



**CITY OF DUBLIN
PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING AGENDA**

**MONDAY, APRIL 18, 2016, 7:00 P.M.
DUBLIN CIVIC CENTER, 100 CIVIC PLAZA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ORAL COMMUNICATIONS**
 - 3.1 Brief Informational Only Reports from the Youth Advisory and Senior Center Advisory Committees**
 - 3.2 Public Comments**

At this time, the public is permitted to address the Parks and Community Services Commission on non-agendized items. The Commission must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Commission may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Office of the Parks and Community Services Department related to the proper procedure to place an item on a future Parks and Community Services Commission agenda. The exceptions under which the Parks and Community Services Commission MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).
- 4. MINUTES**
 - 4.1 Minutes of the March 21, 2016 Regular Meeting**

The Commission will consider approval of the minutes of the March 21, 2016 Regular Meeting.

STAFF RECOMMENDATION:
Approve the minutes of the March 21, 2016 Regular Meeting.
- 5. WRITTEN COMMUNICATIONS – None.**
- 6. PUBLIC HEARING – None.**
- 7. UNFINISHED BUSINESS – None.**
- 8. NEW BUSINESS**
 - 8.1 Draft Emerald Glen Recreation and Aquatic Complex Operations Plan**

The Commission will receive a report on the draft plan of operations for the Emerald Glen Recreation and Aquatic Complex.

STAFF RECOMMENDATION:
Receive the Report.
 - 8.2 Cultural Arts Needs Assessment Stakeholder Interviews**

The Commission will receive a report on plans for a Cultural Arts Needs Assessment.

STAFF RECOMMENDATION:
Select two to three Commissioners to participate in the Cultural Arts Needs Assessment interviews.
- 9. OTHER BUSINESS**
 - 9.1 Brief Informational Only Reports from Commissioners and/or Staff, including Reports by Commission related to Meetings Attended at City Expense (AB 1234).**
- 10. ADJOURNMENT**

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Office of Parks and Community Services (925) 556-4500 at least 72 hours in advance of the meeting.

A complete packet of information containing Staff Reports (Agenda Statements) and attachments related to each item is available for public review at least 72 hours prior to a Parks & Community Services Commission Meeting or, in the event that it is delivered to the Commission less than 72 hours prior to a Parks & Community Services Commission Meeting, as soon as it is so delivered. The packet is available in the Parks & Community Services Department at Civic Center.



STAFF REPORT

PARKS & COMMUNITY SERVICES COMMISSION

DATE: April 18, 2016

TO: Honorable Chair and Commissioners

FROM: Micki Cronin, Assistant Director of Parks and Community Services *Micki Cronin*

SUBJECT: Minutes of the March 21, 2016 Regular Meeting of the Parks & Community Services Commission
By: Rhonda Franklin, Management Analyst

EXECUTIVE SUMMARY:

The Parks & Community Services Commission will consider approval of the minutes of the March 21, 2016 Regular Meeting of the Parks & Community Services Commission.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Approve the minutes of the March 21, 2016 Regular Meeting of the Parks & Community Services Commission.

DESCRIPTION:

The Parks & Community Services Commission will consider approval of the minutes of the March 21, 2016 Regular Meeting of the Parks & Community Services Commission.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

1. Draft Minutes of the March 21, 2016 Regular Meeting of the Parks & Community Services Commission.



PARKS AND COMMUNITY SERVICES COMMISSION

REGULAR MEETING

Draft Minutes

CITY OF DUBLIN

March 21, 2016

A regular meeting of the Dublin Parks and Community Services Commission was held on Monday, March 21, 2016, in the City Council Chamber of the Dublin Civic Center. The meeting was called to order at 7:00 PM, by Chair Mona Ballesteros.

PLEDGE OF ALLEGIANCE

The pledge of allegiance to the flag was recited by the Commission, Staff and those present.

ROLL CALL

Commissioners (Cm.) Present: Ballesteros, Giannini, Tabaracci, Thalblum, Totaro, and Tucker

Commissioner Absent: None

ORAL COMMUNICATIONS

3.1 Brief Informational Only Reports From the Senior Center and Youth Advisory Committees

Senior Center Advisory Committee

Senior Center Advisory Committee Member Ramona Krausnick reported on the March 3, 2016 Senior Center Advisory Committee meeting. She provided recaps on events held at the Senior Center, and provided information on upcoming events.

Youth Advisory Committee

Cm. Tabaracci reported on the February 24, 2016 Youth Advisory Committee meeting, provided recaps on recent events, and provided information on the agenda items for the upcoming March 23, 2016 meeting.

3.2 Public Comments – None.

APPROVAL OF MINUTES

4.1 Adjourned Regular Meeting January 11, 2016

On a motion by Cm. Tucker, seconded by Cm. Totaro, and by a vote of 5-0-1 with Cm. Tabaracci abstaining, the Commission took the following action:

ACTION

Approved minutes of the January 11, 2016 Adjourned Regular Commission Meeting as presented.

WRITTEN COMMUNICATIONS – None.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

8.1 Dublin Sports Grounds Renovation Master Plan Project

Ms. Meghan Tiernan, Facilities Development Manager, presented the specifics of the item as outlined in the Staff Report pertaining to the Dublin Sports Grounds Renovation Master Plan.

ACTION

The Commission received the Report.

8.2 Ad-hoc Selection Recommendation Subcommittee for the Youth Advisory Committee and Student Representative to the Parks and Community Services Commission

Ms. Rhonda Franklin, Management Analyst, presented the specifics of the item as outlined in the Staff Report pertaining to the Ad-hoc Selection Recommendation Subcommittee.

ACTION

Commissioners Tabaracci, Totaro, and Tucker volunteered for the Subcommittee, with Cm. Tucker acting as an alternate.

OTHER BUSINESS

The Commissioners provided brief informational reports on events and meetings attended over the past two months.

Ms. Micki Cronin, Assistant Director of Parks and Community Services, provided program and project updates.

Ms. Franklin provided information on the amended Bylaws.

ADJOURNMENT

There being no further business to come before the Parks and Community Services Commission, the meeting was adjourned at 7:45 PM.

Minutes prepared by Rhonda Franklin, Management Analyst.

Mona Lisa Ballesteros
Chairperson

ATTEST: _____
Micki Cronin
Assistant Director of Parks and Community Services



STAFF REPORT

PARKS & COMMUNITY SERVICES COMMISSION

DATE: April 18, 2016

TO: Honorable Chair and Commissioners

FROM: Micki Cronin, Assistant Director of Parks and Community Services *Micki Cronin*

SUBJECT: Draft Emerald Glen Recreation and Aquatic Complex Operations Plan
By: Rhonda Franklin, Management Analyst and Damian Sandholm, Recreation Supervisor

EXECUTIVE SUMMARY:

The Parks and Community Services Commission shall review the draft plan of operations for the Emerald Glen Recreation and Aquatic Complex (Complex). The Complex is anticipated to be open for operations in spring 2017.

FINANCIAL IMPACT:

The Emerald Glen Recreation and Aquatic Complex annual operating cost is anticipated at approximately \$2.5 million per year, with an anticipated \$1.5 million in revenues, leaving an initial General Fund subsidy of approximately \$1 million.

RECOMMENDATION:

Receive the Report.

DESCRIPTION:

The Emerald Glen Recreation and Aquatic Complex (Complex), currently under construction, will include a Natatorium, Children's Play Pool, Water Slide Tower, and a Sports Pool for aquatic competitions. The Complex will feature a boardwalk theme, and include a Staff area with two offices, workstations for eight Staff, a multi-purpose community room, an indoor viewing/party area, a first aid room, two locker rooms and two family changing rooms.

The facility was originally envisioned in the Emerald Glen Park Master Plan as two buildings: a Recreation and Aquatic Complex and a Community Center. However, on October 16, 2012, the City Council approved a revised building plan that combined these two buildings into one building. The purpose of combining buildings was a cost effective measure to reduce the number of public counters and staffing needed to operate separate facilities, thus minimizing ongoing staffing and operational costs.

The Complex is part of the fourth and final phase of improvements for the Emerald Glen Park development, which includes the following improvements:

- Natatorium, which is connected to the Complex with a total size of 28,506 sq. ft.
- Outdoor shallow pool with spray structures for play purposes.
- Outdoor waterslide tower with six thrilling waterslides.
- Outdoor sport pool with eight competition lanes, water polo cages and three warm-up lanes.
- Multipurpose community room.
- Public restrooms, including locker rooms.
- Lobby and reception area.
- City administrative offices and eight workstations.
- Lifeguard room and first aid station.
- Pool storage, mechanical and pool chemical storage.
- Outdoor amphitheater with maximum seating capacity of 1,314 persons.

Future elements of this final phase, to be further evaluated, could also include an addition to the Complex containing approximately 17,745 sq. ft. to complete the recreation and community components including a fitness center with exercise equipment, a game lounge, exercise room, additional restrooms and a gymnasium. And adjacent to the complex could be a freestanding preschool building up to 3,585 sq. ft. with an outdoor play yard.

Facilities Features

On August 20, 2013, the City Council reviewed three options and selected the architectural design option called “The Wave,” for the overall building massing concepts. On December 17, 2013, the City Council selected the Boardwalk theme for the site plan, which determines the materials and colors used for the interior building design and signage. The Boardwalk theme features were inspired by imagery of wood, the shore, warmth, tide, edges, color layers, and reflection.

Natatorium

The Natatorium provides an opportunity for instructional and recreational swimming year round. Designed to be a state-of-the-art swim lesson facility, the natatorium includes three teaching bays at various depths to provide a comfortable swimming environment for children of any age and six 25-yard lap lanes. This pool will offer programming for swim lessons, recreational swimming, water exercise classes, lap swim, and private rentals.

Children’s Play Pool

The Children’s Play Pool, located on the outdoor pool deck area, will provide interactive aquatic fun for toddlers and elementary grade school children. This shallow-water pool includes 8 interactive water features, a dynamic play structure with a large tipping bucket and three waterslides for children 36” tall and above. This pool will have a surf theme that will complement the Complex’s boardwalk theme. This children’s play pool will offer programming in the spring and fall seasons, and will be open during all full park recreational swimming times. Anticipated programs for this pool will include recreational swimming and private rentals.

Waterslide Tower

The Waterslide Tower will feature six waterslides on two platforms. The bottom platform will include three traditional waterslides for guests 40” tall and above. The top platform will include one “bowl” waterslide and two speed slides for guest 48” tall and above. The waterslide tower will be open during all full park recreational swimming times. Programs for the waterslide tower will include recreational swimming and private rentals.

Sports Pool

The Sports Pool includes eight 25 yard competitive swimming lanes with a width of seven feet per lane. This section of the pool is seven feet deep to allow racing dives and high school level water polo. In addition, there are three 25-yard shallow water warm-up lanes. This pool is designed for swimming and water polo practice and competitions and includes a video scoreboard that is capable of showing results for swimming and water polo events.

Pool Deck

The pool deck will continue with the boardwalk theme and the concrete for the main walkway will be stamped to feel like guests are walking on a boardwalk at the beach. The outdoor pool deck area will include five rentable group picnic areas that seat 54 people each and three rentable private cabanas. Also on the pool deck will be lounge chairs, Adirondack chairs, and individual picnic tables. The facility will also include two concrete Ping-Pong tables to provide some out-of-the-water fun.

Operational Schedule and Types of Programs

The days and hours of operation will vary by season and facility based on the program/class schedules, anticipated demand for facilities, weather temperatures, and facility maintenance needs. Staff may adjust the schedule as needed based on a change in demand or cancelled classes. In addition, facilities are available for private rentals when not in use for City programming; however, if no rentals have been scheduled, Staff may adjust the hours or schedule events accordingly. Operating hours will be organized by the seasons of winter, spring, summer, and fall.

Summer

The summer season is anticipated to be the busiest season for the Complex. The summer season would be between Memorial Day and Labor Day Weekends. Staff anticipates increased participation in programs, classes and rentals. Operating hours will fall within the hours of 6:00 AM and 9:00 PM, with the facilities available for rental when not in use for City-sponsored programs.

Facility	Activities/Programs Offered	Estimated Operating Hours
Natatorium	Lap Swim, Water Exercise, Swim Lessons, Recreational Swimming, Rentals	MON – THU: 6:00 AM – 9:00 PM FRI – SUN: 6:00 AM – 6:00 PM
Sports Pool	Lap Swim, Recreational Swimming, Competitive Sports Rentals	MON – THU: 6:00 AM – 9:00 PM FRI – SUN: 6:00 AM – 6:00 PM
Children’s Activity Pool	Parent/Tot Classes, Recreational Swimming, Rentals	MON – FRI: 9:00 AM – 6:00 PM SAT – SUN: 11:00 AM – 6:00 PM
Slide Tower	Recreational Swimming, Rentals	MON – SUN: 11:00 AM – 6:00 PM

Fall

The fall season begins after Labor Day Weekend and continues through late November. As a year round facility, the Natatorium will remain open through late December, with a possible closure for maintenance between the end of December and the beginning of January. The outdoor facilities will close at the beginning of October, when the weather begins to turn cold and demand for the facilities begins to cease, which also provides an opportunity for annual maintenance.

Facility	Activities/Programs Offered	Estimated Operating Hours
Natatorium	Lap Swim, Water Exercise, Swim Lessons, Recreational Swimming, Rentals	MON – THU: 6:00 AM – 9:00 PM FRI: 6:00 AM – 2:00 PM SAT – SUN: 6:00 AM – 6:00 PM
Sports Pool	Lap Swim, Recreational Swimming, Competitive Sports Rentals	MON – FRI: 6:00 AM – 9:00 PM SAT – SUN: 6:00 AM – 6:00 PM
Children’s Activity Pool	Parent/Tot Classes, Recreational Swimming, Rentals	MON – FRI: 11:00 AM – 2:00 PM SAT – SUN: 12:00 PM – 6:00 PM
Slide Tower	Recreational Swimming, Rentals	SAT – SUN: 1:00 PM – 6:00 PM

Winter

The winter season could be early December through mid-March and can vary depending on the demand for the facility. For example, for the Sports Pool, Dublin High School swim team generally begin practicing in early February, therefore, the Sports Pool may open and close based on the demand for use. Operating hours are anticipated to fall within the times of 6:00 AM and 9:00 PM, again, depending on the demand for use. Staff anticipates that the Natatorium and Sports Pool will be the only two facilities in demand for use during the winter season, with the Slide Tower and Children’s Activity Pool closed for the season.

Facility	Activities/Programs Offered	Estimated Operating Hours
Natatorium	Lap Swim, Water Exercise, Swim Lessons, Recreational Swimming, Rentals	MON – THU: 6:00 AM – 9:00 PM FRI: 6:00 AM – 2:00 PM SAT – SUN: 6:00 AM – 6:00 PM
Sports Pool	Lap Swim, Sports Transition, Competitive Sports Rentals	MON – FRI: 6:00 AM – 9:00 PM SAT – SUN: 6:00 AM – 11:00 AM
Children’s Activity Pool	Closed	Closed
Slide Tower	Closed	Closed

Spring

The spring season could be mid-March through late May and will vary depending on the demand for the facility within this season. Operating hours will fall between the hours of 6:00 AM and 9:00 PM with availability for rentals during such times the facilities are not being used for City programming.

Facility	Activities/Programs Offered	Estimated Operating Hours
Natatorium	Lap Swim, Water Exercise, Swim Lessons, Recreational Swimming, Rentals	MON – THU: 6:00 AM – 9:00 PM FRI: 6:00 AM – 2:00 PM SAT – SUN: 6:00 AM – 6:00 PM
Sports Pool	Lap Swim, Recreational Swimming, Competitive Sports Rentals	MON – FRI: 6:00 AM – 9:00 PM SAT – SUN: 6:00 AM – 6:00 PM
Children’s Activity Pool	Parent/Tot Classes, Recreational Swimming, Rentals	MON – FRI: 11:00 AM – 2:00 PM SAT – SUN: 12:00 PM – 6:00 PM
Slide Tower	Recreational Swimming, Rentals	SAT – SUN: 1:00 PM – 6:00 PM

Program Fees

Program fees will vary by season and facility, and be categorized in ranges. Fees for suggested activities such as swim lessons, recreational swimming, and lap swim are included below.

Season	Activity	Facility	Program Fee Range
Winter	Recreational Swimming	Natatorium Only	\$5 - \$10
Spring	Recreational Swimming	Children's Play Pool	\$5 - \$12
Fall	Recreational Swimming	Children's Play Pool	\$5 - \$12
Summer	Recreational Swimming	Full Complex	\$12 - \$18
Year Round	Group Swim Lessons	Natatorium	\$7 - \$18 per lesson
Year Round	Private Swim Lessons	Natatorium	\$35 - \$60 per lesson
Year Round	Lap Swimming/Water Walking	Natatorium/ Sports Pool	\$5 - \$12
Year Round	Water Exercise	Natatorium	\$8 - \$25

Concessions

The facility is designed to hold two food trucks and several food carts. The food trucks will be contracted through a local food truck organization to provide a variety of options throughout the summer. The food carts will be operated by City of Dublin Staff. Examples of items that can be sold on the food carts include lemonade, ice cream, warm pretzels, and other pre-packaged food. Prices for the food carts will be based on market rates and cost of item.

Rental Opportunities

The Complex will have many different rental opportunities. Each of the pools and the Slide Tower will be available for rent, as a standalone attraction or combined with another feature, when the facilities are not in use for City programming. The full Complex will also be available for large groups and corporate events. Individual and group picnic tables, private cabanas, and lounge chairs will be available for rent during all of the recreational swimming times.

Staffing

Due to the size and variation of facilities and features, the Complex must be staffed appropriately and as required for any aquatic facility. The Complex will have the following minimum staffing:

- Senior Office Assistant to oversee and assist with customer service functions.
- Recreation Supervisor, two Recreation Coordinators, and a Recreation Technician to oversee programming and part-time Staff.
- Support Staff to assist with customer service, administrative functions, and facility needs.
- Lifeguards to comply with pool safety regulations.
- Instructors for swim lesson and water exercise classes.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.



STAFF REPORT

PARKS & COMMUNITY SERVICES COMMISSION

DATE: April 18, 2016

TO: Honorable Chair and Commissioners

FROM: Micki Cronin, Assistant Director of Parks and Community Services *Micki Cronin*

SUBJECT: Cultural Arts Needs Assessment Stakeholder Interviews
By: Rhonda Franklin, Management Analyst

EXECUTIVE SUMMARY:

The Commission will receive a brief report on plans for a Cultural Arts Needs Assessment and select two to three Commissioners to participate in the Cultural Arts Needs Assessment interviews.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Select two to three Commissioners to participate in the Cultural Arts Needs Assessment interviews.

DESCRIPTION:

This summer, the City of Dublin is embarking on a Cultural Arts Needs Assessment, which will inform the City's planning for future arts facilities (including possible re-use of the Police Wing at City Hall as a Cultural Arts Center) and future cultural arts programming. As the project kicks off, the Commission is invited to select two to three representatives to participate in a small group stakeholder interview to share thoughts with the consultant at the very beginning of the process. The Cultural Arts Needs Assessment will include stakeholder interviews, focus groups, and a community-wide survey to gather updated community input regarding arts facilities and arts programming most needed and desired by residents of Dublin and the region.

Stakeholder interviews are scheduled for Tuesday, April 26, mid-to late-afternoon; Wednesday, April 27, both morning and afternoon; and Thursday, April 28, late morning.

Selected representatives will be contacted by the Cultural Arts & Heritage Manager, Ms. Tegan McLane, to schedule the interview. There will also be additional opportunities along the way for all Commission members and the general public to provide input.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.