

PARKS AND RECREATION ADVISORY COMMISSION

City of Oakland

Wednesday, February 10, 2010, 4:30 P.M.

Lakeside Garden, 666 Bellevue Avenue, Oakland, CA



CITY of OAKLAND
OFFICE of PARKS & RECREATION

MINUTES

1. CALL TO ORDER:

A meeting of the Parks and Recreation Advisory Commission was held on Wednesday, February 10, 2010 at the Lakeside Park Garden Center, 666 Bellevue Avenue, Oakland. Commissioner Taylor convened the meeting at 4:35 p.m. Audree V. Jones-Taylor, Secretary to the Commission conducted the roll call. A quorum was present.

2. ROLL CALL:

Present: Judy Belcher, Michael Hammock, Barry Miller, Susan Montauk, Brad Ricards, Jeffrey Taylor, Calvin Wong

Absent: Osagie Enabulele (excused), Howard Matis, Benjamin Scott,

Staff Present: Audree V. Jones-Taylor, Gail McMillon, Dana Riley, Mark Hall, Cynthia Armstrong

Guests: Sandra Ousley-CEDA, Jen Golike, Sarah Heath, Denise Louie-PWA

3. DISPOSITION OF MINUTES:

Minutes of the December 9, 2009 meeting.

MOTION: Commissioner Taylor entertained a motion to approve the meeting minutes.

Moved by: Commissioner Montauk; **Seconded by:** Commissioner Hammock, **Motion: Passed**

4. SPECIAL ORDERS:

None

5. PRAC PENDING LIST:

A. Commissioner Report Update, Commissioner Taylor – Still working on report.

B. Request for Permission for the Installation of Permanent Storm Drain Markers and Temporary Watershed Interpretive Signage at Lake Merritt: Dana Riley reported that the designer still working with the Public Arts Department and the Public Works Agency.

6. MODIFICATIONS TO THE AGENDA:

Item 12 - moved up in its entirety.

7. COMMUNICATIONS:

A. Commissioner Montauk presented a report regarding a Supplemental Report from Oakland Parks Coalition (OPC) based on the 2009 park survey with data and comments that surveyors made. OPC made a presentation to Public Works on February 9, 2010 and made three recommendations, 1) the supervisor positions are part of the staffing organization. There are now four positions, two of which are being filled by Crew Leaders in acting positions. They urged Council to approve funding for hiring people to fill the supervisory positions for maintenance; 2) Recommended that depots be set up in each district for bags for volunteers to access easily while volunteering in the park; 3) Recommended that a position be created for a volunteer coordinator for PWA. Finding money for the position is a problem. Councilmember Kaplan has an idea. April 1, 2010 is the volunteer recognition date hosted by OPC at the Garden Center.

8. PRAC COMMITTEE REPORT:

A. Commissioner Miller presented a report on the subcommittee meeting regarding the Manual of Policies and Procedures for Recreation Center Advisory Councils. They talked about how to get more public involvement, more public participation and how to make the process less bureaucratic. Half of the manual relates to fundraising and how to handle the funds. The next meeting will be to focus on guidelines for fundraising and handling funds. Audree will review the recommended changes before it goes to the full Commission.

B. Commissioner Wong presented a report on the Special Events subcommittee meeting regarding the fee waiver policy and the made changes from waiver since fee waiver is an inappropriate term. The recommended name change is 'Policy for Fee Exemption'. Gail McMillon will make the changes and forward the draft to the subcommittee and Audree before it goes to the full Commission.

9. ADVISORY COUNCIL REPORTS:

A. Commissioner Ricards presented a report on Bushrod Recreation Center and Ira Jinkins Community Center. He commented that he has made attempts to meet with the Advisory Council, but the Council is not formed yet. The Center Directors are having problems with getting members on the Council.

B. Commissioner Belcher met with Marcy Sanchez, Center Director at Carmen Flores Recreation Center. Commissioner Belcher informed Marcy that the Advisory Council Manual is being updated and could not answer some particular questions that Marcy asked.

C. Commissioner Wong commented that the way it is set up now, there aren't that many Advisory Councils or it's not operating effectively. The Center Directors are looking at it like it's a burden in some cases.

D. Commissioner Miller reported on the Joaquin Miller Community Center Advisory-Board meeting that he attended in January 2010. The Advisory Board talked about the Open House they wanted to have in February 2010. Gail reported that the February Open House was postponed to be included with the Central Reservations Unit's Splendid Tour in May 2010.

E. Commissioner Taylor reported on the Rainbow Recreation Center's Focus Group meeting and mentioned that it was very informative and that the people in the community had a lot to say. Many teens were also in attendance. He reported that the Head Start next door is going to be a Teen Center.

10. CONDITIONAL USE PERMITS:

None

11. UNFINISHED BUSINESS:

None

12. NEW BUSINESS:

A. **Request for Approval of the Proposed Improvements to the 25th Street Mini Park Located at 25th Street and Martin Luther King Jr. Way:** Sandra Ousley, Project Manager, Community Economic Development Agency, presented the staff report. The project is started with Measure WW, East Bay Regional Park District. The total project budget is \$730,000. The estimated construction cost is \$515,000. Park is currently closed. They are currently in the design phase. Commissioner Montauk asked about the costs of the project, the fencing around the park and about who will open and close the park. The fence will be more opened and the Public Works Agency (PWA) will open and close the park. There will be a two year maintenance agreement as part of the contract. The design will be completed in May 2010. The work process will take four to six months. Anticipate starting the construction in January 2011. There will be three new lights in the park that will be on a timer. Recommendation to add signage to indicate 'Parents must be accompanied by a child', so that adults will not be in the tot lot area. Space will be provided for a community gardening program if the community choose to have one.

MOTION: Commissioner Taylor entertained the motion to approve the proposed design plans as presented.

Moved by: Commissioner Hammock; **Seconded by:** Commissioner Montauk; **Abstention:** Commissioner Belcher; **Motion: Passed – 6 approvals, 1 abstention.**

B. **Habitat for Humanity East Bay Request to Collect Donations for Participants' Pledges On-site at Tassafaronga Field on Saturday, April 17, 2010 through Tuesday, April 20, 2010:** Cynthia Armstrong, Tassafaronga Center Director, presented the staff report. Commissioner Taylor asked 'What is a build- a-

thon?' The build-a-thon is Habitat for Humanity's largest construction build of the year. The build-a-thon helps to aid in their construction and fundraising goals. Participants raise pledges. The goal is to frame 10 houses over the course of the four days. There will be a minimum pledge of \$200 per day, per participant with 150 to 200 people per day. There will not be an impact on the park or the field for the four days.. Habitat for Humanity will have a 40' x 40' tent with tables and chairs on the area. The group will be using the area for staging and storing their materials. The area will not be used for construction.

MOTION: Commissioner Taylor entertained the motion to approve the request to collect donations for participants' pledges on-site at Tassafargona Field. **Moved by:** Commissioner Montauk, **Seconded by:** Commissioner Hammock, **MOTION: Passed unanimously.**

- C. **Request from Girl Ventures for Permission to Collect Sponsorships, Donations and Host a Bake Sale Fundraiser at Lakeside Park on Saturday, April 17, 2010:** Gail McMillon presented the staff report. This is Girl Ventures' first year hosting the event at Lakeside Park. Group would have to get a One-Day Food Handler's Permit to sell baked goods to the public.

MOTION: Commissioner Taylor entertained the motion to approve the request for permission to collect sponsorships, donations and host a bake sale. **Moved by** Commissioner Montauk; **Seconded by** Commissioner Belcher. **MOTION: Passed unanimously.**

- D. **Request from the Native American Health center, Inc. for Permission to Collect Registration fees at Lakeside Park on Saturday, March 13, 2010:** Gail McMillon presented the staff report. Group was not in attendance due to the Post Event Report provided to staff.

Per the comments from the Post Event Report, Commissioner Ricards requested that staff contact PWA about recycling containers. OPR can have group to provide a dumpster. There is a dumpster on site in the Sailboat House parking lot. Commissioner Montauk requested that Post Event Reports be submitted in their packets at least two months in advance of the event date.

MOTION: Commissioner Taylor entertained the motion to approve the request for permission to collect registration fees at Lakeside Park on Saturday, March 13, 2010. **Move by:** Commissioner Belcher; **Seconded by:** Commissioner Hammock. **MOTION: Passed,**

- E. **Josie De La Cruz Park Master Plan Update Informational Presentation::** Denise Louie, Project Delivery, Community Economic Development Agency, presented the informational staff report to update PRAC on the adjustments made to the 1997 Master Plan for Josie de la Cruz Park (formerly Sanborn Park) as a result of recent input by the community. Commissioner Hammock recommended that the fence on Fruitvale Avenue side be at least 6 feet high due to balls bouncing in the streets.

13. **COUNCIL REFERRALS:**

None

14. **DIRECTOR'S REPORT:**

- A. Reminder about the focus group meetings. Thanked those Commissioners who have attended the previous meetings. Next Focus Group Meeting – Thursday, February 18, 2010 at Lakeside Park Garden Center.
- B. Vacancy Report to Council. The different departments had to talk about their vacancy rate or positions they need to have filled. OPR is trying to hire for summer to run our summer programs OPR was able to move forward with hiring. It is currently on consent, but need to go to the full Council for final approval.
- C. Special Budget Hearing at 5 pm on Tuesday, February 16th.
- D. OPR was told to make some additional cuts in the amount of 1.4 million dollars.
- E. What went forward from the report was the amount of \$200,000 for golf. OPR has to make a full report regarding the status of our golf courses in early March 9, 2010 to the Finance Committee, how much money the golf courses are making.
- F. Lake Chabot Golf Course is doing well. They are clearing over \$200,000 after paying payroll & lightweight improvements.
- G. Metropolitan will be going before Council on March 2nd. They are asking for subsidy.
- H. Montclair Golf Course – We are still going through some concerns with Montclair as it relates to complaints about them not being in compliance with Contract Compliance. OPR will ask for a full audit. Their contract

will be adjusted.

- I. Money from the County – CalWorks Program or A.C. Hiring Program. See if we can use some of that money to support our staffing needs. There are restrictions to hiring people.
- J. OPR's Job fair will be March 20, 2010.

15. OPEN FORUM:

None

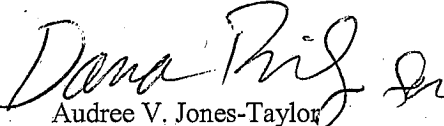
16. ANNOUNCEMENTS:

None

17. ADJOURNMENT:

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,


Audree V. Jones-Taylor
Secretary

Gail McMillon for Toni Martinez-Villarante
Recording Secretary