



**MINUTES OF  
RECREATION AND PARK COMMISSION  
MEETING OF NOVEMBER 8, 2006**

2226 Santa Clara Avenue  
Alameda, CA 94501  
(510) 747-7529

**DATE:** Wednesday, November 8, 2006  
**TIME:** 7:00 p.m.  
**PLACE:** Room 360, City Hall, Santa Clara Avenue and Oak Street, Alameda, CA 94501

**1. ROLL CALL**

**Present:** Chair Terri Ogden, Vice Chair Jo Kahuanui, Commissioners Michael Cooper, Jay Ingram, Christine Johnson, and Bruce Reeves  
**Absent:** None  
**Staff:** Dale Lillard, Director  
Jackie Krause, Senior Services Manager (SSM)

**2. ELECTION OF OFFICERS**

A. Nomination and Selection of Chair

**M/S/C REEVES/KAHUANUI (unanimously approved)**

**“That Terri Ogden be elected Chair of the 2006-07 Recreation and Park Commission.”**

B. Nomination and Selection of Vice Chair

**M/S/C JOHNSON/REEVES (unanimously approved)**

**“That Jo Kahuanui be elected Vice Chair of the 2006-07 Recreation and Park Commission.”**

**3. APPROVAL OF MINUTES**

Minutes of June 8, 2006 Recreation and Park Commission Meeting.

**M/S/C REEVES/KAHUANUI (approved)**

**“That the Minutes of June 8, 2006 Recreation and Park Commission are approved.”**

Approved (5): Ogden, Kahuanui, Cooper, Johnson, Reeves  
Abstention (1): Ingram

Minutes of July 13, 2006 Recreation and Park Commission Meeting.

**M/S/C            KAHUANUI/INGRAM            (unanimously approved)**

**“That the Minutes of July 13, 2006 Recreation and Park Commission are approved.”**

Minutes of September 14, 2006 Recreation and Park Commission Meeting.

**M/S/C            KAHUANUI/COOPER            (unanimously approved)**

**“That the Minutes of September 14, 2006 Recreation and Park Commission Meeting with corrections stated by Commissioner Ingram if warranted.”**

**Suggested corrections were:**

- **Check tape for Mr. Knopf’s comments on not being able to put a pool in the area due to open space being built over concrete (page 3, paragraph 6).** Meeting tape was checked and comment is correct.
- **Check tape for Mr. Knopf’s statement that he felt that the area was within the National Park and Recreation ratio of open space to residents (page 4, paragraph 7).** Meeting tape was checked and statement was corrected.
- **Check tape of minutes for Commissioner Ingram’s comments on swapping property (Alameda Point Pool).** Meeting tape was checked and no comment was made about swapping property.

#### **4. ORAL COMMUNICATIONS, AGENDA**

(Any person may address the Commission in regard to any matter over which the Commission has jurisdiction or of which it may take cognizance that is not on the agenda.)

Commissioner Ingram recognized Jean Sweeney who was instrumental in helping with the City obtaining the Alameda Beltline Property and thanked her for all of her work.

#### **5. WRITTEN COMMUNICATIONS**

None.

#### **6. NEW BUSINESS**

##### **A. Review of Assembly Bill 1234 – Ethics Training - (Discussion Item)**

Director Lillard explained to the Commission that a new law effective January 1, 2006 requires certain elected and appointed officials as well as members of local legislative bodies to receive a minimum of two hours of ethics training every two years. The Institute for Local Government has identified a number of options available to meet the requirements of the training. There is a self-study program which is included in the

Commission packet to use and additional options for ethics training, which are continuously updated, are described at the Institute for Local Government website at [www.ca-ilg.org/ab1234compliance](http://www.ca-ilg.org/ab1234compliance).

Commissioners are to complete the tests and return to the Recreation and Park Department. ARPD will mail test to the Institute for Local Government and in return will receive certificates of completion. These certificates will then be forwarded to the City Clerk and are good for two years.

**B. Review of Recommendation from Field Allocation Committee Regarding Godfrey Park Field Renovation – (Discussion/Action Item)**

Director Lillard stated that the Field Allocation Committee met regarding the Godfrey Park Field Renovation. The Committee unanimously approved Option B of the renovation plan. Option B basically flips the field from where it is now. The area at the end of Seminary will be made into a parking lot to help ease the on-street parking if funding allows.

Commissioner Ingram asked if there will be a storage shed for groups (e.g., Little League, Alameda Soccer, etc.). Director Lillard stated that there would be space where the parking lot is, but it is up to the individual groups on whether they will install a shed/container.

Chair Ogden asked if there will be walkways around the field. Director Lillard stated yes and the field will meet ADA requirements. If the Commission approves this conceptual plan for renovation then the Engineering Department will do the specifications and drawings. Then before the project goes to bid it will come before the Commission again and the plan will show pathways, how tall fencing is, etc. for final approval.

Commissioner Ingram asked if the little fields were for U6 and U8 soccer fields. Director Lillard stated yes and that the soccer club agreed with the conceptual plan.

Commissioner Cooper asked where is the back tee on the par three on the south course. If someone hits a horrendous pole to the left is there a chance that someone could get hit. Director Lillard stated no. Staff looked at the golf course and the golf ball have not been coming over the fence. When the final drawing comes back we will ask them to include the golf course for reference. We can look at fencing options on the golf side too.

Commissioner Ingram asked if all of the funds are going into the field and turf. Director Lillard stated that the funds are for field improvements (e.g., irrigation, drainage, turf, etc.). If funds are available then the parking lot could be done.

Commissioner Cooper asked if the big tree in left center field would go. Director Lillard stated that it would have to go. Any tree removed will be replaced.

Commissioner Ingram asked about renovation of the playground and when it would be done. Director Lillard stated that the playground is scheduled to be renovated in 2008.

Director Lillard stated that the user groups asked that the construction not begin until June 2007. Staff has agreed to their request.

**M/S/C REEVES/KAHUANUI** (unanimously approved)

**“That the conceptual plan (Option B) be approved.”**

Approved (6): Ogden, Kahuanui, Cooper, Ingram, Johnson, Reeves

Commission Cooper asked what would be done about the gophers in the park. Director Lillard stated that there is a wire mesh that will be laid down before the sod is installed to help with the situation.

## **7. UNFINISHED BUSINESS**

### **A. Status Report on Veteran’s Building – (*Discussion Item*)**

Commissioner Ingram introduced Dick Rutter, A. Rule Designs Principal Architect, and Annie Rutter, A. Rule Designs Design Principal, to the Commission. They have been working on a Remodel Project Priority Matrix for the Veteran’s Building with staff and the Commission to assist in performing improvements/renovations to the building.

Director Lillard thanked Mr. and Mrs. Rutter for all of their hard work.

Dick and Ann presented the matrix to the Commission for their perusal. The Matrix included:

- Remodel Projects Priority Matrix for the Veteran’s Building located at 2203 Central Avenue in Alameda, California. A priority list of remodel projects as discuss on a building tour on March 28, 2006.
- Floor Plans of the existing conditions of the Veteran’s Building keyed to the Matrix.
- Kitchen Remodel Worksheet.
- Bathroom Remodel Worksheet.

The Matrix included cost estimates for potential projects, such as the renovation of the downstairs kitchen and banquet rooms, upgrades to the main floor auditorium and improvements to the stage. Listed below is a summary of the estimated costs for the identified projects:

Kitchen	\$525,000
Banquet Room	\$150,000
Auditorium	\$125,000
Stage	<u>\$ 40,000</u>
	\$840,000

The above figures do not include estimates for project management, inspections, permits, or contingencies. All costs for completing the identified projects are between \$1.5 and \$2

million (when funding for construction management, inspections, and contingencies are included). The report contains valuable information regarding the building and was prepared on a pro-bono basis.

The Matrix was designed to grow and change. It is also designed to allow the Recreation & Park Department to prioritize Upgrade Projects incorporating available income streams and fundraising opportunities into the decision making process. Order of Magnitude Budget Costs are provided with each project listed on the Matrix to aid in making these decisions.

Each project listed on the Matrix must be developed into a set of Construction Documents sufficient for Building Permit issuance and then provided to General Contractors who can then bid on the documents. Only then can a truly accurate picture of actual costs at a single point in time be obtained.

Ms. Sweeney, Alameda resident, stated that their groups focus has been to get the kitchen up and running. Would they have to worry about handicap access? Mr. Rutter stated that 20 percent of the kitchen costs would have to go toward accessibility upgrades. Mrs. Rutter stated that as long as the project was drawn out and held a pre-application meeting with the City and there was an agreement the permit can be kept open for a year and then renew it. As long as you make an effort, civil law will not jump at you, as long as you have someone retained, drawings are happening and there are plans.

Commissioner Ingram stated that he felt it was not the Commission's purview to worry about paying for the renovation. He felt that the Commission could get the plan together and then the Council would have to decide on whether they would fund any of the projects.

Commissioner Ingram thanked the Rutter's for all of their help.

## **8. REPORTS FROM RECREATION COMMISSION AND RECREATION AND PARK DIRECTOR**

### **A. Park Division**

See November 1-30, 2006 Activity Report.

### **B. Recreation Division**

See November 1-30, 2006 Activity Report.

### **C. Mastick Senior Center**

See November 1-30, 2006 Activity Report.

### **D. Other Reports and Announcements**

#### **- Status Report on Transportation Master Plan Committee (Commissioner Johnson)**

No report at this time.

## **9. STATUS REPORT ON ONGOING PROJECTS**

The ribbon cutting ceremony for the opening of the Bayport Park was held on Friday, October 27, 2006.

Council allocated funds for the purchase of the Alameda Beltline. They are forming a task force that includes both the Alameda Beltline and Estuary Park for development of the parks.

Krusi Park Playground renovation is completed. All fire damaged equipment was replaced. The Recreation and Park Department had to pay approximately \$20,000 for the repairs. A few donations (\$1,200) were received to help with the cost.

## **10. ORAL COMMUNICATIONS, GENERAL**

The Mayor's Holiday Tree Lighting Ceremony will be held on Saturday, December 2, 2006, at 5:30 p.m. in front of City Hall. The synthetic ice skating rink will be available again this year.

## **11. ITEMS FOR NEXT AGENDA**

**12. SET DAY FOR NEXT MEETING**                      December 14, 2006

## **13. ADJOURNMENT**