



**PARKS AND RECREATION COMMISSION MEETING**  
**Thursday, March 13, 2014, 7:00pm**  
**City Hall Council Chambers, 1000 San Pablo Avenue**

**1. CALL TO ORDER**

**2. APPROVAL OF ACTION MINUTES:** February 13, 2014 Minutes

**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**

**5. PRESENTATIONS**

**6. UNFINISHED BUSINESS**

**6-1: Tom Bates Sports Field:** Roger Miller from the City of Berkeley to present information about fee increases and maintenance at the Tom Bates Sports Fields.

*Staff Recommendation: Discussion only*

**7. NEW BUSINESS**

**7-1: Pierce Street Park: Review of 65% plans for Pierce Street Park:** John Hykes, lead architect for Pierce Street Park will present the 65% plans for the project.

*Staff Recommendation: That the Commission review plans and make recommendations to Council regarding any modifications.*

**7-2: Scheduling of Annual Park Evaluations:** Commission will discuss plan for scheduling, format and community participation for annual park evaluations.

*Staff Recommendation: That the Commission discuss the options for the annual evaluations and develop a schedule.*

**8. FUTURE AGENDA ITEMS**

(Commissioners announce of requests for future agenda items. No public comment will be taken on announcement of future agenda items).

**Next Meeting:** Thursday, April 10, 2014, 7:00pm, City Hall Council Chambers, 1000 San Pablo Ave.

**9. ADJOURNMENT**

**NOTE:** The Commission/Committee/Board packet is available for public inspection at the Albany Community Center, Senior Center, and City Hall. The agenda and supporting staff reports, if available, can be found on our web page at [www.albanvca.org](http://www.albanvca.org).

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.



**PARKS AND RECREATION COMMISSION MEETING MINUTES**  
**Thursday, February 13, 2014, 7:00pm**  
**City Hall Council Chambers, 1000 San Pablo Avenue**

1. **CALL TO ORDER: 7:05 pm; Present: Chairwoman Pearson, Vice Chair Abbott, Commissioners So, Class, Kindle and Urbas**

2. **APPROVAL OF ACTION MINUTES:** January 9, 2014 Minutes; Motion made by Vice Chair Abbott, Seconded by Commissioner Kindle. All in favor. Motion carried.

3. **PUBLIC COMMENT**

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4. **ANNOUNCEMENTS**

5. **PRESENTATIONS**

6. **UNFINISHED BUSINESS**

**6-1: Tom Bates Sports Field:** Roger Miller from the City of Berkeley to present information about fee increases and maintenance at the Tom Bates Sports Fields. **Mr. Miller could not make the meeting this item has been moved to March 13, 2014 agenda.**

**6-2: 2014 Work Plan:** Motion made by Commissioner So to approve the 2014 Parks & Recreation Work Plan as edited by the Commission. Seconded by Commissioner Kindle. All in favor. Motion carried.

7. **NEW BUSINESS**

**7-1: Friends of Albany Parks Edible Garden Expansion:** Motion by Commissioner Kindle to recommend that City Council approve the expansion of the Memorial Park Edible Landscape Project into the grassy area north of the existing garden plot and bound by the Section B fence, Carmel Avenue and the Snack Shack. Seconded by Commissioner So. All in favor, 1 abstained. Motion carried.

**7-2 Tree Removal Application:** Motion by Commissioner Urbas to deny the tree removal application for 1122 Curtis Street. Seconded by Commissioner So. Four in favor, two opposed. Motion carried.

**7-3 Tree Removal Application:** Motion made by Vice Chair Abbott to approve tree removal (2 trees) application at 1205 Garfield Avenue. Seconded by Commissioner Urbas. All in favor. Motion carried.

**7-4 Memorial Tree Application:** Motion made by Commissioner Kindle to approve the Jacqueline Beale Jordan Memorial Tree application. Seconded by Commissioner Class. All in favor. Motion carried.

8. **FUTURE AGENDA ITEMS**

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

**Next Meeting:** Thursday, March 13, 2014, 7:00pm, City Hall Council Chambers, 1000 San Pablo Ave.

9. **ADJOURNMENT: 9:03 PM**

**NOTE:** The Commission/Committee/Board packet is available for public inspection at the Albany Community Center, Senior Center, and City Hall. The agenda and supporting staff reports, if available, can be found on our web page at [www.albanyca.org](http://www.albanyca.org).

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CITY OF ALBANY  
PARKS AND RECREATION COMMISSION  
STAFF REPORT

Agenda date: March 13, 2014

SUBJECT: Pierce Street Park 65% Plans

REPORT BY: Chelle Putzer, Recreation & Community Services Director

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**STAFF RECOMMENDATION**

That the Parks & Recreation Commission review the 65% plans for Pierce Street Park and make recommendations to Council regarding any modifications.

**BACKGROUND**

The City purchased a 4.5 acre parcel on Pierce Street in June 2011 from Caltrans for the purpose of developing a park, pedestrian/bike trail, and maintenance center. Since the acquisition, staff has been working with consultants, the community, as well as a number of the City's Commission and Committees to develop a master plan concept for the area.

On October 15, 2012, options regarding the master plan were presented to Council. Council supported a number of ideas including a phased approach to the project. In April 2013, Council directed staff to complete the 35% plans for the development of phase 1 of the park to include grading, grading on the field, a playground, ADA access, and that the grading is done in a manner that does not minimize potential field size.

On October 10, 2013, the Commission reviewed the 35% plans and made the following recommendations that were approved by Council on November 4, 2013:

- (1) add a fence around the 2-5 year old play area
- (2) picnic tables should be situated so that there is clear line of site to the multipurpose field
- (3) play area for the 5-12 year olds should be less elaborate to better accommodate children with disabilities
- (4) 4 environmental evaluation of air quality should be reviewed sooner than later to better address future uses of the multipurpose field

The 65% plans for Phase 1 include public input from the November 4, 2013 Council meeting and subsequent direction from Council at the December 16, 2013 Council meeting; the design and location of the raised crosswalk were modified for access to Pierce Street Park.

## **DISCUSSION**

Staff has been working with the landscape architects to draft 65% plans for the park for phase 1. Considerable work has been done to redesign and relocate the raised crosswalk to meet the goal of safer access the Pierce Street Park.

Attached please see a memo explaining the updates to Phase 1, as well as, the 65% construction drawings. Complete project construction documents can be downloaded from: <https://dceplanning.sharefile.com/d/sc7aa40068d847319>

## **ATTACHMENTS**

Memo describing 65% Submittal  
65% plans for phase 1

## MEMORANDUM

DATE March 6, 2014  
TO Parks & Recreation Commission  
City of Albany  
FROM John Hykes  
RE Pierce Street Park 65% Submittal

The Design Team has continued to develop the Phase 1 site plan for Pierce Street Park to a 65% Construction Document submittal. In response to public comments at the November 4, 2013 Council Meeting, and subsequent direction at the December 16, 2013 Council Meeting, the design and location of the raised crosswalk were modified for access to Pierce Street Park.

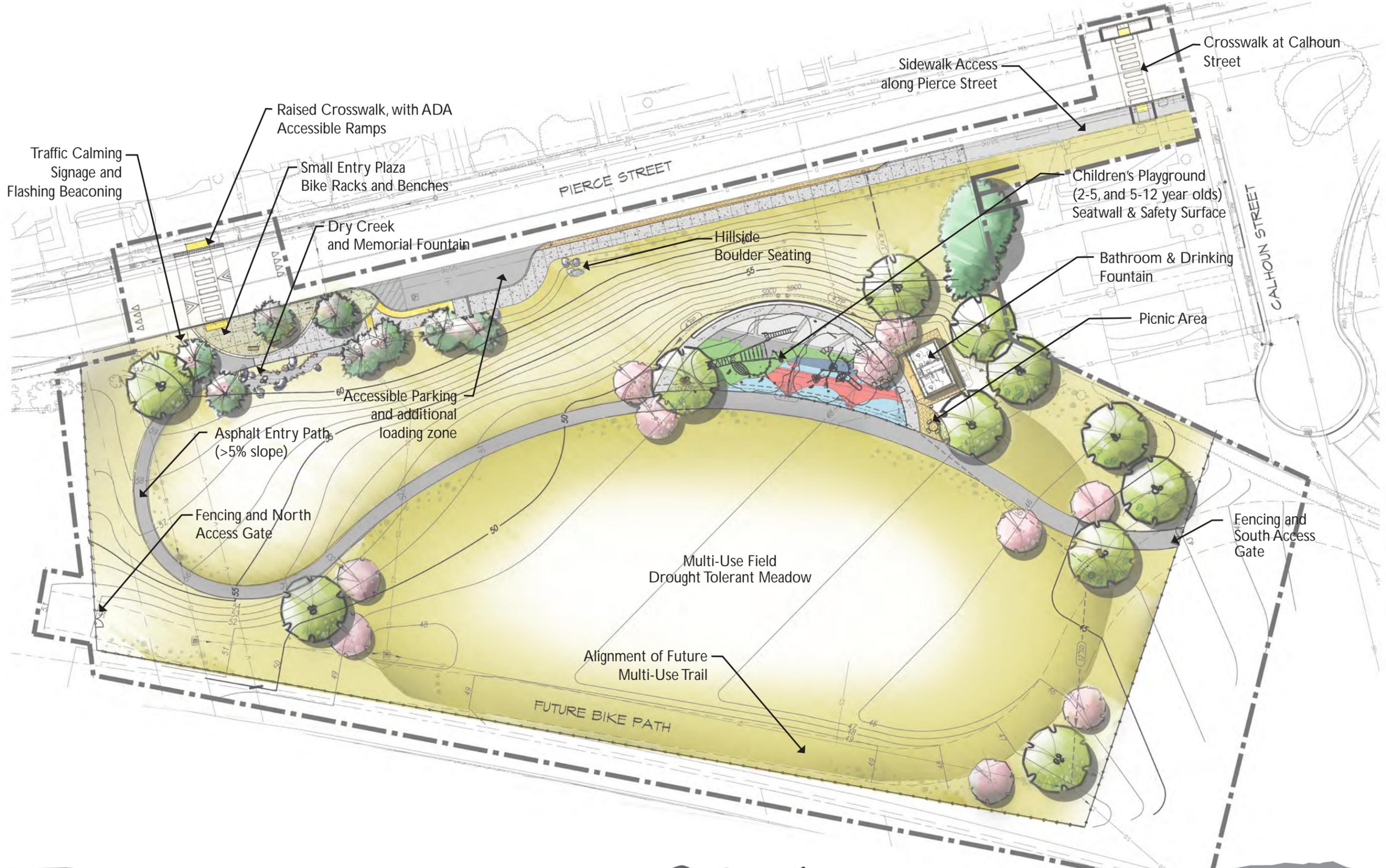
Requests for relocation stemmed from concern that the original location of the crosswalk was too close to the curve and grade change on Pierce Street from the southbound approach. City of Albany Traffic Engineers and planners reviewed the original crosswalk location and determined that the crosswalk was functionally safe from a design perspective and allowed for adequate visibility and pedestrian safety. However, as requested the design alternative relocates the crosswalk 50' south and revised the layout of three parallel parking spots and Pierce Street Park entry plaza. One alternative design was selected to meet the goals of a safer crosswalk location. The alternative design addresses numerous physical site constraints including existing utility junction poles, storm drain curb inlets, the location of existing driveways, grade changes and sight lines associated with current roadway design speeds. The revised design has been reviewed by City staff and traffic engineers for traffic calming and pedestrian safety concerns.

The new crosswalk location and layout avoids driveways and does not require the relocation of existing utility junction poles or storm drain inlets. Relocating the crosswalk south increases sight distances from the crest of the hill and allows for greater pedestrian visibility for vehicles southbound on Pierce Street. However, the new location requires the elimination of one additional on street parking space from the original design to maintain pedestrian visibility on the east side of the street. The crosswalk directly accesses the pedestrian plaza at the park and the revised layout places the parking further south on Pierce Street. We believe this redesign is in keeping with the original design intent and will function as well as the original design and allow pedestrians to safely access the park.

The construction cost is estimated at \$965,384 and includes the following design items listed below:

- **Park site grading (110,000 sf).** Over 2 acres of the site will be graded to accommodate park features in Phase 1 and site access for future phases for the park. The earthwork will allow for a future accessible multi-use pathway through the site as developed in the master plan.
- **ADA access from Pierce Street.** The pathway into the park from Pierce Street maintains a slope less than 4.9% to meet ADA requirements for accessibility without the use of ramps or handrails. A pathway to the playground area has been designed to link to a perimeter walkway in future phases around the multi-use field.

- **ADA parking pull out and loading zone** (1 standard ADA stall length, 2 unmarked additional stalls). The design revision locates the parking spaces south of the plaza and includes one standard length ADA space, striped per requirements, and 2 standard parking spaces for loading and unloading.
- **Pierce Street sidewalk and small overlook plaza entry.** A small gathering area and a plaza with several benches, bike racks, a trash can, and park entry sign at the top of the hill. Small canopy trees allow visual access from the site, but will not hinder views from the elevated residential homes across the street. A sidewalk will be constructed along the west side of Pierce Street with a 2' unpaved strip at the back of existing curb.
- **Pierce Street traffic calming.** A raised crosswalk with flush ADA curb access on both sides of the street will help to calm traffic on Pierce Street. Pedestrian flashing beacons and additional signage address pedestrian crossing safety at this mid-block location.
- **Pierce Street/Calhoun high visibility striped crosswalk.** New curb ramps and crosswalk at the Calhoun intersection with ladder style striping for higher visibility.
- **Playground structures (2-5 year old, and 5-12 year old).** Two play structures by Landscape Structures are included in the design and current concepts include climbing and play components for a state-of-the-art playground. The components are accessible and developed for inclusive play.
- **Playground synthetic safety surfacing.** Safety surfacing is included to meet fall zone requirements and accessibility. The design reflects the Albany seal, and viewed from the hilltop is an image of Albany Hill and the Golden Gate.
- **Chainlink site fencing at the north, west and south perimeter.** Perimeter fencing will deter access to the adjacent highway, secure the site and allow for future phase construction. Existing site fencing may be re-used as part of the project.
- **Double access gate for maintenance and optional public route.** Double gate access points are at the north and south sides of the park to allow for maintenance trucks and mowers from the south side to enter the park. In addition there is the potential to maintain public access from an informal path from the corner of Cleveland and Washington.
- **Park site furnishings (entry sign, bike racks, trash receptacles, benches and picnic tables).** Plaza amenities include entry sign, two bike racks, three benches and a trash receptacle, site amenities within the park include picnic tables and trash can near the restroom facility and playground. A low wall in the playground provides additional seating adjacent to the playground.
- **Erosion control and hydroseed drought tolerant turf/meadow.** The project does not include irrigation. The multi-use field area will be seeded with native grasses and areas outside of this meadow area will be seeded with a native mix that includes yarrow, poppy and lupine as well as native California grasses such as rye, brome, barley and fescue. It is likely that the site will naturalize but invasive weeds will ultimately populate the area.
- **Native & drought tolerant trees and landscaping with supplemental irrigation.** Native Oaks, Redbuds and drought tolerant Smoke Trees are included within the park site, as well as pockets of landscape plantings that will be irrigated with supplemental irrigation packs; once established these species should survive without irrigation.
- **Memorial Fountain and Dry Creek landscape.** A small fountain design and dry creek installation with boulders suitable for seating is located at the top of the hill in front of the formal plaza seating area.
- **Restroom and foundation slab with water fountain.** A concrete and metal roof restroom with a men's and women's unit requires sanitary sewer connections, separate water meter by EBMUD and water line connections, and overhead electrical connections equipped with locking doors controlled by an electrical timer for night time security.
- **EBMUD meter, system capacity charge.** (separate meter required for potable water)



**PIERCE STREET PARK**  
 65% CONCEPT DESIGN  
 MARCH 2014



CITY OF ALBANY  
PARKS AND RECREATION COMMISSION  
STAFF REPORT

Agenda date: March 13, 2014

SUBJECT: Annual Park, Open Space, Ball Field and Recreational Facility  
Evaluation

REPORT BY: Chelle Putzer, Recreation & Community Services Director

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**STAFF RECOMMENDATION**

That the Parks & Recreation Commission discuss and develop a plan for annual review of the City's parks, open space, ball fields and recreational facilities that fall within the City's jurisdiction. There are two options for the Commission to consider:

1. Select eight of fourteen facilities, parks, ball fields or open space for each of the eight remaining Commission meetings in 2014 (one per meeting) and develop a plan and format for evaluations of each of the parks.
2. Coordinate with Recreation & Community Services staff on the Friends of Albany Parks Program schedule for Park Galas & Clean-Up Days.

**BACKGROUND**

Annual review of the City's parks, open space, ball fields and recreational facilities (that fall within the City's jurisdiction) is a topic on the Commission's 2014 Work Plan. It was proposed that the Commission select one facility, park, ball field or open space to report on at each of the Commission's 2014 meetings. The evaluation and report would be performed by a Commissioner or sub-committee of Commissioners.

**DISCUSSION**

Option 1: The Commission will discuss the plan for evaluation and develop a schedule for Commissioners to report back at upcoming meeting. Items to consider in the discussion and plan:

1. There are 8 upcoming meetings (April, May, June, July, September, October, November, December), Commission will need to narrow down a list of presentations.
2. How will the evaluation be performed? Goal or desired outcome of evaluation?
3. Community engagement: Walking tours of the park, inviting participation?
4. Outreach and publicity?

Option 2: Commissioners would create sub-committees to work with City Staff on the Friends of Albany Parks Program. The Friends of Albany Parks Program is designed to encourage community members to get involved with the care, maintenance and beautification of their favorite neighborhood park. In addition, the program's Galas will provide a social event where neighbors can meet their neighbors, help create a better sense of community and build social capital.

Staff has developed a schedule for Park Galas and Clean-up Days for the following parks: Memorial, Ocean View, Jewel's Terrace and Dartmouth Tot Lot. Sub-Committees would attend the Park Gala, report back to the Commission and assist at the Clean-up Day. Park Gala's and Clean-up Days are organized by Recreation & Community Services Staff and the City's Urban Forester.

*The Gala's purpose is to offer ideas for park needs, as well as, get residents involved with new beautification projects. The Gala will mostly be a chance for socializing but will also include a short program on Placemaking, an open forum on what makes these parks great and what can be improved. By empowering those that frequent certain parks in particular, we are offering more than a space to use, we are offering them an opportunity for Placemaking.*

*Placemaking is a multi-faceted approach to the planning, design and management of public spaces. Placemaking capitalizes on a local community's assets, inspiration, and potential-ultimately creating good public spaces that promote people's health, happiness, and well being. Placemaking is both a process and a philosophy. (Wikipedia, 2014)*

### **Friends of Albany Parks Schedule:**

<b>Park:</b>	<b>Gala Date:</b>	<b>Commission Meeting Date:</b>	<b>Clean-Up Date:</b>
Memorial Park	Thursday, April 3	Thursday, April 10	Saturday, April 19
Jewel's Terrace Park	Thursday, May 1	Thursday, May 8	Saturday, May 17
Ocean View Park	Thursday, June 5	Thursday, June 12	Saturday, June 21
Dartmouth Tot Lot	Thursday, September 4	Thursday, September 11	Saturday, September 20

### **List of parks, fields, open space, facilities:**

Ocean View Park (Ball Field, Picnic Areas, Play Structure, Tennis Courts)  
 Memorial Park (Ball Field, Tennis Courts, Stage, Play Structure, Picnic Areas, Basketball Courts)  
 Jewel's Terrace Park (Tennis Courts, Picnic Areas, Play Structures, Basketball Court)  
 Dartmouth Tot Lot (Play Structure)  
 Pierce Street Park  
 Albany Hill & Creekside Park  
 Ohlone Greenway  
 Albany Bulb  
 Tom Bates Fields (though JPA): March meeting  
 Senior Center  
 Senior/Teen Annex @842Masonic  
 Community Center  
 Friendship Club Building (Memorial Park)  
 Friendship Club Building (Ocean View Park)