



PARKS AND RECREATION COMMISSION MEETING
Thursday, December 9, 2010 Albany Community Center
Edith Stone Room, 1249 Marin Ave., 7:00pm

1. CALL TO ORDER

2. APPROVAL OF MINUTES: November 2010

3. PUBLIC COMMENT

For persons desiring to address the Commission/Committee/Board on an item that is not on the agenda please note that each speaker is limited to three (3) minutes. The Brown Act limits the Committee's ability to take and/or discuss items that are not on the agenda; therefore, such items are normally referred to staff for comment or to a future agenda.

4. ANNOUNCEMENTS/COMMUNICATIONS

5. DIRECTOR'S REPORT:

6. DISCUSSIONS AND POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

6-1	Tree Removal Request:	Tree removal request on the corner of Marin and Santa Fe due to construction project pertaining in intersection improvements. (Memo, tree report, and map attached)
6-2	Presentation from Jane and Tom Kelly re Vegetation Management:	Presentation regarding non-chemical methods for vegetation management on Albany Hill.
6-3	Albany Hill Master Plan Update:	Staff will update the Commission on progress made re the Creekside Albany Hill Master Plan update. Staff will also review a memo from City Engineer, Randy Leptien, regarding Measure R. (Memo, map, and budget attached)
6-4	IPM Policy Follow Up:	Staff will follow up with the Commission re recommendations made at the November 2010 meeting. (Staff report attached)
6-5	Next Meeting:	Next meeting scheduled for Thursday, January 13, 2011 7:00pm, Albany Community Center/Library.

7. FUTURE AGENDA ITEMS

(Commission/Committee/Board Member announcement of requests for future agenda items. No public comment will be taken on announcement of future agenda items).

8. ADJOURNMENT:

Please note that if you provide your name and address when speaking before the Commission/Committee/Board it will become part of the official public record, which will be posted on the Internet.

NOTE: Any writings or documents provided to a majority of the City Council/Commission regarding any item on this agenda will be made available for public inspection at the Community Center counter located at 1249 Marin Ave during normal business hours, 8:30am-5:00pm, Monday through Friday.



A Regular Meeting of the Albany Park and Recreation Commission Minutes
Thursday, October 10, 2010
Albany Community Center
Edith Stone Room, 1249 Marin Ave.
7:00 p.m.

- 1. Call to Order:** 7:04p.m. Commissioners present: Chair Pilch, Commissioners Class, Trout, Cunningham, and Kindle

Staff present: Director Penelope Leach, Tony Wolcott

- 2. Approval of Minutes:** Motion to approve minutes from the October 2010 meeting. Motion made by Commissioner Class and seconded by Commissioner Trout.

- 3. Public Comment:** Question re the timing of the Dog Policy the Waterfront Committee is drafting will be presented to the Parks and Recreation Commission.

- 4. Announcements/Communications:**

- 5. Director's Report:**

- 6. Discussion and possible action on matters related to the following items, which could include reports and/or proposed resolutions if any:**

- 6-1. IPM Policy Review:** Motion to ask Council to agendize the IPM Policy for the purpose of discussing how the policy can be funded. Motion made by Commissioner Cunningham and Class and seconded by Commissioner Kindle.

- 6-2. Albany Hill Master Plan Update:** No action taken. Staff presented information gathered thus far and proposed a timeline for next steps. The Power Point presentation re the update can be found online.

- 6-3. Park Hours:** Motion to propose to Council adding language to the City's Municipal Code stating park hours: (1) "No person shall use, remain in or enter into Ocean View Park between 11:00 p.m. and 5:00 a.m.;" and (2) "No person shall use, remain in or enter into Terrace Park or Dartmouth Park between 9:00 p.m. and 7:00 a.m. April 1 through October 31, and 8:00pm to 7:00am November 1 through March 31."

- 6-3. Next Meeting:** Next meeting scheduled for Thursday, December 9, 2010, 7:00pm at the Albany Community Center and Library.

- 7. Future Agenda Items:** Albany Hill Master Plan update specifically Measure R. Update on Dog Policy the Waterfront Committee is drafting.

- 8. Adjournment**

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CITY OF ALBANY MEMORANDUM

TO: PARKS AND RECREATION COMMISSION

FROM: TRAFFIC AND SAFETY COMMISSION-ALEIDA ANDRINO-CHAVEZ,
TRANSPORTATION PLANNER

SUBJECT: NON-EMERGENCY TREE REMOVAL AT 1001 SANTA FE (MARIN ELEMENTARY
SCHOOL)

DATE: 12/3/2010

CC: ANN CHANEY, COMMUNITY DEVELOPMENT DIRECTOR

RECOMMENDATION

That the Park and Recreation commission grant the removal of up to two Liquid Amber trees located at 1001 Santa Fe Avenue (adjacent to Marin Elementary School). This request is being made by the Traffic and Safety Commission in order to accommodate proposed changes to the intersection of Marin and Santa Fe Avenues to improve pedestrian and bicycle safety at Marin School. Per discussion with the City Arborist, these mature trees are healthy, but he supports removal for a number of reasons, stated in the attached Arborist Report. Two replacement trees will be planted nearby. The Albany Unified School District has been notified of this proposal.

BACKGROUND

In 2009, the City obtained a Safe Routes to School (SR2S) grant for the implementation of improvements around Marin Elementary School. These improvements include:

- Intersection reconfiguration to improve visibility and to shorten the pedestrian crossing distance on Marin Avenue
- Implementation of a protected left-turn signal phase from EB and WB Marin Avenue to NB and SB Santa Fe Avenue
- Pedestrian count-down signal heads
- Speed feedback solar signs

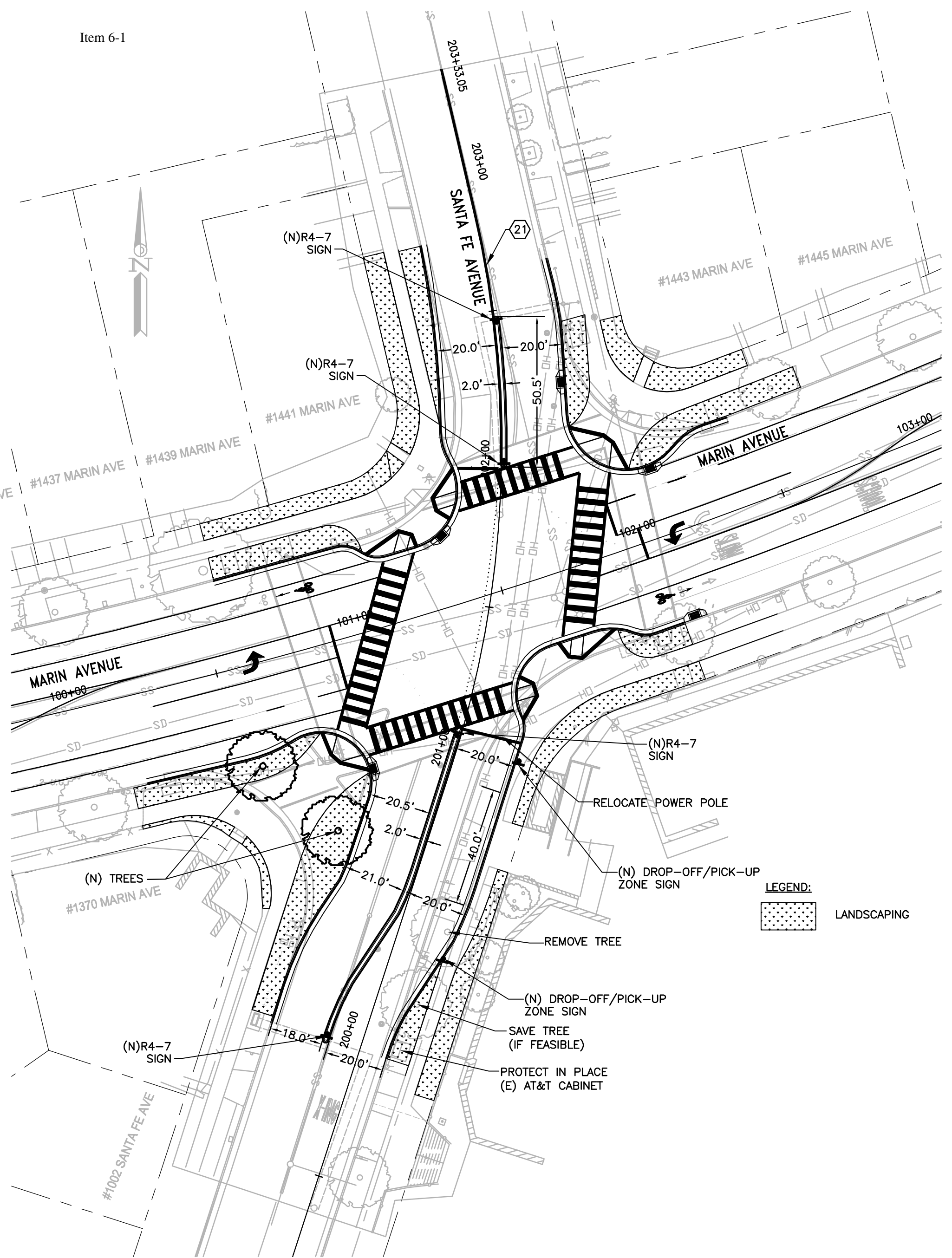
- Sidewalk widening along Curtis Street
- Two speed humps on the 1000 block of Santa Fe Avenue, and
- Installation of bike racks at Marin Elementary School.

The overarching safety goals of this proposal are: 1) to bring pedestrians in the crosswalk as close as possible to the line of sight of oncoming motorists, 2) to retain crosswalks in all four directions, 3) to make the crosswalks as short as possible by using bulb outs. Achieving these goals has been difficult due to the intersection geometry (i.e. lack of right angles).

DISCUSSION

In order to accommodate inclusion of the four crosswalks in the proposed design attached to this memorandum), the center line of the intersection had to be shifted to the east. While this new alignment offers a superior alternative in terms of pedestrian safety, as it would bring crosswalks on Marin Avenue as close to the intersection as possible, it would impact one, or possibly two Liquid Amber trees situated in the southeast leg of the intersection along Santa Fe Avenue, adjacent to Marin Elementary School. However, a positive outcome of the new alignment is that it provides adequate space to replace two trees on the southwest side of the intersection adjacent to Bright Star Montessori School. At its September meeting, the Traffic and Safety Commission approved this design alignment, (contingent upon the Parks and Recreations Committee's response to its request for a non-emergency tree removal).

The decision of the Parks and Recreation Commission will be furnished to the City Council. Staff will go to Council in January 2011 to request approval of the plans and Authorization to Bid for the construction of this project. The project is expected to be built in the summer of 2011.



Marin/Santa Fe
Revised Horizontal Geometry
November 29, 2010



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To: Penelope Leach Director of Parks and Recreation; Aleida Andrino-Chavez
Transportation Planner

From: Tony Wolcott, Urban Forester

Subject: **2 street trees on Santa Fe Side of Marin Elementary School northern most end**

We would recommend that both street trees be removed and new trees be installed as designed.

I have inspected the two street trees on the Santa Fe side of Marin Elementary School. The street trees are both *Liquidambar styraciflua* and are situated in the planting strip on the north end close to Marin Avenue. Both trees are about 14 inch DBH. Both have poor structure – one tree has two strong co-dominant stems, the other has five co-dominant stems. Both trees are in the wrong place as they are underneath a multitude of wires. This has prompted many topping cuts in the past, resulting in extensive heavy horizontal growth and poorly attached branches. We are much better off with new trees planted in the right place with the right species. Once removed there will be much more light through to the school and two large quite handsome Japanese maples will be better viewed. These maple trees are up against the school on school property.

-Tony Wolcott
City of Albany
Urban Forester

USE OF MEASURE R OPEN SPACE FUNDS

A line item in the amount of \$60,000 has been allocated in the 2010-2011 FY budget for vegetation management on Albany Hill. These maintenance activities, including the environmental studies necessary to obtain permits are allowed were included in the authorized scope of improvements for AD 1996-1 (Measure R). The vegetation management plan is considered a vital and necessary service that must be provided in order to protect the health and safety of Albany residents and the habitat on Albany Hill. Once the plan has been completed, its findings should be included in an updated master plan for the hill. The use of a consultant to assist with this task, if deemed necessary and appropriate, should be considered.

An 11 acre parcel on the south side of Albany Hill located at the north end of Hillside and Gateview Avenues (see exhibit map attached) may be considered for acquisition with Measure R funds. However, the cost to acquire all 11 acres would far exceed the funds available. The owner has not expressed an interest in subdividing or selling a portion (the top) of the hill to the City. Staff has recently approached the owners about their plans, if any for development, or interest in selling all or a portion of the hill to the City.

A general description of the uses of permitted uses of open space fund is contained in pages A(1) and A(2) of the Engineer's Report for AD 1996-1 (copies are attached). -The Engineer's Report and the ballot language for Measure R do not identify or limit the capital projects that may be implemented on Albany Hill. Pathway projects and bridges are discussed in the Engineer's Report. A bridge connecting Hillside Park to the proposed Class I path on the north side of Cerrito Creek could be considered for funding by Measure R. Again, it would be wise to submit any proposal for construction of major projects to bond counsel and/or the public for affirmation, before proceeding.

Encl.: Open Space Acquisition Exhibit, 2010-2011 FY, pg. A(4)
Open Space Budget, 2010-2011 FY, Part B, Page 2 of 4
General Description of Open Space Project, pg. A(1) and A(2)



City of Albany
 Assessment District No. 1996-1
 Albany Hill Open Space
 Major Acquisition Sites

- Public Open Space/easements (=8.5 acres)
- PURCHASED
- Private Open space (= 9 acres)

Major Private Undeveloped Parcels (12 acres)
 NOTE: Additional scattered sites not shown (= 6 acres)

CITY OF ALBANY OPEN SPACE, RECREATIONAL PLAYFIELD AND CREEK
RESTORATION ASSESSMENT DISTRICT NO. 1996-1

PART B
COST ESTIMATE
OPEN SPACE FUND 780

	2008/09 Actual	2009/10 Budget	2009/10 Projected	2010/11 Estimate	2011/12 Forecast
Bond Fund Balance	1,746,791	\$ 1,943,714	\$ 1,943,714	\$ 1,931,714	2,121,714
Less Reserve Fund Requirement	(236,950)	(239,100)	(239,100)	(239,100)	(239,100)
Revenue Funds	185,458				
INCOME:					
Assessments	235,532	240,500	240,000	240,000	240,000
Bond Fund Interest	37,136	54,398	6,000	9,000	12,000
Revenue Fund Interest	7,518	15,221	2,500	3,000	3,500
Miscellaneous Revenue					
Total Income	280,186	310,119	248,500	252,000	255,500
FUND USES:					
Bond Payments	236,950	239,100	239,100		
PROJECTS:					
Planning and Design				50,000	
Construction		15,100	9,400		
Total Projects		15,100	9,400	50,000	
MAINTENANCE:					
Maintenance	29,999	10,000	10,000	10,000	10,000
Administration	1,772	2,000	2,000	2,000	2,000
Engineering, legal & notice					
Total Maintenance	31,771	12,000	12,000	12,000	12,000
Total Expenses	268,721	266,200	260,500	62,000	12,000
Ending Balance Available	\$ 1,706,764	\$ 1,748,533	\$ 1,692,614	\$ 1,882,614	\$ 2,126,114
Bond Fund Reserve	\$ 236,950	\$ 239,100	\$ 239,100	\$ 239,100	\$ 239,100
Ending Bond Fund Balance	\$ 1,943,714	\$ 1,987,633	\$ 1,931,714	\$ 2,121,714	\$ 2,365,214

CITY OF ALBANY
PARKS AND RECREATION COMMISSION
STAFF REPORT

Agenda date: December 9, 2010

TO: Parks and Recreation Commission

FROM: Penelope Leach, Recreation and Community Services Director
Tony Wolcott, Urban Forester

SUBJECT: IPM Policy Follow-up from the November 2010 Commission meeting

STAFF RECOMMENDATION

Implement a portion of the IPM Policy with funding from the current budget.

BACKGROUND

At the November 4, 2010, Parks and Recreation Commission meeting the City's Integrated Pest Management (IPM) Policy was reviewed in an effort to understand the contents of the policy in particular the exemption process should the use of an herbicide/pesticide be requested. It became evident through the discussion that the IPM Policy has not been fully implemented due to budget constraints; therefore, the Commission voted to ask Council to adendize the IPM Policy for the purpose of requesting funding.

DISCUSSION

Since the November Commission meeting, staff has met and would like to propose an alternative before going to Council to ask for funds. From the discussion at the November meeting the two areas most in need of funding are: (1) continuing education for staff regarding non-chemical approaches to pest problems; and (2) should a pest problem occur that staff does not have time to research or have up-to-date knowledge of a non-chemical approach, an IPM Consultant would be hired to assist staff.

Staff has looked into continuing education and has developed a list of trainings that can be conducted that are free or could be conducted at a minimal cost which could be absorbed into the current budget. As for the IPM Consultant, staff has also determined that should a consultant be needed, staff will absorb these costs into the current budget. Given that the FY2010-2012 budget has already been approved by Council, staff would like to postpone requesting funds until the

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next budget cycle. Until the next budget cycle should the cost of a consultant exceed funds currently available, staff suggests first working with the Finance Director for possible funding sources for the specific amount needed before going to Council. With a minimum of two continuing education events per year as well as other local resources staff has identified recently that are free, staff does not anticipate needing a consultant in the near future. Moreover, the two requests which brought the IPM Policy to the forefront: (1) the Broom on Albany Hill; and (2) the weeds growing through cracks in the roads have both been approached without the use of chemicals. Nearly $\frac{3}{4}$ of an acre of Broom was removed on Jackson Street the week of Thanksgiving and staff is trying more effective weed control on the road weeds, still without chemicals but with longer and better control.

Staff will report back to the Commission in a few months as to the progress of the continuing education as well as the Broom and road weeds projects.