

RESOLUTION NO. 2016-110

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA  
ACCEPTING MARINA RECREATION & CULTURAL SERVICES COMMISSION  
2015 ANNUAL REPORT AND PROPOSED 2016 GOALS

WHEREAS, the City of Marina Municipal Code Section 2.12.130 requires each of the City's Commissions are to prepare an annual report of accomplishments of the past year and listing the goals for the next year, and;

WHEREAS, the Recreation & Cultural Services Commission has presented its 2013 Annual Report and associated supporting materials to the City Council to review, accept and file ("Exhibit A").

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby accept Marina Recreation & Cultural Services Commission 2015 Annual Report and Proposed 2016 Goals.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 19<sup>th</sup> day of July 2016, by the following vote:

AYES: COUNCIL MEMBERS: Amadeo, Brown, Morton, O'Connell, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

---

Bruce C. Delgado, Mayor

ATTEST:

---

Anita Sharp, Deputy City Clerk

*City of Marina  
Recreation & Cultural Services Commission  
2015 Annual Report*

*Grow recreation – grow good neighbors!*

*We create Community through  
People, Parks and Programs*

**Mission Statement**

The City of Marina’s Recreation & Cultural Services Commission is committed to establishing core recreation programs that enhance the quality of life for all ages, cultural origins and abilities. As stewards of the public trust, it is the Commission’s purpose to reflect the changing services and needs of our community.

**Standard Meeting Time and Place**

Quarterly meeting to be held in the first Wednesday in  
March, June, September, December  
6:30 pm  
City Council Chambers at 211 Hillcrest Avenue, Marina

**Commissioners**

Dan Devlin, Jr. – Chair  
Darlena Ridler – Vice Chair  
Colleen Beye – Commissioner  
Cindy Smith – Commissioner  
Dušan Tatomirovic – Commissioner

**2015 Advisory Boards**

Youth Advisory Board

Staff - Laura Johansen  
Commissioner - Colleen Beye

Skate Park Advisory Board – On-Call

Staff - Terry Siegrist and Kathy Meachum  
Commissioner - Darlena Ridler

Teen & Middle School Advisory Boards

Staff - Terry Siegrist  
Commissioner - Cindy Smith

Public Art Ad Hoc Comm – On-Call

Staff - None  
Commissioner - Dušan Tatomirovic

Senior Advisory Board

Staff - Terry Siegrist and Christine Long  
Commissioner - Darlena Ridler

Early Childhood Ad Hoc Comm

Staff - None  
Commissioner - Colleen Beye

Sports Advisory Board

Staff - Terry Siegrist and Ron Powell  
Commissioner - Dan Devlin, Jr.

## Commission Accomplishments in 2015

The Recreation and Cultural Services Commission accomplished the following in 2015:

1. ***Open playground policy with MPUSD.*** At the request of commissioners and in partnership with the community and city staff, the Commission has ensured that MPUSD playgrounds will stay open for public use after school hours, on holidays, and weekends. This initiative continues to require attention as school staff are trained to ensure access, and signage ordered so that community members are aware of the open grounds.
2. ***LAMS Focus Group.*** An entity was established to coordinate activities and facility maintenance around Los Arboles Middle School (LAMS). The LAMS focus group reports to the Sports Advisory Board, which then reports to the Recreation and Cultural Services Commission. The purpose of the focus group is to provide input for needed improvements to the LAMS complex. The group will initiate a plan to move forward, and will take the first step toward providing a safe and appealing facility for our youth, student-athletics, and the general public.
3. ***Early Childhood Ad Hoc Committee.*** This group held its first meeting, and completed an “early childhood asset map” of Marina, identifying the places, happenings, agencies/organizations, and intangibles that support young families in Marina.
4. ***Implementation of California Assembly Bill 1146 (AB1146).*** At the request of the commission, city staff worked with local stakeholders to amend the skate park regulations to align with an August 2015 state law that allows for the use of all non-motorized wheeled vehicles within city skate parks. As a result, the Skate Park Ad Hoc Committee worked with a group of young people who have lobbied the city for years for access to the skate park. The determination was made that the Marina Skate Park would additionally permit scooter use, but that the current configuration was not yet sufficient for bicycles and wheelchairs.
5. ***Public Art Ad Hoc Committee formed.*** Under the auspices of the Public Art Ad Hoc Committee, three utility boxes were painted throughout the city. The committee will advise the Commission on public art opportunities.
6. ***Updated Recognition Policies with City Council.*** In response to concerns over the time and staff required for public recognition at City Council meetings, the Commission brought forth a recommendation, which was accepted by the Council, to host scheduled, angendized recognition events on a quarterly basis, with a small reception afterwards at the Rocky Han Community Center.
7. ***LAMS Frisbee Golf Course Installation.*** In partnership with MPUSD, and with funding from a donation from the Marina Rotary Club, the Commission advised on the development of a MOU and site plan for a Frisbee golf course at the Los Arboles Sports Complex that will benefit the community.  
***Ensured recreation facility compliance with State-level Phase 3 Water Conservation Efforts.*** The City’s Public Works department successfully requested funds from Council, and upgraded and/or replaced existing sprinklers at each park facility, to achieve Phase 3 conservation compliance. Every community organization that receives a use permit for our facilities has worked within the new guidelines provided.

## **Advisory Board Activities**

### ***Youth Advisory Board***

The Marina Youth Center Advisory Board meets on the 4<sup>th</sup> Thursday of the month, 5:00 p.m. at the Community Center. It consists of the Recreation Leader, a Marina Recreation & Cultural Services Commissioner and all youth who wish to participate. The youth, who regularly attended the Advisory Meeting, elect from among themselves a President, Vice President, and Secretary. In addition to homework time, a computer room, movies, sketching, sculpting, water painting, video games, foosball, pool, basketball, etc., the youth also participated in cultural celebrations, great field trips, and sports and educational tournaments. The youth planned and attended well-chaperoned dances and parties that coincided with several holidays throughout the year.

### ***Teen Advisory Boards***

The Teen Advisory Board is comprised of teenaged students divided in to middle school and high school groups, both of which hold meetings during the third week of each month. The high school meetings are held at Marina High School. The middle school group meetings are held at the Teen Center, with the Los Arboles Builder's Club serving as board members. The goal of the Teen Advisory Boards is to provide input for programming and activities held at the Teen Center. Receiving direct input from the students we serve has been a key element in the success and popularity of the Marina Teen Center.

Teen Advisory Board members consist of one Teen Center staff representative and one Marina Recreation & Cultural Services Commissioner, with the remaining members made up of teenage students. Due to the fact that teenaged students make up the majority of the Advisory Board, meetings are generally conducted in a semi-formal manner in order to maintain student interest. Students are voted in to the roles of President, Vice President, and Secretary, and are each assigned specific duties during each meeting.

### ***Senior Advisory Board***

The Senior Advisory Board meets on the second Tuesday of each month at 9 a.m. in the city council chambers. We meet during the day to involve as many seniors as possible in planning their own activities. The goal of the SAB is to encourage the seniors' involvement, both in the Board, and, hopefully, increase overall participation in weekly programs. They took on the sponsorship of the National Day of Service event, which is held on the national MLK holiday each year. Their support allowed the Day of Service to be restarted after it had to be eliminated in previous years due to budget cuts. The Senior Advisory Board works to resolve any problems that develop throughout the year with the execution of programs and to set the calendar of events for each month.

### ***Sports Advisory Board Activities***

The Sports Advisory Board (SAB) meets quarterly on the second Wednesday of the month (or rescheduled in case of conflict with council needs) at 6 p.m. in the City Hall Conference Room. The goal of the SAB is to unify the myriad sports organizations in Marina, in an effort to keep each other updated in terms of programming and capabilities, and to discuss facility maintenance and usage, with a focus on possible improvements and/or expansion to each facility, and to develop cooperative relationships that will help service the citizens of Marina.

## Commission Recognizes Department Accomplishments in 2015

The Recreation and Cultural Services Commission has a responsibility to comment on the efforts of the Recreation and Cultural Services Department to provide for the needs of our citizens for the past year. To do this, we have to first understand the needs of our City. Marina is very diverse economically, socially, ethnically, and culturally. In the application for the 100 Best Cities for Young People in 2012, Mayor Delgado described the City of Marina in the following way:

*“As the Mayor of Marina, I can tell you that prioritization of youth in Marina is more critical than for most cities and some brief background demonstrates the need for Marina's focus on youth. Sixty percent of Marina households are renters, 40% of Marina households are very low or low income, and approximately 50 languages are spoken by Marina families. This incredible diversity of ethnicities coupled with a challenging socio-demographic means that City Hall has to step up to prevent our youth from being involved in high risk behavior or enticed by gangs who proffer to fill in the gaps with money, false brotherhood, and illicit activities that can be addictive and dangerous, especially to at-risk youth.”*

Here are the observations of the Commission:

1. ***Operating with a tighter budget has been a top concern.*** The Department focus has been restricted to the core functions/responsibilities: youth, teens, seniors, and sports, with a growing interest in programming for families with pre-K (0-5yrs) children, too. There are three reasons why the department is able to cut its spending: 1) staff watches every expenditure, 2) extraordinary support from the community and local businesses, and 3) the department activities are bolstered by a large cadre of volunteer partnerships that have been mobilized in the last few years. Our programs make a real contribution to families taking care of themselves.
2. ***Recreation Staff strives to maintain the quality of programs and to improve each functional area.*** In each of the core programs, membership levels have continued to increase into 2015. The staff continues to increase the variety of activities offered while maintaining the quality of their programs as the budget is tightening, although each program would benefit from greater focuses on Cultural Arts and Early Childhood Development.
3. ***Quality Recreation is part of the reason gangs do not have a stronger presence in Marina.*** The Department's programs continue to be part of the solution for youth who are struggling for acceptance, particularly at a time when many of their families are dealing with continuing financial stressors. In partnership with the police, the schools, and our community partners in Marina, we provide a four-pronged approach to address the needs of our youth, often referred to as the “Box Theory.” The Department provides engaging programs, and a place to belong, that help prevent gangs from taking over. Early Childhood Development (0-5yrs) programs, such as what is offered through The Parenting Connection and Monterey County service information distributions, are also important components of strengthening the “Box Theory's” success.
4. ***Staff continues to be our most valuable resource.*** The Recreation Department staff has direct interaction with more citizens than any other department within the city. From October to December each year, and again from April through May, the recreation staff, in full, interacts with tens of thousands of people in Marina due to all the programmed events during these time frames alone. The Recreation Department staff, with strong relationships and partnerships with the many volunteer organizations, are showing our children how to build good relationships and resolve conflicts in high-risk situations.

5. ***Using Established Social Media and Additional Means of Communicating with the Public.*** A Facebook page for Marina recreation was established by a volunteer on which all flyers for upcoming activities are posted, once received via e-mail. Both the Teen Center and Community Center have individual social media presences, although both would benefit with direct exposure from the homepage of the City of Marina website.
6. ***Greater Efforts to Reintegrate Activities at the National Park Services properties.*** With new housing areas being developed at The Dunes (2<sup>nd</sup> Ave) and Marina Heights (California Ave & Imjin Parkway), greater focus must be shown the Water City Roller Skate and Equestrian Center facilities, to help reestablish them as recreation centers available to all Marina families and citizens. Connections must be developed to make these properties easy to get to from all points within our City limits.

## **Considerations For the Future - 2016**

### **Commission Goals**

As a Commission, we will continue to meet quarterly, and either monthly or quarterly with our advisory boards. There are a couple of items that are directly related to Commission responsibilities that we would definitely like to accomplish:

1. With a fully-staffed commission, we need to reconsider the need for a Cultural Services and Special Events Advisory Board. This board was established when the Department was staffed to organize city-wide special events. Even though this staff responsibility has been eliminated, it might still be beneficial to our citizens to provide a board that coordinates community activities and utilizes the skills of a new commissioner.
2. Understanding that a good foundation in early years is vital and that disadvantages can be overcome if early intervention occurs, we will research how many children ages 0-5 live in our community, educate ourselves on the needs of the early childhood population, and explore ways that the City of Marina can serve its young families.
3. Continue to monitor the American's Promise Alliance for the possible restart of the 100 Best Communities for Young People program.
4. Work more closely with Recreation Department staff to improve publicity for the many activities offered by the Department, via social media and possibly other traditional means.
5. Assist Recreation Department staff with greater outreach capabilities to our senior community, in order to provide better senior programming, including both defining the requirements for, and providing suggestions for locating suitable sites for, a dedicated Senior Center.
6. Provide input to Council to help reintegrate the National Park Services properties (Water City Roller Skate, Equestrian Center, the Pool Building, etc.) into department programming, and make them more accessible to the Marina populace.
7. Find ways to better include the Preston Park and Abrams Park communities in City-hosted recreational and cultural events, including hosting various events in these locations.

## Commission Recommendations for City Council for 2016

As a Commission one of our main responsibilities is to make recommendations to City Council.

### The Commission makes the following recommendations to the Marina City Council:

**1. Reestablish Recreation department staffing to 2009 levels, to include:**

- a. A Senior Recreation Staff leader
- b. Early childhood programming
- c. A grant writer
- d. Someone to oversee fee-based classes (yoga, art, CPR, tai chi, etc.)

Since the economic downturn and resulting budget cuts, programming has been limited and challenged by very low staffing levels. In order to increase programming and serve our growing population, staffing levels should be increased to fill in current gaps and allow for program expansion.

**2. Clarify roles and funding, and adequately fund department to ensure proper maintenance and operations of city owned facilities and vehicles.** This year the Commission identified several grey areas around department responsibility. It would be very helpful if the City Council could clarify the roles of the Recreation and Cultural Services and Public Works departments with regard to:

- a. Facility and vehicle use and daily maintenance. Some of the questions that arose this year are:
  - i. *Who decides when facilities are open?*
  - ii. *Who opens our facilities?*
  - iii. *Who monitors facility rental use?*
  - iv. *Who is responsible for facility maintenance?*
  - v. *How can restroom access in our parks be permitted?*
- b. Facility upgrades. Some of the questions that arose this year are:
  - i. *Who determines when facility upgrades are needed?*
  - ii. *Where does the funding facility upgrades come from?*
  - iii. *Who is responsible for the facilities, including meeting relevant regulations (i.e., ADA, etc.)?*
  - iv. *Who oversees the design, materials used, and structure of facilities?*

**3. Perform a fee study with regards to facility use.** The commission has heard from the community that the facility use fees seem high for the area, and are even prohibitive for small family events (i.e., youth birthday parties, playgroups, etc.). The Commission understands that the City has begun discussions to have a fee study conducted and a conversation about how we can structure our fees and facility use to better serve the community's needs.

**4. Provide the means for the Department to improve communication with our community.** Options include direct mail and/or an advertising budget. Additional improvements should be made to the existing City website, including the possibility of a complete redesign, with easier navigation and links to all social media accounts for City-oriented organizations from the homepage.

**5. Create a physical separation between the Youth and Senior Centers.** This recommendation has been made for the past several years, yet funding has continued to be a challenge. The Teen Center perfectly supports our middle and high school age students. The Youth (elementary age) and Senior programs, however, continue to both operate within the Rocky Han Community

*Grow recreation – grow good neighbors!*

Center, presenting unique challenges for space utilization -- each program must completely set up and close down daily. During scheduled school breaks, and over the summer, the Community Center needs to cater more to youth programs during the day, yet also attempt to not displace our seniors. The Community Center is truly designed to be used by kids. The seniors would like a dedicated Senior Center facility to call their own, and this request is fully supported by the Senior Advisory Board.

6. ***Implement, or revise and then implement, the Parks and Recreation Master Plan.*** This plan identifies the location of needed recreation facilities and provides the basis for new construction fees to raise the funds for these facilities, including the redevelopment and reintegration of the National Park Services properties (Water City Roller Skate, Equestrian Center, pool, etc.). The Department can then use these new facilities for programming and revenue creation.
7. ***Provide professional recreational training to all staff.*** This is necessary to grow our most important resource: the Department staff. Training is essential for any employee in any field for managing work-life interactions, day-to-day stressors, workload, and conflict resolution. Access to additional training possibilities will allow our staff to be better equipped to engage and enable our community to grow good neighbors.

July 14, 2016

Item No. **8j(1)**

Honorable Mayor and Members  
of the Marina City Council

City Council Meeting  
of July 19, 2016

**CTIY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2016-,  
RECEIVING MARINA RECREATION & CULTURAL SERVICES  
COMMISSION 2015 ANNUAL REPORT AND 2016 GOALS**

**REQUEST:**

It is requested that the City Council consider:

1. Adopting Resolution No. 2016-, receiving Marina Recreation & Cultural Services Commission 2015 Annual Report and 2016 Goals.

**BACKGROUND:**

The City of Marina Municipal Code Section 2.12.130 requires each of the City's Commissions are to prepare an annual report of accomplishments of the past year and listing the goals for the next year.

Each year it is the responsibility of the Recreation & Cultural Services Commission to provide the City Council with a report outlining their accomplishments from the previous year and the goals for the upcoming year.

This year as a part of the 2015 report the commission has submitted the information with a changed format and look.

**ANALYSIS:**

The Recreation & Cultural Services Commission is a five (5) member advisory body appointed by the City Council and charged with establishing and maintaining recreational/intervention and prevention and cultural programs that enhance the quality of life for all ages, cultural origins and abilities.

With a new format and direction from the Recreation & Cultural Services Commission, staff has prepared the 2015 Annual Recreation & Cultural Services Report ("**EXHIBIT A**").

**FISCAL IMPACT:**

None

**CONCLUSION:**

The request is submitted for City Council consideration and possible action.

Respectfully submitted,

---

Terry L. Siegrist  
Recreation & Cultural Services Director  
City of Marina

**REVIEWED/CONCUR:**

---

Layne Long  
City Manager  
City of Marina