

PARKS AND RECREATION ADVISORY COMMISSION

City of Oakland

Wednesday, April 13, 2011 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, April 13, 2011 at the Lakeside Park Garden Center, 666 Bellevue Avenue, Oakland. Co-Chair, Commissioner Montauk, convened the meeting at 4:35 p.m. Gail McMillon, OPR Staff, conducted the roll call.

2. **ROLL CALL:**

Present: Judy Belcher, Wade Finlinson, Michael Hammock, Howard Matis,
Barry Miller, Susan Montauk, Brad Ricards, Jeffrey Taylor, Ellen Wu

Excused: Osagie Enabulele, Calvin Wong

Staff Present: Dana Riley, Gail McMillon, Diane Boyd,

3. **DISPOSITION OF MINUTES:**

MOTION: Commissioner Montauk, Co-Chair, entertained a motion that the March 14th minutes be approved as written.

Moved by: Commissioner Taylor, **Seconded by:** Commissioner Hammock, **Motion: Passed.**

Opposed 1

MOTION: Commissioner Montauk, Co-Chair, entertained a motion that March 9th minutes be provided and approved at the May 11th meeting.

Moved by: Commissioner Taylor, **Seconded by:** Commissioner Belcher, **Motion: Passed.**

4. **SPECIAL ORDERS:**

None

5. **PRAC PENDING LIST:**

A. Report Update – Pending

6. **MODIFICATIONS TO THE AGENDA:**

MOTION: Commissioner Montauk entertained a motion to move Item 7C ahead of 7A and 7B.

Moved by: Commissioner Hammock: **Seconded by:** Commissioner Ricards: **Motion: Passed.**

7. **NEW BUSINESS:**

A. **Tree Permit Appeal, 5452 Carlton Street:** Mitchell Thompson from the City of Oakland's Tree Services Division provided the staff report. The Tree Services Division denied the property owners application to remove a coast live oak tree growing in the front yard of the home. The property owners appealed the decision. The PRAC put the review of the appeal on hold during the August, 2010 meeting pending further investigation. The Tree Division returned to the Commission with findings and a recommendation to deny the appeal and require preservation of the oak tree. Staff suggested that a compromise was in order and recommend that the owners prune the tree to restore some views and preserve the tree. Staff also asserted that the property owners can mitigate possible future damage to the foundation and property by cutting the one and

two inch roots observed during the inspection. The property owner sited concern for potential liability due to damage of neighboring property and that the inspection and subsequent visit by the Commission focused primarily on the view issue and not enough on the root system of the tree. Staff recommend pruning to restore views. The property owner expressed concern that the root system has caused cracks in the foundation. PRAC Commissions who visited the home concurred with staff that the actual cause of the cracks observed in the foundation can not be attributed to the trees' root system.

MOTION: Commissioner Montauk entertained a motion to support the recommendation by staff that the appeal be denied and that the coast live oak tree be kept in place.

Moved by: Commissioner Ricards: **Seconded by:** Commissioner Matis: **Abstention by:** Commissioner Finlinson: **Motion Passed.**

- B. Tree Permit Appeal, 6653 Banning Drive:** Mitchell Thompson from the City of Oakland's Tree Services Division provided the staff report. The Tree Services Division denied the property owner's application to remove a coast live oak tree growing near the edge of the road in front of her property. The property owner appealed the decision. The Tree Services Division requested the Commission deny the appeal and require preservation of the oak tree. Staff suggested there may or may not be feeder roots under the driveway given the distance of the tree from the site in question. The owner was not present, but a letter was read by the Commission.

MOTION: Commissioner Montauk entertained a motion to deny the appeal regarding removal of the coast live oak tree at 6653 Banning Drive.

Moved by: Commissioner Hammock: **Seconded by:** Commissioner Taylor: **Motion:** Unanimous Decision.

- C. Tree Permit Appeal, 5363 Boyd Avenue:** Mitchell Thompson from the City of Oakland's Tree Services Division provided the staff report. The Tree Services division denied the property owner's application to remove a thirty-two inch diameter spruce tree from the backyard of her home. The property owner appealed the decision. A limb fell from the tree eleven years ago damaging the roof of a neighbor's studio and there is concern it may happen again. In accordance with the Protected Tree Ordinance, preservation of the tree through pruning is reasonable maintenance. The Tree Services Division recommended that the appeal be denied and that preservation of the spruce tree is required. The appellant addressed the commission and read a letter from her certified arborist whose comments included that the tree was healthy, but dominated the small yard and overhangs several structures including neighbors' property. The appellant raised concerns of potential personal legal ramifications as a result of falling limbs. Commissioner's Ricards and Montauk visited the home and noted no damage to the property or to that of surrounding neighbors. The commissioners observed that the tree was nicely pruned and that further pruning was not needed for several years and supported the staff recommendation to deny the appeal.

MOTION: Commissioner Montauk entertained a motion to support the recommendation from staff that the appeal from the property owner at 5363 Boyd Avenue to remove the tree be denied and that the tree be preserved.

Moved by: Commissioner Richards: **Seconded by:** Commissioner Taylor **Motion:** Unanimous Decision.

- D. Request from Eastside Arts Alliance for Permission to Have Community Non-Food and Food Vendors at the Malcolm X Jazz Festival at San Antonio Park on Saturday, May 21, 2011:** Gail McMillon provided the staff report. The Office of Parks and Recreation received a request from Eastside Arts Alliance for permission to have community artists and craftspeople sell crafts and to have food vendors at the 11th Annual Malcolm X Jazz Festival at San Antonio Park

on Saturday, May 21, 2011. The funds raised will be used to cover the costs of presenting the festival, i.e., stage rental, clean-up, tables/chairs, etc. The Commission approved the request in years past, however, due to the late submission of supporting documents; the event organizer was required to make a presentation to the Commission.

MOTION: Commissioner Montauk entertained a motion to approve the request for the vendors at the Malcolm X Jazz Festival located at San Antonio Park on Saturday, May 21, 2011 to sell crafts and food. **Moved by:** Commissioner Belcher: **Seconded by:** Commissioner Wu: **Motion Passed:**

- E. Request from Prevention International: No Cervical Cancer, for Approval to Collect On-site Admission Fees and Sell Donated Auction Items at a Spring Fundraiser at the Lakeside Park Garden Center on Sunday, May 15, 2011:** Gail McMillon provided the staff report on behalf of Parks and Recreation. The Office of Parks and Recreation received a request from Prevention International: No Cervical Cancer (PINCC), a non-profit organization, for permission to collect on-site admissions fees and sell donated auction items at their Spring Fundraiser on Sunday, May 15, 2011 at the Lakeside Park Garden Center. The funds raised will go towards their Central America trip in June 2011. The event organizer made a brief presentation to the Commission and asked permission to sell tickets at the door to help supplement their international efforts and expenses. The presenter estimated the event would potentially raise over \$2,500.00 in ticket sells.

MOTION: Commissioner Montauk entertained a motion to support the collection of on-site fees at the event as described in the report.

Moved by: Commissioner Ricards: **Seconded by:** Commissioner Miller: **Motion Passed.**

- F. Requesting Approval of the "Guidelines for Recreation Advisory Councils" as the Document to Govern the Operations of Recreation Advisory Councils:** The Recreation Advisory Council subcommittee of the Parks and Recreation Advisory Commission requests approval of the "Guidelines for Recreation Advisory Councils" as the document to govern the operations of Recreation Advisory Councils. The Advisory Council Manual was reviewed and changes were made.

A STRAW VOTE was taken on the proposal of changing the "Removal Clause" listed in section 4B(4) of the Guidelines for Recreation Advisory Councils from the existing requirement of a majority vote to a 2/3 vote.

VOTE: To change the clause: 2 – Commissioner's Mathis and Belcher

VOTE: To keep the clause the same: Commissioner's Finlinson, Hammock, Miller, Montauk, Ricards, Taylor and Wu.

MOTION: Commissioner Montauk entertained a motion to approve the Guidelines for Recreation Advisory Councils with the changes made.

Moved by: Commissioner Wu: **Seconded by:** Commissioner Ricards: **Abstention:** Commissioner Taylor: **Motion Passed.**

8. COMMUNICATIONS:

MOTION: Commissioner Montauk entertained a motion to move the Park Zoning presentation by Commissioner Miller to the May 11th meeting.

Moved by: Commissioner Wu: **Seconded by:** Commissioner Taylor: **Motion Passed.**

9. PRAC COMMITTEE REPORT:

The survey document was completed and will be used as a tool to promote and prioritize recommendations to the PRAC and can be use as a guideline for moving forward on issues.

Members from the committee would like the mayor's office and city councilmember's to attend a PRAC meeting and offer their vision of Parks and Recreation.

It was also suggested that, when feasible, the last 15 minutes of the meeting be opened to the community where they would have the opportunity to offer their opinion and feedback on issues before the commission.

MOTION: Commissioner Montauk entertained a motion to add the Consent Calendar as an item on the agenda where all event reports coming before the commission would be placed.

Moved by: Commissioner Belcher: **Seconded by:** Commissioner Wu: **Motion: Passed.**

10. **ADVISORY COUNCIL REPORTS:**

None

11. **CONDITIONAL USE PERMITS:**

None

12. **UNFINISHED BUSINESS:**

None

13. **COUNCIL REFERRALS:**

None

14. **DIRECTOR'S REPORT:**

Director Jones-Taylor reviewed and updated the roster of the Commission's Liaison and Committee assignments for parks and recreation sites.

Dunsmuir will be the site of future exhibitions and specials events. These will be large scale events distinguished from events at other sites and designed to generate revenue for OPR. All guidelines and regulations will be followed. The PRAC will receive summary reports presented by the Estate Manager.

The PRAC Tour of OPR Sites was confirmed for Saturday, April 16th, from 9am to 1pm. Commissioners were asked to meet at the Garden Center for a 9am departure. The EOSC was included in the tour.

Director Jones-Taylor suggested the Commission revisit the practice of holding quarterly meetings offsite and recommended that each member invites the councilmember from their respective district to observe the proceedings.

The Mayor's budget and town hall meetings were reported to be ongoing. City Departments will be reorganized as a result of the current budget cycle as Directors were asked to cut an additional 2.4mil. The Director recommended that Commissioners attend these meetings in their districts to follow the topical issues and prepare themselves possible community inquiries. OPR's budget was presented at the April 11th public hearing at Joaquin Miller. A copy of the Director's budget report will be provided to each commissioner in the May information packet.

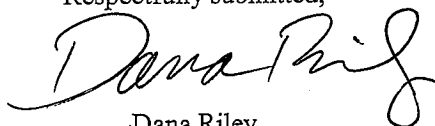
As part of Mayor Quan's Youth Initiative, the Office of Parks and Recreation will be providing Friday and Saturday late night sports and other activities in four of the city's hot spot areas. The pilot programming will began at McClymonds High School and Rainbow Rec Center in late April or early May from 8pm to 12am.

15. OPEN FORUM:
Commissioner Montauk suggested that members of the Commission follow the progress of the parcel tax as this will have an impact on Parks and Recreation and other services.

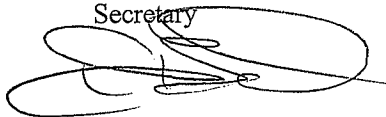
ANNOUNCEMENTS:

17. ADJOURNMENT:
The meeting was adjourned at 7:28 p.m.

Respectfully submitted,



Dana Riley
On behalf of
Audree V. Jones-Taylor
Secretary



Diane Boyd
Recording Secretary