



# SAN FRANCISCO PARK, RECREATION AND RESTROOM TASKFORCE COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET  
SAN FRANCISCO, CALIFORNIA 94117  
Tel: 415-831-2789 Fax: 415-831-2099



## MINUTES - FINAL

Restroom Taskforce Committee

Wednesday, January 21, 2009

4-5:30pm

Recreation and Parks Commission Room, the Lodge,  
Golden Gate Park, 501 Stanyan Street, San Francisco, CA 94117

Roll call at 4:18 PM

Members Present: Steven Cismowski, Cliff Hsiong, Karen Mauney-Brodek, Frank Triska, Meredith Thomas and Marvin Yee

Members Absent: Steven Flannery

Staff Present: Olive Gong (taking minutes)

### I. Introductions

Members of the Taskforce and staff introduced themselves.

Karen Mauney-Brodek gave an overview of agenda, and noted that while restrooms are not glamorous, they are cited as one of the most important and challenging facilities that the department operates. She reviewed Sunshine Ordinance requirements, including:

- post materials online
- send out agendas and materials at least 72 hours in advance
- have a standard meeting location
- a quorum of members are not allowed to discuss taskforce matters outside of planned meetings
- leaving time during the meeting for public comment

### II. Task Force Mandate & Goals

*Restroom Program Bond Report language and Proposed meeting agenda/structure:*

Karen Mauney-Brodek discussed the materials given out to the group by email and provided in binders: Bond Restroom Program Summary including Bond Report language, ballot language, a summary of the previous Restroom Taskforce's work, the Stand Alone Restroom Design Standards and a map of freestanding restrooms.

She noted that, in regards to restrooms, the bond measure focuses only on freestanding restrooms, not ones, for example, in recreation centers. The Taskforce will work with staff and community to develop a report, prioritizing restrooms that need work or replacement, for the Rec Park Commission for review and approval or alteration before renovations begin. The Taskforce is also required to develop a maintenance plan to ensure that restrooms stay clean.

*Regular meeting dates:*

The time for a regular meeting time was discussed and a 4 PM, Wednesday meeting time was decided on, usually meeting once a month, excepting for the next meeting, a restroom tour, which would meet the following week. It was envisioned that the work of the taskforce could be completed by May.

*Discussion on what would success look like for this program:*

Frank Triska:

- Set priorities in terms of progress: so that there is constant progress.
- Give guidelines for standardization and consistency of materials and designs that are easily maintained.

Steve Cismowski:

- Additional staff would be required if there is a reopening of restrooms. There is no assurance that we can keep our current 37 custodians given budget cuts.
- Consider region/demographics: Tourists destination? Are there other restroom opportunities around, reducing need for our department to be sole provider?
- Standardizing fixtures – repair costs and maintenance are less.
- LEED opportunities – to reduce carbon and resource footprints.
- Success would look like something we can build and renovate and sustain for minimum of ten years.

Cliff Hsiung:

- Standardization of restrooms is easier for custodians.
- Do things that we can see and touch so taxpayers know where the funds are going.

Meredith Thomas:

- Standardization: Look at outcomes of previous Restroom Taskforce.
- Communicate clearly to public so they understand why recommendations were made.
- Consider sites and areas not receiving other capital attention through the Clean and Safe Neighborhood Parks Bond.
- Geographic distribution of resources is important.
- Choose and plan projects carefully so they can be executed without a lot of controversy.
- Post signs of when restrooms are open and cleaned.
- Make recommendations on how the Capital work that gets done may line up with other things the department is doing (for example, concession vendor could open nearby restroom).
- Consider current revenue conversation and possible revenue or other opportunities where they make sense at some restroom locations.

Karen Mauney-Brodek:

- Have a set of recommendations that are actionable.

Marvin Yee:

- Important to show progress as soon as possible, and continued progress.
- Have realistic implementation plan and practical.
- Consider packaging projects that are similar, either in scope or geographically, so can decrease cost per restroom.
- Would like to create a recognizable “SF design” for restrooms, and not necessarily stick to convention but look for opportunities to think outside the box.

Steve Cismowski:

- Many facilities lack horticultural storage... expand footprint of facility to allow equipment storage

Karen Mauney-Brodek:

- We will look at previous Restroom Taskforce for standardization recommendations
- Create a manageable, realistic plan with \$11.4 million
- Something that makes sense from the Operations side
- Would like department staff as well as public know how choices are made

III. Public comment. None

IV. Adjournment at 5:15 pm.



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## MINUTES - FINAL

Restroom Taskforce Committee

Wednesday, January 28, 2009

1-4 pm

Recreation and Parks Commission Room, the Lodge,  
Golden Gate Park, 501 Stanyan Street, San Francisco, CA 94117

Members Present: Steve Cismowski, Steve Flannery, Cliff Hsiong, Karen Mauney-Brodek, Frank Triska and Marvin Yee

Members Absent: Meredith Thomas

### I. Introductions and Restroom Taskforce Tour

Members of the Taskforce and staff introduced themselves.

Karen Mauney-Brodek gave an overview of agenda which included visiting four different sites:

- Rossi Annex Restroom
- Victoria Manalo Draves Park Restroom
- Parkside Playground Restroom
- Lower Great Highway Restroom at Judah

### II. Rossi Annex

Karen

- Rossi Park (across the street) has a pool with restrooms inside the pool which are not available to regular park users, new playground, ball-field, storage maintenance facility, area informally used for dogs, tennis courts. The freestanding restroom is located across the street. Where the free-standing restroom is located it is awkward that one has to cross the street to use the restroom.
- Need to consider how much renovations are going to cost and are they going to outweigh the cost of a new restroom.
- Important to have space on site for supplies to clean the facility.
- If the taskforce recommends relocation capital staff would then have to find where utilities are located, cost and determine the exact location through a process.
- The taskforce needs to decide what we recommend for each restroom.

Marvin

- If we were to renovate the restroom we would have to remove the wings.
- Stalls need to be made more accessible.

Frank

- There's a lot of wasted space, possible ADA issues.
- This is not an ideal location for the restroom.

Steve Cismowski

- There is no paved path of access, which can lead to additional cleaning needed.
- It helps to provide hot water for maintenance staff.

- Having the storage capacity increases our ability to maintain the sites and allows staff to travel through flexible means of transportation, even public transit or bikes.
- We need to be cognizant of what metals will be resistant to chemicals and urine spill.
- Needs for custodial storage: mop sink, minimal shelving (occupied mostly by tennis balls/sports equipment here). This site [designed this way] must be serviced by someone requiring a pick-up or van to bring and take materials.
- Good thing is there are options for the relocation of the restroom.

Cliff

- Hot water is much better for workers.
- Need a crosswalk to make it safer.

Steve Flannery

- Since they've fixed the park, it has quadrupled the usage. Before, one couldn't see the bathrooms because [the fencing around the annex site] covered them with twenty-foot ivy. [Ivy has been removed].
- If we were to recommend a place where would we put it?

### III. Victoria Manalo Draves Park

Karen

- The new restroom and storage area facilities that were installed with the new park were: play areas, ball field, basketball field.
- In general we're finding this (bathroom) in good, working condition.
- Idea of having an open design is to prevent too much privacy and for safety purposes.

Marvin

- We also need to talk about the pre-fab delivery method.
- Do we want to rely on a single manufacture to deliver the pre fab bathroom or should we consider another delivery option where we have more control.

Frank

- I like the skylight.
- There's no loitering either, which is nice.
- Are these (pre fab bathrooms) flexible and economical enough to make changes for a "San Francisco" look?
- The look is great.

Steve Cismowski

- Park has been wildly successful. However, there are tremendous amounts of graffiti, homeless, and after hours clubbing activities.
- It is not a dog area and these are the main users.
- We can't currently meet the maintenance of this [dog] use.
- No way to remove graffiti that remains on the ground. The stainless steel partitions are very resilient.
- Possibly considering stainless steel as a wall covering?
- Ventilation is good.
- Given that it's a pre-fab building, it's built with a slab (its actually sitting on sand)
- This floor even as grimy as it is, if it were power-washed, would look brand new.
- Would appreciate if gates could be open all the way.
- The screen should be removed [from the designs].
- The bathroom functions quite nicely.
- We don't have enough storage for our operational needs at this site.

Karen Mauney-Brodek/Steve Cismowski/Marvin Yee

- Men side restroom: has a (stainless steel) mirror, concrete floor, pre-fab building (built off site) and added a storage unit, automatic hand dryer, soap dispenser, big stall, trash can not bin.
- Stainless steel partitions that are working well.

Cliff

- Successful concrete [for one floor] use depends on location.
- Does need to be maintained and resealed on a periodic basis.

Steve Flannery

- What's the largest pre-fab they make?
- Maybe before they order a pre-fab they wait for the park renovation and perhaps when the utilities are all stubbed up does the manufacturer come out. This might be a reason for the delays [experienced at some sites].
- I think for its purpose the bathroom is aesthetically pleasing.

#### IV. Parkside Playground

Karen Mauney-Brodek

- What's nice about Parkside is it's in the middle of a lot of things, heavily used; site is very level.
- There is a need for storage cabinets or closets and for custodial, gardener and staff supplies.

Marin Yee

- How many restrooms have electrical control panels? Steve Flannery: almost all of them.

Steve Cismowski

- Often times there is no horticultural maintenance storage, they (horticultural and custodial) ideally should be separated.
- We should also address recreational storage space.
- I think we need to think carefully. If we're always designing for maximum use then we will always be over-designing.

Steve Flannery

- Building was once set on fire on men's side.
- The garbage can was filled with debris and it got so hot the partitions caught on fire.
- Storage could be made a little wider which will provide an area against the wall for shelving and other side for plumbing.
- The standards explain the types and options and the Taskforce needs to specifically determine the most useful and cost-effective option.
- This site might not need more than two stalls.

Cliff Hsiung

- Custodial storage and gardener storage should be stored separately.

#### V. Great Highway

Karen Mauney-Brodek

- There are lots of stalls (6) and not always filled, if ever.
- They have been able to provide a lot more cleaning services. If these sites with the new custodial staff.
- The custodian [in a part inspection] mentioned some structural problems with the building, tiles are coming off the wall, problems with the skylights.

Marvin Yee

- It has a real mirror.
- Would like to continue the marble and the tile originally used here.

Steve Cismowski

- These buildings probably would trigger some sort of Preservation concern.
- Maybe they can be large but not as many stalls.

VI. Public Comment [Return to Lodge]

- No public comment

VII. Adjournment



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**MINUTES-FINAL**

**Restroom Taskforce Committee**

Wednesday, February 18, 2009

4-6 pm

Recreation and Parks Commission Room, the Lodge,  
Golden Gate Park, 501 Stanyan Street, San Francisco, CA 94117

Members Present: Steven Cismowski, Steve Flannery, Cliff Hsiong, Karen Mauney-Brodek, Meredith Thomas, Frank Triska

Others Present: Tony Leung from Capital Projects (in for Marvin Yee)

Members Absent: Marvin Yee

Current Speaker: John Paul Scott, Deputy Director, Mayor's Office on Disability

**I. APPROVAL OF MEETING MINUTES**

- Karen Mauney-Brodek amended the minutes from January 21<sup>st</sup> and 28<sup>th</sup> meetings.
- Moved by Karen to approve minutes, seconded by Frank Triska.
- Minutes were approved from January 21<sup>st</sup> & 28<sup>th</sup> meetings.

**II. ADA DISCUSSION**

Guest: John Paul Scott, ADA Coordinator for San Francisco's Transition Plan, discussed ADA matters.

- The ADA Transition Plan intends to remove barriers to San Francisco Programs.
- This is a Federal requirement for accessibility and an unfunded Federal mandate.
- Accessibility requirements are reflected in California's Civil Rights regulations and California State government and Building Codes.
- There are different types of ADA work: barrier removals and true alterations where a path might be required.
- The building code is in the same vein on maintenance vs. alteration: at times alterations will require permits.
- Constructing a new building, doing a new alteration will require a permit.
- When connecting two accessible facilities, the path of travel has to be accessible.
- Anything built new (new buildings) has to comply with ADA requirements excluding exceptions.
- Architect has to do an assessment of the condition of the building, then a facility assessment on accessibility (considering cost and whether conditions of technical infeasibility exist)
- Criteria: 1<sup>st</sup> desirability, 2<sup>nd</sup> safety, 3<sup>rd</sup> cost.

**ADA REQUIREMENTS FOR ACCESSIBLE TOILET FACILITY**

- Path to get up to and through the door (potential barriers: steps or slopes).
- 32-inch minimum level clear area.
- 60-inch turning circle (inside).
- One sink that has knee clearances
- 1 urinal (if provided) set low
- The toilet stall is now required to be 60 inches tall
- The accessories around stall should be set at 40 inches

**SITE ISSUES**

- Uniform accessibility in all SF facilities is preferred though perhaps difficult.
- ADA Transition Plan funds are not enough money to renovate 200+ city (including park) facilities.

**ADA REQUIREMENT EXCEPTIONS**

- Structural Impracticality/infeasibility (ex. Rossi Annex-built with concrete)
- Difficult Terrain that could run up the cost of the restroom project to make it infeasible to construct.
- Other examples: alterations and historic buildings.

Frank Triska:

- If we were to completely replace a restroom building but the path to the restroom is questionable or not accessible, would we have to make that path accessible?
- John Paul responded stating as much as you can. However, there are exceptions for technical infeasibility.

**III. RESTROOM LIST-Karen reviewed a basic list of the restrooms in consideration including those:**

- 1) New, Recently Installed, Renovated or To be Installed
- 2) Actively opened restrooms (currently in use now)
- 3) Closed restrooms (for a very long time)
- 4) Other

- Steve Flannery mentioned that structural maintenance was working to open Noe Valley Courts and Moscone Restrooms. Karen will work to coordinate and modify the chart with Steve's feedback.

**IV. DISCUSSION OF POSSIBLE PRIORTIZATION FACTORS**

- The Taskforce participated in a prioritization brainstorming exercise. These were the items identified for possible consideration.
- Need, Usage, Security and Visibility and Restrooms Nearby.
  - Need: proxy of the facility to other park facilities
  - How to evaluate usage: counters, random spot check counting, Maintenance Staff Survey.
  - Locations of habitual latrine use of an area that's not a bathroom.
  - Really busy bathrooms are pretty obvious but it is other restrooms that are unclear.
  - Proximity to Mass Transit and Tourist Use.
  - Preschools and Daycare Centers.
  - Proximity to other restrooms.
  - Cost

**V. PROTOTYPE REFINEMENT EXERCISE**

Example: Victoria Manalo Draves Park

The Taskforce participated in a prototype brainstorming exercise. These are the items they identified:

Need to Add:

- Graffiti-proof grout
- Tile logo
- Custodial sink (low mop sink)
- Storage support space dividers

Need to Adjust:

- Gate doors need to lock open flush to wall
- Seal Coat/Floor Improvement
- Color Coordination Tile
- Restroom paint color to match RPD standard

## Need to Remove:

- Screen on windows is unnecessary

## Notes:

- Consider site placement
- Explore solar tube for lighting!
- Phone service possible?
- Tile should extend to roof line (cover entire wall)
- Review Restroom Taskforce recommendations

## Other:

Frank Triska stated that stainless steel fixtures don't have to look so institutional.

- Possible Considerations: Art in the Park (local tile artists). Possible Tile logo.
- Are they automatically engineered in a modular way? Or could one request an extra toilet so the footprint can be standardized so that one might be able to expand as needed.
- The building should be adjustable to the need.

**VI. CAPITAL COST DISCUSSION**

- Karen said that capital staff would be estimating costs for restrooms in full renovation, replacement or small fix scenarios.

**VII. MAINTENANCE PLAN**

- Karen Mauney-Brodek presented an example NSA 6 Custodial Handbook to the Restroom Taskforce for the Taskforce participants to review. It is a good example of how a NSA might centralize restroom maintenance information.
- Steve Cismowski, who will be working on the maintenance plan for the Taskforce, discussed the project:

1) Work to provide the Commission a maintenance plan (a plan of attack to ensure the long term sustainability of the money that will be spent). Thus far it is unclear whether that work is cosmetic or requires structural maintenance.

2) Intent to provide a more detailed maintenance plan for the Commission.

3) There are plans the department is currently working on to quantify the workload and to map every inch of parkland with all amenities in it, prescribe maintenance load and trying to determine a) appropriate staffing level and b) what is expected of that staff.

4) Whatever we're designing or reopening, should reopen without creating a maintenance deficit elsewhere.

5) There aren't any standard operating hours for Rec Park restrooms, which perhaps should be something to consider.

6) Perhaps not a uniform schedule but still considering posting hours of operation (as an alternative).

**VI. Public Comment**

None.



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**MINUTES-FINAL**

**Restroom Taskforce Committee**

Wednesday, March 18, 2009

4-6 pm

Recreation and Parks Commission Room, the Lodge,  
Golden Gate Park, 501 Stanyan Street, San Francisco, CA 94117

Members Present: Steve Cismowski, Steve Flannery, Cliff Hsiong, Karen Mauney-Brodek, Meredith Thomas, Frank Triska, Marvin Yee.

**I. APPROVAL OF MEETING MINUTES**

- Meredith Thomas recommended an edit for the minutes on February 18, 2009.
- Frank Triska moved to approve the minutes, and Meredith Thomas seconded the motion.
- Minutes from February 18, 2009 were approved.

**II. DISCUSSION OF DRAFT REVIEW OF SITES BASED ON POSSIBLE CRITERIA AND CAPITAL STAFF REVIEW OF RESTROOM SITES**

- After the last meeting Karen created a usage questionnaire and spoke to operations staff, reviewing the usage factors suggested at the last meeting as important to consider (usage, daycare, sports, other notable usage etc).
- In addition, the department conducted a manual restroom usage count. It was found that almost all of the open restrooms are actively used. In general, most of the sites have about 10 people using them in a half-hour period (at least 100 people using them on a weekday). Portsmouth Square is heavily used, the department counted 79 people in a half-hour period. Washington Square Restroom had high counts as well.
- The draft chart for the Taskforce's review includes the list of restroom sites, information on each site based on the draft prioritization factors, and cost estimate information supplied by capital staff. The cost estimate information was developed using recent capital restroom project costs.
- The draft chart focuses on the currently open restrooms as "high priority" for renovation (not brand new or recently renovated).
- Many of the older restroom facilities are in poor condition according to the COMET [Condition Management Estimation Technology] index. Karen will develop a range for classifying the conditions assessment such as: poor, good, etc.
- Frank Triska asked if the recently renovated restrooms in good shape are ADA compliant and/or seismically safe. Karen and Marvin replied that Building Code requirements at the time of renovation address those needs.
- Cliff Hsiong: will the toilets be mounted on the wall or placed on the floor? Marvin Yee replied that the standard is to have wall mounted toilets.
- Meredith Thomas noted that current cost for renovating all of the projects on the list is \$14 million and with \$11 million we can do some low priority locations and there might be some money to pursue new restrooms in places that don't have existing facilities.
- Meredith Thomas asked what would happen to a building if a closed restroom has not been chosen for renovation. She also asked if it could potentially get knocked down, for example; Douglas Playground. Karen replied that she would have to ask the BOND legal counsel. However, in some cases such buildings are used as storage and storage spaces are highly needed. Taking buildings out should be considered if they are causing issues such as vandalism. Marvin Yee asked if the removal of an existing







































