



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

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

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### **AGENDA**

THURSDAY, MAY 9, 2019, 7:00 PM

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

**2. APPROVAL OF MINUTES:** APRIL 11, 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.** Memorial Park Bathroom Renovation Update

**4-2.** Friends of Albany Parks Clean-up Update

**5. PRESENTATIONS:**

**5-1. Youth & Teen Services**

Heather Posner is the new Senior Recreation Supervisor overseeing the Youth and Teen Services Division. Heather will share the vision for the future of the Division and new programming beginning this summer.

Information only

**6. STREET TREE REMOVAL APPLICATIONS:**

**6-1. Street Tree Removal Application for (1) Camphor at 721 Pomona Avenue**

Recommendation: Approve the Tree Removal Application for 721 Pomona Avenue.

**6-2. Street Tree Removal Application for (1) one Weeping Melaleuca at 1054 Kains Avenue**

Recommendation: Deny the Tree Removal Application for 1054 Kains Avenue.



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**6-3. Street Tree Removal Application for (1) one London Plane at 1461 Marin Avenue**

Recommendation: Approve the Tree Removal Application for 1461 Marin Avenue.

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

**7-1. Terrace Park Replacement Tree:**

Staff will propose three options for the replacement tree.

Recommendation: Review the three options and select one.

**7-2. 2019-2012 Work Plan:**

Review the Council approved Work Plan and create Sub-committees for the following projects (or others, if desired):

1. Albany Hill Interpretive Signage
2. Relocation of the Community Garden
3. Tree Removal Education Campaign for Homeowners
4. Review of Public and Private Memorials/Honors/Other Installations

Recommendation: From Sub-Committees for the four Work Plan projects

**7-3. Fair Play Act (AB 2404) Youth Participation Report:**

Staff will present youth participation data and a summary of promotion and development activities undertaken by the Department and third-party users as required by the City's Fair Play Act Policy.

Information only

**8. FUTURE AGENDA ITEMS:**

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

**9. NEXT MEETING:** Thursday, June 13, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

**10. ADJOURNMENT:**



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### **NOTICE**

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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).

Council and Commission meetings are broadcast live on KALB and streamed live on the City website and YouTube. Audio recordings of Committee meetings will be uploaded to the City website and YouTube within one week of each public meeting. Archives of past City meetings are available on the City website and YouTube. Please note that if you provide your name and address when speaking before the Committee it will become part of the official public record, which will be posted on the Internet and broadcast on KALB.

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.



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### **MINUTES**

THURSDAY, APRIL 11, 2019, 7:00 PM

**1. CALL TO ORDER / ROLL CALL: 7:02 pm; Absent: Cooper, Sardiñas**

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

Motion to approve: Commissioner Abbott  
Seconded by Commissioner Noble  
Vote: Favor 4; 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. Memorial Park Path Lighting Plans:**

Tiffany Kane, Project Manager with WHN Inc. presented lighting plan options for Memorial Park.

1. Motion to approve the installation of the E-Conolight pole lighting to match existing pole lights in park and add light shields (if needed) to minimize light visible to neighbors.

Motion: Chair Patterson  
Second: Commissioner Abbott  
Vote: Favor All; Motion carried

2. Motion to approve the installation of up lights in the redwood trees along pathway only if they are dark Sky compliant.

Motion: Chair Patterson  
Second: Commissioner Marten  
Vote: Favor All; Motion carried



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### **5-2. Ocean View Park Bocce Courts Concept Plans:**

Anneke Swinehart, Landscape Architect and Design Director with Restoration Design Group Inc. presented the concept design for the Ocean View Park Bocce Courts.

Motion to approve the Bocce Courts Concept Plan: Chair Patterson  
Seconded by Commissioner Chang Frank  
Vote: All in Favor; Motion carried

## **6. STREET TREE REMOVAL APPLICATIONS:**

### **6-1. Street Tree Removal Application for (2) two Purple Leaf Plumb at 1137 Portland Avenue**

Motion to approve the Tree Removal Application: Commissioner Marten  
Second: Commissioner Abbott  
Vote: All in Favor; Motion carried

### **6-2. Street Tree Removal Application for (1) one Peppermint Willow Eucalyptus at 1494 Solano Avenue**

Motion to approve the Tree Removal Application: Chair Patterson  
Second: Commissioner Noble  
Vote: All in Favor; Motion carried

### **6-3. Street Tree Removal Application for (1) one Peppermint Willow Eucalyptus at 1552 Solano Avenue**

Motion to approve the Tree Removal Application: Commissioner Noble  
Second: Chair Patterson  
Vote: All in Favor; Motion carried

### **6-4. Street Tree Removal Application for (1) one Blackwood Acacia at Memorial Park**

Motion to postpone decision to next Commission meeting and request Staff to provide full tree report, seek a second opinion and have Consultant attend next meeting: Commissioner Chang Frank  
Second: Chair Patterson  
Vote: All in Favor; Motion carried



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### **6-5. Street Tree Removal Application for (1) one Blackwood Acacia at Ocean View Park**

Motion to approve the Tree Removal Application: Commissioner Noble  
Second: Chair Patterson  
Vote: All in Favor; Motion carried

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

### **7-1. Dog Sub-Committee Report:**

Sub-committee reviewed Section B Survey results. Announced Community meeting on May 30, 2019 at 7 pm in the Council Chambers.

No action taken.

## **8. FUTURE AGENDA ITEMS:**

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

## **9. NEXT MEETING:** Thursday, May 9, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

## **10. ADJOURNMENT: 9:55 pm**

### **NOTICE**

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*Urban Village by the Bay*

## Non-Emergency City Tree Removal Application

Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ #of trees requesting to be removed \_\_\_\_\_

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No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- The City Tree is damaged, diseased, or borer infested beyond reclamation
- The City Tree due to its physical condition is an unacceptable risk to the City
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection.
- The City Tree is detrimental to the public safety or materially injurious to the property, improvements or utility services in the vicinity
- The City Tree has been identified for removal as part of a City-approved project and/or has been determined by the Parks and Recreation Commission to be in conflict with the best use of a park.

I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. A replacement tree will be required for all approved tree removals. Application fee is \$209.92. Return fee and application to: Finance - City of Albany, 1000 San Pablo Ave., Albany, CA 94706

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### City Action

Date Application Rcvd: \_\_\_\_\_ Fee Received (Amt): \_\_\_\_\_

Approved  Declined  Date: \_\_\_\_\_



# Staff Report / City of Albany Street Tree Inspection

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

Removal    Pruning    Sidewalk Repair    Root Pruning    Planting

**Tree Location:** 721 Pomona Ave Tree # (direction of traffic): 1

**Species:** Camphor (Cinnamomum camphora) (1) - 35' ht, 18" dbh    Photos taken

**Staff Recommendation:**

Remove and replace with appropriate species

**Fiscal impact:** Cost estimated at \$1,800.00

**Tree Description:**

Health: poor - Structure: good

This tree has been in steady decline over the past few years but the decline has been more extreme this past year, with most of the foliage missing and many dead and dying branches and limbs in the crown.

**Site Description:** sidewalk planting strip

**Discussion:**

Pros: mature tree

Cons: 98% dead. Rapid decline over past year. Cinnamomum camphora grows best in full sunshine, in slightly acidic, well-draining soils. Excessive leaf drop is a classic symptom of verticillium wilt. Tree is dropping both old and new leaves. With no evidence of mites, aphids or scale, I suspect a root problem - possibly fungi, such as Botryosphaeria dothidea, Verticillium dahliae or Verticillium albo-atrum (Verticillium wilt), which grow during the winter in poorly drained, cool soil, and attacks a plant's vascular system causing problems, like hindering water transport to various parts of the tree resulting in wilting, excessive leaf drop and dead branches, followed by tree dieback, ultimately leading to death of the tree. There are also recent reports of Camphor trees being afflicted with Phytophthora ramorum (the pathogen responsible for Sudden Oak Death) in the Bay Area (Mill Valley) however this tree does not exhibit the patchy, irregular cankers on the branches or shoot blight typical of Phytophorum infection.

These fungi may be controlled by soil fumigation, a specialized practice requiring special permits, equipment, and qualified personnel. This is not practical nor achievable in a volume of soil hidden beneath concrete, asphalt and other landscape elements. A different tree species may or may not be as susceptible to fungal attacks.

Replanting with a different, resistant species may solve the problem. Tristaniopsis laurina, Swamp myrtle, would be a good choice.

**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 Hawkrigde, Urban Forester, ISA Certified Arborist WE-3063AU

**Date:** 2019-04-19

# TREE CONDITION EVALUATION FORM

location:	721 Pomona Ave	
species:	Camphor ( <i>Cinnamomum camphora</i> )	Evaluator: John Hawkridge
dbh/ht:	35' x 18"	Date: 4/18/2019

✓	<i>Factor</i>	<i>Comments</i>	<i>Points</i>
minor problems/concerns (1 point) - major problems (2 points) - extreme problems (3 points)			

## ROOTS

Root anchorage			
Restricted root system relative to canopy			
Mechanical injury	previous large roots pruned		3
Girdling roots			
Compaction or water-logged roots			
Presence of insects or diseases			
Condition points			3

## TRUNK

Sound bark and wood, no cavities	peeling bark on lower trunk, no wound wood forming		3
Upright trunk (well tapered)			
Included bark between co-dominant stems			
Mechanical or fire injury			
Cracks			
Swollen or sunken area			
Presence of insects and diseases			
Condition points			3

## LIMB AND BRANCH STRUCTURE

Strong attachments, no included bark			
Free of decay and cavities			
Well proportioned, good form			
Wound closure			
Dead limbs/epicormic sprouting	all limbs have died back		3
Presence of decay, insects and diseases			
Condition points			3

# TREE CONDITION EVALUATION FORM

## TWIGS

Shoot vigor	none	3
Presence of weak or dead twigs	all branches have died back	3
Presence of insects and diseases		
Condition points		6

## FOLIAGE

Normal appearance (size, color, density)	last remaining leaves have died back since first inspection in Jan 2019	3
Nutrient deficiencies		
Herbicidal, chemical injury symptoms		
Wilted or dead leaves	few remaining leaves have wilted and died	3
Presence of insect or disease		
Condition points		6
<b>Total Condition Points</b>		<b>21</b>

## INFRASTRUCTURE CONFLICTS

Gas		
Water	2'	2
Sewer	3'	3
Sidewalk / Pedestrian		
Curb		
Street (asphalt)		
Powerlines		
Vehicles /parking zone / bus zone		
Traffic Signal/Stop Sign / other signs		
Building contact		
<b>Total Infrastructure Points</b>		<b>5</b>

<b>TREE SUMMARY and additional comments</b> (photos and further comments, if any, on separate page):	<b>Total Points</b>	<b><u>26</u></b>
Tree had some life left when I first looked at in Jan 2019. This week all leaves have shriveled, tree is dead.		

This evaluation does not incorporate wood density of the root collar and is an evaluation of the tree's canopy from the ground surface only.

***Tree condition is taken into account along with any infrastructure conflicts to determine viability of removal.***

721 Pomona Ave - Camphor (*Cinnamomum camphora*)



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*Urban Village by the Bay*

## Non-Emergency City Tree Removal Application

Owner's Name: Diane Nguyen  
Property Address: 1054 Kains Ave Phone: [REDACTED]  
Email: [REDACTED] # of trees requesting to be removed 1

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

- The City Tree is damaged, diseased, or borer infested beyond reclamation
- The City Tree due to its physical condition is an unacceptable risk to the City
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection.
- The City Tree is detrimental to the public safety or materially injurious to the property, improvements or utility services in the vicinity

I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. Application fee is \$209.92. Return fee and application to Community Development Department, 1000 San Pablo Ave., Albany, CA 94706

Signature: *Diane Nguyen* Date: 3/29/19

### City Action

Application #: \_\_\_\_\_ Fee Received (Receipt #): \$209.92 *nm*

Approved  Declined  Date: \_\_\_\_\_

Receipt # 001032-0005

**\$ PAID**



## Staff Report / City of Albany Street Tree Inspection

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

Removal  Pruning  Sidewalk Repair  Root Pruning  Planting

**Tree Location:** 1054 Kains Ave Tree # (direction of traffic): 1

**Species:** Melaleuca armillaris (Weeping Melaleuca) (1) - 25' ht, 10" dbh  Photos taken

### Staff Recommendation:

Recommendation is to deny the application based on the health of the tree.

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

### Tree Description:

Health: good

Structure: good

### Site Description:

sidewalk planting strip, 7' from water line, 8' from sewer line

### Discussion:

Pros: fairly healthy and hardy tree, new growth on tips, no sidewalk damage, uncommon species

Cons: previous limb failure, partially healed wound. Needs pruning to raise for vehicle and pedestrian clearances.

### Summary:

Tree meets Emergency City Tree Removal Criteria:

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

Application was submitted for the following reasons:

"1) The tree is leaning precariously towards our house and could cause injury and damage

2) It looks unhealthy and infested with ants

3) The tree creates a huge amount of debris which gets all over the streets which clogs our drains and the public drains". However, the tree has had the same lean for many years and seems stable. Ants are part of nature, possibly collecting food from the tree. All trees produce debris, I don't see significant amounts from this tree. I don't find any of the stated concerns as reason to remove the tree.

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

**Date:** 2019-04-08

# TREE CONDITION EVALUATION FORM

location:	1054 Kains Ave		
species:	Weeping Melaleuca (Melaleuca armillaris)	Evaluator:	John Hawkridge
dbh/ht:		Date:	4/8/2019
<input checked="" type="checkbox"/>	<i>Factor</i>	<i>Comments</i>	<i>Points</i>
minor problems/concerns (1 point) - major problems (2 points) - extreme problems (3 points)			
<b>ROOTS</b>			
Root anchorage			
Restricted root system relative to canopy			
Mechanical injury			
Girdling roots			
Compaction or water-logged roots			
Presence of insects or diseases			
Condition points			0
<b>TRUNK</b>			
Sound bark and wood, no cavities			
Upright trunk (well tapered)	slight lean, no evidence of recent movement		1
Included bark between co-dominant stems			
Mechanical or fire injury			
Cracks			
Swollen or sunken area			
Presence of insects and diseases			
Condition points			1
<b>LIMB AND BRANCH STRUCTURE</b>			
Strong attachments, no included bark			
Free of decay and cavities			
Well proportioned, good form			
Wound closure	one cut not healed, but species is known for fairly extensive wound tissue growth		1
Dead limbs/epicormic sprouting			
Presence of decay, insects and diseases			
Condition points			1

# TREE CONDITION EVALUATION FORM

## TWIGS

Shoot vigor		
Presence of weak or dead twigs		
Presence of insects and diseases		
Condition points		0

## FOLIAGE

Normal appearance (size, color, density)		
Nutrient deficiencies		
Herbicidal, chemical injury symptoms		
Wilted or dead leaves		
Presence of insect or disease		
Condition points		0
<b>Total Condition Points</b>		<b>2</b>

## INFRASTRUCTURE CONFLICTS

Gas		
Water		
Sewer		
Sidewalk / Pedestrian		
Curb		
Street (asphalt)		
Powerlines		
Vehicles /parking zone / bus zone		
Traffic Signal/Stop Sign / other signs		
Building contact		
<b>Total Infrastructure Points</b>		

<b>TREE SUMMARY and additional comments</b> (photos and further comments, if any, on separate page):	<b>Total Points</b>	<b><u>2</u></b>
<p>Aside from a stub not yet healed over and an old limb tear that is healing over fairly nicely, I see no immediate concern over this tree. It could use some pruning to raise the crown.</p>		

This evaluation does not incorporate wood density of the root collar and is an evaluation of the tree's canopy from the ground surface only.

***Tree condition is taken into account along with any infrastructure conflicts to determine viability of removal.***

1054 Kains Ave – Weeping Melaleuca (*Melaleuca armillaris*)



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*Urban Village by the Bay*

## Non-Emergency City Tree Removal Application

Owner's Name: City of Albany  
Property Address: 1461 Marin Ave Phone: 510-559-4275  
Email: jhawkridge@albanyca.org #of trees requesting to be removed 1

No permit to remove a living City Tree may be issued unless one or more of the following criteria is met:

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- The City Tree due to its physical condition is an unacceptable risk to the City
- The City Tree has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard, and the City Tree has caused the property owner to repair the adjacent sidewalk on at least one (1) previous occasion, as proven by documentation or Urban Forester inspection.
- The City Tree is detrimental to the public safety or materially injurious to the property, improvements or utility services in the vicinity
- The City Tree has been identified for removal as part of a City-approved project and/or has been determined by the Parks and Recreation Commission to be in conflict with the best use of a park.

I understand that removal of a City Tree which does not pose a clear and imminent danger to the safety of the general public requires review by the Urban Forester and the Parks & Recreation Commission at a public meeting. A replacement tree will be required for all approved tree removals. Application fee is \$209.92. Return fee and application to: Finance - City of Albany, 1000 San Pablo Ave., Albany, CA 94706

Signature: John Hawkridge Digitally signed by John Hawkridge  
DN: cn=John Hawkridge, o=Albany Public Works, ou=Urban  
Forestry, e=mail=hawkridge@albanyca.org, c=US  
Date: 2019.04.29 11:21:08 -0700 Date: 4/24/19

### City Action

Date Application Rcvd: \_\_\_\_\_ Fee Received (Amt): \_\_\_\_\_

Approved  Declined  Date: \_\_\_\_\_



# Staff Report / City of Albany Street Tree Inspection

<b>Assignment:</b> Review trees and provide recommendations for:					
<input checked="" type="checkbox"/> Removal	<input type="checkbox"/> Pruning	<input type="checkbox"/> Sidewalk Repair	<input type="checkbox"/> Root Pruning	<input type="checkbox"/> Planting	

**Tree Location:** 1461 Marin Ave Tree # (direction of traffic): 1

**Species:** London Plane (Platanus x acerifolia) (1) - 40' ht, 24" dbh  Photos taken

**Staff Recommendation:**

Remove and replace with appropriate species

**Fiscal impact:** Cost estimated at \$2,200.00

**Tree Description:**

Health: poor - Structure: poor

This tree has been in steady decline over the past few years but the decline has been more extreme this past year, with several dead limbs, and several large areas of decay.

**Site Description:** sidewalk planting strip

**Discussion:**

Pros: mature tree

Cons: 65% dead. Recent limb failure. Large areas of decay near major limb unions. Rapid increase in decay over past year. Steady decline over past several years.

This tree is listed simply as Platanus x acerifolia, most likely the cultivar 'Yarwood'. Some others on Marin are specified as such. the 'Yarwood' cultivar is considered resistant to powdery mildew and verticillum, although not resistant to anthracnose. The major foliage disease of planetrees is the fungus anthracnose. Frequent rains and cool temperatures promote the disease. Powdery mildew usually affects the appearance of trees in late summer, anthracnose typically appears in spring. Neither typically kill the tree, but over time can reduce the vigor of a tree leading to it's death.

Some fungicides provide a degree of control if you thoroughly spray all new growth as buds begin to open in spring. Fungicides can protect only healthy tissue and don't eradicate existing infections. Complete coverage of large, tall trees is difficult to achieve; spraying is not very efficient and might not be justified or feasible.

Fungicide applications for anthracnose control generally aren't an option for hosts other than ash. Replanting with a different species may solve the problem. Possible replacements are Zelkova, Libery Elm, Coast Live Oak, Red Maple, Oak, Ginkgo, or with Platunus acerifolia 'Columbia', an anthracnose resitant cultivar of the London Plane tree.

**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 Hawkrigde, Urban Forester, ISA Certified Arborist WE-3063AU

**Date:** 2019-04-19

# TREE CONDITION EVALUATION FORM

location:	1461 Marin Ave		
species:	London Plane ( <i>Platanus acerifolia</i> )	Evaluator:	John Hawkrige
dbh/ht:	40' x 24"	Date:	4/19/2019
<input checked="" type="checkbox"/>	<i>Factor</i>	<i>Comments</i>	<i>Points</i>
minor problems/concerns (1 point) - major problems (2 points) - extreme problems (3 points)			
<b>ROOTS</b>			
Root anchorage			
Restricted root system relative to canopy			
Mechanical injury			
Girdling roots			
Compaction or water-logged roots			
Presence of insects or diseases			
Condition points			0
<b>TRUNK</b>			
Sound bark and wood, no cavities	2 large cavities with decay		3
Upright trunk (well tapered)			
Included bark between co-dominant stems			
Mechanical or fire injury			
Cracks			
Swollen or sunken area			
Presence of insects and diseases			
Condition points			3
<b>LIMB AND BRANCH STRUCTURE</b>			
Strong attachments, no included bark			
Free of decay and cavities	cavities at limb attachments		3
Well proportioned, good form			
Wound closure	cavities not healing, decay		3
Dead limbs/epicormic sprouting	many dead limbs in canopy, epicormic sprouting on main trunk		3
Presence of decay, insects and diseases	decay and dead limbs indicate interior decay		3
Condition points			12

# TREE CONDITION EVALUATION FORM

## TWIGS

Shoot vigor	some new growth, but also new dieback	2
Presence of weak or dead twigs	dieback in half the canopy	3
Presence of insects and diseases	probable fungal infection(s)	3
Condition points		8

## FOLIAGE

Normal appearance (size, color, density)	folige scarce	2
Nutrient deficiencies		
Herbicial, chemical injury symptoms		
Wilted or dead leaves		
Presence of insect or disease		

Condition points 2

**Total Condition Points** **25**

## INFRASTRUCTURE CONFLICTS

Gas		
Water		
Sewer		
Sidewalk / Pedestrian		
Curb		
Street (asphalt)		
Powerlines		
Vehicles /parking zone / bus zone		
Traffic Signal/Stop Sign / other signs		
Building contact		

**Total Infrastructure Points** **0**

<b>TREE SUMMARY and additional comments</b> (photos and further comments, if any, on separate page):	<b>Total Points</b>	<b><u>25</u></b>
Recent large limb failure. More deadwood in canopy, large areas of decay at point of limb attachments indicate interior decay. Prunig will leave a sprouting trunk with large cavities.		

This evaluation does not incorporate wood density of the root collar and is an evaluation of the tree's canopy from the ground surface only.

***Tree condition is taken into account along with any infrastructure conflicts to determine viability of removal.***

1461 Marin Ave – London Planetree (*Platanus x acerifolia*)



## Terrace Park tree replacement

Proposed location(s) for replacement tree planting in Terrace Park



54

This is where old tree was located – mid-field, east side:



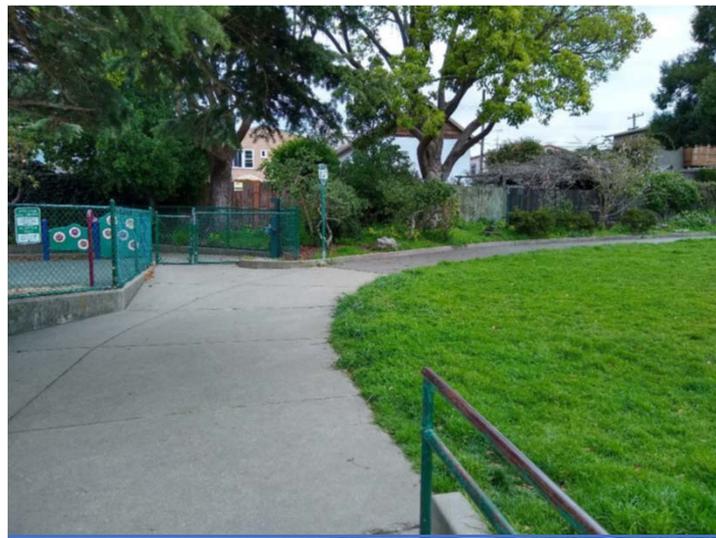
55

Option 1 - Near picnic tables (one medium sized tree):



56

Option 2 - Northeast corner of field, near playground (one large tree):



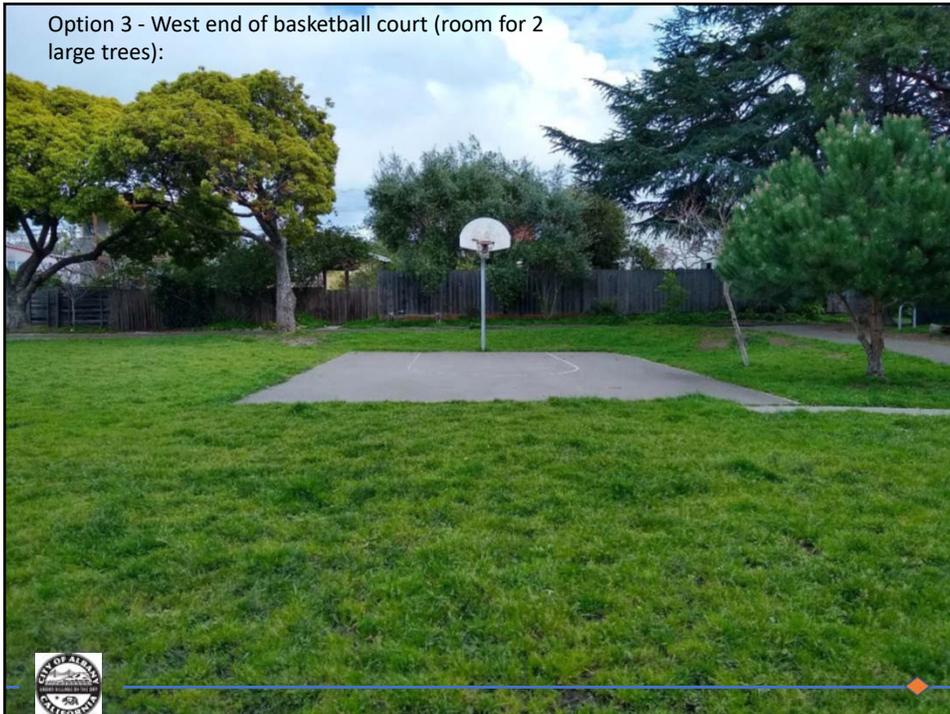
57

Option 3 - West end of basketball court (room for 2 large trees):



58

Option 3 - West end of basketball court (room for 2 large trees):



59



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

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### **2019–2021 Work Plan**

Recommended by the Parks, Recreation & Open Space Commission: Date: March 14, 2019  
Approved by the City Council: April 15, 2019

#### **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 and patio improvements completed July 2017
- Memorial Park bathroom renovation designs approved and now under construction (completion end of April 2019)
- Hosted Community Workshop to prioritize Albany Hill Access & Trail Improvements
- Albany Hill Access and Trail Project designs approved
- 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
- Fair Play Act (AB 2404) Policy approved by Council
- Completed biennial Review of Street Tree Removal Policy



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

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- Reviewed City Approved Street Tree List
- Reviewed periodic Albany Hill Vegetation Management and Hazardous Tree Removal Plans
- Coordinated with Arts Committee on funding and selection of 2wo Ohlone Greenway Public Art Projects

Changed by Council

Public Works Lead

Projects to Commission June/July

### 2019 – 2021 Policy Review and Initiatives

#### City Council Strategic Plan Items: Maximize and Improve Parks and Open Space

##### Objective 1: Enhance Parks

- Conduct analysis for turf/grass field and opportunities for enhanced landscaping at Peggy Thomson Pierce Street Park
- Assure that benches are available as needed for seniors and others who may be in need to have opportunities to sit while using parks

##### Objective 2: Enhance Open Space

- Review prioritized list of projects on Albany Hill to include in the CIP program
- Review Forest Management Plan for Albany Hill including fuel load analysis (*Will include Monarch Assessment*)
- Program and implement final Measure R projects and provide final accounting for that Measure
- Annually review CIP and maintenance projects on creeks (*Part of Measure M*)
- Review maintenance schedule and plans for enhancement through programming of Measure M funds (*Measure M starts end of 2020-Will include plan for Creeks, Parks, Open Space*)
- Investigate potential for open space use of Caltrans Right-of-Way by inventorying existing Caltrans right-of-way and discussing opportunities with Caltrans (*Staff*)
- Identify funding to update Parks & Recreation Master Plan (*Staff*)

##### Objective 3: Create Cultural Facilities and Opportunities

- Review existing public and private memorials, honors, and other installations on public land; plan and implement relocations and improvements as appropriate (Sub-Committee)
- Create policies concerning private memorials and honors on public lands
- Investigate Veterans Building Retrofit Funding Options and report findings to the Council (*Staff*)

##### Other Work Plan Items:

*Moved from previous Work Plan:*

- Review Memorial Park pathway lighting designs and complete installation (**June/July Start?**)
- Review designs and construct Ocean View Park Bocce Courts (**June**)
- Complete analysis of potential Dog Park locations in Albany and present findings to council (**June PROS; July Council**)



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

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- Review Albany Hill Access & Trail Projects (Including bridge & interpretive signage) (Sub-Committee)
- Review park signage and establish uniform signage program for Albany Parks
- Continue to support Peggy Thomsen Pierce Street Park improvements
- Investigate relocation of the community garden (Sub-Committee)
- Prepare Mt Bike Skills Park proposal for Caltrans, review designs and construct park

### *New Work Plan Items:*

#### *Priority 1:*

- Support and provide input into a City Master Tree Plan
- Review and implement previous Memorial Park improvement designs (including entry, bike racks additional seating)
- Engage the community in planning of Key Route BLVD median improvements
- Establish Dog Park(s) in Albany (*Based upon Sub-Committee analysis/Council review*)
- Convert Ocean View Park tennis courts to Pickleball courts (**July**)
- Add cement table tennis to Ocean View Park (**June**)
- Update Parks & Recreation Master Plan
- Support collaboration opportunities with non-profit organizations on park projects and programming
- Pursue public bathrooms on Ohlone Greenway (Moved from Priority 2)

#### *Priority 2:*

- Work with Urban Forester on a Tree Removal Education Campaign for homeowners (Sub-Committee)
- Review previous Senior Center expansion project designs and investigate funding opportunities
- Develop Monarch Habitat Assessment (*Part of Albany Hill Forrest Management Plan*)
- Support/review designs of non-traditional parks (Pocket parks, parklets, etc.)
- Convert Terrace Park 5-12 playground from sand to Fibar and engage the community in the selection of a new playground feature (**June**)

### Ongoing:

- Review Street Tree Removal applications
- Biannual review status of AB 2404 (**May**)
- Biennial review of the Street Tree Removal Policy (*June 2021*)
- Receive presentations on Waterfront and creek related items
- Continue to support implementation of the Albany Hill Creekside Park Master Plan
- Receive biannual park maintenance reports (Part of Measure M Presentation)

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

Meeting Date: May 9, 2019

**SUBJECT:** Fair Play Youth Participation Report

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

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**BACKGROUND**

The Fair Play in Community Sports Act (“Fair Play Act”; AB 2404; Government Code Section 53080), is a California law that prohibits gender discrimination in community youth sports programs. The law was passed in 2004 and has been in effect since 2005.

The Fair Play Act requires that girls be provided opportunities for participation in community sports programs that are equal, both in quality and scope, to those provided to boys—including youth sports programs that are run by Recreation Departments and third-party programs that use City facilities. Opportunities for use of City facilities (considered in the aggregate) should be provided in numbers substantially proportionate to the respective numbers of girls and boys in the community. According to the US Census Bureau’s 2010-2014 American Community Survey 5-Year Estimates, the City of Albany’s youth, under 18 years of age, is made up of 52.4% boys and 47.6% girls.

The law’s existing requirements became even more stringent in 2015 because a potential defense against a lawsuit is no longer be available. The defense permitted departments who faced a lawsuit or complaint between January 1, 2005 and December 31, 2014 to show that the department was steadily and consistently increasing the number of girls participating in sports, even if the department failed to fully accommodate female participants from its community. As of January 1, 2015, that provision of the law went away, and a department challenged for a violation of the Fair Play Act can no longer argue that its girls’ participation numbers are improving incrementally.

The Albany Recreation and Community Services Department did not have City-run youth athletic leagues therefore participation numbers were solely made up by third-party youth sports programs renting city owned facilities. The Department began its self-assessment effort by collecting youth participation numbers from third-party programs, beginning in the Fall of 2015, by informally asking field users for participation numbers.

In February of 2016, Department staff attended an AB 2404 training hosted by the Town of Orinda. In June of 2016, the Parks and Recreation Commission hosted a Fair Play in Community Sports Act training workshop led by Kim Turner, Staff Attorney for Fair Play for Girls in Sports, Gender/LGBT Rights Program at the Legal Aid Society-Employment Law Center. All field users were invited to attend this workshop.

In the Spring of 2016, the Department began asking field users to disclose participation numbers by gender on their rental applications. After the first full year of data collection, the total overall 2016 numbers of third-party youth participants were: 1780 total; 1464 boys (82 %); 316 girls (18%).

The Department immediately started working on improving the participation numbers and increasing participation opportunities for girls by inviting girls' sports programs to request more field use, encouraging existing third-party field users to allocate more field time to girls' teams in their programs, sending out a Youth in Sports Survey (October 2016) and forming a City-run Girls' Volleyball Program in early 2017.

In March of 2017, staff began working with Dr. Lopiano, to develop a Fair Play Act model policy for the City of Albany (and other cities) that would not only educate the public but also create an implementation and oversight mechanism that will guide the Department and field users on the practical meaning of equal treatment. Dr. Lopiano is nationally and internationally recognized for her leadership advocating for gender equity in sports by the International Olympic Committee, the National Collegiate Athletic Association, the National Association for Girls and Women in Sports, the National Association of Collegiate Women Athletic Administrators and the National Association of Collegiate Directors of Athletics. She is recognized as one of the foremost national experts on gender equity in sports. Dr. Lopiano has testified about Title IX and gender equity before three Congressional committees, served as a consultant to the U.S. Office for Civil Rights Department of Health, Education and Welfare Title IX Task Force and as an expert witness in over forty court cases. Dr. Lopiano has also served as a consultant to school districts, institutions of higher education and state education agencies on Title IX compliance and to non-profit organizations on governance and strategic planning.

The policy takes the necessary steps to ensure compliance with the law by including self-assessment, monitoring, implementation and distribution of a Gender Equity Policy, designation of a Fair Play Act Compliance Coordinator, establishment of a grievance procedure and requires a compliance report. The policy requires the Department to monitor participation numbers and submit an annual compliance report to the Parks and Recreation Commission including participation data for the previous five years and a summary of promotion and development activities undertaken by both the Department and third-party users to increase opportunities for girls. The policy also calls for a Community Youth Sports Survey to be conducted every three years.

On November 20, 2017, the Albany City Council approved Resolution No. 2017-85, Fair Play Act (AB 2404): Eligibility for Field Use, Participation Assessment and Field Allocation Policy.

## **DISCUSSION**

The City's Fair Play Act Policy requires that an annual Fair Play Youth Participation Report and Treatment Assessment be presented to the Parks, Recreation and Open Space Commission.

The Department schedules field users, on the city's two fields, for two seasons: Spring (January-June) and Fall (July-December). Organizations who would like to request field use during those seasons are required to complete the new Fair Play Act policy's application procedures which were implemented in the spring season of 2018. The 2018 Youth Participation Report marks the first full year of participation data since the implementation of the new policy.

The participation numbers included in the report represent only league participants, under 18 years of age, who are scheduled (for practice or games) on the City of Albany fields and not the total number of participants in the league. Participant numbers included are only leagues/teams that are competitive-sport classes, camps and other activities that lack a uniform set of rules and competitive guidelines are not included.

In the 2018 season, the Department made a focused effort to increase the number of girls playing sports by adding new City-run leagues, hosting a new Play Like A Girl event and actively encouraging girls' organizations to request more field use. The City offered a new Girls Basketball League, but it did not have enough participants to run the league. Although the overall 2018 season totals showed an increase in the number of girls participating, they fell short of being proportionate to the respective numbers of girls and boys in the community. The final totals for 2018 were: 1832 total youth; 1265 boys (69%) and 567 girls (31%).

In 2019, the Department has added Girls Lacrosse, Basketball and Ultimate leagues. The Play Like a Girl event (June 2) will be expanded and feature a new Women's Sport Films night "Sporty Shorts" at the Albany Twin (May 30).

## **Attachments**

1. Fair Play Act (AB 2404): Eligibility for Field Use, Participation Assessment and Field Allocation Policy
2. 2018 Youth Participation Report & Treatment Assessment

**CITY OF ALBANY  
RECREATION AND COMMUNITY SERVICES DEPARTMENT**

**POLICY  
FAIR PLAY ACT (AB 2404):  
ELIGIBILITY FOR FIELD USE, PARTICIPATION ASSESSMENT AND FIELD ALLOCATION**

**1.0 Equal Opportunity Commitment**

**(1) General:**

The City of Albany Recreation and Community Services Department (“Department”) shall comply with laws that prohibit discrimination and harassment based on sex, sexual orientation, gender, gender identity, ethnic group identification, race, national origin, color, religion, mental or physical disability. This principle applies not only to programs or activities sponsored by the Department, but also to allocation of City facilities and resources to third parties.

**(2) Gender Equity in Youth Sports Programs:**

Department programs, policies and practices shall meet the requirements of the Fair Play in Community Sports Act (“Fair Play Act”; AB 2404; Government Code Section 53080), which mandates gender equity in youth sports programs that are run by the Department as well as programs that use City facilities. The Fair Play Act requires that girls and boys be provided with equal opportunities for participation in community youth athletics programs. Opportunities for use of City facilities (considered in the aggregate) should be provided in numbers substantially proportionate to the respective numbers of girls and boys in the community. The Department will annually monitor participation numbers by gender of youth participants (under the age of 18). Where the members of one gender are under-represented, the Department, and its third-party youth program users, will proactively promote and develop activities for the under-represented gender until proportional participation has been achieved or until it can be demonstrated that the interests and abilities of the underrepresented gender have been fully and effectively accommodated by the present program and allocation of resources.

**(3) Policy Distribution:**

This policy statement shall be distributed with all applications for use of City park and recreational facilities. Flyers announcing the Department’s commitment to gender equity under the Fair Play Act shall be displayed in City recreational and sports facilities and shall include contact information for the Fair Play Act Compliance Coordinator in the event any citizen wishes to report a gender equity concern. See Appendix F.

**(4) Administrative Responsibility:**

The Recreation and Community Services Director will serve as the Fair Play Act Compliance Coordinator and be responsible for ensuring compliance with this policy. The Director will prepare an Annual Fair Play Youth Participation Report and shall submit such report to the Parks and Recreation Commission. The report will include youth participation data for the previous five years and a summary of promotion and development activities undertaken by the Department and third-party users in the current year. See Attachment B for sample

report format (including back-up charts showing use of facilities by program-Appendix A).  
The Director will also be responsible for investigating any gender inequity complaints.

**2.0 User Fees:**

Fees for the use of all facilities shall be as provided in the City Master Fee Schedule or reciprocal use agreements with third parties as annually approved by the City Council.

**3.0 Eligibility for Field Use and Priorities for Allocation of Facilities:**

City park and recreation facilities, including those owned by other entities and leased or otherwise contracted for use by the City, shall be available for use by all residents of the City according to the following use priorities:

**A. Department Sponsored Activities**

Recreation and Community Service programs and activities directly sponsored by the Recreation & Community Services Department; other City activities as approved by the Director of Recreation & Community Services.

**B. School Sponsored Activities (at Senior Center for adult activities)**

(1) Adult or youth programs sponsored by the Albany Unified School District.

**C. Community Youth Groups (at all facilities except Senior Center)**

Any organized youth group having the following qualifications:

- (1) Non-profit
- (2) A majority of the members are 17 years or younger and City residents
- (3) Has voluntary adult leaders or chaperones
- (4) Is recreational in nature
- (5) Shall have no membership restrictions other than age and gender
- (6) Has definite organizational structure
- (7) Its primary interest is in community school age group

**D. Community Disabled/Senior Citizens Groups**

An organized youth or adult group having the following qualifications:

- (1) Non-profit
- (2) Organized to serve a specific group of City residents who either suffer from a specific disability or are above the age of 55 years of age. Is primarily recreational in nature, but may also serve some social service need or educational needs for their group
- (3) Has a specific organizational structure

**E. Community Service Clubs & Other Community Groups**

Any organized youth or adult service group having the following qualifications:

- (1) Non-profit
  - (2) A majority of members live, work, or own businesses in the City
  - (3) Has officers, a definite organizational structure, meets regularly
- Senior Center Only: (School activities for young people and Community Youth Groups are next in priority order here)

**F. Private Rental for Social Activities**

- (1) All groups in B-E above who wish to conduct a special activity not open to the general public
- (2) City business firms and associations conducting official company or group activities
- (3) City residents conducting private family or individual parties, receptions, picnics, etc.

**G. Fund Raising Activities**

All fund raising activities by groups in B-F above.

**H. Commercial Use or Non-Resident Recreational Use**

- (1) Commercial for-profit activities
- (2) Non-resident reservations for recreational activities

**4.0 Additional Field Allocation Application Policies for Community Youth Groups** (see 3C above)

**A. Third-Party League Data Collection Form:**

The Fair Play Act is applicable to all Department-sponsored youth sports programs, as well as, allocation of facilities to community youth sports groups. The Department must either demonstrate that the combined annual sports participation percentages of boys and girls in ALL programs are substantially proportionate to their respective numbers in the community, or that the interests and abilities of members of an under-represented gender have been fully and effectively accommodated by the present program and allocation of resources. Applications for use of City park and recreation facilities by youth sports programs shall therefore include and require the completion of a Fair Play Act Third-Party League Data Collection Form (see Attachment C) as a condition of consideration.

**B. Priority Allocation to Programs for the Underrepresented Gender:**

If participation percentages for boys and girls are not proportionate to their respective numbers in the community, the Department will give higher facility allocation priority to programs for the under-represented gender. Further, the Department reserves the right to give higher facility allocation priorities and/or fee discounts to third-party programs demonstrating consistent growth and efforts to increase the participation of the under-represented gender.

**5.0 Annual Youth Sports Participation and Treatment Assessment:**

The Department will collect male and female participation data for each facility scheduling season (Appendix A) and produce a Fair Play Act Participation Report (see Appendix B) and Treatment Assessment (see Appendix D) and once every three years will conduct a Community Youth Sports Survey (see Appendix E). The Director will prepare a Fair Play Act Compliance report for the Parks and Recreation Commission for review.

**6.0 Complaint Procedure:**

Any complaint regarding gender equity in youth sports programs and activities should be reported to the City Recreation and Community Services Director, who will review the complaint, conduct further investigation as needed, and take appropriate action to ensure compliance with the Fair Play Act and applicable City policies.



**ATTACHMENT B**  
**City of Albany**  
**Recreation and Community Services Department**

**SAMPLE Fair Play Act Youth Participation Report**

*NOTE: Report the most recently completed year and the year prior.*

<b>FAIR PLAY IN COMMUNITY SPORT ACT - 2016-17 ANNUAL YOUTH PARTICIPATION REPORT</b>						
<i>Department of Recreation and Community Services</i>						
Season	Boys	Girls	Total	% Boys	% Girls	Notes
Fall 2015	1372	724	2096	65%	35%	
Spring 2016	1874	380	2254	83%	17%	
Overall 2015-2016	3246	1104	4350	75%	25%	Previous year of data collection
Fall 2016	1380	920	2300	60%	40%	Changes: Requested participation numbers be specific to the facility being rented; added more Lacrosse rental; requested Soccer schedule more girls' teams on City fields; added softball travel team rental
Spring 2017	1840	540	2380	77%	23%	Changes: Added girls softball to field schedule; added City-run Girls Volleyball League
Overall 2016-2017	3220	1460	4680	69%	31%	Most recent year of data collection
<b>Summary of 2016-17 Promotion and Development Activities to Increase Participation of the Underrepresented Gender</b>						
BY THE DEPARTMENT						
1. Revised Field Rental Application form effective Fall, 2017 to require third party user youth sport programs to list their efforts to promote and develop opportunities for girls.						
2. Proposed new policy effective Fall, 2017 recommending elevation of priority status of third party users demonstrating consistent growth and promotional efforts regarding girls' participation.						
BY THIRD PARTY USERS						

**ATTACHMENT C**  
**City of Albany**  
**Recreation and Community Services Department**

**SAMPLE Fair Play Act Third-Party League Data Collection Form**

The Fair Play Act (AB 2404; Government Code Section 53080) is applicable to all Department-sponsored youth sports programs, as well as allocation of City facilities to community youth sports groups. The Department must either demonstrate that the combined annual sports participation percentages of boys and girls in ALL programs are substantially proportionate to their respective numbers in the community, or that the interests and abilities of members of an under-represented gender have been fully and effectively accommodated by the present program and allocation of resources. Applications for use of City park and recreation facilities by third-party youth sports programs therefore include and require the completion of the following information as a condition of considering your organization's field rental application.

1. League/Program Name \_\_\_\_\_
2. Are a majority of the participants in this league/program under the age of 18? YES \_\_\_ NO \_\_\_

**IF YOU ANSWERED "NO", skip to Question #12 at the end and sign this form.**  
**IF YOU ANSWERED "YES, complete all remaining questions before signing this form.**

3. Season (i.e., FALL-2017) \_\_\_\_\_
4. Facilities requested (list all): \_\_\_\_\_
5. With regard to ONLY THOSE PARTICIPANTS UNDER THE AGE OF 18 WHO WILL ACTUALLY BE USING THE CITY FACILITIES YOU HAVE REQUESTED IN THIS APPLICATION IN THIS SEASON, INDICATE:  
# Girls \_\_\_\_\_ # Boys \_\_\_\_\_ # Total \_\_\_\_\_

6. Is this sport program considered:

SINGLE SEX? (indicate sex with an "X")      Male \_\_\_      Female \_\_\_

OR

CO-ED? (indicate %)      Boys \_\_\_%      Girls \_\_\_%

If CO-ED, do the rules of your sport require an equal number of males and females on the field or court during a competition?      YES \_\_\_      NO \_\_\_

OR briefly explain rules related to gender:

7. Girls are currently significantly underrepresented in the use of park and recreation facilities in our City. Please describe the efforts of your program DURING THE PAST YEAR to promote increased participation of girls in your program (i.e., publicity, clinics, play days to introduce your sport, speaking to school classes or teams, fee reductions for girls from families who qualify for school lunches, etc.). Note that such efforts may result in a higher facility priority.
8. Are there ways the Recreation and Community Services Department can assist your league/ program in promoting the increased participation girls in your program?
9. The Fair Play Act requires that the Recreation and Community Services Department and third-party users of its facilities, treat male and female youth sports participants equally. Please respond to the following questions about treatment areas specified in this law with regard to the practices of your program.
- a. Girls and boys have equal access to functional, appropriate equipment and uniforms.  
YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:
- b. Funds and donations are generally distributed equally among girls' and boys' teams.  
YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:
- c. Within the hours you requested for use of Department facilities, the scheduling of games and practice times will provide girls and boys with equal opportunities to play and practice at times when it is possible for parents/guardians to transport their child and/or attend games.  
YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:
- d. Coaches recruited for boys' and girls' teams have equal qualifications and experience and are equally compensated.  
YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:
- e. The number of coaches provided for boys' and girls' teams provide equal instructional ratios for boys and girls.  
YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:

f. The seasons for which you are requesting the use of Department sports facilities equally accommodate boys' and girls' sports (i.e., your organization does not have a policy in which boys play in the traditional season and girls play in the non-traditional season)

YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:

g. Our program provides equal publicity and recruitment efforts for male and female participants.

YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:

h. Our program provides girls and boys with the same quality of awards, trophies and other forms of recognition.

YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:

i. Our program provides girls and boys with the same quality umpires, referees, or judges with regard to experience, training and certification standards.

YES \_\_\_ NO \_\_\_ NOT APPLICABLE \_\_\_ If "No" or "Not Applicable" please explain:

10. Are there any barriers to the participation of girls in your league or program (i.e., availability of coaches, cost of participation adversely affects girls from poor families, etc.) and, if such barriers exist, how do you think they should be addressed?

Barriers:

Possible Solutions:

11. Do you know of sports OTHER THAN YOURS in which girls are interested in or actually participating that the Recreation and Community Services Department should make efforts to accommodate? If so, do you have any contact information for persons in our community who are offering such programs?

SPORT	CONTACT PERSON	CONTACT INFORMATION
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12. CERTIFICATION.

I hereby certify that the above information is accurate to the best of my knowledge.

PRINT NAME: \_\_\_\_\_

POSITION IN THIS PROGRAM: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**APPENDIX D**

**City of Albany  
Recreation and Community Services Department  
Fair Play Act Annual Treatment Assessment**

In addition to the Fair Play Act requirement that parks and recreation programs provide equal **participation** opportunities for boys and girls under the age of 18, the Act requires that they be **equally treated**. The Recreation and Community Services Director shall annually review the following treatment areas specified in the act and if inequities are identified shall propose remedies to be completed within a time certain.

**RECREATION AND COMMUNITY SERVICES DEPARTMENT FACILITIES PROVIDED FOR PROGRAMS  
SPONSORED BY THE DEPARTMENT AND THIRD-PARTY USERS**

1. Access to or the provision of City owned fields and other sport facilities or lands and areas accessed or provided through permitting, leasing, or other land use arrangements, or otherwise accessed through a city, a county, a city and county, or a special district equally accommodate the respective interests of boys and girls with regard to selection of sports.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

2. The practice and competition facilities assigned to boys and girls for Department and third-party sponsored program provide equal access to facilities of equal quality, preferred locations or preferred accommodations for spectators.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

3. The locker rooms assigned to boys and girls for Department and third-party sponsored programs provide equal access to facilities of equal quality and preferred locations.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

4. The scheduling of games and practice times provide girls and boys participating in Department or third-party sponsored programs with equal opportunities to play and practice at times when it is possible for parents/guardians to transport their child and/or attend games.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

5. The seasons during which the Department provides sports facilities for Department sponsored and third-party programs equally accommodates boys' and girls' sports (i.e., traditional/appropriate seasons for each sport).

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

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**RECREATION AND COMMUNITY SERVICES DEPARTMENT SPONSORED PROGRAMS**

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6. Equipment and supplies for Department sponsored programs are equally provided to boys and girls.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

7. Girls and boys participating in Department sponsored programs have equal access to functional, appropriate equipment and uniforms.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

8. Funds and donations are provided to equally benefit girls' and boys' programs sponsored by the Department.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

9. Coaches recruited for boys' and girls' programs sponsored by the Department have equal qualifications and experience and are equally compensated.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

10. The number of coaches provided for boys' and girls' programs sponsored by the Department provide equal instructional ratios for boys and girls.

EQUITABLE \_\_\_                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

11. The Department provides equal publicity and recruitment efforts for male and female participants and if males or females are underrepresented, additional publicity and recruitment activities are undertaken for the underrepresented gender.

EQUITABLE \_\_\_ INEQUITABLE \_\_\_ NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

12. Department sponsored sport programs provide girls and boys with the same quality of awards, trophies and other forms of recognition.

EQUITABLE \_\_\_ INEQUITABLE \_\_\_ NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

13. Department sponsored sport programs provide girls and boys with equally compensated umpires, referees, or judges who are equally qualified with regard to experience, training and certification standards.

EQUITABLE \_\_\_ INEQUITABLE \_\_\_ NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

**DEPARTMENT EFFORTS DURING THE PAST YEAR TO INCREASE OPPORTUNITIES FOR THE UNDERREPRESENTED GENDER**

Check whether the Department has engaged in any of the following efforts during the past year to increase opportunities for the underrepresented gender (girls):

- \_\_\_ Youth sports community survey (see Appendix D)
- \_\_\_ Encouraged third-party users to recruit more girls
- \_\_\_ Promoted and conducted one or more "YES YOU CAN" demonstrations and clinics for beginners and followed up with phone calls encouraging parents to sign up for league play
- \_\_\_ Reached out to girls' sports leagues in adjacent towns to ask that they start a league in our City
- \_\_\_ Worked with physical education teachers and coaches in our school district to encourage girls to participate in existing Department or third-party programs using City facilities
- \_\_\_ Created a girls' sports fund through the addition of an increased fee for all users in order to provide scholarships for lower socio-economic level girls who cannot afford to pay participation fees
- \_\_\_ Met with school PTA groups to conduct a focus group with parents re: new and existing sports opportunities for girls and how to encourage girls to be involved
- \_\_\_ Provided discounted user fees to programs that demonstrated significant increases in girls' participation over the previous year
- \_\_\_ Provided priority scheduling to programs that demonstrated significant increases in girls' participation over the previous year
- \_\_\_ Created or leased additional facilities to accommodate more facilities for girls
- \_\_\_ \_\_\_\_\_
- \_\_\_ \_\_\_\_\_
- \_\_\_ \_\_\_\_\_
- \_\_\_ \_\_\_\_\_



## **APPENDIX F**

**City of Albany**

**Recreation and Community Services Department**

### **The Fair Play Act – What You Should Know About Gender Equity in Community Youth Sports Participation!**

**The Fair Play in Community Sports Act (“Fair Play Act”; AB 2404, a state law codified in Government Code Section 53080) mandates gender equity in youth sports (majority of participants under the age of 18) programs that are run by the Department as well as programs conducted by third parties that use City facilities.**

**Specifically, compliance with the Fair Play Act states that opportunities for boys and girls using City facilities (all Department and third-party programs considered in the aggregate) should be provided in numbers substantially proportionate to their respective numbers in the community.**

**Where the members of one gender are under-represented, the Department, and its third-party youth program users, will proactively promote and develop activities for the under-represented gender until proportional participation has been achieved or until it can be demonstrated that the interests and abilities of the under-represented gender have been fully and effectively accommodated by the present program and allocation of resources.**

**Any concern related to gender equity in youth sports programs and activities should be reported to the Recreation and Community Services Director, who serves as the Fair Play Act Compliance Coordinator.**

**Chelle Putzer**

**cputzer@albanyca.org**

**(510) 559-7218**

**FAIR PLAY IN COMMUNITY SPORT ACT**

**DATA COLLECTION SHEET: City of Albany**

Season	Boys	Girls	Total	% Boys	% Girls	Notes
Fall 2015	372	124	496	75%	25%	
	372	124	496	75%	25%	
Spring 2016	874	21	895	98%	2%	Started requesting to third party users for participation data on rental applications
Fall 2016	590	295	885	67%	33%	Requesting to third party users for participation data on rental applications; Adjustments: Requested participation numbers be specific to the facility being rented; added more Lacrosse rental; requested Soccer schedule more girls teams on City fields; added softball travel team rental
Overall 2016	1464	316	1780	82%	18%	First year of data collection-no formal policy
Spring 2017	344	131	475	72%	28%	Requesting to third party users for participation data on rental applications. Adjustments: Added girls softball to field schedule; added City-run Girls Volleyball League; no standard participation reporting for 3rd party users.
Fall 2017	476	414	890	53%	47%	Requesting to third party users for participation data on rental applications. ABSL moved girls teams to Albany fields from Berkeley, added 200+ girls,
Overall 2017	820	545	1365	60%	40%	Second year of data collection-no formal policy
Spring 2018	832	174	1006	83%	17%	Implemented new AB 2404 Policy application process. High # of rain out days lowered the total hours for SMHS & ABSL. EBO held a Regional Girls Baseball Tourney. Added a City run volleyball league. SMHS increased useage at OV. Hosted first Play Like a Girl Event. Added more East Bay Oaks & East Bay Hurricanes Girls Baseball to field schedule. Improved application information and staff follow up on participation data from 3rd party-users. Started tracking percentage of hours by each group.
Fall 2018	433	393	826	52%	48%	New City-run Girls Basketball offered but not enough enrollement to run. Started tracking percentage of hours by each group.
Overall 2018	1265	567	1832	69%	31%	Third year of data collection. First year of new AB 2404 Policy

FAIR PLAY IN COMMUNITY SPORT ACT

DATA COLLECTION SHEET: City of Albany

SEASON	FACILITY (C=City facility, S=School facility)	TEAM	TYPE (B=Boys, G=Girls, C=Coed)	PROGRAM	Scheduled Hours	% of Total Hours	# Males	# Females	Notes
Spring 2018	Memorial Field-C		B	Little League Baseball	493	63%	60	0	In-season sport. Received 62% of all hours used at MP
Spring 2018	Memorial Field-C		B	AHS Baseball	291	37%	33	0	Requested 4 Saturdays & 5 extra practice hours per week
Spring 2018	Ocean View Field-C		G	Albany Berkeley Girls Softball League	18	2%	0	13	8 days rained out (66% of requested dates)
Spring 2018	Ocean View Field-C		C	Albany Berkeley Soccer Club	75	8%	25	25	Summer Camps
Spring 2018	Ocean View Field-C		B	Little League Baseball	742	81%	650	35	In-season sport. Received 82% of all hours used at OV
Spring 2018	Ocean View Field-C		B	JCC East Bay	1.5	< 1%	20	0	
Spring 2018	Ocean View Field-C		G	St. Mary's HS Softball	51	6%	0	30	Field Maintenance @ home field, supplimented with OV
Spring 2018	Ocean View Field-C		G	East Bay Oaks	26	3%	0	50	Weekend Tournament 6/23-6/24
Spring 2018	Memorial Tennis Court-C		B	Albany High School Tennis	717	95%	12	0	
Spring 2018	Memorial Tennis Court-C		B	St. Mary's High School Tennis	42	5%	16	0	SMHS did not track rained out Tennis Dates
Spring 2018	Terrace Tennis Court-C		B	St. Mary's High School Tennis	64	100%	16	0	SMHS did not track rained out Tennis Dates
Spring 2018	Albany Middle School Gym		G	Albany Girls Volleyball		100%	0	21	City-run
				<b>Spring 2018 Totals</b>	<b>2520.5</b>		<b>832</b>	<b>174</b>	<b>1006</b>

FAIR PLAY IN COMMUNITY SPORT ACT

DATA COLLECTION SHEET: City of Albany

SEASON	FACILITY (C=City facility, S=School facility)	TEAM	TYPE (B=Boys, G=Girls, C=Coed)	PROGRAM	Total Hours (season)	% of Total Hours	# Males	# Females	Notes
Fall 2018	Memorial Field-C		B	Little League Baseball	486	79%	60	1	Spring Ball (No boys ALL at OV Summer/Fall 2018)
Fall 2018	Memorial Field-C		G	Albany Berkeley Soccer Club	106	17%	20	55	Girls soccer 4-7 year olds
Fall 2018	Memorial Field-C		C	East Bay Cyclones/Hurricanes	6	3%	20	20	Cyclones Girls, Hurricanes Boys, increased requested space by 200%
Fall 2018	Memorial Field-C		B	Albany Wildcats	9	1%	49	1	Previously sub-leased by ALL, no AB2404 data before 7/2018
Fall 2018	Ocean View Field-C		C	Albany Berkeley Soccer Club	372	73%	190	186	Co-ed, boys, girls Soccer, all ages.
Fall 2018	Ocean View Field-C		G	East Bay Oaks	30	6%	0	20	late application, ALL gave up 10hrs for EBO
Fall 2018	Ocean View Field-C		C	East Bay Cyclones/Hurricanes	101	20%	20	20	Cyclones Girls, Hurricanes Boys, increased requested space by 200%
Fall 2018	Ocean View Field-C		B	JCC East Bay	8	1%	20	0	late application, took what was available
Fall 2018	Cougar Field-S		G	COA Girls Lacrosse League	16			44	City of Albany Program; Facilitated by Berkeley Lacrosse
Fall 2018	Cougar Field-S		B	COA Boys Lacrosse League	16		54		City of Albany Program; Facilitated by Berkeley Lacrosse
Fall 2018	Memorial Tennis Court-C		G	Albany High School Tennis	637	97%	0	16	AHS does not track unused dates, hours could be off by up to %50
Fall 2018	Memorial Tennis Court-C		G	St. Mary's High School Tennis	16	3%	0	15	Matches at Memorial Park
Fall 2018	Terrace Tennis Court-C		G	St. Mary's High School Tennis	128	100%	0	15	Practices at Terrace Park
				<b>Fall Totals</b>	<b>1931</b>		<b>433</b>	<b>393</b>	<b>826</b>
									* New City-run Girls Basketball offered but not enough enrollement to run.

**APPENDIX D**

**City of Albany**

**Recreation and Community Services Department**

**Fair Play Act Annual Treatment Assessment**

In addition to the Fair Play Act requirement that parks and recreation programs provide equal **participation** opportunities for boys and girls under the age of 18, the Act requires that they be **equally treated**. The Recreation and Community Services Director shall annually review the following treatment areas specified in the act and if inequities are identified shall propose remedies to be completed within a time certain.

**RECREATION AND COMMUNITY SERVICES DEPARTMENT FACILITIES PROVIDED FOR PROGRAMS SPONSORED BY THE DEPARTMENT AND THIRD-PARTY USERS**

- 1. Access to or the provision of City owned fields and other sport facilities or lands and areas accessed or provided through permitting, leasing, or other land use arrangements, or otherwise accessed through a city, a county, a city and county, or a special district equally accommodate the respective interests of boys and girls with regard to selection of sports.

EQUITABLE X                      INEQUITABLE    

If inequitable, specify remedy and estimated completion date:

Majority of field use by 3rd party is boys baseball (Little League). City is making an effort to increase use by softball and girls baseball. City has made an increased effort to ask other girls sports organizations if they need field use (Ultimate Frisbee, Lacrosse). City has added new sport leagues such as Volleyball, Ultimate and Lacrosse.

- 2. The practice and competition facilities assigned to boys and girls for Department and third-party sponsored program provide equal access to facilities of equal quality, preferred locations or preferred accommodations for spectators.

EQUITABLE X                      INEQUITABLE    

If inequitable, specify remedy and estimated completion date:

City has 2 fields and most girls sports are scheduled at Ocean View-which is less than 20% of scheduled hours; Memorial Field use majority boys baseball over 73%; Baseball utilizes light use at Ocean View more than other sports- City has offered light use to Girls Softbal but they declined. City will schedule Girls sports on Memorial in Fall.

- 3. The locker rooms assigned to boys and girls for Department and third-party sponsored programs provide equal access to facilities of equal quality and preferred locations.

EQUITABLE                          INEQUITABLE                          NOT PROVIDED TO BOYS OR GIRLS X

If inequitable, specify remedy and estimated completion date:

- 4. The scheduling of games and practice times provide girls and boys participating in Department or third-party sponsored programs with equal opportunities to play and practice at times when it is possible for parents/guardians to transport their child and/or attend games.

EQUITABLE X                      INEQUITABLE    

If inequitable, specify remedy and estimated completion date:

Girls sports get time slots that appropriate just much fewer are available. Increase Ocean View Field use by St. Marys High School Softball. City-run programs are equitable.

5. The seasons during which the Department provides sports facilities for Department sponsored and third-party programs equally accommodates boys' and girls' sports (i.e., traditional/appropriate seasons for each sport).

EQUITABLE X                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

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**RECREATION AND COMMUNITY SERVICES DEPARTMENT SPONSORED PROGRAMS**

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6. Equipment and supplies for Department sponsored programs are equally provided to boys and girls.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

7. Girls and boys participating in Department sponsored programs have equal access to functional, appropriate equipment and uniforms.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

8. Funds and donations are provided to equally benefit girls' and boys' programs sponsored by the Department.

EQUITABLE X                      INEQUITABLE \_\_\_

If inequitable, specify remedy and estimated completion date:

9. Coaches recruited for boys' and girls' programs sponsored by the Department have equal qualifications and experience and are equally compensated.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

10. The number of coaches provided for boys' and girls' programs sponsored by the Department provide equal instructional ratios for boys and girls.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

11. The Department provides equal publicity and recruitment efforts for male and female participants and if males or females are underrepresented, additional publicity and recruitment activities are undertaken for the underrepresented gender.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

12. Department sponsored sport programs provide girls and boys with the same quality of awards, trophies and other forms of recognition.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

13. Department sponsored sport programs provide girls and boys with equally compensated umpires, referees, or judges who are equally qualified with regard to experience, training and certification standards.

EQUITABLE X                      INEQUITABLE \_\_\_                      NOT PROVIDED TO BOYS OR GIRLS \_\_\_

If inequitable, specify remedy and estimated completion date:

**DEPARTMENT EFFORTS DURING THE PAST YEAR TO INCREASE OPPORTUNITIES FOR THE UNDERREPRESENTED GENDER**

Check whether the Department has engaged in any of the following efforts during the past year to increase opportunities for the underrepresented gender (girls):

- X Youth sports community survey (see Appendix D) Completed in Oct 2016
- X Encouraged third-party users to recruit more girls
- X Promoted and conducted one or more "YES YOU CAN" demonstrations and clinics for Play Like a Girl beginners and followed up with phone calls encouraging parents to sign up for league play
- \_\_\_ Reached out to girls' sports leagues in adjacent towns to ask that they start a league in our City
- X Worked with physical education teachers and coaches in our school district to encourage girls to participate in existing Department or third-party programs using City facilities
- \_\_\_ Created a girls' sports fund through the addition of an increased fee for all users in order to provide scholarships for lower socio-economic level girls who cannot afford to pay participation fees
- \_\_\_ Met with school PTA groups to conduct a focus group with parents re: new and existing sports opportunities for girls and how to encourage girls to be involved
- \_\_\_ Provided discounted user fees to programs that demonstrated significant increases in girls' participation over the previous year
- \_\_\_ Provided priority scheduling to programs that demonstrated significant increases in girls' participation over the previous year
- X Created or leased additional facilities to accommodate more facilities for girls
- X Added Girls Lacrosse League
- X Offered New Girls Basketball League but did not get enough enrollment
- X Created new Play Like a Girl event so girls could try out new sports; partnered with AUSD, girls sports organizations
- X Run a Girls Sports Rock ad in every activity guide