

PARKS AND RECREATION ADVISORY COMMISSION
WEDNESDAY, JUNE 13, 2001
Lakeside Park Garden Center, Oakland, CA

MINUTES

1. CALL TO ORDER:

A regular meeting of the Parks and Recreation Advisory Commission was held at the Lakeside Park Garden Center, 666 Bellevue Avenue, Oakland, California. Chairperson Webb convened the meeting at 4:05pm. Jim Ryugo, Secretary to the Commission, conducted roll call. A quorum was present.

2. ROLL CALL:

Present: Valerie Abad, Raymond Bobbitt (4:35), Yvonne Myers, Theresa Nelson, William Patterson (4:20), Elba Sanchez, Rita Torres-Gonzalez, Matthew Webb, Jeffery Wong
Excused: Dinah Fischbach-Bensen
Absent: Jose Guzman
Staff Present: Jim Ryugo, Margaret Fujioka, Dan Gallagher, Mary Perisic
Visitors: Item 12A: Sandra Kemp, Stephen LeBlanc, Beverly Marvin, John Minor, Susan Cosgrove

3. DISPOSITION OF MINUTES:

A. Minutes of May 23, 2001 regular meeting

Commissioner Myers moved approval. Commissioner Sanchez seconded the motion which passed unanimously.

4. SPECIAL ORDERS:

- A. Sunshine Ordinance and Brown Act: Margaret Fujioka, Deputy City Attorney, provided a summary of the Brown Act and Sunshine Ordinance, both of which apply to the PRAC. Some things for Commissioners to know:
- Regular meetings must be noticed at least 72 hours prior to the meeting and posted for viewing from the outside. Subscribers of agendas must receive agendas 72 hours prior to the meeting.
 - A quorum is required to take any action.
 - Time must be set aside for public to comment on items.
 - “Serial meetings” –If a majority of a quorum (four commissioners) discuss business, not all at the same time, while not in a publicly noticed meeting, it is in violation of the Brown Act.
 - Commissioners can all attend conferences and meetings open to the public as long as they do not discuss business.
 - Special meetings must be noticed two business days prior to the meeting.
 - Emergency meetings can only be called upon a real emergency, such as a disaster.
 - Public records – materials must be provided upon request to members of the public.
 - Commission Tours – No action can be taken during a tour since there is no public access.
 - Commission retreats must be noticed and open to the public.
 - Whenever there are more people anticipated for a meeting than the room can accommodate, speakers need to be set up in adjacent space to provide for overflow.
 - Anyone who completes a speaker card must be allowed to speak. Time can be limited equally for speakers on the same item.
 - Rule of thumb - Error on the side of openness and inclusiveness.

5. DETERMINATION OF SCHEDULE—OUTSTANDING AGENDA ITEMS:

Pending, no specific date

- OPR Audit Results
- PRAC Retreat
- Policy on Naming of Office of Parks and Recreation
- Task Force for Dogs in City Parks – Joaquin Miller
- Financial Worksheet for Recreation Advisory Councils – Roland Smith
- Biking Trails in Joaquin Miller Park
- Fishing at Lake Merritt
- Margarido Property

Note: Mr. Ryugo informed the PRAC that a series of meetings will take place at the Leona Lodge beginning 6/14/01 regarding the Joaquin Miller Park biking issue.

6. MODIFICATIONS TO THE AGENDA:

Item 12A moved up.

7. COMMUNICATIONS:

A. Letter from Steve Luzmoor: Noted

8. PRAC COMMITTEE REPORTS: None

9. ADVISORY COUNCIL REPORTS:

- Commissioner Myers reported that the Carijama event at Mosswood Park was a success.
- Commissioner Sanchez inquired about obtaining a trailer for Carmen Flores Center during the construction. The nearby school, which is being considered as an alternative site, is already pressed for space.
- Commissioner Paterson stated that Councilmember Wan is looking into a school/City link, called School Link. He wants the school facilities to be more available to the public, and recreation centers and playgrounds to be more fully staffed.
- Commissioner Abad stated that OPR policies need to be very clear on how the department can have Junior Leaders to volunteer at the centers and learn important leadership skills so they can be future program leaders.
- Commissioner Bobbitt stated that staffing at the recreation centers and playgrounds has been diminishing quickly. He asked if there is a legal limit to the number of staff serving large numbers of youth. Center Directors are required to assertively market their programs to increase the numbers of youth participants, but are not backed up with staff to provide good service. When supervision is lacking at centers, injuries are more likely to happen, and the city is liable. Is there any plan to increase the number of staff at the centers? Mr. Ryugo advised that there is one more City Council budget hearing, after which we will have a better idea on the staffing situation. Commissioner Abad asked if it is realistic to hire for this summer, given the time needed to recruit, hire and train.

10. CONDITIONAL USE PERMITS: None

11. UNFINISHED BUSINESS:

- A. Liaisons to Advisory Councils: Corrections were made to the Liaison check sheet. Revised check sheet to be distributed at next meeting.
- B. PRAC Committee Assignments – Tree Committee Chair: Deferred

12. NEW BUSINESS:

- A. Appeal of Tree Removal Permit ND01-038, 330 Park View Terrace: Dan Gallagher, Tree Supervisor, gave a brief summary of the tree removal permit and appeal in question. The redwood tree is less than six feet from the condominium and will eventually cause damage to the structure. The permit had been approved under the criteria in the ordinance “relation to the existing structure.” An appeal was made by two of the owners in the condominium. Commissioners Webb and Abad of the Tree Committee visited the site to view the tree. They concurred with Mr. Gallagher that the tree would eventually cause damage to the structure. Three residents and one neighbor spoke in opposition to the tree removal, that it would impact quality of life, property value and privacy. A member of the condominium association spoke in favor of the tree removal and gave history of the process involved in the association’s decision. There was further discussion as to replacement of trees.

MOTION: Commissioner Wong moved to deny the appeal for Tree Removal Permit ND01-038 . Commissioner Wong seconded the motion with passed unanimously.

13. COUNCIL REFERRAL/BUSINESS:

- A. OPR Adopted Budget -Council, 6/5/01: Noted
- B. Coca Cola – Council, 6/5/01: City Council passed with a 5-3 vote. Work still needs to be followed up to allow for vending machines.
- C. A Resolution Authorizing the City Manager to Issue a Joint Request for Proposals with the Oakland Redevelopment Agency to Develop the City-Owned Site Bounded by the Henry J. Kaiser convention Center, the Oakland Museum, 12th Street, and Peralta Park Adjacent to Lake Merritt channel – Council, 6/5/01: This item pertains to the Henry J. Kaiser Convention Center parking lot area. Alex Greenwood of CEDA has been asked to give a presentation on this item at a future meeting.
- D. Resolution Authorizing the City Manager to Execute an Amendment to the License and Master Concession Agreement Between the City of Oakland and Wildcat Canyon Ranch Youth Program – Life Enrichment Committee, 6/12/01: Noted

14. DIRECTOR’S REPORT:

Mr. Ryugo spoke on the following items:

- There will be a Golf Committee meeting set up regarding the finalization of the Galbraith agreement and a Chabot Golf Course issue.
- OPR is in the process of getting ADA training for supervisors and program providers. We must make accommodations for all OPR programs, to be incorporated by this fall.
- Mr. Ryugo will research for more information on the hiring of Aquatics Coordinator.
- Regarding the moving the Center Directors, the OPR Director believes that it will allow for further growth for staff and provide new perspectives. Also OPR is anticipating a few retirements in the near future. The move will probably be implemented in September. Commissioner Abad stated that a move of this magnitude needs to be well thought out as to the needs of the center. Bilingual knowledge needs to be taken into consideration.

15. **OPEN FORUM:** Commissioner Bobbitt congratulated Commissioners Patterson and Wong for the success of the dedication ceremony for the Marsha J. Corprew Lakeside Park Garden Center.
16. **ANNOUNCEMENTS:**
17. **ADJOURNMENT:** Meeting adjourned at 6:08 p.m.

Respectfully submitted,

Jim Ryugo
Secretary

Mary Perisic
Recording Secretary