



PARKS, RECREATION & OPEN SPACE COMMISSION

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

AGENDA

THURSDAY, FEBRUARY 14, 2019, 7:00 PM

1. CALL TO ORDER / ROLL CALL

2. APPROVAL OF MINUTES: JANUARY 10, 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. CPRS Awards

4-2. Brown Act Training: February 25, 2019

4-3. Friends of Albany Parks Clean up Update

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

Recommendation: That the Commission approve the Memorial Tree and Plaque Application. If approved this application will go to City Council for final approval.

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

Recommendation: That the Commission approve the Marin planting proposal.



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7-3. Terrace Park Replacement Tree

Recommendation: That the Commission discuss and select a tree species to be planted in Terrace Park.

7-4. Street Tree Removal Policy Sub-Committee

Commission will review and discuss the proposed changes to the Policy.

Recommendation: That the Commission discuss, comment and approve a final version (if ready) to be presented to Council for approval.

7-5. Sugar Sweetened Beverage Tax Recommendations

Recommendation: That the Commission discuss and identify recommendations regarding the expenditure plan for the City Council Study Session.

7-6. 2019-2021 Work Plan

Recommendation: That the Commission review 2017-2019 Work Plan accomplishments and begin discussion on the 2019-2021 Work Plan.

7-7. Selection of Chair & Vice Chair

Recommendation: That the Commission nominate and select a Chair & 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.

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

NOTICE

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



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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. 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.

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 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

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

MINUTES

THURSDAY, JANUARY 10, 2019, 7:00 PM

1. CALL TO ORDER / ROLL CALL: 7:05 pm; Absent: Patterson

2. APPROVAL OF MINUTES: DECEMBER 13, 2018

Motion to approve: Commissioner Abbott
Seconded by Commissioner Marten
Vote: Favor 4; Abstained 2; 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. Update to Charge and Name of the Commission

Staff provided an update on the Council's revisions to the Commission's charge and name in the Albany Municipal Code.

Commission provided comments to staff.

5-2. Codornices Creek Restoration Project Phase IV (8th Street to 10th Street)

Staff presented 75% plans for Phase IV of the Codornices Creek Restoration Project, which included a path connection between 8th Street and 10th Street.

Commission provided comments to staff.

6. STREET TREE REMOVAL APPLICATIONS

6-1. Street Tree Removal Application for (1) one Redbud and (1) one Camphor in Terrace Park

Motion to approve application: Commissioner Abbott
Second: Chair Chang Frank
Vote: Favor: All; Motion Carried



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

7-1. Street Tree Removal Policy Sub-Committee

Commission reviewed and discussed the proposed changes to the Policy.

No action taken. Commissioners Abbott and Cooper joined the Sub-Committee.

7-2. Dog Park Sub-Committee Update

Sub-Committee updated Commission on outreach plan and timeline.

Discussion only. Commissioner Marten joined the Sub-Committee.

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, February 14, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

8. ADJOURNMENT: 9:15 pm

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MEMORANDUM

February 6, 2019

To: Parks, Recreation, and Natural Areas Commission

From: Margot Cunningham, Albany Hill Vegetation Mgmt Coordinator

Subject: **Eagle Scout Project on Albany Hill**

I will be working with Zac Colah, a young man in Boy Scout Troop 19, on his Eagle Scout project on Albany Hill, which will take place this spring.

The project has two parts, one of which involves building and putting up about 4 birdhouses in Creekside Park. He is consulting with Ralph Pericoli, a master birder who leads bird walks for Friends of Albany Hill, on design and placement of the birdhouses.

The second part of the project involves taking out a section of the invasive Himalaya blackberries growing just east of the trail on the east side of the hill. After removal native blackberries, willows, coast live oaks, and other native plants will have a chance to grow. In addition the area will be more open and safe for park users and the fire hazard of the Himalayan blackberries growing into and around trees will be reduced.

Ralph will monitor the habitat around the east side of the hill prior to and during the removal of the Himalayan blackberries to ensure that no bird nesting is taking place. If nesting activity is detected, work will either be delayed or commenced in a different area.

The project will follow guidelines in the Albany Hill Master Plan¹:

Protect, maintain, and enhance natural features, native vegetation, and wildlife habitats of the site. p. 9

Protect remaining native stands. p. 9

Improve visibility and security (perceived and actual park user safer). p. 9

Improve access (keeping overgrown black berry or poison oak off trails). p. 9

Remove understory debris and fire ladders... p. 9

Facilitate containment and control of a fire by modifying fuels to reduce fire intensity and allow firefighters better access to the fire, slow spread of fire and make firefighting actions more effective. p. 11

Fuel modification for ecosystem health by reducing non-native invasive plant species. p. 11

1. Albany Hill Creekside Park Master Plan. 2012. Vegetation Management.

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

Agenda Date: February 14, 2019

SUBJECT: Marla Stephenson Memorial Tree and Plaque

REPORT BY: Chelle Putzer, Recreation & Community Services Director

STAFF RECOMMENDATION

That the Commission approve the planting of a memorial tree and placement of a plaque in Peggy Thomsen Pierce Street Park in memory of Marla Stephenson.

BACKGROUND

The application for a memorial tree to be planted and plaque to be placed in memory of former Albany Unified School District Superintendent and Rotary Club member, Marla Stephenson, was submitted by, Howard McNenny on behalf of the Albany and El Cerrito Rotary Clubs, on December 19, 2018.

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 memorial tree 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. Mr. McNenny’s application has been reviewed by the City’s Urban Forester and Public Works Facilities and Maintenance Manager, both have approved the proposed location in Peggy Thomsen Pierce Street Park, tree type (Coast Live Oak) and Public Works assistance in the installation of the rock and plaque. 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 location of the tree is noted on the park map included in the application packet. The memorial plaque will be attached to a landscaping rock and placed next to the tree. The plaque meets the size requirements of the City’s policy and shall read:

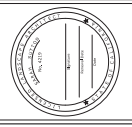
In Memory of
Marla MacNeur Stephenson
1951-2018
Educator, Rotarian, Community Leader
Albany and El Cerrito Rotary Clubs

FINANCIAL IMPACT

The Rotary Clubs will purchase the plaque and rock. The City will hire a contractor to install the tree and Public Works staff will install the rock and attach the plaque to the rock. The estimated cost of the work performed by the City \$1,045. All costs of the tree, planting, plaque, rock and City installation costs will be paid by the applicant.

**Submittal for Volunteer Capital Projects
or gifts to City on City property, including parks, recreational or other facilities,
open space, public right-of-way and medians**

1. Name of Project: MARLA STEPHENSON MEMORIAL Date 12/19/18
2. Project Purpose: TREE (COAST LIVE OAK) AND ADJACENT
ROCK/BOULDER WITH PLAQUE AFFIXED. (SEE ATTACHED)..
TO BE IN MEMORY OF FORMER MUSD SUPERINTENDENT &
ROTARY CLUB MEMBER
3. Contact Information
 - a. Name(s): HOWARD McENENNY
 - b. Phone Number: (510) 705-1671
 - c. Fax #: —
 - d. Email: h.menenny@comcast.net
 - e. Address: 1039 SANTA FE AVE
4. Scope of Work: TREE, ROCK, PLAQUE
5. Proposed Project Location: (SEE ATTACHED) - AT PIERCE ST. PARK
6. Sponsors: ALBANY ROTARY CLUB (POSSIBLE PARTICIPATION OF
EL ZERRITO ROTARY)
7. Estimated Cost: \$ 1,000
8. Financial Commitment of sponsors \$ 1,000
9. Proposed maintenance plan: ROTARY MEMBERS TO ASSURE
THAT TREE IS WATERED, UNTIL ESTABLISHED
10. Proposed project schedule: LATE WINTER OR SPRING,
11. Attach preliminary drawings, as appropriate.



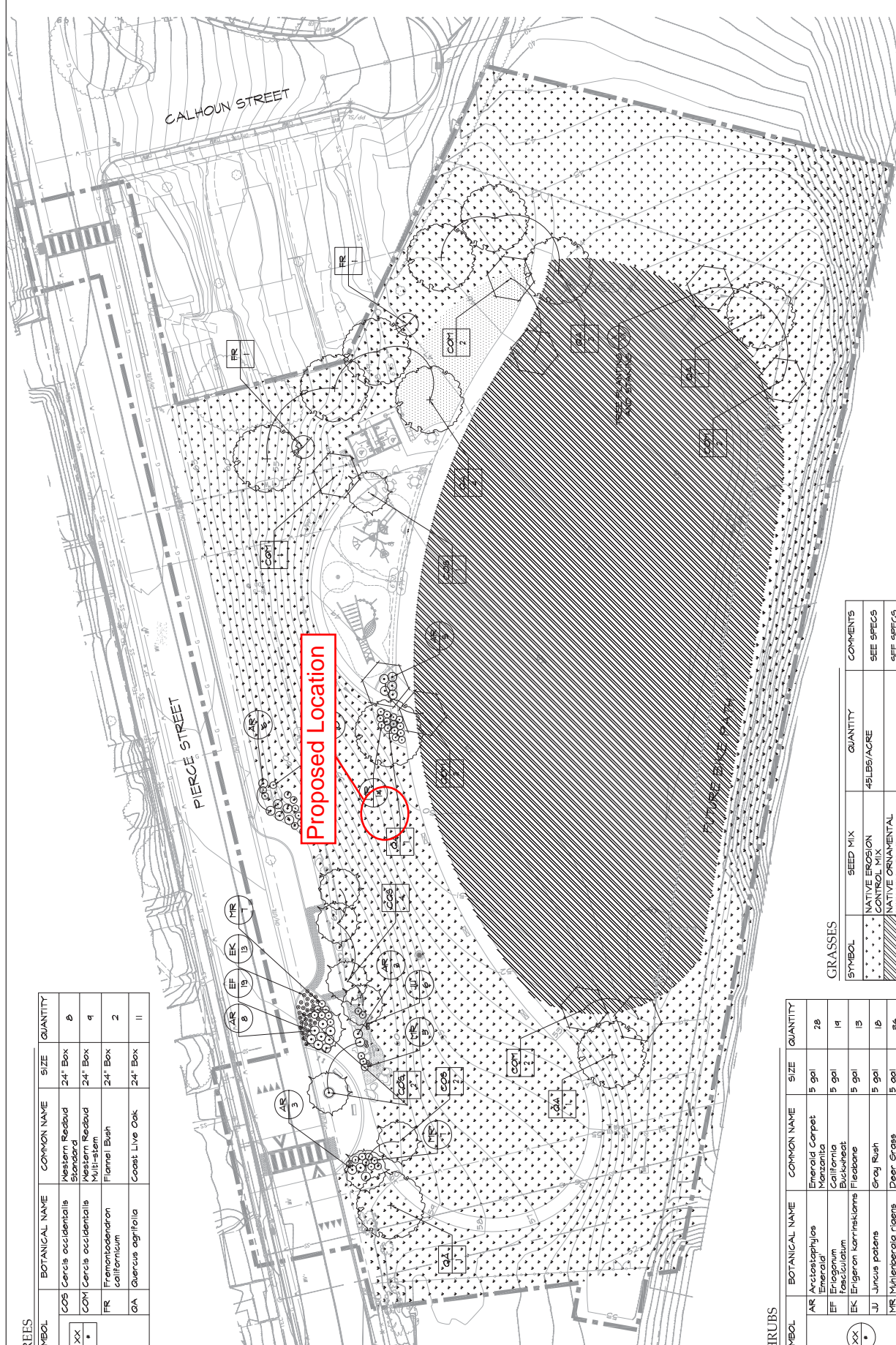
TREES

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY
XX •	COS	Cercis occidentalis	24" Box	8
	COM	Cercis occidentalis	24" Box	4
	FR	Fremontodendron californicum	24" Box	2
	QA	Quercus agrifolia	24" Box	11

SHRUBS

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY
AR	Arctostaphylos	Emerald Carpet	5 gal	28
EF	Eriogonum fasciculatum	Manzanita	5 gal	14
EK	Eriogonum fasciculatum	California Buckwheat	5 gal	15
JJ	Ulex europaeus	Blackberry	5 gal	16
MR	Mulinbergia rigida	Deer Grass	5 gal	56

Proposed Location



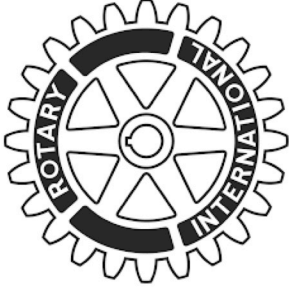
GRASSES

SYMBOL	SEED MIX	QUANTITY	COMMENTS
•••••	NATIVE EROSION CONTROL MIX	45LBS/ACRE	SEE SPECS
	NATIVE ORNAMENTAL FINE PESQUE MIX		SEE SPECS

SEE L-2 FOR PLANTING NOTES



Approval of this plan shall not constitute a warranty of performance. The contractor shall be responsible for the proper installation and maintenance of the plants. The contractor shall be responsible for the proper installation and maintenance of the plants. The contractor shall be responsible for the proper installation and maintenance of the plants.



In Memory of
Marla MacNeur Stephenson
1951-2018
Educator, Rotarian, Community Leader

Albany and El Cerrito Rotary Clubs



City of Albany Street Tree Staff Report

Tree Location: Marin Ave: San Pablo to Masonic

Species: various (see below)

Staff Recommendation:

Approve plan to plant trees

Assignment: Review trees and provide recommendations for:

Removal - Pruning - Sidewalk Repair - Root Pruning - Planting

Tree Description:

Lophostemon, Ginkgo, Crape Myrtle, 'Emerald Sunshine' Elm, Zelkova, 'Ray Hatman' Ceanothus, Bronze Loquat, Chinese Pistache, Arbutus

Site Description:

Planting strips along the north (westbound) and south (eastbound) sides of Marin Ave and center median at the western end of Marin.

Discussion:

Several trees were removed along this stretch of Marin Ave. for the Marin Utility Undergrounding Project. I am proposing to plant trees where others were removed as well as planting additional trees appropriate to the space available.

The project cost is within this year's remaining tree planting budget.

Tree species for each location were chosen for mature size appropriate to space available, summer flowering, autumn color, tie-in with existing trees, diversity, and greatest possible canopy coverage. The majority of these tree species are also low maintenance, once initial training has been done and growth patterns established. Clearances from utilities, crosswalks, traffic signs, etc. were taken into consideration as well.

The single Lophostemon is to be planted next to the Arco gas station and will tie in with the Lophostemon plantings on Marin/Buchanan west of San Pablo.

The Ginkgo will be the center median tree, offering fall color and unique structure. An alternative would be an evergreen such as African Fern Pine.

Tucarora Crape Myrtle has pink to deep red summer flowers, and is a small, hardy, powdery mildew resistant, low maintenance tree once established.

Natchez Crape myrtle is a white flowering tree, more common around town. This will offer a little variation among the Crape Myrtle plantings.

'Emerald Sunshine' Elm was originally going to be Frontier Elm, both species are medium sized trees, smaller than the standard American Elm and resistant to Dutch Elm Disease. 'Emerald' is a smaller mature sized tree and more appropriate for the locations chosen. It is being planted in the City of Oakland. Frontier Elm may be substituted if Emerald is unavailable.

Zelkova is similar to the American Elm, considered a medium/large mature sized tree, that is resistant to DED and a hardy street tree species. These were selected as larger canopy trees for locations where proper space is available.

'Ray Hartman' Ceanothus is a cultivar of native ceanothus shrub. It is commonly used as a street tree for smaller spaces. It has blue/purple flowers and will offer some contrast to the Crapees.

Bronze Loquat is a small-medium hardy evergreen tree with interesting new leaf ("bronze") color.

Chinese Pistache is a medium to large tree with beautiful autumn color and was chosen to tie in with already existing Pistache.

Arbutus is an evergreen with interesting bark and branching, pink panicle flowering and small red fruits that generally do not cause sidewalk mess issues. It is an ornamental relative of the native Madrone.

All of these species are dependent on availability and substitutes may be considered.

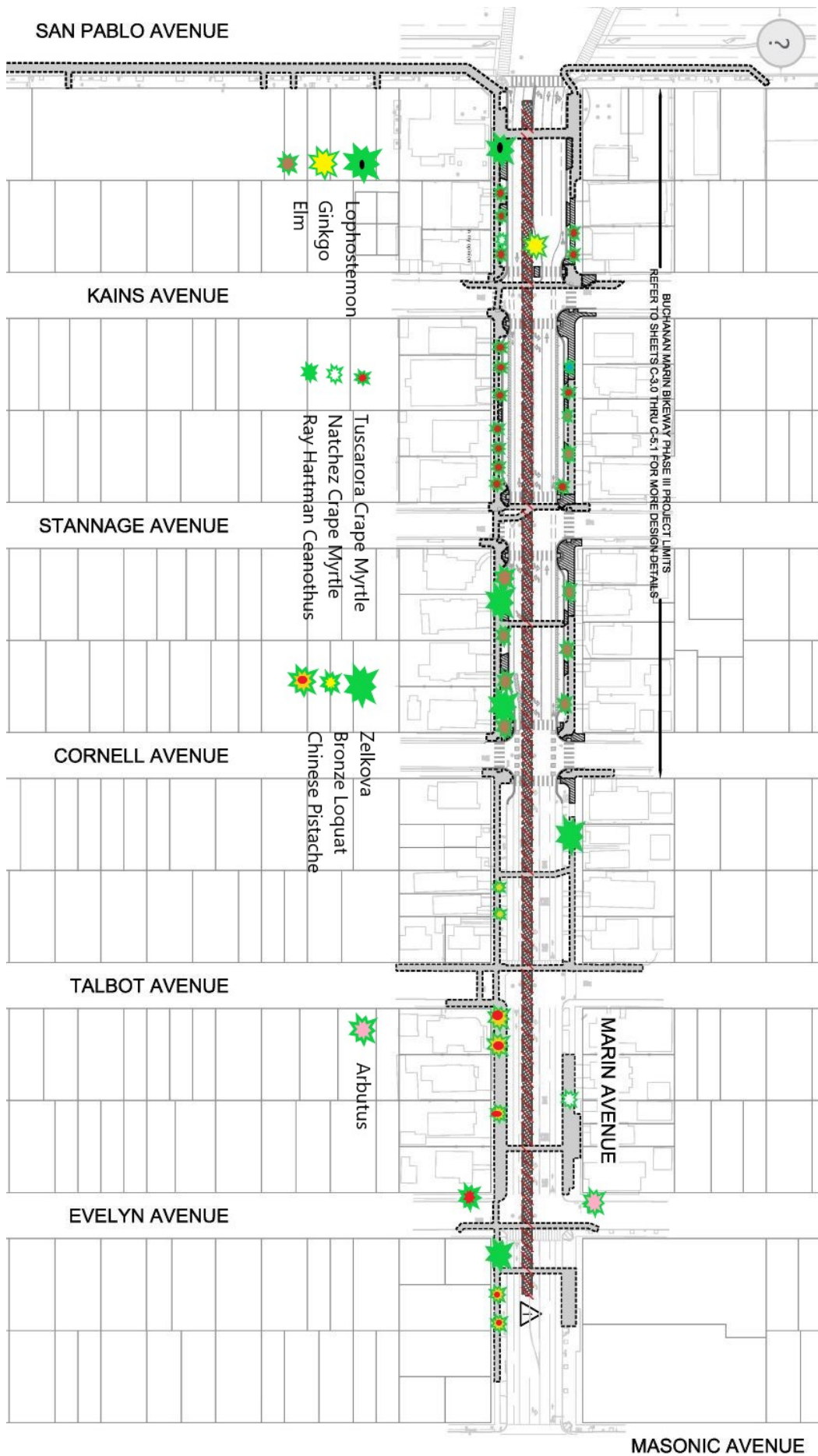
Summary:

Tree planting project to complete the Marin Utility Undergrounding and Bike Path Project.

Fiscal impact: Cost estimated at \$10,250.00

Prepared by: John Hawkridge

Date: 2019-01-23



MASONIC AVENUE

str #	street	basin #	common	latin	side	comment	consideration
1111	Marin Ave		Ginkgo 'Fairmount'	Ginkgo biloba 'Fairmount'	x	X - in median	Large tree at 'entrance' to Marin Ave, seasonal color
1100	Marin Ave		Brisbane Box	Lophostemon confertus	s	gas station	tie in with the trees on west side of SPA
1110	Marin Ave		Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1112	Marin Ave		Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1114	Marin Ave	1	Natchez Crape Myrtle	Lagerstroemia indica 'Natchez'	s		small tree with white flowers, add seasonal color
1114	Marin Ave	2	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1124	Marin Ave		Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1126	Marin Ave	1	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1126	Marin Ave	2	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1130	Marin Ave	1	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1130	Marin Ave	2	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s	past light pole	small tree with red flowers, add seasonal color
1136	Marin Ave	1	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s	X	small tree with red flowers, add seasonal color
1136	Marin Ave	2	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	s		small tree with red flowers, add seasonal color
1146	Marin Ave	1	Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	s		small to medium deciduous tree
1146	Marin Ave	2	Sawleaf Zelkova	Zelkova serrata 'Village Green'	s		large deciduous hardy shade tree
1148	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	s	on west side	small to medium deciduous tree
1152	Marin Ave		Sawleaf Zelkova	Zelkova serrata 'Village Green'	s	25' before crosswalk	large deciduous hardy shade tree
1212	Marin Ave		Bronze Loquat	Eriobotrya deflexa	s		medium evergreen, variation, shade, color
1214	Marin Ave		Bronze Loquat	Eriobotrya deflexa	s		medium evergreen, variation, shade, color
1222	Marin Ave	1	Chinese Pistache	Pistacia chinensis	s		tie in with existing trees
1222	Marin Ave	2	Chinese Pistache	Pistacia chinensis	s		tie in with existing trees
1226	Marin Ave		Chinese Pistache	Pistacia chinensis	s		tie in with existing trees
1230	Marin Ave		Natchez Crape Myrtle	Lagerstroemia indica 'Natchez'	s	X - on Evelyn	small tree with white flowers, add seasonal color
1242	Marin Ave		Sawleaf Zelkova	Zelkova serrata 'Village Green'	s		large deciduous hardy shade tree
1244	Marin Ave	1	Chinese Pistache	Pistacia chinensis	s		tie in with existing trees
1244	Marin Ave	2	Chinese Pistache	Pistacia chinensis	s		tie in with existing trees
1115	Marin Ave	2	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	n		small tree with red flowers, add seasonal color
1115	Marin Ave	1	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	n		small tree with red flowers, add seasonal color
1127	Marin Ave	2	Ray Hartman Ceanothus	Ceanothus 'Ray Hartman'	n	X	small tree with blue/purple flowers - CA native
1127	Marin Ave	1	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	n	X	small tree with red flowers, add seasonal color
1129	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	n		small to medium deciduous tree
1131	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	n		small to medium deciduous tree
1133	Marin Ave		Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	n		small tree with red flowers, add seasonal color

str #	street	basin #	common	latin	side	comment	consideration
1143	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	n		small to medium deciduous tree
1147	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	n		small to medium deciduous tree
1151	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	n		small to medium deciduous tree
1153	Marin Ave		Emerald Sunshine Elm	Ulmus propinqua 'Emerald Sunshine'	n		small to medium deciduous tree
1209	Marin Ave	2	Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	n	X - 983 Cornell	small tree with red flowers, add seasonal color
1209	Marin Ave	1	Sawleaf Zelkova	Zelkova serrata 'Village Green'	n	X - 983 Cornell	large deciduous hardy shade tree
1225	Marin Ave		Tuscarora Crape Myrtle	Lagerstroemia indica 'Tuscarora'	n	replacement	small tree with red flowers, add seasonal color
1235	Marin Ave	2	Strawberry Tree	Arbutus 'Marina'	n	X - on Evelyn -25' from stop sign	medium evergreen, variation, shade, color, flowers

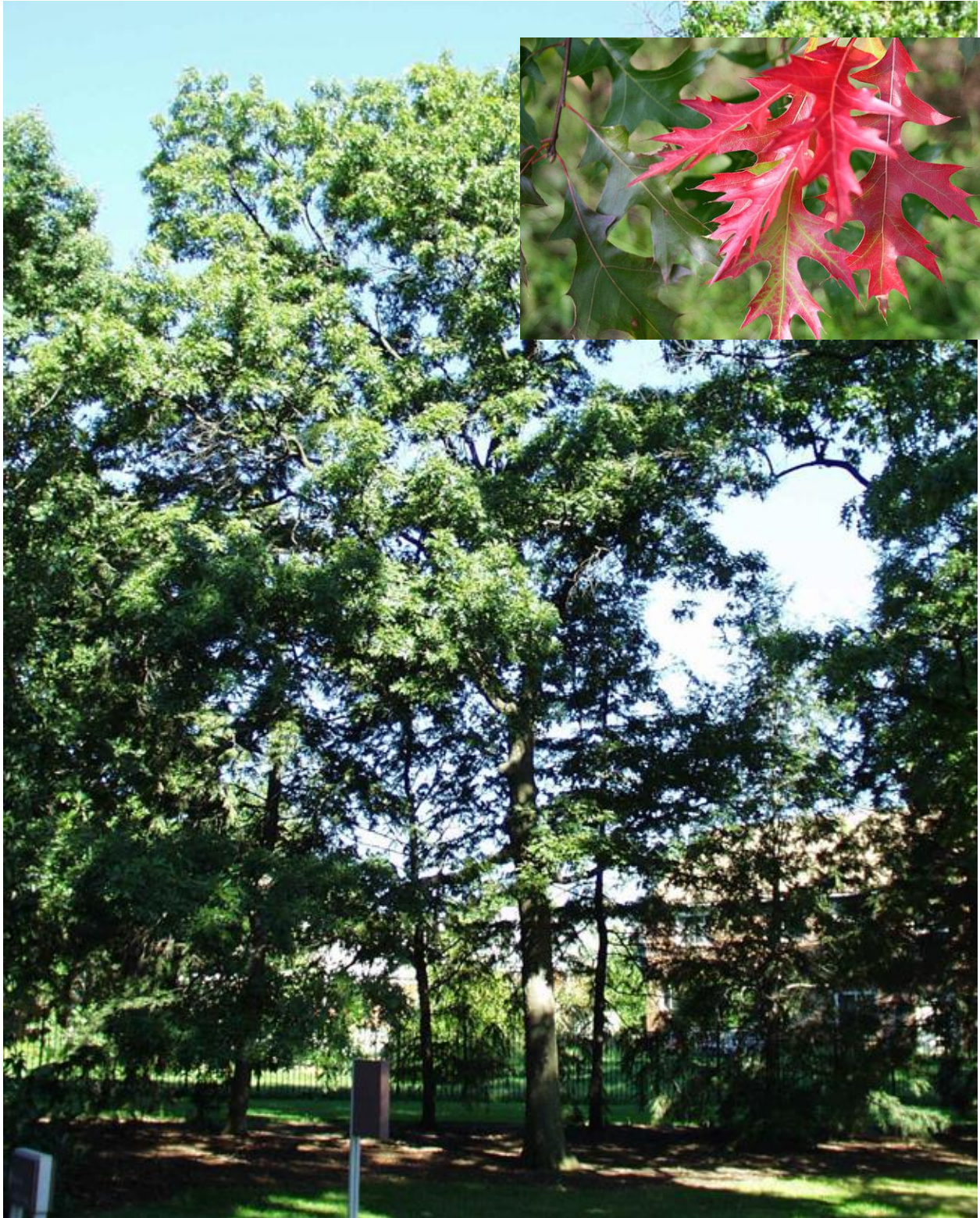
Red Maple (*Acer rubrum* 'October Glory')

<https://selectree.calpoly.edu/tree-detail/acer-rubrum-october-glory>



Scarlet Oak

<https://selectree.calpoly.edu/tree-detail/quercus-coccinea>



Aleppo Pine

<https://selectree.calpoly.edu/tree-detail/pinus-halepensis>



Maidenhair Tree (*Ginkgo biloba*)

<https://selectree.calpoly.edu/tree-detail/ginkgo-biloba>



Silver Linden

<https://selectree.calpoly.edu/tree-detail/tilia-tomentosa>



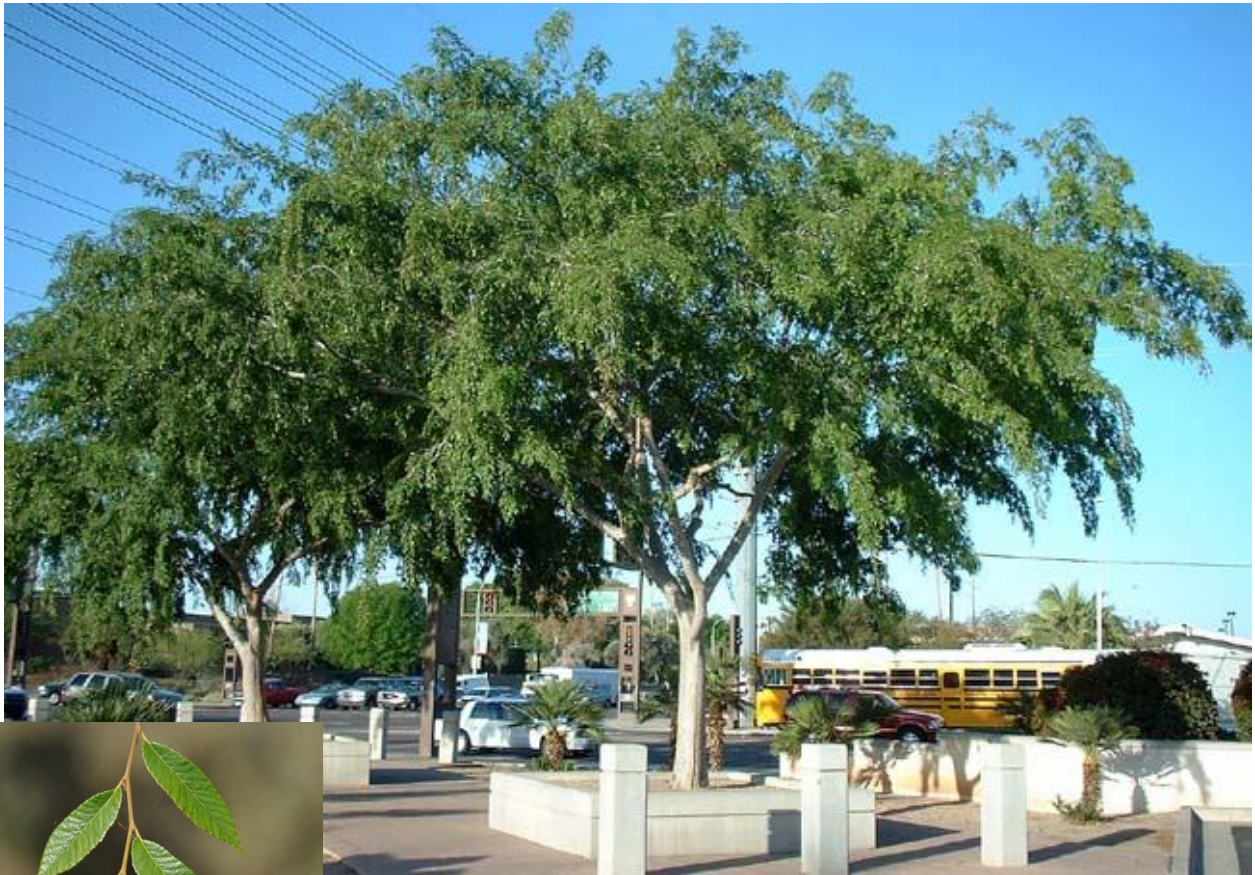
Coast Live Oak (*Quercus agrifolia*)

<https://selectree.calpoly.edu/tree-detail/quercus-agrifolia>



Drake Chinese Elm (*Ulmus parvifolia* 'Drake')

<https://selectree.calpoly.edu/tree-detail/ulmus-parvifolia-drake>



Sawleaf Zelkova (*Zelkova serrata*)

<https://selectree.calpoly.edu/tree-detail/zelkova-serrata>





CITY TREE REMOVAL POLICY AND PROCEDURES (DRAFT)

Definitions:

For this policy, “City Tree” refers to any tree on public property owned by the City of Albany with a diameter of at least three (3) inches and at a point of at least four (4) feet from the ground.

For this policy, “Urban Forester” refers to the Public Works Department Urban Forester or an authorized designee from the Public Works Department.

Purpose:

This policy provides guidelines for City Tree removals. It shall be applied with the following considerations:

1. Acknowledges the benefits that City Trees provide to all residents of the City, and
2. Preserves the City’s urban forest by retaining existing City Trees whenever possible.

Section 1: Emergency City Tree Removal

- a) Any City Tree, which poses a clear and imminent danger to the safety of the general public as determined by the Urban Forester, may be removed without the prior notice. The Urban Forester will issue an Emergency Removal Permit to the contractor performing the removal.
- b) Any City Tree, determined to be an Emergency City Tree Removal by the Urban Forester, shall be reported in writing within 30 (thirty) days to the Recreation and Community Services Director at the time of the determination. The Recreation and Community Services Director will notify the Parks, Recreation and Open Space Commission within 60 days of receiving the report.
- c) Any City Tree, which is removed as an Emergency City Tree Removal, shall be replaced by the City. The City will cover the cost of emergency tree removal and replacement.

Section 2: Non-Emergency City Tree Removal

Resolution No. 2015-14

Formatted: Width: 11", Height: 8.5"

Commented [JC1]: John: Consider if we should replace with the term "Street Tree", "Public Tree", or "Publicly-owned Tree".
Julia: I agree and like the general term "Public Tree" although the term "Street Tree" seems more fitting.

Commented [BN2]: At the next Commission meeting? Before then?

Commented [JCF3R2]:

Any City Tree which does not pose a clear and imminent danger to the safety of the general public as determined by the Urban Forester shall not be removed without the issuance of a City Tree Removal Permit as approved by the Parks, Recreation and Open Space Commission pursuant to the following procedures:

2.1 Non-Emergency City Tree Removal Criteria

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

- a) The City Tree is determined by the Urban Forester to be dying, damaged, diseased, or borer infested beyond reclamation.
- b) The City Tree, due to its own physical condition, is determined by the Urban Forester to be an unacceptable risk to the City.
- c) The City Tree, at the time of the request for removal, has damaged the adjacent sidewalk to an extent that constitutes a tripping hazard or significant barrier to access and the City Tree has caused the subject sidewalk to be repaired on at least one (1) previous occasion within 10 years, as proven by documentation or determined by the Urban Forester's inspection. Additionally, it has been determined by the Parks, Recreation and Open Space Commission that alternatives of realigning the sidewalk or other practices in order to retain the tree are not possible. (Also see Section 3: Sidewalk Repairs)
- d) The City Tree, at the time of sidewalk repair, is determined by the Urban Forester to require severing of roots that will either cause immediate death or instability to the tree.
- e) The City Tree is determined by the Parks, Recreation and Open Space Commission or the Urban Forester to be detrimental to the public safety or materially injurious to the property, improvements, or utility services in the vicinity.
- f) The City Tree has been identified for removal as part of a City-approved project and/or has been determined by the Parks, Recreation and Open Space Commission to conflict with the best use of a park.

2.2 City Tree Removal Permit Process

- a) Applications for a City Tree Removal Permit and application fee shall be filed with the Finance Department, attention of the Urban Forester or by the Urban Forester on the prescribed form.

Commented [BN4]: as determined by who? The Public Works Director?

Commented [JCF5R4]: The Public Works Director will provide edits to this policy so that it aligns with the Sidewalk Repair Ordinance.

Commented [JCF6R4]:

Commented [BN7]: criteria a, b, and d are determined by the Urban Forester. Criteria c and f are determined by the Commission. Criteria c by the Commission or the Urban Forester. Is this intentional?

Commented [JCF8R7]: Yes, this is intentional. These determinations are made by the Urban Forester and/or the Commission.

Commented [JCF9R7]:

Commented [JC10]: John: "What exactly is a "city approved project"? When planning approves an ADU, or when the city approves a property owner's plan to repair their own sidewalk, does that give the property owner the right to remove a tree? Or does this only refer to city approved 'City of Albany' projects?"

Commented [BN11]: Consider moving to 2.3 if this applies only to application requests from a property owner.

Commented [JCF12R11]: Tod Abbot: This is the correct location for this paragraph.

- b) The Parks, Recreation and Open Space Commission may approve or deny an application for a City Tree Removal Permit in a public meeting conducted in accordance with the public notice and meeting procedures described in this policy.

2.3 Application Requests from Fronting Property Owners:

Only the owner of the property that fronts the City Tree is eligible to apply for a City Tree Removal Permit.

- a) Application requests shall be reviewed by the Urban Forester within fourteen (14) calendar days of receipt.

Within thirty (30) calendar days the Urban Forester will examine the subject City Tree, the surrounding improvements, and if applicable, the Public Works Department’s records regarding the tree for conformance with the criteria specified under Section 2.1. Findings from such review shall be documented in the Urban Forester’s Report in the Parks, Recreation and Open Space Commission’s agenda packet. The Urban Forester Report shall include information necessary for the Parks, Recreation and Open Space Commission to act on the permit application, such as: site photos, health and full description of the tree, canopy size, trunk size, permits related to tree pruning, sidewalk repairs, or sewer lateral repairs, assessment of whether tree was improperly pruned or topped, and estimated cost to rehabilitate or remove the tree, as appropriate.

If the Urban Forester finds that the tree has been improperly pruned, topped, or removed by the applicant, the City will not be obligated to pay for the removal. Moreover, the property owner is subject to fines associated with improper pruning, topping, or removal of a City Tree.

2.4 Application Requests from City Departments:

- a) Applications for a City Tree Removal Permit may be directly submitted by a City Department to the Parks, Recreation and Open Space Commission in cases such that the City accepts responsibility for removing and replanting the tree.
- b) Application requests shall be reviewed by the Urban Forester to ensure proper conformance with this policy and documented in the Urban Forester Report to the Parks, Recreation and Open Space Commission.

2.5 Public Meeting Required

Commented [BN13]: May want to clarify what it means for a property to front a tree (the tree is located in a planting strip between the street curb and the street-facing property line)

Commented [JCF14R13]: Julia CF: We discussed this in a Commission meeting before. I believe a member of the public suggested “front” and we agreed. Chelle, do you recall?
 Tod: “I agree that it’s appropriate to define the term “fronting” here, though it’s possible this could just be a reference to another document where the term is defined. For most situations I imagine the meaning of the term is clear, but there could well be situations where it could use more explanation. What happens if the tree is directly on a property line, for instance?”

Commented [JCF15R13]:

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Commented [JCF16]: I’d prefer not to edit this wording.

Tod: “I am comfortable with the language of this paragraph as we edited it the last time the Commission considered the policy.”

Commented [JCF17R16]:

- a) The Urban Forester shall send a notice of the public meeting by mail at least fifteen (15) calendar days before the meeting to the following persons:
 - 1) The fronting property owner having made the request (if applicable).
 - 2) Adjacent property owners within a 150-foot radius of the City Tree.

- b) The public meeting notice shall contain not less than the following information:
 - 1) The location of the City Tree for which the removal request is made.
 - 2) The applicable criteria for Non-Emergency City Tree Removal as stated in Section 2.1.
 - 3) The date, time, and location of the public meeting of the Parks, Recreation and Open Space Commission to consider the City Tree Removal Permit.

2.6 Posting of the City Tree Required

The Urban Forester shall place a public meeting notice conspicuously on the City Tree at least fifteen (15) calendar days prior to the public meeting of the Parks, Recreation and Open Space Commission to consider the City Tree Removal Permit. The fronting property owner must notify the Urban Forester if the public meeting notice is no longer visible.

2.7 Action by Parks, Recreation and Open Space Commission

At a regular meeting, after considering the findings of the Urban Forester and any public testimony, the Commission shall vote to approve or deny the Tree Removal Permit, [or continue the item for consideration at a future meeting](#). The applicant, if not at the meeting, will be notified by the Urban Forester via mail or email of the Commission's decision within ninety-six (96) hours of the meeting.

The City will be responsible for the cost of tree removal and tree replacement. The applicant will be responsible for the cost of sidewalk repair and cost of replacement tree (see Section 3).

2.7.1 Vote to Approve the City Tree Removal Permit Application:

- a) By confirming or modifying the findings of the Urban Forester’s Staff Report recommending approval on the City Tree Removal Application; or,
- b) By overriding the findings of the Urban Forester’s Staff Report recommending denial of the City Tree Removal Application.

If the tree removal application is approved by the Commission, the tree will be replaced with a new City Tree in accordance with the City’s Tree Planting Policy, wherever feasible, and not in conflict with the best planting season for the tree. The new tree will be planted within sixty (60) days of the removal of the subject tree, during the earliest possible scheduled City Tree Planting, or during a park enhancement project per an approved park plan, whichever is sooner. Prior to the removal of the street tree, the fronting property owner will be required to fill out the Street Tree Planting Application and pay the required tree planting fee as set forth in the City’s Master Fee Schedule.

2.7.2 Vote to Deny the City Tree Removal Permit Application:

- a) By confirming the findings of the Urban Forester’s Staff Report recommending denial of a City Tree Removal Application; or,
- b) By overriding the findings of the Urban Forester’s Staff Report recommending approval of a City Tree Removal Application.

2.8 Appeal of Parks, Recreation and Open Space Commission Decision to City Council:

Appeal of the Parks, Recreation and Open Space Commission’s decision regarding a City Tree Removal Permit application must be submitted to the City Council within fifteen (15) calendar days following the action of the Commission.

If an appeal is filed within the time limit specified, the City Tree shall not be removed until after the City Council has considered the appeal and approved the City Tree Removal Permit application.

The processing of the appeal shall be as follows:

1. Form of Appeal: The appeal shall be in writing on the prescribed form.

Commented [JCF18]: Tod: “I like the idea of the amount actually being there, but it sounds like it changes fairly frequently, so it’s probably better to refer to the master document for the actual fee. There could be a parenthetical comment like “... required tree planting fee as set forth in the City’s Master Fee Schedule (usually around \$100).” That serves the role of giving folks an idea of what this will cost, while allowing for the periodic changes.”

Julia: I agree with Tod

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Commented [BN19]: Usually City Clerk

Commented [JCF20R19]: Tod: It’s appropriate to leave this as “City Council”

Commented [JCF21R19]:

2. Appeal Fee: The appeal shall be accompanied by an appeal fee as set forth in the City’s Master Fee Schedule establishing fees for City Permits and Services.

At its discretion, the City Council may consider an appeal of the Parks, Recreation and Open Space Commission's decision beyond the fifteen (15) day deadline if the City Council determines extenuating circumstances apply that prevented a timely appeal from the applicant.

No City Tree Removal Permit shall be issued until the fifteen (15) day appeal period has elapsed and no appeal has been properly filed.

2.9 Action by the City Council

The appeal of the decision by the Parks, Recreation and Open Space Commission shall be heard at the earliest possible regularly scheduled Council Meeting.

Public notice of the Council meeting shall include the same notification as set forth in Sections 2.5 and 2.6.

After considering public testimony and the findings of the Urban Forester and the Parks, Recreation and Open Space Commission, the City Council shall determine if the City Tree Removal Permit Application will be approved or denied. The decision of the City Council shall be final.

Section 3: Sidewalk Repair

Under Section 5610 of the California Streets and Highways Code and per Albany Municipal Code Section 14-1.5b, property owners and persons in possession of property are required to maintain adjacent public sidewalks in a safe condition. The existence of the City’s Sidewalk Repair Program does not abrogate the responsibility of the property owners to maintain their frontage improvements in a safe manner.

The fronting property owner is responsible for arranging the sidewalk repair by a qualified contractor. That contractor, as directed by permit requirements, will contact the Urban Forester once the concrete is removed. During the tree root inspection, the Urban Forester will prescribe sidewalk repair with respect to the tree and roots. The cost of sidewalk repair, including root pruning will be borne by the

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Commented [JCF22]: OK
Tod: OK with this change
Commented [JCF23R22]:

Commented [JCF24]: Ok
Commented [JCF25R24]:
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Commented [BN26]: I didn't comment on this.

fronting property owner. If the tree is to be removed as directed by the Urban Forester, the city bears the cost of removal and replacement of the City tree. It is recommended that all sidewalk repair documentation be kept in the fronting property owner's records.

When considering an application to remove a City Tree due to sidewalk repair, realignment of the sidewalk within the city right-of-way or use of alternative sidewalk surfaces as allowed by City ordinance must be considered before approving the removal permit application. Where realignment of the sidewalk, or an alternative sidewalk surface is practical and will save the tree (as determined by the Urban Forester and the Parks, Recreation and Open Space Commission), the City Tree Removal Permit Application may be denied, and the plans for sidewalk repair will need to be reviewed by the Urban Forester to ensure preservation of the City Tree.

If an applicant has replaced the sidewalk at least once within the past 10 years, the sidewalk has an offset of >2" and the Parks, Recreation and Open Space Commission has denied the Street Tree Removal Permit to save a healthy tree, and the sidewalk isn't already on the Sidewalk Repair Program list, the Commission may request the sidewalk repair will be placed in the Sidewalk Repair Program in the Group A Prioritization Category Note: If the sidewalk was replaced previously by the City's Sidewalk Repair Program, the fronting property owner will be responsible for the cost of the sidewalk repair per the Sidewalk Repair Policy (Ordinance 2016-03).

Section 4: Review of Policy

This policy shall be reviewed by the Parks, Recreation and Open Space Commission at least once every two (2) years. Review will ensure that policy is consistent with the city's strategic plan and is in line with the purpose of this policy.

Section 5: Disclosure of Policy

This policy shall be disclosed to, and a copy provided to, all applicants of the City's Tree Planting Program and City Tree Removal

2.1 Non-Emergency City Tree Removal Criteria

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

- a) The City Tree is determined by the Urban Forester to be dying, damaged, diseased, or borer infested beyond reclamation.
- b) The City Tree, due to its own physical condition, is determined by the Urban Forester to be an unacceptable risk to the City.

c) The City Tree has damaged the adjacent sidewalk to an extent that the damage cannot be addressed with maintenance measures (typically offsets of >2") and meets the following requirements:

- the sidewalk has been maintained by the adjacent property owner using measures to control uplift,
- the sidewalk has been replaced at least once within the prior 10-years,
- the replacement has included techniques to address the sidewalk/tree conflict such as expanding the tree well by realigning the sidewalk and removing excess concrete from the planter strip, and root pruning and crown thinning performed by a Certified Arborist.

See Section 3: Sidewalk Repair for information about sidewalk repair options.

- d) The City Tree, at the time of sidewalk repair, is determined by the Urban Forester to require severing of roots that will cause either immediate death or instability to the tree.
- e) The City Tree is determined by the Parks and Recreation Commission-Parks, Recreation and Natural Areas Commission or the Urban Forester to be detrimental to the public safety or materially injurious to the property, improvements, or utility services in the vicinity.
- f) 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-Parks, Recreation and Natural Areas Commission to be in conflict with conflict with the best use of a park.

Section 3: Sidewalk Repair

Property owners and persons in possession of property have several options to repair sidewalks as discussed below. Regardless of the option chosen, under Section 5610 of the California Streets and Highway Code and Section 14-1.5b of the Alban Municipal Code, property owners and persons in possession of property are required to maintain adjacent public sidewalks in a safe condition.

Option 1 – Self Repair

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Property owners may engage a qualified contractor to repair a damaged sidewalk. As part of the permit review process, the City's Sidewalk Program Manager and Urban Forester will work with the property owner or contractor to identify appropriate measures to address any tree/sidewalk conflicts. These measures may include but are not limited to increasing the size of the tree well by realigning the sidewalk and removing excess concrete from the planter strip, and root pruning and crown thinning of the tree in question. Crown thinning and root pruning must be performed by a Certified Arborist working in conjunction with the contractor. Any measures deemed appropriate will be included as conditions of the permit.

If the Urban Forester determines that root pruning and crown thinning is required to address the tree/sidewalk conflict and the extent of the root pruning and crown thinning will cause either immediate death or instability to the tree, the property owner may apply for a tree removal permit (See Section 2.1 – Non-Emergency City Tree Removal Criteria). If a removal permit is granted by the Parks, Recreation and Natural Areas Commission, the City will bear the cost of removing and replanting the City Tree. The property owner is responsible for the cost of the sidewalk repair as detailed in the permit.

Option 2 – City Sidewalk Repair Program

In November 2016, Albany voters passed Measure P1 which established a parcel tax to fund repairs to the most damaged sidewalks in Albany. As part of the program, the City has established a prioritized list of locations in need of repair and has been working with a contractor to make repairs based on this list. The Traffic & Safety Commission annually reviews the prioritization criteria.

Property owners may have their repairs completed through this program, although the timing of the repair will be based on the prioritization criteria. For more information about the program and the repair list, please contact the City's sidewalk program manager. Repairs completed under this program will be paid for through parcel tax funds. Note that the existence of the City's Sidewalk Repair Program does not abrogate the responsibility of property owners to maintain their frontage improvements in a safe manner.

If the sidewalk was replaced previously by the City's Sidewalk Repair Program, the fronting property owner will be responsible for the cost of the sidewalk repair per the Sidewalk Repair Policy.

Option #3 – Special Cases

As an alternative to approving the removal of an otherwise healthy tree that is causing sidewalk damage, the Parks, Recreation and Natural Areas Commission may recommend that a sidewalk repair be elevated in priority within the City's Sidewalk Repair Program such that it will be repaired in the next round of repairs. The following criteria must be met to qualify for this Options:

- The sidewalk repair in question must have been repaired at least once in the previous 5-years due to tree root damage.

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- The repair was completed at the property owner's expense.
- The repair was permitted through the City's Building Department
- Offset must be greater than 2".

This option is unavailable for sidewalks that were previously replaced through the City's Sidewalk Repair Program.

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The fronting property owner is responsible for arranging the sidewalk repair by a qualified contractor. That contractor, as directed by permit requirements, will contact the Urban Forester once the concrete is removed. During the tree root inspection, the Urban Forester will prescribe sidewalk repair with respect to the tree and roots. The cost of sidewalk repair, including root pruning will be borne by the fronting property owner. If the tree is to be removed as directed by the Urban Forester, the city bears the cost of removal and replacement of the City tree. It is recommended that all sidewalk repair documentation be kept in the fronting property owner's records. ¶

When considering an application to remove a City Tree due to sidewalk repair, realignment of the sidewalk within the city right-of-way or use of alternative sidewalk surfaces as allowed by City ordinance must be considered before approving the removal permit application. Where realignment of the sidewalk, or an alternative sidewalk surface is practical and will save the tree (as determined by the Urban Forester and the [Parks and Recreation Commission](#), [Parks, Recreation and Natural Areas Commission](#)), the City Tree Removal Permit Application may be denied, and the plans for sidewalk repair will need to be reviewed by the Urban Forester to ensure preservation of the City Tree. ¶

If an applicant has replaced the sidewalk at least once within the past 10 years, the sidewalk has an offset of >2" and the [Parks and Recreation Commission](#), [Parks, Recreation and Natural Areas Commission](#) has denied the Street Tree Removal Permit to save a healthy tree, and the sidewalk ... [1]



Chelle Putzer

From: Dan Johnson <danjoh99@gmail.com>
Sent: Tuesday, February 12, 2019 11:54 PM
To: Chelle Putzer
Cc: bdmarten@gmail.com; AS&R Core
Subject: Comments on City tree removal plan draft proposal

Chelle Putzer,
Could you please forward my comments to commissioners.

This plan is frankly a mess. I don't have time to go into everything. One example: Page 8, Option 3, explains that if a City tree has re-damaged a City sidewalk by root uplift, (perhaps due to lack of proactive tree maintenance to head-off the issue), and the City has already repaired the sidewalk once using public funds, meaning they have already visited this site and botched the outcome, then the adjacent property owner will be financially responsible the second time around, because the City didn't get it right the first time.

I don't understand all the issues involved, but I'm confused why an adjacent property owner, who appears to be legally liable for hazards in the public right of way (e.g. sidewalk condition), cannot take action to prevent damage or deterioration to the said right of way caused by street trees, thereby preventing a safety hazard. The City seems absolved of tree maintenance responsibility, and seems to have no problem damaging its own property, then putting the bill and liability on adjacent private parcels.

A 2" step in the sidewalk is too high a threshold. People fell in the public right of way outside my house on a 1" step. On another street, I helped a woman who fell out of a wheelchair while she lay on the ground until paramedics arrived, capsized by broken concrete sidewalk with no real "steps," just broken terrain.

I am a treehugger. I want more urban forestry. We should reshape sidewalks (and roads!) rather than take down mature trees. We should plant more trees in the vacant tree wells around town according to a masterplan and vision. Plant trees in street parking spaces for traffic calming. Streets with uniform species seem more elegant. All of this implies a landscape masterplan including proactive maintenance of roots. Proactive root pruning seems far cheaper than sidewalk repair. [As much as 10 percent of global CO2 emissions come from the production of concrete.](#)

When I paid for the public sidewalk repair a few years ago, it literally cost \$1000. I deducted this as a donation to the public.

If there's a mature tree that pushing up sidewalk, I want the City to take responsibility for proactively maintaining the quality of two public resources on public property: 1) the tree, 2) the sidewalk. If there's a little crap tree, inappropriate for the location, not matching others on the street, that is pushing up sidewalk, I'm going to take it out myself so nobody gets hurt on the sidewalk. I'll sport the \$500 to plant a new tree that fits a landscape masterplan, because this is cheaper than a sidewalk repair.

New York City created a GPS-based tree census with sidewalk conditions at each tree, so they can proactively maintain the public resources. <http://media.nycgovparks.org/images/web/TreesCount/Index.html>

In many parts of Stockholm and I'm sure elsewhere, the sidewalks are made from heavy pavers, not monolithic concrete, so that the pavers can be lifted, roots cut, and the pavers re-set with no concrete work whatsoever. What an intelligent use and savings of resources.

I hope these comments help to craft a sensible policy that is not a mess of case-by-case complexity and unclear ownership. Thank you for your consideration.

Kind regards,
Dan J

City tree removal plan draft proposal:

https://albanyca.granicus.com/MetaViewer.php?view_id=&event_id=960&meta_id=109798

Dan Johnson
907 Ramona
510-325-5672 cell

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

Agenda Date: February 14, 2019

SUBJECT: Sugar-Sweetened Beverage Tax: Advisory Body Recommendations

REPORT BY: Chelle Putzer, Recreation & Community Service Director

STAFF RECOMMENDATION

That the Commission discuss ideas for how to spend the revenue generated by the Sugar-Sweetened Beverage tax and decide which ideas should be recommended to the City Council to consider at their Study Session on April 1, 2019.

BACKGROUND

In November 2016 the voters approved Measure O1, (Ordinance No. 2016-02), enacting a general tax on the distribution of sugar-sweetened beverages such as high-calorie, low-nutrition products, like soda, energy drinks, and heavily pre-sweetened tea, as well as the added caloric sweeteners used to produce these sugar-sweetened beverages, such as the premade syrup used to make fountain drinks.

As included in the ordinance, the tax serves as a general tax that will provide revenue to be available for the general governmental needs of the people of Albany. The Ordinance requires that the Council hold a study session annually to discuss possible uses of the proceeds from the Sugar-Sweetened Beverage Tax. The first study session was held on November 6, 2017. The Council conducted a follow up discussion February 5, 2018 and reviewed a proposed expenditure plan for the proceeds of the sugar sweetened beverage tax, and on June 4, 2018. The distribution tax collection commenced in April 2017.

The following table summarizes the anticipated expenditures for FY 2019. Revenue as of January 11, 2019 is \$440,954 and the approved expenditure plan for FY 2019 was \$289,076.

The bottle filling stations have been installed at Memorial Park, Terrace Park (2), Ocean View Park and the Ohlone Greenway. The installation at Peggy Thomsen Pierce Street Park and the Community Center will be completed by the end of April 2019. Free nutrition/cooking classes started in February 2019 and will continue throughout the summer. Free fitness classes and the Community Fitness Challenge will be announced in the 2019 Summer Activity Guide.

FY 2018-2019 Expenditure Plan:

Priority	Description	Cost
1	7 Water Bottle Filling Stations at parks & Community Center	\$90,000
2	Crossing Guard Program - Contractual Agreement with All City Management Services	\$124,076
3a	Educational Campaign	\$20,000
3b	Free Physical Fitness Classes in Parks	\$20,000
3c	Free Nutrition/Cooking Classes	\$20,000
3d	Community Fitness Challenge	\$15,000
	Total	\$289,076

DISCUSSION

There is overwhelming evidence of the link between the consumption of sugary drinks and the incidence of childhood diabetes, obesity, and tooth decay. The purpose of the ordinance is to diminish the human and economic costs of diseases associated with the consumption of sugary drinks by discouraging their distribution and consumption in Albany through a tax. The tax money generated will be used to fund health centered programs, events or activities in the City.

The ordinance requires the Parks & Recreation Commission along with three other Advisory Bodies to provide recommendations for how to spend the revenue generated by the tax to the City Council. These recommendations will be considered by the City Council at the April 1, 2019 SSB Study Session.

AMC 4-13.10 Annual Study Session for Public Input on Tax Expenditures.

The City Council shall conduct an annual special study session, in conjunction with the City's budget process, for the purpose of receiving input and recommendations regarding the expenditure of proceeds from the tax created by this Chapter. Prior to the special study session, the City Council shall solicit recommendations from the City's Parks and Recreation Commission, Social and Economic Justice

Commission, and Traffic and Safety Commission regarding the use of tax proceeds. Additionally, the City shall conduct outreach to and encourage participation by the Albany Unified School District; individuals with specialized expertise in areas such as public health issues and programs relating to diabetes, obesity and sugary drink consumption; and any other individuals or organizations as deemed appropriate by the City Council.

The Commission will begin discussing ideas and finalize the recommendations at the March 14, 2019 meeting.

Attachments:

2017 Advisory Bodies Suggested Uses for SSB

MEMO

October 27, 2017

To: Penelope Crumpley, City Manager

From: Parks & Recreation Commission

Subject: Sugar-Sweetened Beverage Tax Funding Recommendations

Parks and Recreation Commission and Staff recommendations:

Equipment:

- 1) Install water bottle filling stations at parks. Currently, Albany parks are equipped with drinking water fountains. They often get filled with sand and become unusable to park goers. The Parks and Recreation Commission recommend adding water bottle filling stations at the parks. We feel this would be a healthy substitute to soda consumption, and fulfills a need for park users. Dartmouth Tot Lot will be getting the first bottle filler installed as a part of a Measure WW project.

Locations where old fountains can be replaced with bottle fillers (existing water pipes/drainage):

- a. Terrace Park (2): Playground & Tennis Courts (Approx: \$7,000)
 - b. Ocean View Park (1): Remove existing fountain that does not work and install bottle filler on side of Friendship Club Building (Approx: \$3,500)
 - c. Memorial Park (1): Remove fountain (frequently clogged with sand) from between bathrooms and replace with Bottle filler (Approx: \$3,500)
 - d. Ohlone Greenway (1): At San Gabriel Triangle-replace old fountain with bottle filler/fountain/dog fountain (Approx: \$5,500)
- 2) Expand exercise equipment stations along the Ohlone Greenway or in City parks. Adding exercise stations to the Ohlone Greenway, other city parks or bus stops would provide free places for the community to workout-making exercise more accessible to all. Parents could watch their kids play on the playground while riding a stationary bike, runner could stop off along the Greenway at an exercise station, commuter could wait for the bus while using the elliptical trainer. Fitness for All! (Cost depends upon equipment and installation location: Approx \$2500-\$8000/piece)

- 3) Bring a bike sharing to Albany. SSB funds could be used to bring bike sharing stations to Albany. Cost needs to be explored.
- 4) Provide free street trees to Albany residents. Cost would depend upon new tree or replacement tree and if concrete basin would need to be established. The current fee for a new tree is \$204, replacement tree \$102, concrete removal/basin \$120.

Fitness, Nutrition & Cooking Classes:

- 1) Free exercise classes in the parks to promote health, build community, and support our local businesses. Given the success of outdoor events at our parks, such as 4th of July at Memorial Park and Music in the Park, we propose using funds to bring yoga, capoeira, lindy hop, martial arts, spinning and/or other exercise classes to our parks. Since we have many exercise studios in Albany, we expect great interest both from the studio owners and residents. This is a great way for residents to be exposed to various exercise options and to promote a healthy lifestyle. (Other cities, such as San Francisco and Portland, OR, offer free exercise classes in the park during the summer months including Yoga, Tai Chi, and Zumba.). With the addition of the exercise pod in the Ohlone Greenway, free classes could be offered to teach people how to use the equipment properly.

We envision hosting a series of classes over several months. Depending on community response, this could be an on-going offering of the City. The classes would be free to all.

The Recreation & Community Services Department can contract with instructors to offer the classes and SSB would fund the instructor's pay and additional staff time. (Cost would vary by class/approx.: \$150-220/class meeting)

- 2) Low cost or free nutrition or cooking classes for youth and adults. The Recreation & Community Services Department currently offers a number of cooking/nutrition classes and camps during the year that could be offered at a low cost or free. SSB funds would cover the cost of the instructor's pay and the Department's admin costs. (Cost varies depending upon class topic: Approx cost: \$175/student for a 5 meeting class/camp)
- 3) Funds or grants for residents or organizations for health-encouraging programs or improvements

Staff Recommendation:

- 4) Set-up a scholarship fund for low or fixed income residents. The Recreation & Community Services Department has a \$500 donation from the Albany Lions each year to fund the Bill Johnson Scholarship fund. This is for low income

families to enroll in youth classes. SSB could fund an additional scholarship fund for low income/fixed income youth, adults and seniors who wish to enroll in exercise, sports, cooking, nutrition, or other health related classes.

Community Recreation:

- 1) Funding support for Bike About Town, Run Around Town and the Marin Monster. These are established events or programs that are run by the Recreation & Community Services Department that could be given additional funding to expand, enhance, promote or reduce fees. Bike About Town is a monthly event (May-September) that encourages adults and kids to ride around town on the various bike routes while learning how to ride in a urban setting. Run Around Town meeting weekly (Sundays) and runners either run a pre-routed long run or short run. Runners begin and end at Suzette Crepes. Marin Monster is Albany's 10K, that takes place in September during Albany Local Week. Runners train with the Run Around Town program. The run takes runners up to the top of Marin and around back down the Albany Community Center. Also, a new Walk Around Town program could be started for those who do not want to run or bike.

Staff Recommendation:

- 2) Create a community Walking or fitness Challenge. SSB funds could provide residents who enter the community challenge with a free or low-cost pedometer. Using online fitness challenge apps, walking maps or fitness community challenges could be set up to encourage residents to walk more/get in specific numbers of steps, etc. Funds could provide awards to residents who hit milestones (Example: 10,000 steps every day for a month or for teams for walking the highest average number of steps over a period of time or walk every street in Albany). Students or classes could compete against each other.
- 3) Establish a community wide goal such as Healthiest Square Mile in America. SSB could grant funds to local organizations, residents, classrooms, etc. who create events, programs, workshops, speakers that work to support this community goal.

Also, Community Summit could also be held to bring organizations together to present their ideas of how or what they will do (within their yearly organizational goals for the year) to support the City's community goal for the year. For example: the Rotary might pledge to host a speakers series on nutrition topics, Albany Strollers and Rollers might pledge to host a free community bike workshop, Community Foundation might pledge to sponsor a Thanksgiving Turkey Trot 5k, etc. Everyone is pulling on the same rope.

ALBANY CALIFORNIA



CITY OF ALBANY
1000 SAN PABLO AVENUE
ALBANY, CA 94706
www.AlbanyCA.org

MEMO

October 16, 2017

To: City Council

From: Social & Economic Justice Commission

Subject: Sugar-Sweetened Beverage Tax Funding Recommendations

Measure 01: Albany Sugar – Sweetened Beverage Tax was passed by the voters of Albany, CA on November 8, 2016. The tax was originally proposed by Albany’s Social and Economic Justice Commission with the purpose of reducing the consumption of sugary sweetened beverages by children to help prevent dental carries and the on-set of diseases such as type II diabetes. It is a general tax estimated to raise \$223,000 in revenue annually. The SEJC is responding to the City Council’s solicitation for advisory recommendations regarding expenditure of this revenue. Our recommendations are based on the initial goals we put forward for this measure.

A) Our recommendations address the following core activities:

1. Nutritional education for all ages with a focus on promoting healthy drinks for children and young adults ages zero through 26.
 - Workshop to inform and support teachers, parents, other responsible adults
 - Required public, private school curriculum
 - Library Resource
2. Outreach using the following means:
 - Social Media
 - Traditional Media

- Billboard(s)
3. Increased accessibility of healthy drinks
 - Install water bottle refilling stations
 - Repair, improve (add doggy basins), and maintain public fountains
 - Encourage food purveyors to promote healthy drinks
 - Ensure infrastructure delivers safe, clean water: EBMUD and Home Water Tests

B) The City would be responsible for implementing these programs and the distribution and management of funding through the following means:

1. Allocations to City Departments such as Public Works and/or entities such as public schools
2. Awards of grants to private organizations such as preschools, the Chamber of Commerce and service organizations

C) The approved programs would be required to meet the following criteria:

1. Provide resources for teachers, parents and/or other responsible individuals
2. Target reduction of sugary sweetened beverage consumption to help prevent dental cavities and the on-set of diseases such as Type II diabetes.
3. Focus on the needs of children and young adults zero through 26 years of age
4. Redirect children and young adults to healthy drinks
5. Address economic issues related to the consumption of sugary sweetened drinks

Cost estimate

1. Part-time employee (25 hours per week) to administer all program core activities and compliance with approved criteria: \$22,000
2. Grant awards: \$130,000 - \$150,000
3. Water Bottle Refilling Stations: \$75,000
 - a. Outdoor Water Bottle Refilling stations: \$3,700 each
 - b. Indoor Water Bottle Refilling Station: \$1,100 each
 - c. Other - Repair & maintenance of existing water fountains, addition of dog basins, installation of water bottle refilling stations (cost will vary depending on number of water bottle refilling stations installed, location and access to existing pipes): \$30,000

ALBANY CALIFORNIA

CITY OF ALBANY



COMMUNITY DEVELOPMENT

1000 SAN PABLO AVENUE

ALBANY, CA 94706

510 528-5760

www.AlbanyCA.org/cd

October 25, 2017

To: City Council

From: Traffic & Safety Commission

Subject: Suggested Uses for Sugar-Sweetened Beverage Tax

On September 28, 2017, the Commission discussed the 2016 ballot measure taxing sugar-sweetened beverages, and suggested tax revenue be used for the following city projects and programs (estimated costs added by staff following Commission meeting):

- Discounted or free bike helmets along with a bike education program (\$20-40 per helmet);
- Redesign of the streetscape on Solano Avenue, including drinking fountains and/or water bottle filling stations (\$1,100 indoor water bottle filling station/\$3,700 outdoor water bottle filling station/up to \$30,000 other water fountain installations);
- The Safe Routes to School program and/or improving walking routes to schools (part-time staff);
- Biking to school programs for kids in 4th & 5th grade (part-time staff);
- Enhanced street lighting (\$10,000 for installation labor and materials assuming electrical service readily available);
- Rapid flashing beacons at crosswalks (\$30,000 for materials and installation);
- School crossing guards (part-time staff);
- An education campaign regarding bike safety (part-time staff);

- Reflective clothing for bicyclists and pedestrians (\$30-\$50 per person);
- Any projects that support active transportation (varies);
- Increasing the number of bike racks at schools (\$200 to \$1,000 for materials and installation depending on style); and
- Forming partnerships with community groups and the Safe Routes to School program (part-time staff).

Please note that the Commission did not attempt to prioritize among these ideas.

Thank you for providing the Commission an opportunity to comment.

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

Agenda Date: January 12, 2017

SUBJECT: 2019-2021 Work Plan

REPORT BY: Chelle Putzer, Recreation & Community Services Director

RECOMMENDATION:

That the Commission review 2017-2019 Work Plan accomplishments and begin discussion on the 2019-2021 Work Plan.

BACKGROUND

The Council receives work plan presentations from Advisory Bodies on a biennial basis. The most recent Parks & Recreation Commission Work Plan was approved by City Council on March 9, 2017. The review of the work plans is intended to highlight recent accomplishments and outline priority focus areas for each of the Advisory Bodies. Work plans are also intended to help further the Council's Strategic Plan, and denote relativity to the Strategic Plan when applicable.

The City Council Strategic Plan themes:

1. Foster a Healthy and Sustainable Urban Village
2. Engage Our Diverse Community
3. Maximize & Improve Parks and Open Space
4. Promote Business Vitality and Advance Economic Development and the Arts
5. Facilitate Government Accountability

DISCUSSION

Each of the Advisory Bodies to the City Council has been asked to review their work plans for presentation to the City Council in March/April 2019. The Work Plan should be finalized at the March Commission meeting.

In addition to the biennial presentation of work plans, Advisory Bodies also report to the Council throughout the year as work plan items are accomplished, specifically when the item results in a recommendation for City Council consideration. Additionally, per existing City Council policy, any changes to an Advisory Body work plan are to be approved by the City Council. The Advisory Body utilizes a form to submit a request to amend the Advisory Body work plan for review by the City Council.

Attachments:

2017-2019 Work Plan Progress and 2019-2021 Work Plan Draft



CITY OF ALBANY PARKS AND RECREATION COMMISSION

2017 - 2019 Work Plan

Approved by the Parks and Recreation Commission: March 9, 2017

Approved by the City Council: March 20, 2017

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 and Recreation 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 and Recreation Commission shall submit a "Request for Amendment to Advisory Body Work Plan" Form for review by the City Council.

Parks and Recreation Commission Purpose

The Park & Recreation Commission advises the City Council on all matters of public recreation, public park facilities and public landscaping (including street trees and parkways) in the City; Formulate (review) the Master Plan for recreation; Make recommendations to the City Council regarding the acquisition and maintenance of parks, playgrounds and recreation centers; and, Promote recreation and encourage public agencies and private parties to develop recreational facilities and programs that benefit the citizens of Albany.

Recent Initiatives and Accomplishments

- Created a priority list and received approval from EBRPD for Measure WW projects
- Developed design for Ohlone Greenway/Masonic Sidewalk Improvements
- Approved Memorial Park Bathroom renovation design
- Approved Memorial Park Tot lot improvements
- Hosted a community workshop for Albany Hill Creekside Park Master plan projects
- Reviewed 20 Street Tree Removal Applications
- Participated and supported 13 Friends of Albany Parks events
- Hosted a workshop on AB 2404 Fair Play in Sports
- Partnered with Arts Committee to install 2 public art projects in the Ohlone Greenway

2017-2019 Policy Review and Initiatives

- **Council:** Prioritize Albany Hill projects: Include projects in CIP funded by Measure R (Spring 2017): **Workshop held on November 10, 2016**

- **Council:** Construct Phase I Peggy Thomsen Pierce St. Park: Complete construction (FY 2017-18): **Phase I Completed, Opening of Park March 1, 2018**
- **Council:** Increase outdoor seating areas: Investigate outdoor seating opportunities on Ohlone greenway and Solano Ave. (Parklet/Ohlone Greenway Plaza) (FY 2017-18): **Ohlone Greenway Project Completed: Opening Ceremony November 21, 2017; Bus Stop Parklet Completed: Opening Ceremony February 25, 2018**
- **Council:** Develop Ohlone Greenway recreation and aesthetic opportunities: Construct approved plans for Ohlone Greenway (FY 2017-18): **Design completed**
- **Commission:** Single stall gender neutral bathroom signage: make sign recommendation to City Council (Spring 2017): **New bathroom signs installed July 2017**
- **Commission/CIP:** Review designs and complete construction of Measure WW funded Projects: Memorial Park Tot Improvements (Spring/Summer 2017): **Construction completed July 2017**, Memorial Park Bathroom Renovation (Summer 2017): **Designs completed; Second round of bids completed; Construction contract going to Council Feb 19; construction to start March/April**; Dartmouth Tot Lot Improvements (Summer 2017): **Design approved April, 2017, Project completed November 2017, new sign ordered and should be installed in March 2019**; Ohlone Greenway/Masonic Sidewalk Project (Summer 2017): **Completed**
- **Commission/CIP:** Design and construct Albany Hill Access and Trail projects funded by Measure R (FY 2017-2019) Deadline: September 2019: **Designs completed and will go out to bid in spring 2019**
- **Commission:** Review dogs in Albany Parks including Section B: where and how dogs are allowed to use park facilities: **Sub-committee work in progress**
- **Commission:** Review park signage and establish consistent signage for Albany Parks: **Sign inventory presentation to PRC May 2017; New signage/rules project still in progress**
- **Commission:** Biennial review of Street Tree removal policy (per Policy): **Sub-committee work in progress**
- **Commission:** Investigate relocation of the community garden: **No action taken on this item**
- **Commission/CIP:** Review designs and complete construction of Measure WW funded Projects: Ocean View Park Improvements (FY 2017-2018) Deadline: December 2018: **Bocce court designs coming to PRC in March 2019**
- **Commission/CIP:** Design and construct Key Route (FY 2017-2018) Measure R funds: **This project was placed on hold at Council request**
- **Commission/CIP:** Design and construct Shrine Pocket Park (FY 2017-18) Measure R funds: **This project was put on hold by Council; Concept design for the area included in the Solano Complete Streets design and will come to PRC for review in late spring 2019**
- **Council:** Investigate funding options for retrofitting the Veterans Building: Consider funding options (FY 2018-19): **Staff requested an update to the feasibility costs to retrofit building December 2018**
- **Council:** Review existing memorials and features on public lands: Inventory and evaluate existing memorials and features (FY 2018-19); **No action taken on this item to date**
- **Council:** Create policies concerning memorials on public lands: Research peer city policies (FY 2018-19): **No action taken on this item to date**
- **Commission:** Investigate possible locations for Mountain Biking Park: **PRC approved moving forward with a concept design for the Caltrans property on Cleveland; concept presented to PRC on September 13, 2018; staff working with designer on business plan proposal for Caltrans to be submitted in March 2019**

- **Council:** Begin planning future phases of Peggy Thomsen Pierce Street Park, including possibility of creating a sports field: **Council approved conducting a turf analysis on the field area to be completed late spring 2019**

Ongoing:

- **Commission:** Review Street Tree Removal Applications: **2017: 11 applications; 2018: 26 applications**
- **Commission:** Support and Participate in Friends of Albany Parks Program: **2017: 7 park clean ups, 3 galas, over 150 volunteers/400 hours of service; 2018: 9 park clean ups, 2 galas, over 230 volunteers/600 hours of service; 2017-2018: 60 cubic yards of trash removed, 160 cubic yards of debris/weeds removed, 110 native species planted, and 60 pizzas consumed**
- **Commission:** Review status of AB 2404 twice per year: Status update February 9, 2017; **Council approved the Fair Play Act Policy November 2017; Review scheduled for March 2019**

Additional:

2017:

- 10 of 11 meetings held
- Opened Ohlone Greenway Improvements
- Completed Memorial Park Tot Lot/Patio Project
- Council approved new Fair Play Act Policy
- Commissioner Pearson served on the Ohlone Greenway Art Selection Panel
- Relocated a Memorial Tree in Memorial Park
- Established a Dog Sub-Committee
- Established a Street Tree Removal Policy Sub-Committee
- Albany Tool Pool Presentation (Brennen Brown)
- Memorial Park Edible Landscape Project Presentation (Nathan Thompson)
- Memorial Park Ball Field Proposal
- Albany Hill Hazardous Tree Removal Presentation (Margot Cunningham-Sept 2017)
- Soda Tax Expenditure Ideas
- Concept Designs San Pablo Pedestrian Improvements Presentation (Aleida Chavez)
- Albany Hill Vegetation Management Plan Presentation-Oaks removals (Margot Cunningham; Oct 2017)
- Established Peggy Thomsen Pierce Street Park Hours of Operation
- Established a Street Tree List Sub-Committee to review list

2018:

- 9 of 11 meetings held
- 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
- Opened Bus Stop Parklet
- Opened Peggy Thomsen Pierce Street Park

- Albany Teen Center Presentation (Keenan McCarron)
- Friends of Albany Parks Presentation (Brennen Brown)
- Caltrans Park & Ride Presentation (Aleida Chavez)
- Ohlone Greenway Fruit & Nut Tree Presentation (Barath Raghavan)
- Friends of Albany Parks CPRS District 3 Award/Nancy Skinner letter
- Jack Javier Eagle Scout Project (Margot Cunningham)
- Measure R Funded Projects Discussions
- Albany Hill Access & Trails Project Presentation (Robert Gonzales)
- Dog Park in Albany Work Plan Amendment
- City Tree Information Presentation (John Hawkrige)
- Albany Senior Center Presentation (Sid Schoenfeld)
- Albany Hill Access 35% Designs (Robert Gonzales)
- Girl Scout Silver Award Project-Free Little Library (Installed September 2018)
- Memorial Park Memorial Tree Application (Peggy McQuaid)
- Albany Hill Access Update: ADA Path & Tree removals (Robert Gonzales)
- Merritt College Arboriculture Program Albany Hill (Margot Cunningham)
- Albany Hill Access Improvements Project 90% Plans (Robert Gonzales, RGD)
- Albany Hill Access Improvements Monarchs & Material Selection (Robert Gonzales)
- Albany Hill Vegetation Management Work Plan Presentation (Margot Cunningham)
- Dartmouth Tot Lot Name and Sign



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

DRAFT: 2019 - 2021 Work Plan
Approved by the Parks, Recreation & Open Space Commission:
Approved by the City Council:

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 and 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 and Open Space Commission shall submit a “Request for Amendment to Advisory Body Work Plan” Form for review by the City Council.

Parks, Recreation & Open Space Commission 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

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2019-2021 Policy Review and Initiatives

- **Council SP:** Investigate funding options for retrofitting the Veterans Building: Consider funding options (FY 19)
- **Council SP:** Review existing memorials and features on public lands: Inventory and evaluate existing memorials and features (FY 19)
- **Council SP:** Create policies concerning memorials on public lands: Research peer city policies (FY 19)
- **Council SP:** Conduct analysis for turf/grass field and opportunities for enhanced landscaping at Peggy Thomsen Pierce Street Park (FY 19)
- **(New) Council SP:** Establish annual meeting through the Parks, Recreation & Open Space Commission to review status maintenance & restoration of creeks
- **(New) Council SP:** Parks & Recreation Master Plan Update
Commission: Investigate relocation of the community garden
- **Commission:** Review park signage and establish consistent signage for Albany Parks
- **Commission/CIP:** Review designs and/or complete construction of Measure WW funded Projects: Memorial Park Improvements (Restrooms, path lighting, seating)
- **Commission/CIP:** Review designs and/or complete construction of Measure R funded Projects: Ocean View Park Improvements (Bocce Courts); Albany Hill Access Improvements; Mt Bike Projects
- **Commission/CIP:** Propose projects for remaining Measure R funds
- **(New)Commission/CIP:** Albany Hill Interpretive Signage
- **Commission:** Complete Analysis of potential Dog Park location in Albany and present findings to Council
- **(New) Commission/CIP:** Convert Terrace Park 5-12 Playground to Fibar and install new “Big Kids Swing”

Ongoing:

- **Commission:** Review Street Tree Removal Applications
- **(New) Commission:** Periodic Updates on Albany Hill Vegetation Management
- **Commission:** Support and Participate in Friends of Albany Parks Program
- **Commission:** Review status of AB 2404 twice per year