



## **PARKS, RECREATION & OPEN SPACE COMMISSION**

City Hall Council Chambers  
1000 San Pablo Avenue, Albany, CA

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### **AGENDA**

THURSDAY, MARCH 14, 2019, 7:00 PM

**1. CALL TO ORDER / ROLL CALL:**

**2. APPROVAL OF MINUTES: FEBRUARY 14, 2019**

**3. PUBLIC COMMENT:**

For persons desiring to address the Commission on an item that is not on the agenda please note that each speaker is limited up to three (3) minutes. The Brown Act limits the Commission 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:**

Staff and Commission member announcements, reports and updates of status.

**4-1. Friends of Albany Parks Clean up Update**

**4-2. Albany Loop Opening: March 27, 6 pm**

**5. PRESENTATIONS:**

**6. STREET TREE REMOVAL APPLICATIONS:**

**6-1. Street Tree Removal Application for (1) one Camphor at 605 San Carlos Avenue**

Recommendation: Allow the property owner to continue with the removal of the tree and replace with 2 trees at property owner's expense. One tree can be replanted onsite, the other tree to be planted at a site TBD.

**6-2. Street Tree Removal Application for (1) one Catalina Ironwood at 821 Cornell Avenue**

Recommendation: Remove the tree and replace with 2 trees at property owner's expense. One tree can be replanted onsite, the other tree to be planted at a site TBD.



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### **7. DISCUSSION & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:**

#### **7-1. Gift to the City: New Welcome to Albany Sign submitted by the Albany Community Foundation**

Recommendation: That the Commission approve the Gifts to the City Application and Proposal submitted by the Albany Community. If approved this application will go to City Council for final approval.

#### **7-2. 2019-2021 Work Plan**

Recommendation: That the Commission discuss and finalize the 2019-2021 Work Plan.

#### **7-3. Sugar Sweetened Beverage Tax Recommendations**

Recommendation: That the Commission discuss and identify final recommendations regarding the expenditure plan for the City Council Study Session on April 1, 2019.

### **6. FUTURE AGENDA ITEMS:**

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

### **7. NEXT MEETING:** Thursday, April 11, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

### **8. ADJOURNMENT:**

#### **NOTICE**

As a general policy, the Commission/Committee/Board will not begin discussion or consideration of an agenda item after 10:00 pm.

Agendas are posted for public inspection in advance of meetings at the City Hall, the Albany Community Center, and the Albany Senior Center. Agendas and supporting documents can also be found online at: [www.albanyca.org](http://www.albanyca.org). Supporting documents and any public comments received will be made available for public inspection at City Hall. If you have any questions pertaining to any agenda item or meeting procedure, please contact the City Clerk's Office at 510-528-5710 or [cityclerk@albanyca.org](mailto:cityclerk@albanyca.org).



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In compliance with the Americans with Disabilities Act (ADA), and State Law, if you need special assistance to participate in this meeting, please contact the City Administration Office 510-528-5710. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102.104 ADA Title II)". Upon request, we will provide written agenda materials in appropriate alternate formats, of disability related modification or accommodation, including auxiliary aids or services to enable individuals with disabilities to participate in public meetings. Please deliver a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Request should be sent to: [cityclerk@albanyca.org](mailto:cityclerk@albanyca.org) or City Clerk, 1000 San Pablo Avenue, Albany, CA 94706.

The City of Albany is dedicated to maintaining its small-town ambience, responding to the needs of a diverse community, and providing a safe, healthy and sustainable environment.



## **PARKS, RECREATION & OPEN SPACE COMMISSION**

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1000 San Pablo Avenue, Albany, CA

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### **MINUTES**

THURSDAY, FEBRUARY 14, 2019, 7:00 PM

1. **CALL TO ORDER / ROLL CALL: 7:00 pm; Absent: None**
2. **APPROVAL OF MINUTES: JANUARY 10, 2019**  
  
Motion to approve: Commissioner Abbott  
Seconded by Chair Chang Frank  
Vote: Favor 6; Abstained 1; Motion carried
3. **PUBLIC COMMENT**  
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4. **ANNOUNCEMENTS**  
Staff and Commission member announcements, reports and updates of status.
5. **PRESENTATIONS**
  - 5-1. **Eagle Scout Project on Albany Hill**  
  
Information only
6. **STREET TREE REMOVAL APPLICATIONS**
7. **DISCUSSION & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:**
  - 7-1. **Gift to the City: Marla Stephenson Memorial Tree and Plaque, Peggy Thomsen Pierce Street Park**  
  
Motion to approve application: Commissioner Patterson  
Second: Commissioner Abbott  
Vote: Favor: All; Motion carried



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### **7-2. Marin Avenue (San Pablo to Masonic Avenues) Tree Planting Proposal**

Motion to request Urban Forester to create an alternative planting plan that prioritizes uniformity: Commissioner Patterson  
Second: Commissioner Sardiñas  
Vote: Favor 6; Opposed 1; Motion carried

### **7-3. Terrace Park Replacement Tree**

Motion to approve planting of Coast Live Oak and request that the Urban Forester return with options for where the tree should be planted: Commissioner Patterson  
Second: Commissioner Abbott  
Vote: Favor All; Motion carried

### **7-4. Street Tree Removal Policy Sub-Committee**

Motion to approve the Policy with changes brought up in meeting: Commissioner Patterson  
Second: Commissioner Noble  
Vote: Favor: 6; 1 Abstained; Motion carried

### **7-5. Sugar Sweetened Beverage Tax Recommendations (This item was moved to 7-6)**

Commission discussed and identified recommendations regarding the expenditure plan for the City Council Study Session and will continue this discussion at the next meeting.

### **7-6. 2019-2021 Work Plan (This item was moved to 7-5)**

Commission reviewed 2017-2019 Work Plan accomplishments and began discussions on the 2019-2021 Work Plan. Commission will finalize the Work Plan at their next meeting.

### **7-7. Selection of Chair & Vice Chair**

Harriet Patterson: Chair  
Hillary Sardiñas: Vice Chair

## **6. FUTURE AGENDA ITEMS**

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



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7. **NEXT MEETING:** Thursday, March 14, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.
  
8. **ADJOURNMENT: 10:05 pm**

### NOTICE

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## Staff Report / City of Albany Street Tree Inspection

**Assignment:** Review trees and provide recommendations for:

Removal  Pruning  Sidewalk Repair  Root Pruning  Planting

**Tree Location:** 605 San Carlos Ave Tree # (direction of traffic): 1

**Species:** Camphor (1) - 32' ht, 36" dbh  Photos taken

### Staff Recommendation:

Recommendation is to allow the property owner to continue with the removal of the tree by a licensed contractor and replace with 2 trees at property owner's expense.

Two replacement trees will be required. One tree can be replanted onsite, the other tree to be planted at a site TBD.

Tree planting by city contractor cost is \$250 per tree. Total planting cost \$500. Stump grinding by city contractor cost approx. \$800. Property owner may choose to have stump ground by their own contractor. City cost \$0.

**Fiscal impact:** Cost estimated at \$0.00

### Tree Description:

Health: fair

Structure: poor

### Site Description:

Large overmature Camphor tree in planting strip

### Discussion:

Pros: tree still has some foliage after partial removal by property owner's contractor

Cons: about 80% of the canopy had been removed, many stubs and tears on limbs would require complete removal leaving several large open wounds on a tree that is already showing signs of decline. Scheduled sidewalk repair will further injure and weaken the tree due to root pruning that will be necessary. This tree would most likely have survived sidewalk repair alone, but that, along with the partial removal work that was done would leave this tree as a safety risk. there is little chance that the tree will recover from the damage done.

### Summary:

Tree meets Emergency City Tree Removal Criteria:

Tree meets Non-Emergency City Tree Removal Criteria: a)  b)  c)  d)  e)  f)

**Inspected by:** John Hawkrige, Urban Forester, ISA Certified Arborist WE-3063AU

**Date:** 2019-02-27

# TREE HAZARD EVALUATION FORM

Site Address: 605 San Carlos  
Assessment Date: 2019-02-27  
Property Owner's Name: Ramona Collins public private  
Arborist's Name: John Hawkrige ISA Certified Arborist No.: WE-3063AU  
Requested by: City Property Owner  
Attachments: site plan photographs other \_\_\_\_\_

## Tree Risk Assessment (standard ANSI A300 (Part 9)-2017 Tree Risk Assessment) level:

- Level 1: Limited visual assessment of an individual tree or population of trees  
 Level 2: A 360-degree visual evaluation of a tree where the crown, trunk, trunk flare, above-ground roots, and site conditions are evaluated in regards to targets.  
 Level 3: Any risk assessment that would exceed the Level 2 category including aerial assessments, decay detection through drilling or tomography, and root crown examinations.

## TREE CHARACTERISTICS

Tree #: 1 Species: Camphor # of Trunks: 1  
DBH: 36" Height: 32' Crown Spread: 16'  
Form: generally symmetric minor asymmetry major asymmetry stump sprout  
Crown Class: dominant co-dominant intermediate suppressed  
Live Crown Ratio: 20%  
Age Class: young semi-mature mature over-mature/senescent  
Foliage Density: dense normal sparse none (seasonal) none (dead)  
Vigor: high normal low  
Annual Shoot Growth: excellent average poor  
Twig Dieback? yes no  
History of Failure? no yes, explain: \_\_\_\_\_  
Woundwood Development: excellent average poor none  
Epicormic Sprouts? yes no  
Known or Suspected Insect Infestation or Disease: none  
Special Value: specimen heritage/historic wildlife unusual street tree  
screen shade CA Native Flowering Fruiting other: \_\_\_\_\_



## SITE CONDITIONS

**Site Character:** residence commercial school park open space natural median

**Irrigation:** unknown none adequate inadequate excessive trunk wet

**Site Changes:** unknown none grade change root impacts  other \_\_\_\_\_

**Soil:** limited volume saturated shallow compacted pavement over roots 80%

Describe: \_\_\_\_\_

**Topography:** flat slope \_\_\_% **Prevailing Wind Direction:** \_\_\_\_\_

**Common Weather:** strong winds fog sun heavy rain \_\_\_\_\_

**Wind Exposure:** single tree below canopy above canopy recently exposed

edge of stand windward area prone to windthrow \_\_\_\_\_

## TARGET POTENTIAL

**Primary Target(s):** building parking traffic pedestrian recreation landscape

hardscape small features utility lines other \_\_\_\_\_

**Distance to Target:** 10' **Can Target Be Moved?** yes no **Can Use Be Restricted?** yes no

**Occupancy Rate:** rare occasional frequent constant

## TREE DEFECTS

**Describe the Defective Part(s) and Conditions of Concern –**

**Crown/Branches:** cracks lightening damage oozing sap included bark galls hollows

other 75% of crown removed by owner

**Trunk:** missing/abnormal bark codominant stems included bark cracks ooze

visible decay lean \_\_\_ degrees; corrected? \_\_\_ cankers mushrooms/conks;

describe species, quantity, and distribution of fruiting bodies \_\_\_\_\_

other some unhealed wounds

**Roots and Root Collar:** root collar buried root plate lifting damaged roots visible decay

ooze cavity mushrooms; species, quantity, and distribution of fruiting bodies \_\_\_\_\_

other old root cuts for previous sidewalk repair

**Inspection Limitations:** None Visibility Access Vines Other \_\_\_\_\_

**RISK CATEGORIZATION**

**Matrix 1. Likelihood Matrix**

Likelihood of Failure	Likelihood of Impact			
	Very Low	Low	Medium	High
Imminent	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat	<input type="checkbox"/> Likely	<input type="checkbox"/> Very Likely
Probable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat	<input type="checkbox"/> Likely
Possible	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input checked="" type="checkbox"/> Somewhat
Improbable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely

**Matrix 2. Risk Rating Matrix**

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> Extreme
Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> High
Somewhat Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Moderate
Unlikely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low

Overall Tree Risk Rating: Low Moderate High Extreme

**HAZARD ABATEMENT**

Treatment: remove tree remove defective part other \_\_\_\_\_

Replace Tree? no; reason: \_\_\_\_\_

yes, recommended species \_\_\_\_\_

Potential Impacts to Adjacent Trees: none exposure leave stump grind stump

**Other issues/recommendations:** Property started having tree removed since sidewalk was to be repaired, not understanding that the tree roots were to be pruned and tree canopy cleaned to accommodate root pruning. The tree may survive for a few more years, but will never be restored to it's original condition. Restoration work would involve removing several large limbs. The tree is already over-mature and showing signs of decline. My recommendation is to allow the property owner to complete the removal, grind the stump, and replant a new tree. This should be done at the property owner's expense.

**Strategy to reduce infrastructure damage potential**

- Species selection \_\_\_\_\_
- Root Pruning \_\_\_\_\_
- Basin expansion \_\_\_\_\_
- Curve sidewalk \_\_\_\_\_
- Curb pop out \_\_\_\_\_
- Modified gravel layer \_\_\_\_\_
- Reinforced slab \_\_\_\_\_
- Thicker slab \_\_\_\_\_
- Expansion joints \_\_\_\_\_
- Pervious concrete \_\_\_\_\_
- Asphalt \_\_\_\_\_
- Decomposed granite \_\_\_\_\_
- Compacted gravel \_\_\_\_\_
- Pavers \_\_\_\_\_
- Recycled rubber \_\_\_\_\_
- Grind edge \_\_\_\_\_
- Ramps/wedges \_\_\_\_\_
- Remove tree \_\_\_\_\_

**Advanced Assessment:** Main concerns, notes, explanations, description of tools used, assessment methodology, analysis of alternative methods to alleviate the hazard without removal:

\_\_\_\_\_

**Staff Use Only:** The applicant has demonstrated that the condition or location of this tree presents a clear public safety hazard or a foreseeable danger of property damage to an existing structure and such hazard or danger cannot reasonably be alleviated by treatment. Alternative methods to alleviate the hazard without removal are not possible. This tree presents a high or extreme risk warranting issuance of a hazard tree removal permit.

Yes  No Reviewed By: John Hawkrigde Site Visit Conducted: 2/27/19

605 San Carlos





605 San Carlos





# Staff Report / City of Albany Street Tree Inspection

**Assignment:** Review trees and provide recommendations for:

Removal    Pruning    Sidewalk Repair    Root Pruning    Planting

**Tree Location:** 821 Cornell Ave Tree # (direction of traffic): 1

**Species:** Catalina Ironwood (1) - 15' ht, 5" dbh    Photos taken

**Staff Recommendation:**

Recommendation is to remove the tree and replace with 2 trees at property owner's expense. One tree can be replanted onsite, the other tree to be planted at a site TBD. The cost of a 15gal Ironwood is approx. \$100. The cost to have it planted by city is approx, \$250 each, tree included. Total cost of replanting, \$500. Tree removal and establishment of a new tree basin would need to be done by the property owner.

**Fiscal impact:** Cost estimated at \$0.00

**Tree Description:**

Health: good

Structure: good

**Site Description:**

3 Catalina Ironwood in the planting strip, the tree to be removed is the one to the left, or north side of the property. A driveway currently exists on the south side end of the property. Remodeling plans include relocation the driveway to the north side of the property where the tree in question now exists.

**Discussion:**

Pros: this tree is the healthiest of the 3 trees

Cons: the tree obstructs the location of the planned driveway relocation.

**Summary:**

Tree meets Emergency City Tree Removal Criteria:

Tree meets Non-Emergency City Tree Removal Criteria: a)  b)  c)  d)  e)  f)

**Inspected by:** John Hawkridge, Urban Forester, ISA Certified Arborist WE-3063AU

**Date:** 2019-02-27

# TREE HAZARD EVALUATION FORM

Site Address: 821 Cornell Ave  
Assessment Date: 2019-02-27  
Property Owner's Name: Haider Gadizi public private  
Arborist's Name: John Hawkrige ISA Certified Arborist No.: WE-3063AU  
Requested by: City Property Owner  
Attachments: site plan photographs other \_\_\_\_\_

## Tree Risk Assessment (standard ANSI A300 (Part 9)-2017 Tree Risk Assessment) level:

- Level 1: Limited visual assessment of an individual tree or population of trees  
 Level 2: A 360-degree visual evaluation of a tree where the crown, trunk, trunk flare, above-ground roots, and site conditions are evaluated in regards to targets.  
 Level 3: Any risk assessment that would exceed the Level 2 category including aerial assessments, decay detection through drilling or tomography, and root crown examinations.

## TREE CHARACTERISTICS

Tree #: 1 Species: Catalina Ironwood # of Trunks: 1  
DBH: 5" Height: 15' Crown Spread: 8'  
Form: generally symmetric minor asymmetry major asymmetry stump sprout  
Crown Class: dominant co-dominant intermediate suppressed  
Live Crown Ratio: 100%  
Age Class: young semi-mature mature over-mature/senescent  
Foliage Density: dense normal sparse none (seasonal) none (dead)  
Vigor: high normal low  
Annual Shoot Growth: excellent average poor  
Twig Dieback? yes no  
History of Failure? no yes, explain: \_\_\_\_\_  
Woundwood Development: excellent average poor none  
Epicormic Sprouts? yes no  
Known or Suspected Insect Infestation or Disease: none  
Special Value: specimen heritage/historic wildlife unusual street tree  
screen shade CA Native Flowering Fruiting other: \_\_\_\_\_

**SITE CONDITIONS**

**Site Character:** residence commercial school park open space natural median

**Irrigation:** unknown none adequate inadequate excessive trunk wet

**Site Changes:** unknown none grade change root impacts  other proposed driveway

**Soil:** limited volume saturated shallow compacted pavement over roots 80%

Describe: \_\_\_\_\_

**Topography:** flat slope \_\_\_% **Prevailing Wind Direction:** \_\_\_\_\_

**Common Weather:** strong winds fog sun heavy rain \_\_\_\_\_

**Wind Exposure:** single tree below canopy above canopy recently exposed

edge of stand windward area prone to windthrow  \_\_\_\_\_

**TARGET POTENTIAL**

**Primary Target(s):** building parking traffic pedestrian recreation landscape

hardscape small features utility lines other \_\_\_\_\_

**Distance to Target:** 2' **Can Target Be Moved?** yes no **Can Use Be Restricted?** yes no

**Occupancy Rate:** rare occasional frequent constant

**TREE DEFECTS**

**Describe the Defective Part(s) and Conditions of Concern –**

**Crown/Branches:** cracks lightening damage oozing sap included bark galls hollows

other none

**Trunk:** missing/abnormal bark codominant stems included bark cracks ooze

visible decay lean \_\_\_ degrees; corrected? \_\_\_ cankers mushrooms/conks;

describe species, quantity, and distribution of fruiting bodies \_\_\_\_\_

other none

**Roots and Root Collar:** root collar buried root plate lifting damaged roots visible decay

ooze cavity mushrooms; species, quantity, and distribution of fruiting bodies \_\_\_\_\_

other none

**Inspection Limitations:** None Visibility Access Vines Other \_\_\_\_\_



**RISK CATEGORIZATION**

**Matrix 1. Likelihood Matrix**

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Probable	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat	<input type="checkbox"/> Likely
Possible	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Somewhat
Improbable	<input type="checkbox"/> Unlikely	<input checked="" type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely	<input type="checkbox"/> Unlikely

**Matrix 2. Risk Rating Matrix**

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> Extreme
Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> High	<input type="checkbox"/> High
Somewhat Likely	<input type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Moderate	<input type="checkbox"/> Moderate
Unlikely	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Low	<input type="checkbox"/> Low	<input type="checkbox"/> Low

Overall Tree Risk Rating: Low Moderate High Extreme

**HAZARD ABATEMENT**

Treatment: remove tree remove defective part other none

Replace Tree? no; reason: \_\_\_\_\_

yes, recommended species \_\_\_\_\_

Potential Impacts to Adjacent Trees: none exposure leave stump grind stump

**Other issues/recommendations:** Tree #3 of 3 trees in a row at this address. Tree #2 shows signs of stress due to being overshadowed by tree #1 on its south side. Tree #3 shows no signs of stress or decline. Building plans have been approved for this project. My recommendation is to allow the tree to be removed and replaced with 2 new 15 gal sized trees, one at this location the other at a location yet to be determined, at the property owner's expense.

**Strategy to reduce infrastructure damage potential**

- Species selection \_\_\_\_\_
- Root Pruning \_\_\_\_\_
- Basin expansion \_\_\_\_\_
- Curve sidewalk \_\_\_\_\_
- Curb pop out \_\_\_\_\_
- Modified gravel layer \_\_\_\_\_
- Reinforced slab \_\_\_\_\_
- Thicker slab \_\_\_\_\_
- Expansion joints \_\_\_\_\_
- Pervious concrete \_\_\_\_\_
- Asphalt \_\_\_\_\_
- Decomposed granite \_\_\_\_\_
- Compacted gravel \_\_\_\_\_
- Pavers \_\_\_\_\_
- Recycled rubber \_\_\_\_\_
- Grind edge \_\_\_\_\_
- Ramps/wedges \_\_\_\_\_
- Remove tree \_\_\_\_\_

**Advanced Assessment:** Main concerns, notes, explanations, description of tools used, assessment methodology, analysis of alternative methods to alleviate the hazard without removal:

\_\_\_\_\_

**Staff Use Only:** The applicant has demonstrated that the condition or location of this tree presents a clear public safety hazard or a foreseeable danger of property damage to an existing structure and such hazard or danger cannot reasonably be alleviated by treatment. Alternative methods to alleviate the hazard without removal are not possible. This tree presents a high or extreme risk warranting issuance of a hazard tree removal permit.

Yes  No Reviewed By: John Hawkrigde Site Visit Conducted: 2/27/19



821 Cornell (tree to the left/north side of property)





821 Cornell



**CITY OF ALBANY  
PARKS, RECREATION AND OPEN SPACE COMMISSION  
STAFF REPORT**

Agenda Date: March 14, 2019

**SUBJECT:** Albany Community Foundation Gifts to the City: Welcome to Albany Sign

**REPORT BY:** Chelle Putzer, Recreation & Community Services Director

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**STAFF RECOMMENDATION**

That the Commission approve the Gifts to the City application and proposal from the Albany Community Foundation (ACF) for the purchase and installation of a new Welcome to Albany Sign on Key Route Boulevard.

**BACKGROUND**

The Gifts to the City application and proposal to purchase and install a new Welcome to Albany sign on Key Route Boulevard was submitted by Doug Donaldson on behalf of the Albany Community Foundation on February 19, 2019

Per the administrative procedure for “Acceptance of Gifts to the City: Memorial or Recognition Requests and Proposed Capital Projects” (approved by Council in March of 2004), the City Manager shall review the application and recommendations from staff before the application can go before the Commission.

The City Manager has approved this application to be considered by the Commission. The application has been reviewed by the City’s Public Works Director. If approved by the Commission, it will go to the City Council for their consideration, per AMC 2-27.8, “Gifts to the City”.

**DISCUSSION**

The existing Welcome to Albany, located at Key Route and Brighton Avenue, was installed by the Albany Community Foundation in February. The sign was designed, built and installed by Albany Community Foundation Board members, Allan Maris and Doug Donaldson. Currently, the sign is in poor condition, as some of the posts are insecure and the footing is rising. ACF would like to propose replacement of the entire sign.

City Staff worked with local designer, Mark van Bronkhorst, to design a new welcome sign that can be used for this project location and adjusted to fit in other entry points into the City. The sign will be 59 x 34.32” and sandblasted out of western cedar then stained and painted. The proposed location is at the El Cerrito/Albany border in the median on Key Route Boulevard. This location is north of the current welcome sign. The proposal is to install the sign in an existing planting area (keeping it away from mowers) and at an angle that will make it visible to passing traffic.

The City’s Public Works staff will install the sign.

### **FINANCIAL IMPACT**

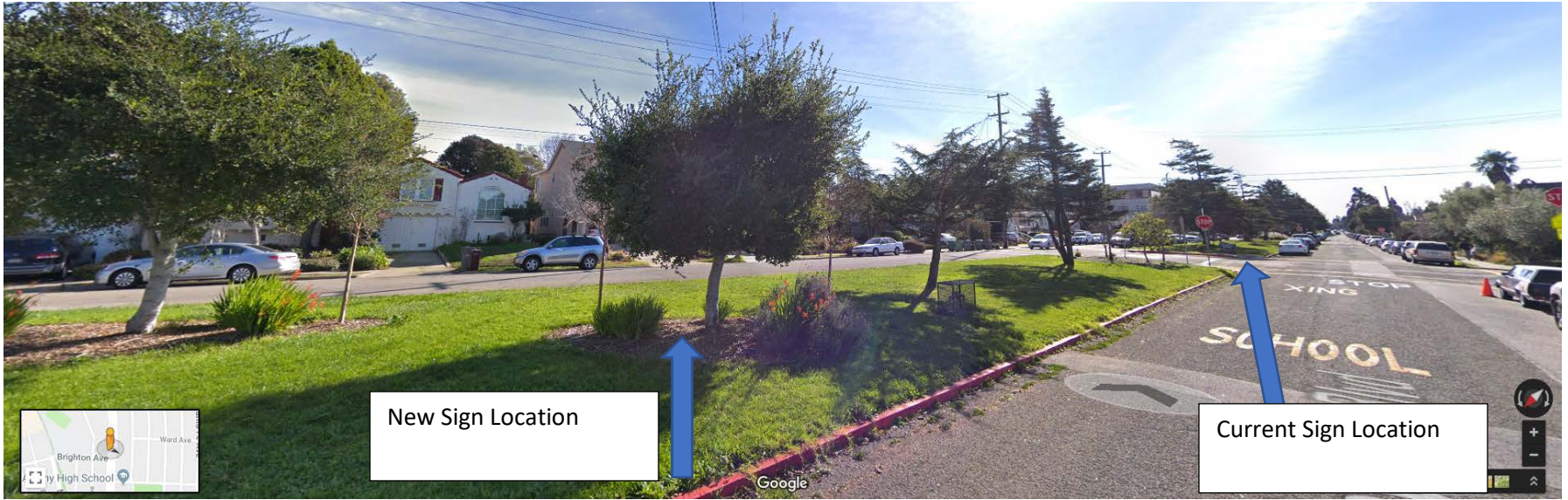
The Albany Community Foundation will pay for the cost of the sign which is \$3,182.75.

### **Attachments:**

1. Gifts to the City Application and Proposal
2. Map of Location and Design





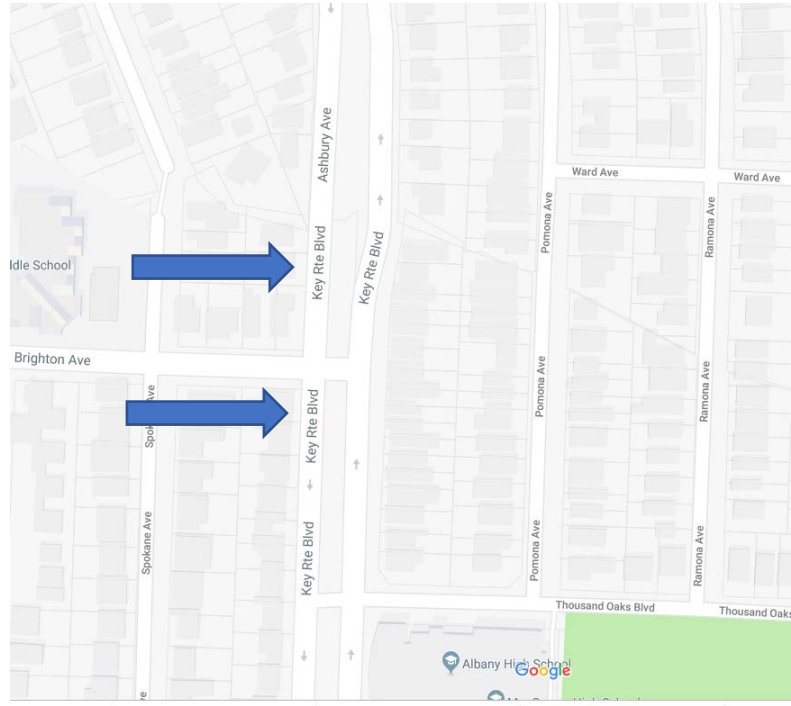


New Sign Location

Current Sign Location

New Sign Location

Current Sign Location





## Gifts to the City Application:

1. Welcome Sign Replacement - Key Route Bl. 2/19/19
2. Replace existing Welcome to Albany Sign. See attached proposal.

Doug Donaldson, President, Albany Community Foundation

510 - 524-4835

dougdonaldson@icloud.com

627 Spokane Ave., Albany

See attached Proposal

Key Route Blvd., north of Brighton Ave. Intersection

Albany Community Foundation (ACF)

\$3,182.75

100%

Locate to avoid potential lawnmower damage.

Sign should last for several decades without maintenance.

Complete in 2019.

See attached Proposal



## PROPOSED GIFT TO THE CITY OF ALBANY



Pursuant to the adopted Administrative Procedures the Albany Community Foundation is requesting consideration of the following proposal to replace the WELCOME TO ALBANY sign in the median of Key Route Boulevard at Buchanan Street.

**Background:** The existing WELCOME TO ALBANY sign was installed by the Albany Community Foundation in February 2007 in conjunction with a small public art installation that was subsequently vandalized and removed. The sign was designed, built and installed by ACF Board members, Allan Maris and Doug Donaldson.



Figure 1: Sign installation, 2007

Currently, the sign is in fairly poor condition, as some of the posts are insecure and the footing is rising. Last year, Doug Donaldson repaired a missing letter and re-painted the green signboard, but now ACF would like to propose replacement of the entire sign.



Figure 2: Existing Sign



**Proposal Part 1 – A New Sign:** ACF is proposing to replace the existing sign with a new WELCOME TO ALBANY sign in accordance with the new design recently commissioned by the Parks and Recreation Department. See below.

The replacement sign would be designed and manufactured by Design-a-Sign, the Albany business that designed and manufactured the Thomsen Pierce Street Park sign for the Park’s construction contractor. The replacement signboard would be approximately 34 inches tall and 59 inches wide, as compared to 33 inches tall and 48 inches wide for the existing sign.

**Proposal Part 2 – A New Location:** The ACF Board notes that the existing sign is located at the Brighton Avenue intersection, not very close to the actual Albany border. If located closer to the city limits, the sign would be somewhat more visible than at the existing location, and outside of the intersection’s driving and viewing distractions. The adjoining photosimulation shows the sign installed at a suitable location several hundred feet north of the intersection, where the sign can be erected inside a planting bed (avoiding lawnmowers) and canted at an angle that would provide good visibility from vehicles entering Albany on Key Route Boulevard.



Figure 3: Proposed sign design and placement

**Proposal Part 3 – ACF Commitments:** The proposed new sign would cost \$3,182.75, per the proposal from Design a Sign, which is attached. ACF is proposing to fund the entire cost of the sign, as a gift to the City. It would be delivered to the Public Works Center, for installation by a city crew, within 4 – 6 weeks of receiving a notice to proceed from the City Manager.

The sign will not require any regular maintenance and should last for many years.

Contact Information:

Doug Donaldson, President  
Albany Community Foundation  
1163 Solano Ave., Box 133  
Albany, CA 94706  
510-524-4835  
[dougdonaldson@icloud.com](mailto:dougdonaldson@icloud.com)

For additional questions/discussion you could also contact ACF Board Members Peggy McQuaid, Vice Mayor, or Tod Abbott, Parks and Recreation Commissioner.



PHONE: 510.528.0383  
 sales@designasign.net  
 983 San Pablo Avenue  
 Albany, CA 94706

**QUOTATION**

Date: 2/13/19

Company: City of Albany  
 Email: cputzer@albanyca.org  
 Sales Person: Eric

Contact: Chelle Putzer  
 Phone: (510) 559-7218

QTY	Description	Size	Color	Price
1	Sandblasted western red cedar sign with 2 posts 4"x4" (painted to match). Single-sided with finished back.	34.5" x 59" x 1.75" thick.	White on 2 tones of green painted background.	\$2900.00
			Eye match from PMS colors.	
	Sales Tax:			\$282.75
	Total:			\$3182.75

Deposit:	Amount Due:
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Please let me know this is approved. Turnaround is about 3-4 weeks.

Installation: Not included

Design Reqd? N Proof Reqd? N Date Emailed: \_\_\_\_\_



**CITY OF ALBANY  
PARKS, RECREATION & OPEN SPACE COMMISSION**

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**2019–2021 Work Plan DRAFT**

Recommended by the Parks, Recreation & Open Space Commission: Date

Approved by the City Council: **Date**

**Background**

The following work plan identifies recent accomplishments, and priority work items for the upcoming work plan period. The work plan includes items identified as priority projects within the City Council’s Strategic Plan. The Parks, Recreation & Open Space Commission shall review the work plan each year in January to identify accomplishments and ensure continued focus on completing work plan items. Work plans are presented to the Council every two years, and if a change is needed to the work plan outside of that schedule, the Parks, Recreation & Open Space Commission shall submit a “Request for Amendment to Advisory Body Work Plan” Form for review by the City Council.

**Committee Purpose**

It shall be the duty of the Parks, Recreation and Open Space Commission of the City to advise the City Council regarding all matters of public recreation and all matters pertaining to parks, open space including creeks, Albany Waterfront Park, and Albany Hill, street trees, parking strips, parkways, squares and similar area within the City. Such Commission shall endeavor to formulate a parks, recreation and open space master plan, select and propose to the Council sites for playgrounds, make recommendations for acquisition and maintenance of playgrounds for children and recreation centers for the public, and generally advise the City Council in matters connected with parks, recreation and open space in general. It shall be a function of the Parks, Recreation and Open Space Commission of the City to promote and encourage among various public and private agencies and individuals the development of such recreational facilities and programs as shall benefit all citizens of the City.

**Recent Initiatives and Accomplishments**

- Reviewed 37 Street Tree Removal Applications
- Completed Phase I of Peggy Thomsen Pierce St. Park: Opening of Park March 1, 2018
- Ohlone Greenway and Sidewalk Project Completed: Opening Ceremony November 21, 2017
- Bus Stop Parklet Completed: Opening Ceremony February 25, 2018
- Memorial Park Tot Lot & Patio Improvements completed July 2017
- Albany Hill Access and Trail project designs completed
- Dartmouth Tot Lot Improvements completed November 2017
- CPRS Award of Excellence Regional Class 1: Ohlone Greenway Improvement Project, Excellence in Park Planning & Development
- 2018 CPRS District 3 Annual Awards Program, Outstanding Facility or Park: Bus Stop Parklet
- Installed new Gender-Neutral Bathroom signs July 2017

**2019 – 2021 Policy Review and Initiatives** *(list items in order of priority)*

- City Council Strategic Plan Items:



**CITY OF ALBANY  
PARKS, RECREATION & OPEN SPACE COMMISSION**

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- Other Work Plan Items:



Item	New/Moved//WIP	Supporting Document	Funding Source	Timing	Suggested by	Notes
<b>Council Strategic Plan Priorities</b>						
Identify funding source within upcoming 2-year budget to update the Parks & Recreation Master Plan	New	Strategic Plan		FY 20	Council	Rec/Finance Directors will work on funding source
Establish annual meeting through the Parks, Recreation & Open Space Commission to review status maintenance & restoration of creeks	New	Strategic Plan		Annual	Council	Community Development/Public Works Staff will present
Conduct analysis for turf/grass field and opportunities for enhanced landscaping at Peggy Thomsen Pierce Street Park	Moved	Strategic Plan	Measure R	FY 19	Council	Public Works is coordinating this study
Review existing memorials and features on public lands: Inventory and evaluate existing memorials and features	Moved	Strategic Plan		FY 19/20	Council	Sub-committee
Create policies concerning memorials on public lands: Research peer city policies	Moved	Strategic Plan		FY 19/20	Council	Sub-committee
Investigate funding options for retrofitting the Veterans Building: Consider funding options	Moved	Strategic Plan		FY 19/20	Council	Feasibility study updated in December 2018
<b>Staff Recommended</b>						
Complete Memorial Park Bathroom renovation	WIP	Approved in CIP	Measure WW	April-June		Construction to begin April
Review Memorial Park path lighting designs and complete installation	WIP	Approved in CIP	Measure WW	April-August	Public safety	Engineer in contract; design presented in April
Review Ocean View Park Bocce Court Designs and complete construction	WIP	Approved in CIP	Measure R	April-September		Survey complete/RGD in contract; concept presented in April or May
Mt Bike Skills Park: Proposal to Caltrans, Design, Construction	WIP	GP PROS 1.G: Caltrans ROW	Measudure R?		Public, PROS, Nobel	Proposal to Caltrans in progress
Review Albany Hill Access & Trail Projects (Possibly bridge)	WIP	Albany Hill & Creekside Park Master Plan; GP 6.C		Ongoing	Staff, PROS, Nobel	If an agreement with El Cerrito can be made and funding avail-cerrito creek bridge design may to to PROS
From Sub-Committee to work on Albany Hill Interpretive Signage	New		Measure R		Access & Trail Project	part of the access project; sub-committee to work on locations, text, design
Complete Analysis of potential Dog Park locations in Albany and present findings to Council	Moved				Commission/Council	Sub-committee working on this
Investigate relocation of the community garden	Moved	GP CON-2.8			Gardeners/Public/PROS	OVP Garden in shade due to trees-can't grow
Review park signage and establish uniform signage program for Albany Parks	Moved	GP PROS 2.E		August	Staff, Nobel	PROS approved removal of out dated signs; text/design of signs will come to PROS
Master Plan Update	New	GP PROS-2.D	To be identified in 2-year budget	FY 21	Staff, Nobel	would include needs assessment and maintenance plan
Review proposal to convert Terrace Park 5-12 Playground to Fibar and install new "Big Kids Swing"	New			May-July	Public/Maintenance/PR OS	After tree removed from play area neighbors wanted a swing installed; also sand is not approved fall zone surface and costs more to replace than sand)
Propose projects for remaining Measure R (CIP Recreation Playfield) funds	Moved					
Support/Review Designs of Non-Traditional Parks (Pocket parks, parklets, etc.)	New	GP PROS-2.2		Ongoing		could include suggestion from Marten, Shrine Pocket Park, etc.
Key Route BLVD Median Renovation	New	Master Plan; GP 6.G			Nobel, Cooper, Marten	linear park with trail, landscape and site amenities
Park Maintenance Reports	New	Master Plan, GP 3.E		Biannually	Staff, Nobel	Certified playground inspector inspects annually in winter; additional maintenance report part of budget prep in late spring



Review Street Tree Removal Applications	Moved				Ongoing		25-35/yr
Periodic Updates on Albany Hill Vegetation Management	New		Albany Hill & Creekside Park Master Plan/ GP CON-2.5		Ongoing		
Review status of AB 2404 twice per year	Moved		Fair Play Act Policy (AB 2404; Reso No. 2017-85)		Ongoing		
Establish Dog Park in Albany (based upon Sub-Committee analysis)	New						If determind by sub-committee work and approved by Council-could work on design to add Dog Park amenities to site
Peggy Thomsen Pierce Street Park Improvements	Moved		SP, GP, Master Plan				Council approved a Phased approach to the park and PROS should begin working on completing phases
Ocean View Park Tennis converted to Pickleball Courts	New					Public	
Biennial review of the Street Tree Removal Policy	Moved		Street Tree Policy			PROS/Council	
Receive presentations/training on Waterfront related items	New				As needed	Council, Marten	
Additional Suggestions by Commissioners							
<b>Open Space</b>							
Develop a monarch habitat assessment						Sardinas	
Regular updates on management of creeks and waterfront.						Marten	
Implementation of bridges across creeks - Cerrito Creek at Adams St and Codornices Creek near the little league parks.						Marten	Traffic & Safety
Review waterfront jurisdictions and management						Marten	
Discussing what to do with the space where the cross is now in Albany Hill Park after the court case(s) are finished and the city council acts or doesn't. The case at 9th Circuit Court of Appeals could be over in 2019.						Marten	Council item-they can give PROS direction once settled
<b>Codornices Creek.</b> Continue joint planning with the University of California and the City of Berkeley on improvements to the Codornices Creek Trail			GP 6.D			Nobel	Community Development
IPM Update						Sardinas	Public Works & Sustainability
<b>Misc</b>							
Possibility of more signage to help visitors find parks and rec areas						Cooper	May be a traffic & Safety item
Try and sequester funding for veterans building retrofit			Council SP			Cooper	
Albany Tree Ordinance (this could more clearly address issues such as replanting of trees, fines for illegal Tree topping, and John's great idea of a Heritage tree policy.)			GP CON 2			Chang Frank	This would involve a number of Advisory Bodies and Departments
Master Tree Plan for Albany			GP CON 2			Chang Frank	This is a City-wide project and most likely will end up in Community Development
<b>Former Library Building.</b> Explore the feasibility of using the former library building on Solano Avenue (now owned by the School District and used by the YMCA) for additional recreational programs (5.E)			GP 5.E			Nobel	
<b>Park Improvements</b>							
Additional seating and improvements on Ohlone Greenway			Master Plan, GP 6.F			Patterson, Nobel	
Art in Parks			Arts Master Plan			Patterson	
Memorial park improvements, maintenance of picnic area and bbq pit overall preparation						Cooper	
Name Dartmouth Grass area under BART						Public	
Convert under utilized parking along Masonic (near Dartmouth) into parkland						Public	

	Master Plan		Parks & Rec Master Plan	
Memorial Park: Entry promenade, New signage, bike racks, benches			Sardinas	
PTPSP: Asphalt path loop around the field so kids could ride scooters and bikes; a slide (down the hill), more spinning things, and swings in the open space past the bathrooms				
Memorial Park. Update the 1998 Memorial Park Master Plan to reflect current conditions	GP 3.B		Nobel	
<b>New Parks</b>				
Miniature parks on Adams and Kains if/when those streets move beyond the pilot bike boulevard project where concrete cylinders are planned to be used to block traffic from entering in 1 direction at the end of each block. But after the pilot project if the bike boulevards become permanent, consultants showed barrier designs that were more like raised areas (edged with curbs) and landscaping.			Marten	Traffic & Sasfety
Making more use of the median on Key Route Blvd to draw people together outdoors with things like fitness stations, outdoor games, and/or a dog park.	Master Plan		Marten	
Key route memorial park enhancements and historical info marquee i.e. bench soldier statue walk way garbage cans for dog poop along with plastic baggies etc.	Master Plan		Cooper	
<b>Albany Hill.</b> Designate the crest of Albany Hill and adjacent upper slopes for open space (1.2). Work with the owner of the 11-acre vacant parcel south of Gateway Towers and land conservation organizations to develop a site plan for the property (1.C). Provide for a dedicated trail easement through the 11-acre parcel on the west side of Albany Hill	GP 6.B		Nobel	
<b>Sports Fields.</b> Explore opportunities to create new sports fields	GP 3.3		Nobel	
<b>Playgrounds.</b> Develop an improvement and/or replacement program for Albany's playgrounds	GP 3.D		Nobel	
<b>Reclaimed Water Use.</b> explore opportunities for reclaimed water use on City parks	GP 3.G		Nobel	EBMUD partnered with Albany to install recycled water lines in Buchanan Street from Pierce Street to San Pablo Avenue. An additional pipeline is planned on Marin Avenue, eventually extending east to the Ohlone Greenway. The reclaimed water system transports high quality treated wastewater effluent from the treatment plant near the Bay Bridge for reuse in landscape irrigation, industry, and other non-potable applications. Extension of the system requires the installation of separate reclaimed water lines, which is a substantial capital expense. EBMUD's East Bayshore project will supply an annual average of 2.5 million gallons per day of recycled water to portions of Alameda, Albany, Berkeley, Emeryville, and Oakland. Additional funding will be required to complete the distribution system. (GP CON page 7-2)
<b>Dog Parks.</b> address the need for additional dog play areas in an update of the Parks, Recreation, and Open Space Master Plan	GP 2.F & 3.5		Nobel	

**SSB Suggestions:**

From 2/14/2019 PROS Meeting:

- Funding for Run Around Town
- Support Albany Tri
- Bike Sharing Program
- Water filler at Dog Park and at the Bulb

**Marten:**

Watering stations:

- Up and down Solano Ave, possibly where there is significant sidewalk space, possibly near larger bulb-outs at intersections.
- At all city parks.
- Key Route median at Brighton where many middle school and high school students pass going to-from music and choir classes.
- Watering station for humans and dogs @ Albany bulb
- Watering stations along greenway
- Sites close to all 3 elementary schools, the middle school, high school, and Jackson Street childcare.
- I would encourage a variety of different stations that are not the base price model but make a statement, possibly some with input from the Arts Commission whether for commissioning fountains themselves or for 3D or 2D art that compliments fountains or for choosing from among distinctive commercial offerings.

**Abbott:**

For the SSB money, the only thing I'm pushing for is a public restroom on the greenway (with the walking and bike path, that's a good location). Obviously, this is a big lift, but it supports and encourages outdoor activity and addresses issues for people experiencing homelessness. Look at it this way, where are those people who fill up their bottles at the drinking fountains going to return that water? ;-)

Prefab public restrooms are available (actually saw the ad in the recent California Parks & Rec magazine) with attractive features such as self-cleaning operation, and time-limits. The Exeloo from the ad costs about \$300K for the unit, installation, and a two year maintenance contract. I'm not suggesting that's the answer, but I figure that's probably a decent ballpark. This would be something that money from a few years of SSB tax could go toward. This sort of capital improvement is well suited to this tax that ideally will grow smaller over time, so is ill-suited to funding ongoing programs.

If new physical public restrooms are out of the question, we could consider a program that identifies locations and businesses that offer a public restroom -- the parks, the Senior Center and Community Center to start. Money could be dedicated to recruiting other facilities, providing some amount of monetary support to help offset related costs, and signage.

**Staff:**

- Healthy Snacks to Friendship Club & Teen Center participants: \$16,000/yr
- Provide Free to those who qualify for reduced lunch/small fee for residents:
  - Cooking Classes and Camps \$25,000
  - Youth Sport/fitness classes/camps: \$25,000
- Free fitness in the Parks: \$10,000