: None

ABSENT: Commissioners: None
ABSTAINED: Commissioners: None

Minutes approved as submitted.

MEETING OPEN TO THE PUBLIC

2. Public Comment from the audience regarding items not listed on the agenda

None

3. Introductions/Awards/Recognitions/Presentations

Catherine Quffa, Library & Recreation Director, introduced Lauren Ivey-Thomas and Barbara Lundburg from RHAA, the City's lead consultants on the Citywide Parks & Recreation Master Plan process. Ms. Ivey-Thomas presented the Parks & Recreation Master Plan update.

Staff and consultants responded to questions and comments from the Commission.

Public Comment: None

MATTERS BEFORE THE COMMISSION

If necessary, to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

4. Sponsorship of Minor Park Amenities Draft Policy

Craig Veramay, Assistant Library & Recreation Director, presented the draft of the Minor Park Amenity Sponsorship Policy.

Staff responded to questions from the Commission.

Public Comment: Maura addressed the Commission.

Commissioner Gutierrez moved, and Commissioner Machado seconded to recommend that City Council approve the draft policy Regulating Sponsorship of Minor Park Amenities.

AYES: Commissioners: Cabrales, Emerson, Gutierrez, Machado, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: None
ABSTAINED: Commissioners: None

Motion passes.

COMMISSION REPORTS AND COMMENTS

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

Commissioner Gutierrez thanked staff for the movie night events at the parks. Commissioner Emmerson shared that Coleman Elementary Carnival was moved to Saturday, October 1st to not compete with the Headsup Carnival.

Commissioner Cabrales shared the San Rafael High School homecoming parade would be happening this year, but they have changed the route since parades cannot cross the train tracks.

Public Comment: None

STAFF COMMENTS

9. Schedule of Upcoming Meetings and Events of Interest

Mr. Veramay began with scheduled events. California Coastal Cleanup is happening September 17th. Porchfest on September 18th. Monday the 19th is the City Council meeting and the Measure A Work Plan will be discussed. The next Movies in the Park is on September 23rd at Pickleweed Park. Prior to the movie there will be several City Departments at the event, games, fire trucks, popcorn and snow cones. The Pickleweed Park improvement project will also be shared with the community. The next movie in the park will be October 7th at the Terra Linda Park.

Mr. Veramay gave personnel updates. In August, we welcomed Darcie Chellew as our newest Recreation Supervisor – Darcie has worked for the City for more than 6 years, and was most recently the Program Coordinator responsible for Falkirk Cultural Center and our Community Gardens, and was promoted to become the San Rafael Community Center Recreation Supervisor. In addition, we just recommended two applicants for hire into our Program Coordinator classification. One of those vacancies is to backfill for Darcie's promotion, and the other will be responsible for programming at San Rafael Community Center. Those applicants are expected to start sometime in October.

Mr. Veramay continued with program highlights. Our school age child-care program and Youth Enrichment programs are off to a great start, and staff have been evaluating our summer programs in preparation for next year.

Our aquatics program has received many comments from the public asking us to expand and extend swim hours. Typically, Terra Linda Pool closes for the season sometime in mid-September. We're excited to announce that, pending City Council approval, we intend to extend the Terra Linda Swimming Pool season through the Fall to offer lap swim, water gym and private group rentals for our community. We have heard from many pool users that there is strong demand to continue lap swim during the

Fall season, and we are excited to trial an extended swim schedule on a pilot program basis. Our operating expenses during the fall season will be higher than during the summer months, so we are recommending a fee increase for Fall Season programs to help offset the cost of operating the pool. These were developed based upon anticipated demand, projected operating costs, and current staffing capabilities. We are submitting the proposed fees to City Council for review on Monday, October 3, 2022. If approved, the new Fall Season fees will go into effect on Tuesday, October 4, 2022. We will operate Terra Linda pool through at least October 30, 2022 and will assess our ability to continue operating beyond October based on demand, weather, and available staffing.

Staff shared in a recent meeting that the City has been recommended for award of a \$4.24 million Land and Water Conservation Fund Federal Grant, which will help fund the Pickleweed Park improvement project. This week, we were notified that the Library has received two new grants from the California State Library Building Forward Grant. \$1 million would be for the Downtown Carnegie Library to be used towards infrastructure and life safety improvements. A second \$1 million will be for the Pickleweed Library for renovation of the interior layout to expand staff and patron space.

The Falkirk Cultural Center's current exhibit is Art to Amuse & Delight, a Juried Exhibition curated by Susan Press August 19 - September 23. Our next exhibit will be the California Watercolor Show, with an Opening Reception on October 14, 2022 at 5pm.

Coincidentally, we received information recently that the Downtown San Rafael Arts District (DSRAD) is expecting to receive State funds from the State Cultural Art Committee, and we are excited about an upcoming legislative visit to the DSRAD on October 14th.

Public Comment: None

ADJOURNMENT

Chair Emerson adjourned the meeting at 7:29 p.m.

BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS _____ DAY OF _____, 2022

CATHERINE QUFFA, Library & Recreation Director



**October 20, 2022
Item 4**

**TITLE: APPROVAL TO INSTALL A PROTOTYPE SHADE STRUCTURE AT
THE MARIN BOCCÉ FEDERATION**

RECOMMENDATION

That the Commission approve the installation of a prototype shade structure at the Marin Bocce Federation.

BACKGROUND

Since 1994, the Marin Bocce Federation (The Federation), in partnership with the City of San Rafael, has provided public bocce ball facilities and programs in Albert Park. The Federation is a non-profit organization dedicated to promoting the sport of bocce for all local citizens to enhance their social and physical well-being.

The City of San Rafael and the Federation have a current agreement through November 30, 2030. Under the City of San Rafael and Marin Bocce Federation Agreement, any improvements to the Complex are subject to initial review by the Park and Recreation Commission, and must also comply with the California Building Code Title 24, and Title III of the ADA.

The Federation desires to install one prototype shade structures on the east end of court D to provide shade to participants. Per the Federation's Agreement with the City, the Federation is required to seek support of the commission when adding permanent structures / additions to the facility and is required to comply with applicable building codes and other regulatory requirements.

DISCUSSION

Marin Bocce Federation is providing the Park and Recreation Commission with a schematic of the proposed prototype permanent shade structure at their facility (Attachment 1). The new shade structure is proposed for installation at the end of Court D and will have a retractable 12' tan colored awning that extends 10'-12'. If approved, they intend to place an order in November, with delivery expected in January 2023, and installation completed before league play begins in March, 2023. Ghilotti Construction Company will perform the installation of the shade structure and Mike's welding will fabricate and powder-coat the steel frame, which takes approximately three weeks. The

Federation has shared that the estimated cost of installation per shade structure awning is \$10,000.

Following installation of the prototype, the Federation Board intends to evaluate whether the shade structure prototype is well received by the community and the Federation Board. If response is positive, the Federation may return to the Park and Recreation Commission to seek approval to install an additional 15 shade structures throughout the facility at a future date.

If the Park and Recreation Commission approves this action, it would allow the Marin Bocce Federation to install a single prototype structure. Installation of additional structures would require the Federation to return to the Park and Recreation Commission, and may require more extensive City review and approvals, in accordance with their existing agreement with the City and applicable building and planning codes.

FISCAL IMPACT

There is no fiscal impact to the City.

ALTERNATIVE ACTION

Any other action as determined by the Commission.

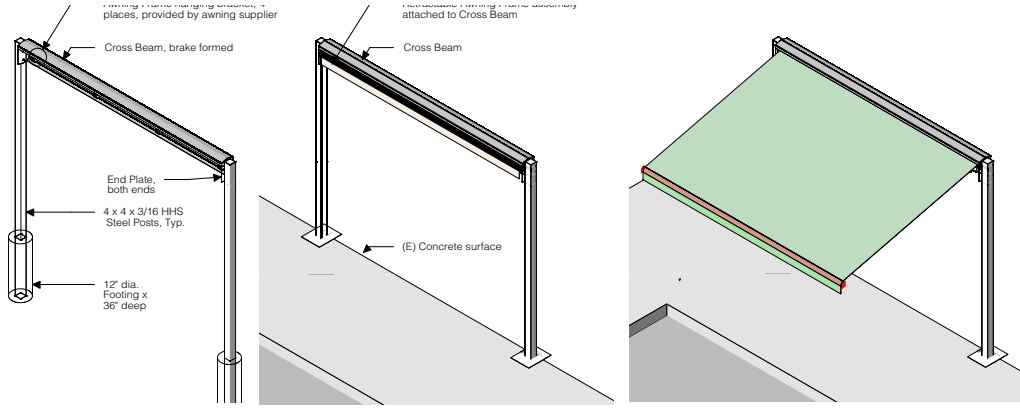
Submitted by:

A handwritten signature in blue ink, appearing to read 'Darcie Chellew', is positioned above the printed name.

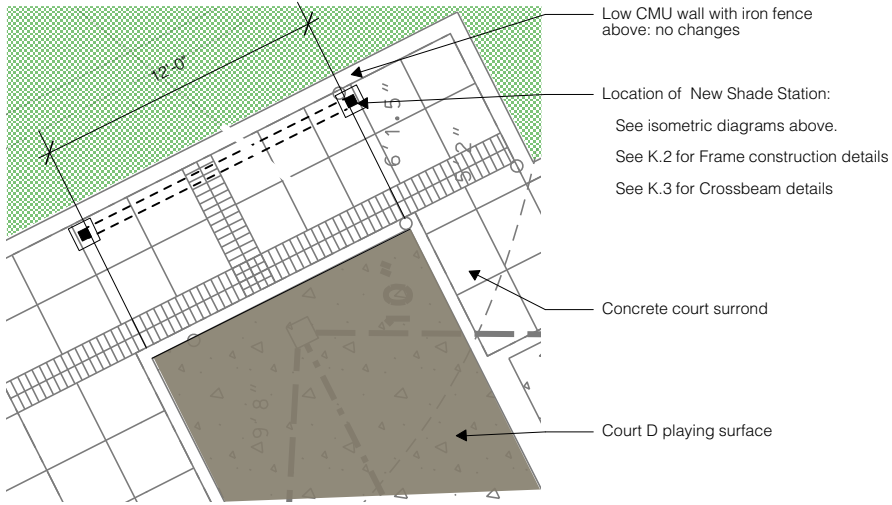
Darcie Chellew
Recreation Supervisor

Attachments:

1. Shade Structure Site Plan



1 Shade Station Basic Frame 2 Shade Station with Awning Retracted 3 Shade Station with Awning Extended



B Detail Plan - Court D



A Aerial Site Plan - Marin Bocce Federation



CODE REFERENCE

The design and construction of all site alterations shall comply with the following:
 2019 California Building Code
 2019 Plumbing Code,
 2019 Electrical Code
 2019 California Mechanical Code
 2019 California Fire Code
 2019 California Energy Code
 2019 California Green Building Standards
 City of San Rafael Ordinances and Amendments

PROJECT SCOPE OF WORK

Fabrication and installation of a shade station structure and the east end of Court D at the Marin Bocce Federation Center located at 550 B Street

PROJECT INFORMATION

Property Address: 550 B Street San Rafael, California 94901
 Owner: City of San Rafael Parks & Rec.
 Tenant: Marin Bocce Federation
 APN: 013-061-56
 Zoning: .
 Occupancy: .
 Construction: Type V, non-rated

DRAWING LIST

- K.1 Project Information Aerial Site Plan Detail Site Plan Isometric Diagrams
- K.2 Assembly Details Shade Station Frame
- K.3 Assembly Details Shade Station Crossbeam



SS 3.2

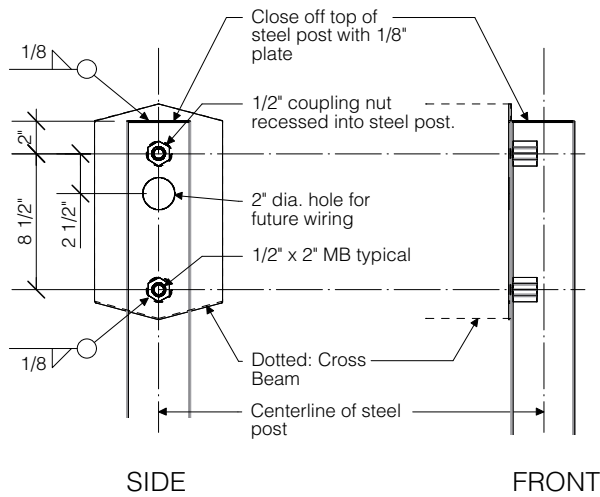
R Forsher Architect
 .415.254.2057 r.forsher@gmail.com

MARIN BOCCE
 San Rafael, California 94901

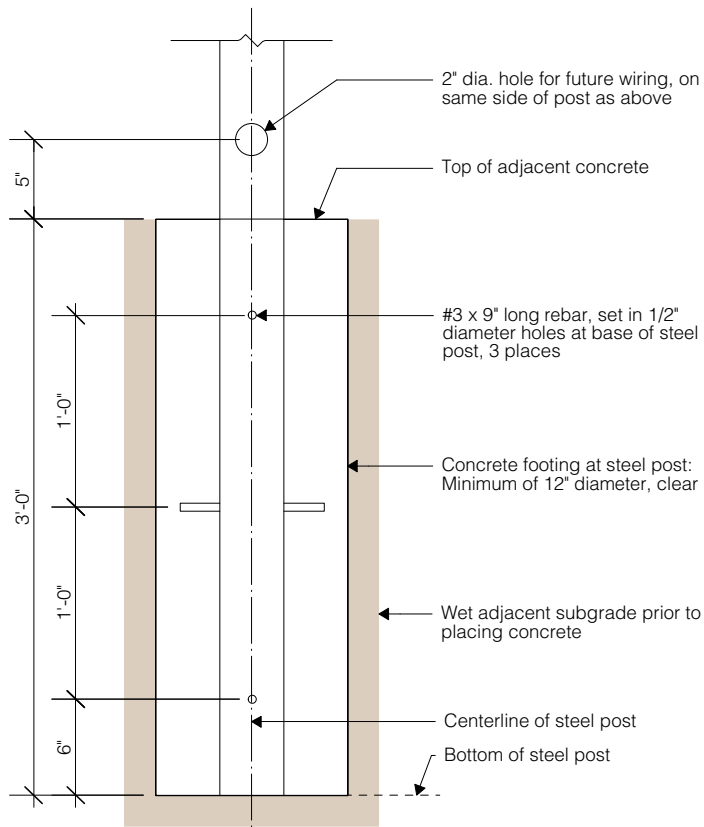
Shade Station
 SCHEMATIC DIAGRAMS

DATE: June 7, 2022
 September 8, 2022

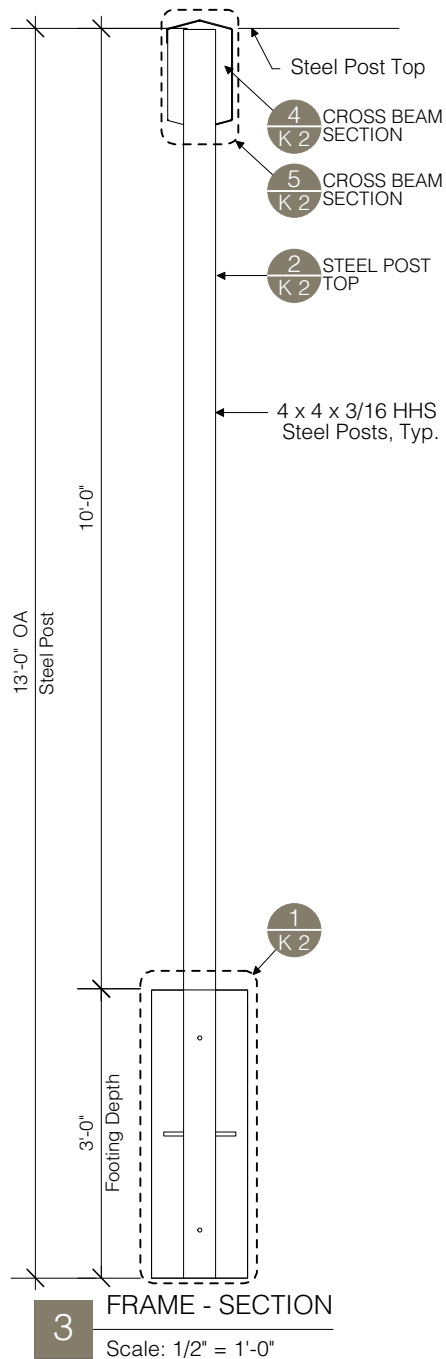
SHEET: K 1



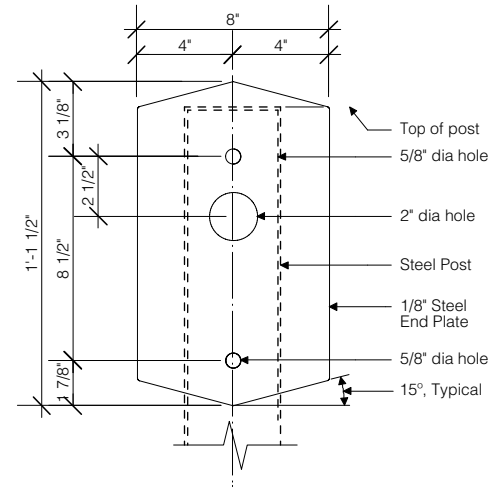
2 STEEL POST - TOP
Scale: 1" = 1'-0"



1 FOOTING - STEEL POST
Scale: 1" = 1'-0"

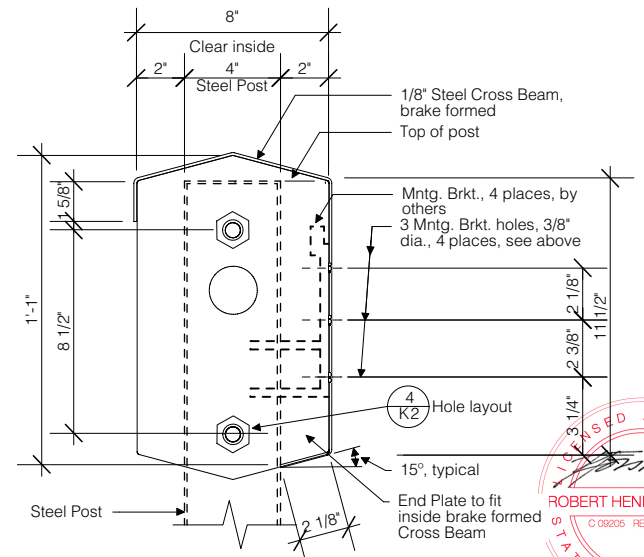


3 FRAME - SECTION
Scale: 1/2" = 1'-0"

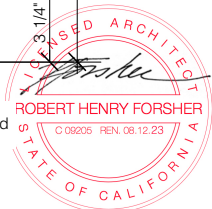


4 CROSS BEAM - END PLATE
Scale: 1 1/2" = 1'-0"

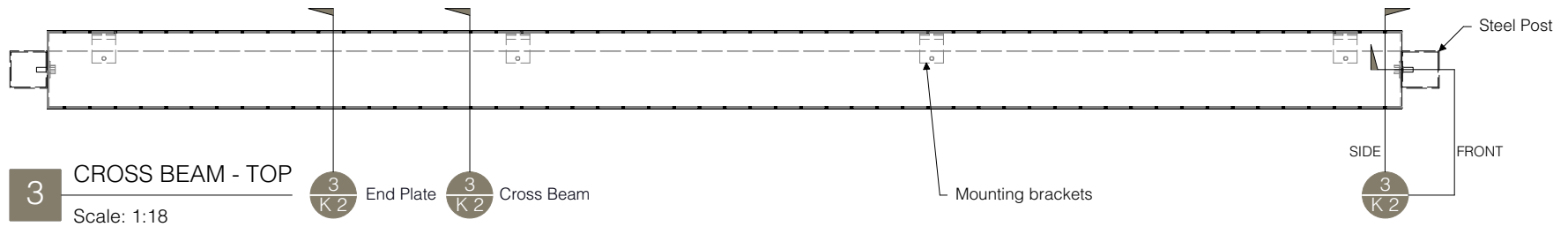
NOTE:
All holes in End Plate to line with holes in Steel Post



5 CROSS BEAM - SECTION
Scale: 1 1/2" = 1'-0"

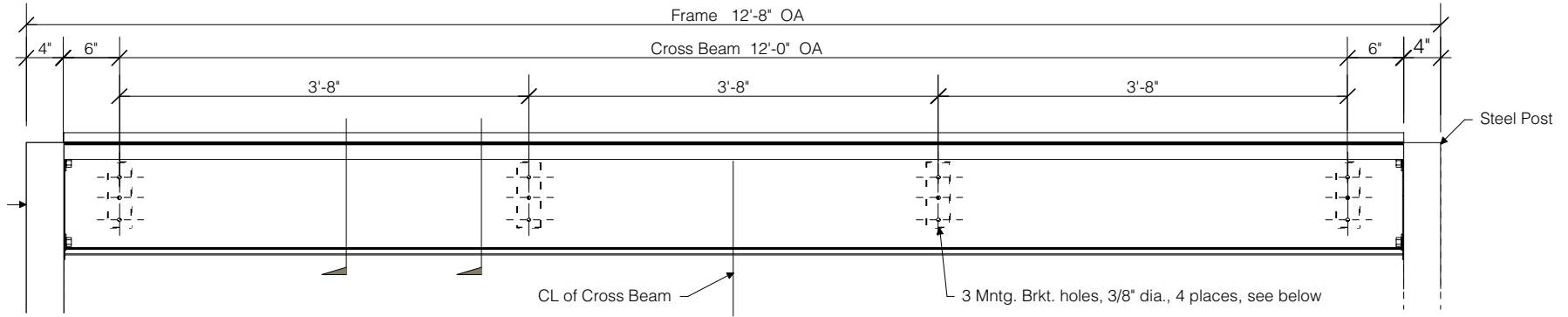


SS 3.2



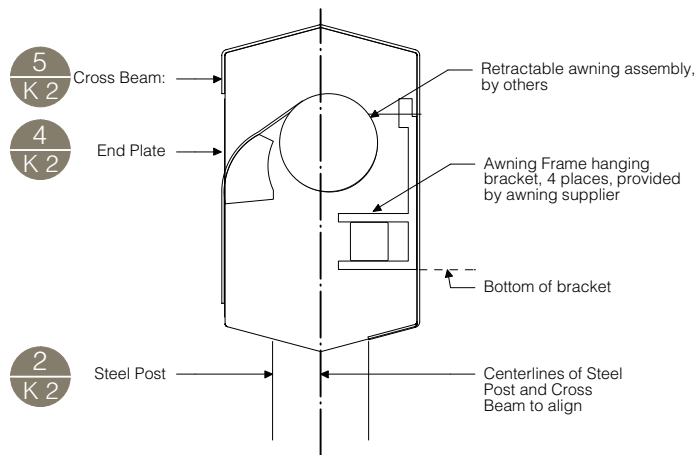
3 CROSS BEAM - TOP

Scale: 1:18



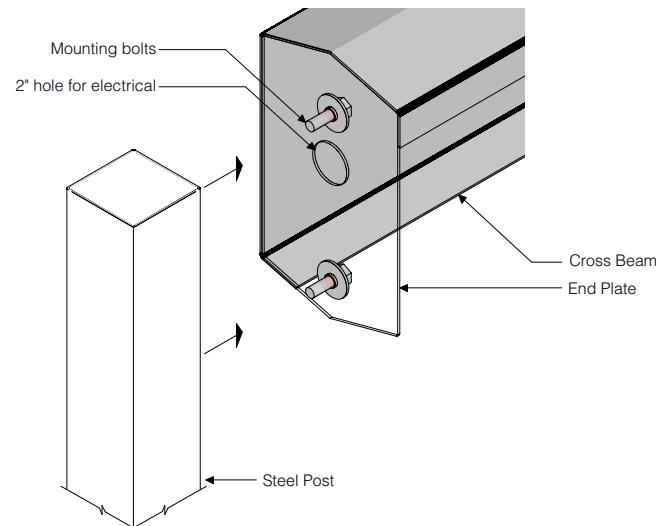
2 CROSS BEAM - FRONT

Scale: 1:18



1 CROSS BEAM - SECTION

Scale: 1 1/2" = 1'-0"



4 CROSS BEAM - to STEEL POST CONN.

Scale: 1 1/2" = 1'-0"



SS 3.2



**October 20, 2022
Item #5**

TITLE: SAN RAFAEL GIRLS SOFTBALL AGREEMENT ANNUAL REPORT

RECOMMENDATION:

That the Park and Recreation Commission receive the San Rafael Girls Softball report and provide comment.

BACKGROUND:

In 1997, the Miller Creek School District (then known as the Dixie School District) notified the City of their intent to sell a parcel of surplus school property known as the Bernard Hoffman Field. Finding that there were no comparable facilities in the Terra Linda Valley for girls softball, no neighborhood park facilities in the immediate area, and very high community interest in preserving the facility, the City purchased Bernard Hoffman Field from the Miller Creek School District.

As part of the purchase of Bernard Hoffman Field, the City came to an agreement with San Rafael Girls Softball (SRGS) that they would absorb a significant portion of the maintenance and upkeep of the field in exchange for priority use of the fields. This agreement has been in place since 1997. The City has an existing agreement with San Rafael Girls Softball that expires on June 30, 2026.

Through their annual programming, SRGS serves an estimated 700 San Rafael youth and provides them with critical recreational and skill-building opportunities. They strive to offer inclusive programming and have committed to providing scholarships and equipment for any youth that want to participate.

DISCUSSION:

The SRGS League has been in existence for more than 25 years and is the local district league for Girls Fastpitch Softball. The League utilizes Bernard Hoffman Field year-round, and their existing agreement with the City requires them to maintain the fields throughout the year.

The SRGS mission is to provide a safe and positive learning environment where young and developing players can learn about and participate in the sport of fastpitch softball, while boosting their self-esteem, self-confidence, and learning about being part of a team. Their goal is to provide each of their participants with a positive youth sports experience that they can carry with them into high school, college, and for years to come.

SRGS is part of a larger Marin Girls Softball network, which is made up of districts in San Rafael, Novato, Tiburon, Kentfield, Mill Valley, San Anselmo, and Twin Cities. They host games with not only their own teams, but also with 700+ players from around the county. SRGS hosts the 10 and under (10u) All Star Tournament every year at Bernard Hoffman which brings the

best players at that age group together for a full weekend tournament. SRGS hosts 10u/12u/15u playoff games for the league at Bernard Hoffman.

SRGS provides every player who wants to play the opportunity to do so. Players experiencing financial hardship are given a scholarship and access to equipment depending on their needs. San Rafael has a very economically diverse population and SRGS has had years where 18% of the league is on full scholarship. This past 2022 season, 5% of participants were on full scholarship.

SRGS provides free clinics to all players from January through the end of season. Kat Lawrence, who was a four-year Division 1 pitcher for St. John's University and former head coach for Terra Linda High School softball, runs the pitching clinics for the players. SRGS hires female coaches for their skills clinics in an effort to give the players a positive female role model. This past season SRGS had their first full women coached All Star Team at the 10u level. This team went on to win the County All Star Tournament.

Field Maintenance

The Bernard Hoffman fields are booked for the entire Summer and Fall with locally formed teams who want to continue competing in tournaments or local league style games. This past Summer there were seven different teams on the fields seven days a week and during Fall six different teams will be using the fields seven days a week.

A standard year of field maintenance would include:

- 1) Yearly "Field Day" where all coaches and families are invited to participate before the season to help with extra maintenance and push to opening day.
- 2) Continuous playing surface maintenance. Dragging the fields to keep the playing surface well maintained and even distribution of dirt.
- 3) Continuous playing surface weeding.
- 4) Replacing the clay in the batters' boxes, pitching circles, and bullpen areas a couple times a year.
- 5) Adding yards of dirt to the playing surface as it blows off during the year.
- 6) Weeding fence lines and bullpens.
- 7) Clearing of the drainage ditch in the outfield as it fills with weeds.
- 8) Repainting fences, benches, and storage containers every season.
- 9) Mowing the grass.
- 10) Contracting with a gopher service.
- 11) Providing a port-a-potty year-round.
- 12) Prepping the fields before each game. This includes dragging and lining of the fields for each game.

The field is constantly maintained to be playable all year. The standard field surface maintenance and mowing is ongoing, and the next large volunteer project will be mid-October to re-clay both infields and all four bullpens. Extra work will be done to level any low spots on the infields that have formed during rains over the last few years. The grass infield lips are also being removed and smoothed out for a fully level playing surface. This is a full volunteer project.

So far in Fiscal Year 2022, SRGS has documented \$7,127 in receipts for maintenance and supplies for field maintenance. The Field Coordinator anticipates documenting approximately \$5,000 of additional receipts to close out the year, totaling approximately \$12,000 in annual field maintenance costs. These expenses are for things such as field dirt, clay, paint, netting, field

tools, gasoline, gopher abatement, refuse dumpsters, tractor maintenance, locks and key replacement, and skilled labor when necessary.

SRGS had 40 volunteers for the 2022 season from field maintenance to coaching to Board members and everything needed to keep the league running smoothly.

Field Maintenance Costs:	\$12,000
Clinics Provided Free to Players:	\$2,250
Scholarships:	\$2,035
Equipment Upgrade:	\$1,169
Volunteer Hours:	1,279 so far this year.

Future Plans:

- 1) Infield maintenance already scheduled for October 2022
- 2) Continued free skills clinics for all players
- 3) Update, extend, and cover the dugouts
- 4) Improved bleachers and fan seating
- 5) Increase player registration now that we are post COVID
- 6) Upgrade bathrooms
- 7) Continue to support amazing young players

FISCAL IMPACT:

Receipt of this report has no fiscal impact. The current agreement between the City and San Rafael Girls Softball recognizes San Rafael Girls Softball's ongoing maintenance of the Field and relevant equipment at a cost of approximately \$10,000 annually through direct expenses and an additional 800-1,000 hours of volunteer and staff time, and their longstanding contribution to recreational programming for San Rafael youth, the City waived facility use fees for the Field for the term of the Agreement.

ALTERNATIVE ACTIONS:

None.

Submitted by:



Darcie Chellew
Recreation Supervisor

Attachments:

1. Site Area Map; Preferred play equipment as chosen by the community



**October 20, 2022
Item 6**

TITLE: PARK PROJECTS AND MAINTENANCE BIENNIAL STATUS REPORT FOR APRIL 2022 THROUGH SEPTEMBER 2022

SUMMARY:

This report is submitted for informational purposes. The intent of the report is to summarize for the Commission the status of ongoing parks projects and maintenance during the past quarter.

RECOMMENDATION:

It is recommended that the Park and Recreation Commission receive and provide comment.

ACTIVE PROJECTS

SHORELINE PARK RESTROOM

The original development of the properties along the Francisco Blvd near the Richmond-San Rafael Bridge required the installation of the Shoreline Pathway. In addition, a small restroom facility was installed when the area was subdivided; it was subsequently closed shortly after installation due to illicit activities.



The San Francisco Bay Conservation and Development District (BCDC), who has jurisdiction over this area along the waterfront, has requested that the restroom be reopened to the public. As a result of the restroom being closed for many years, reopening the facility to the public requires improvements to the mechanical, electrical and accessibility access.

This project is noted in the Capital Improvement Program and will be funded through the Building Fund. The interior renovation is estimated to be \$70,000; however, with additional mechanical/plumbing work to be completed, the total cost is estimated to be at least \$125,000.

Project Status

- Over the last several months, DPW has worked with an accessibility expert to assist with the internal and external modification needed for the facility. In addition, the City is working directly with BCDC staff regarding the review of the proposed improvements. Additional modifications to the electrical and plumbing for this facility will also be needed. Construction will not start at this location for several months based on the review time

needed from BCDC.

- The construction drawings to be utilized by contractors are complete and a City-issued building permit secured. The project has been combined and advertised to contractors with the San Rafael Community Center Restroom Renovation project to take advantage of economies of scale.
- After reviewing contractor bids for the interior renovation, staff recommended not combining this restroom remodel with the San Rafael Community Center Restroom Renovation project. We anticipate this project moving forward during summer/fall 2020. A project budget of \$140,000 in Building Maintenance Funds have been set aside to accommodate construction expenses.
- While the Capital Improvement Program includes funding for this project, this project has not advanced into construction as a result of staffing shortages caused by the on-going pandemic. An estimated timeline of when the improvements will be built is not known at this time. However, the Capital Improvement Program has set aside \$150,000 in funding for this next fiscal year on top of approximately \$40,000 used to rehabilitate the interior of the restroom. The total project cost will be approximately \$190,000-\$200,000.
- The contractor has completed the accessibility upgrades to the restroom; however, the building will need new utility service connections. Based on feedback from utility companies, construction is anticipated later this fiscal year.
- In order to receive utility connections, the restroom had to get an address associated with it. DPW worked with the building department to establish an address. The City is working with PG&E, SRSD, and MMWD to complete the utility connections this year.
- ❖ *Installation of the lift pump and lateral for the sanitary sewer connection was completed in May 2022. A new water backflow device and service line will be installed after setting of the water meter by MMWD, which is scheduled for October 2022. City staff is working with DC Electric to trench for the electrical conduit in preparation for the electric service drop by PG&E.*

SUN VALLEY PARK PLAYGROUND RENOVATION

The playground structure at this park is more than 20 years old and needs replacement. This project includes the removal and the replacement of the existing playground structures at this park but does not expand the footprint of the original play area. In addition, this project includes the removal of the sand surface and replaces it with compliant engineered wood fiber. ADA access improvements will also be included in this project.



Project Status

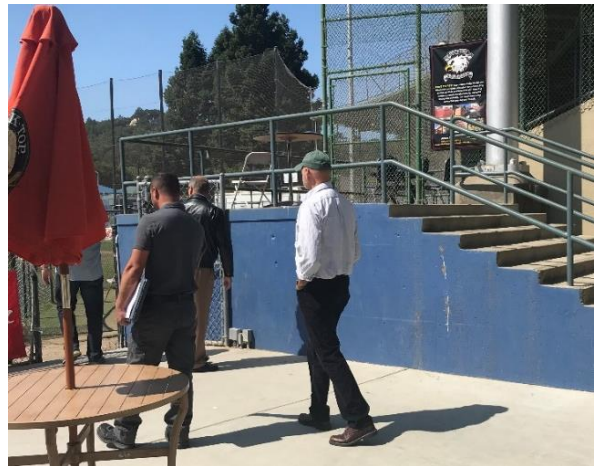
- Staff anticipate design and public outreach occurring in the spring/summer of 2021.
- In March 2021, the City entered into a contract with Gates + Associates to provide

conceptual design exhibits and support public outreach efforts. The current contract is for \$16,000. Once community feedback is received over the next several months, the City will move into the design phase.

- Gates + Associates created an accessibility report of the park, conceptual sketch, and estimate to be used to apply for Grant Funding for the project. The design will not begin until the grant is approved and there is outreach to the community. This is anticipated to begin early next year.
- The City was informed in November 2021 that we successfully received the Prop 68 Per Capita Grant.
- ❖ *In June 2022, the City conducted a survey and outreach event where residents were able to vote on preferred play structures, color palettes, and provide any additional comments. Conceptual design for the playground improvements were approved in July 2022, and final design documents were completed at the end of August 2022.*
- ❖ *In anticipation of long wait times for playground equipment, the City directly contracted with Ross Recreation, the community's preferred playground equipment manufacturer, to initiate the purchasing process and order the equipment in advance of receiving bids.*
- ❖ *The project was advertised for construction bids and bid proposals are due to the City by mid-October 2022.*
- ❖ *Project construction is anticipated to commence end of 2022 or early 2023. The City is targeting to complete the project by Spring 2023.*

ALBERT PARK FIELD – ADA RAMP, RESTROOMS, AND NETTING

This project includes the installation of a new ramp to the bleachers area of the Albert Park Field. Currently, no ADA access to the grand stand area at the field is available. Furthermore, the restrooms serving the stadium are not compliant with current accessibility standards. This project will install a prefabricated restroom facility with up to four stalls. The proposed project will no longer renovate the existing restrooms due to excessive costs. The project will also install taller netting along the first and third base lines to ensure the safety of patrons and protect vehicles from foul balls.



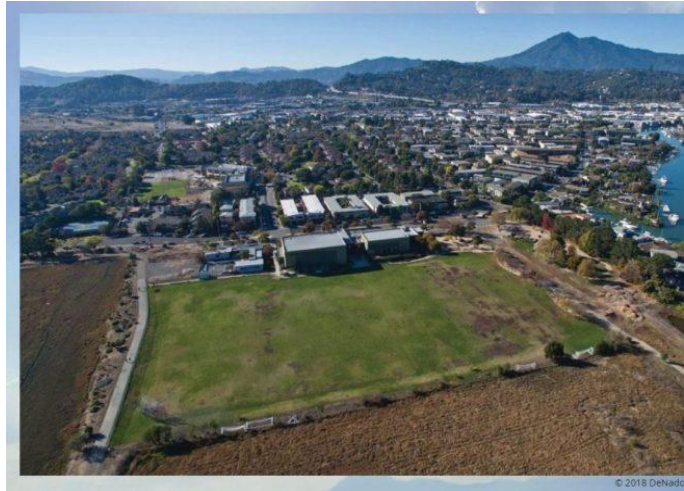
Project Status

- Public Works has prepared a Request for Proposals to solicit design and architectural services associated with not only an ADA wheelchair lift/ramp but also family-style ADA compliant restrooms. Consultant proposals are due back to the City in early November 2019.
- In the Fall of 2020, the City retained BKF Engineers to assist with the design of an ADA compliant wheelchair ramp rather than pursuing a wheelchair lift as well as performing the design for a prefabricated restroom facility with utility hookups. The project is tentatively scheduled for construction in the Fall of 2021.
- Over the past few months, staff have Worked with the design team to select a prefabricated restroom, confirm costs, and understand utility impacts. Furthermore, staff have retained a geotechnical engineering firm to collect soil samples for use in foundation design for the tall netting to be installed along the first and third base lines.
- This project has been split into several smaller projects in order to expedite the improvements. After receiving five informal bids, the City signed a contract with the lowest responsible bidder, Structures Cast, for the prefabricated restroom. The company has started manufacturing and we anticipate delivery sometime this winter. The Netting project will be going out to bid in September and depending on funding construction is anticipated to begin in November. The ADA compliant ramp project will go out to bid later this year with construction to occur after the restroom is in place.
- The Netting Project has gone out to Bid twice. The first time no bids were received, and the second time there was one bid received that came in significantly over budget. The City has been working with the design consultant on ways to modify the foundation design to reduce the cost of the project. Construction of the Netting project has been delayed until after the baseball season.
- ❖ *City staff continues to work with the design consultant on developing alternative designs and targets to readvertise the Netting Project for construction bids end of 2022 or early 2023.*
- ❖ *The Restroom and Ramp project started construction in March 2022 and was completed in July 2022. This project delivered a new prefabricated restroom building with four stalls, repaved walkway, new utility connections, and an ADA accessible ramp that provides access between the baseball stands and new restrooms.*



PICKLEWEED PARK ENHANCEMENTS / FIELD RENOVATION

The conversion of the fields at Pickleweed Park from turf to synthetic materials has long been a priority for the City and the Canal neighborhood. Typically, the heavily used sports fields are closed for six months of the year to repair. By converting the fields to synthetic turf, the City could more than double community access to this critical recreation resource. The City has also gathered input on additional improvements that the community would like to see made at the park, including a basketball/sport court, fitness equipment, a playground for children under 5, a gazebo, renovated bathroom and community mural, as well as improved lighting and security cameras.



Project Status

- In 2020, the City received public input on features the community would like to see in the park for year-round activities. Through community input, the City pursued a Proposition 68 Statewide Park Program competitive grant. In early 2022, the City learned that we were unsuccessful in our submission. In March 2022, City staff applied for another competitive grant, the Statewide Natural Resources Agency Land and Water Conservation Fund.
- In anticipation of using either grant funds or city funds, the City has started the design and permitting of Phase 1, which is the synthetic turf field.
- ❖ *In June 2022, the City was informed that the Pickleweed Park project has been selected for grant funding through the Land and Water Conservation Fund Program and initiated the process to obtain Section 106 compliance. City staff is working with California State Parks to ensure compliance with the grant requirements.*
- ❖ *Public Works prepared a Request for Proposals to solicit landscape architectural and engineering design services for park enhancement improvements (e.g., basketball court/sport court, fitness equipment, restroom renovation, and more), but excluded the field renovation which is already under design. The City has received consultant proposals and are in the process of selecting a consultant team.*

ARBOR PARK PUBLIC ART

The San Rafael Social Justice Community Art Group and the City of San Rafael had many discussions and brainstorming meetings about social justice and community issues before presenting Arbor Park as the location for a permanent art installation. The existing park consists of seating area, paved walkway, and grassy open space. This project will enhance the park by creating a safe and inviting public space for art expression. The San Rafael Social Justice Community Art Group, City staff, and a local architect had worked collaboratively to develop the project design, which includes installation of the public artwork, ADA accessible viewing area, bench, and drought resistant plantings and trees.



Project Status

- The project was funded by the City of San Rafael, County of Marin, San Francisco Foundation, Safeway Foundation, Terra Linda HOA, and various individual donors through grants and crowd source fundraising. Youth In Arts (YIA) served as the lead community partner in programming and fundraising efforts.
- In 2021, YIA and a mentor artist hosted a six-week emerging artist workshop with ten teenage artists to develop art concept for Arbor Park using Freedom, Justice, and Liberty as the three guiding pillars. The artwork was presented to and approved by City Council in Fall of 2021. City staff worked with the community group and a local architect, Blue Mountain Architecture, to develop the construction drawings for the project, which were completed in Spring 2022.
- ❖ *Construction of the public art project commenced in Summer 2022 and is anticipated to be completed by mid-October 2022 prior to the project's unveiling event, which is scheduled for October 22, 2022 at Arbor Park.*

MAINTENANCE UPDATE:

Victor Jones BBQ Removal for Fire Safety



In cooperation with the Fire Department, Parks Division staff removed the BBQ from the upper area at Victor Jones Park. The BBQ was located near significant vegetation and deemed a fire risk. Working with the Fire Department, Parks Division Staff identified other BBQs that posed a potential fire risk and removed them including BBQs at Gerstle and Sun Vally Parks. In the photo, you will see Parks Supervisor Aaron Tubbs observing Parks Mechanic Jim O'Hagan in the process of removing the BBQ at Victor Jones Park.

Irrigation Repairs



Parks maintenance have been busy all summer repairing Parks irrigation systems. Most of the systems have reached their end of life and require constant attention. Keeping on top of leaks

has becomes especially important with the ongoing drought conditions and water use restrictions. In the photos you will see Parks Lead worker Matt Scales performing repairs at Bernard Hoffman Field and Alberts Field.

Regular Maintenance Note

Come winter, most Parks Division staff are required to combine with streets division staff to inspect the City's stormwater system to prepare for storms and to meet Marin County Stormwater Pollution Protection Program requirements. The combining of divisions is due to the current maintenance staffing levels. This causes reduced maintenance of City parks and increased response time for service requests. Staff is combined through the winter, usually ending in March.

FISCAL IMPACT

There are no costs associated with accepting this report.

ALTERNATIVE ACTION

Any other action as determined by the Commission.

Submitted by:



April Miller
Public Works Director/City Engineer

Ryan Montes

Ryan Montes
Operations and Maintenance Manager



SAN RAFAEL
THE CITY WITH A MISSION

MEMORANDUM

Date: October 20, 2022
To: Park and Recreation Commission
From: Catherine Quffa, Library & Recreation Director
Subject: Schedule of Upcoming Meetings and Events of Interest

Date	Time	Meeting/Event	Location
October 20	11:00am	40 th Annual Arbor Day Tree Planting Ceremony	Bret Harte Park
October 22	11:00am	Arbor Park Mural Unveiling	Arbor Park
Oct 14– Nov. 18	NA	California Watercolor Show	Falkirk Cultural Center
October 22	3pm	Dia De Los Muertos Car Procession	Downtown San Rafael
November 5	3pm-9pm	Dia De Los Muertos Celebration	Albert J. Boro Community Center