



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

MINUTES OF RECREATION AND PARK COMMISSION MEETING OF JUNE 9, 2005

DATE: Thursday, June 9, 2005
TIME: 7:00 p.m.
PLACE: City Hall, 2263 Santa Clara Ave., Third Floor, Room 360
Alameda, CA 94501

1. ROLL CALL

Present: Chair Jay Ingram, Vice Chair Jo Kahuanui, Commissioners Christine Johnson, and Georg Oliver

Staff: Dale Lillard, Acting Director (AD)
John McDonald, Park Manager (PM)

Absent: Commissioner Reeves

2. APPROVAL OF MINUTES

Approve Minutes of May 12, 2005 Recreation and Park Commission Meeting.

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

In Favor (4) – Ingram, Johnson, Kahuanui, Oliver
Absent (1) – Reeves

3. 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.)

4. WRITTEN COMMUNICATIONS

- Letter from Babe Ruth in support of the Field Use Fee.

5. NEW BUSINESS

A. Consideration of Request to Provide Mobile Beverage Services at Washington Park Dog Park – *(Discussion/Action Item)*

Chair Ingram stated that this item will be for discussion only tonight as more of a public process is needed.

Mr. Ensminger, business person, is seeking to operate a mobile coffee business at the Washington Park Dog Park and also other parks including Shoreline Drive. AD Lillard asked Mr. Ensminger to be specific with regard to which parks he would be selling the beverages. Mr. Ensminger stated that he would be at all of the parks. Ideally he would begin at Washington Park and branch out from there. The mobile beverage truck is self contained. AD Lillard asked if Mr. Ensminger was talking about doing a few hours at Washington Park and then a few hours at another park. Mr. Ensminger stated yes.

Commissioner Oliver asked if Mr. Ensminger had a Use Permit to operate in the City of Alameda. Mr. Ensminger stated no, not currently.

Chair Ingram asked Mr. Ensminger for clarification on what happened at the Council Meeting. Mr. Ensminger stated that there is an Ordinance in Alameda that is being amended which will allow mobile beverage/coffee businesses to operate in the City of Alameda.

AD Lillard stated that Mr. Ensminger applied for a Use Permit and Planning told him that his request needed to first go before the Recreation and Park Commission for approval. Also, there is an ordinance in place that is approximately 100 years old that does not allow rolling stores with the exception of peanuts, rock candy, etc. There are two ways for Mr. Ensminger to proceed. Mr. Ensminger could go through the process of putting his mobile truck in the park or amending the Ordinance to where Mr. Ensminger could operate on the street.

Mike Guerrero stated that this whole idea came about when Mr. Guerrero was in a meeting with Doug Siden, EBRPD Board Member, and Mr. Siden mentioned that it would be nice to get a cup of coffee at the Dog Park. Mr. Guerrero then mentioned that Mr. Ensminger had a mobile coffee business and since the City (Alameda Recreation & Parks) owns the parking lot of the park Mr. Ensminger needed to get permission from the Recreation and Park Commission.

AD Lillard stated that at the Council Meeting, Council asked that this item be brought back to them for further consideration before it is approved. This item may fall under the Long-Term Park Use Policy.

Commissioner Johnson asked what the cons would be in having this type of service. AD Lillard stated that one of the things that could come up would be that ARPD would be inundated with requests from similar vendors (e.g., sno-cone vendors, hot dog vendors, etc.). The Commission would need to decide how future requests would be handled. AD Lillard stated that he would not want to see ARPD lose a large portion of the parking lot to multiple vendors because park users would be displaced.

Commissioner Oliver stated that once you open it up for one vendor then you will receive multiple requests and soon you could have many vendors wanting to provide the service.

Mr. Guerrero stated that this was an interim deal until Mr. Siden could get a permanent structure built on EBRPD land. AD Lillard stated that this was the first time he had heard of the idea. Mr. Guerrero stated that it would be somewhere, but not sure where. AD Lillard stated that EBRPD property starts at the dog park fence and goes toward the beach and Otis Drive.

Mr. Guerrero stated that Mr. Siden stated that the project could possibly take a year or two, but he would like to have an interim spot. AD Lillard stated that this was the first time he had heard that this would be an interim spot until there is a permanent structure on the EBRPD property. Mr. Guerrero stated that Mr. Siden stated that they (EBRPD) would like to build a store similar to mud puppies operation but it would take a year or two to get the project rolling.

Mr. Guerrero stated that another possible way to be in compliance would be to sell packaged peanuts.

Chair Ingram asked if the vendor could just put it on the EBRPD property with the EBRPD District Board approval and not go to the Recreation Commission or City Council. AD Lillard stated that it is their property and their Board could agree to go into a concessionaire's agreement. But, Mr. Lillard believed that they would still have to go to the Planning and Building Department for the proper/appropriate use permits.

Commissioner Johnson asked what time Mr. Ensminger would go to the Dog Park to do business. Mr. Ensminger stated that the ideal time for weekdays would be approximately 4:00 p.m. to dusk. AD Lillard asked if there would be early morning hours. Mr. Ensminger stated not during the weekdays. No one is there at that time.

Chair Ingram stated that with the Long-Term Park Use Policy in the works, he felt that the Use Policy needed to be done first before approving any proposal.

Commissioner Johnson asked if the Commission approves the proposal would the other vendors like Mr. Ensminger compete for the same thing. Commissioner Kahuanui stated that by accepting this proposal the Commission would be setting precedence and would have to have a procedure on how to choose a vendor, what kind of restrictions, etc. It throws the Commission into a whole new set of policies and procedures to determine which vendors come in and which ones do not.

Susan Krala stated that she has looked around the island and has counted at least 15 vendors that do business on the side illegally as roach coaches. They are at Alameda Point, business parks, container ship areas, parks, etc. They are not licensed and do not pay taxes to this City and the powers that be of Alameda just decided that they would look the other way.

Chair Ingram asked if there was a difference between industrial areas and neighborhood areas. AD Lillard stated that the Assistant City Manager is looking into the issue.

Commissioner Kahuanui stated that being a life-long resident of Alameda as well, she feels that it is irresponsible to think that we are all looking away when these so called illegal trucks are coming around. Ms. Kahuanui asked if all the trucks were illegal. AD Lillard stated that the Assistant City Manager is looking into the situation.

Commissioner Oliver stated that the concern of the Recreation and Park Commission is vendors in our parks. Other City staff will investigate the issue of other truck vendors having use permits, but for now the Commission is concerned about the parks.

Chair Ingram stated that he feels the Long-Term Park Use Policy should be worked on and approved and then work from there. Unfortunately this will delay a decision on Mr. Ensminger's request until at least the end of summer.

Commissioner Johnson asked Mr. Ensminger if he owned the truck. Mr. Ensminger stated yes.

Commissioner Johnson asked if Mr. Ensminger is currently allowed to go into other cities. Mr. Ensminger stated yes, he goes into San Leandro, Oakland, San Luis Obispo County, Santa Barbara County (music festivals).

Commissioner Johnson asked if Mr. Ensminger is not really counting on Alameda. Mr. Ensminger stated that his goal is to work in Alameda where he grew up. Branching out is more of a necessity.

Chair Ingram stated that the Long-Term Park Use Policy will continue to be worked on and it may be several months before the policy is completed. AD Lillard stated that when it is appropriate the request will be revisited and those involved invited to another meeting.

B. Consideration of Conceptual Drawing for Bay Port Park and Community Building – (*Discussion/Action Item*)

AD Lillard presented the conceptual drawing for Bay Port Park which will be adjacent to the school in the Catellus Development. Karen Folsom, LPA Architects representative, and John McDonald, Park Manager, were present to answer any questions.

The Park will be 4 acres and includes 2 small soccer fields. The community building is separate and a separate plan will be presented later.

Chair Ingram asked if Little League had seen the plans. AD Lillard stated that after it is reviewed by the Commission the plans will be taken to the Sports Advisory Group for review. The plans will be again reviewed by the Commission and then go to Council for approval.

Commissioner Oliver asked if the park entrance will be on Jack London Avenue. AD Lillard stated yes and that is where the parking lot is located. PM McDonald stated that we will be sharing the parking lot with the school.

Chair Ingram asked if the school has their own playground. Ms. Folsom stated the school has their own play area.

Chair Ingram stated that a skinned infield would be great. AD Lillard stated that will be taken to the Sports Advisory Group.

AD Lillard stated that the community building will be 1,720 sq. ft. of program space. There is program space, storage, kitchen and one more restroom. This building was specifically designed to fit in with the school. The building will be the Alameda Recreation and Park Department's and according to the joint use agreement, as time and space is available, the School District may also use the building.

The Recreation and Park Department is currently looking at providing before and after school care and a Tiny Tot program. During the summer the Department will also run sports camps out of the building.

Chair Ingram asked if it will be a prefab building. AD Lillard stated no.

Commissioner Oliver asked if one restroom is enough for a building that will hold 85 people. AD Lillard stated that would be adequate. It is a unisex bathroom with two stalls.

AD Lillard stated that it is anticipated the project will be completed by September 2006.

C. Consideration of Proposed Additional Telecommunications Facility at Krusi Park – (Discussion/Action Item)

AD Lillard stated that Cingular is proposing to replace the tennis lights on the other side of the courts with the same type of lights and telecommunications antennae that are currently there on the other side. The equipment building proposed is in the back toward the fence near the maintenance shed and is larger than the one that is currently there.

PM McDonald stated that the equipment building being proposed is close to 400 sq. ft., but are not supposed to go more than 200 sq. ft.

Chair Ingram stated that he felt it was time to start setting a policy with regard to installing cell towers in parks. Several other cities have policies in place and some have resolutions for each telecommunications company. Something needs to be done or the Commission will be discussing this issue a lot until Alameda has enough cell towers.

Chair Ingram stated that he is not prepared to make a decision tonight since the paper work was just received tonight.

Commissioner Kahuanui stated that whether it is cell towers or equipment structures, the Commission needs to make sure that the policy covers everything.

PM McDonald stated that the few towers that have gone in have been a good source of revenue. We have not fully tapped into the resources, which is good because we have a little bit of reserve money. But, the Park Maintenance Division does not have any revenue sources other than these rental monies. ARPD was able to repave a bad area of Washington Park with these funds. Mr. McDonald stated that he would appreciate it if the Commission would look into the particulars and the rental agreements that are made. The best deal possible is what will help the Park Maintenance Division. The Division was cut by \$200,000 so any additional revenue will be of great help.

Chair Ingram stated that there is no doubt that this is a major source of revenue and that all cities are looking for revenue, but we need to set a policy with parameters.

AD Lillard stated that the Commission can set a policy of building size that can be put in the park, etc., but the negotiation part is handled through Development Services. The Commission cannot put into the policy that they (Commission) will negotiate the terms of the lease.

Commissioner Johnson asked PM McDonald what he would like for the Commission to do. PM McDonald stated that he would like the Commission to get the best deal possible because it would really help the Park Maintenance Division.

Chair Ingram stated that from his prospective, we need to respect the Park Manager's opinion, but the Commission as park stewards needs to look at the policy and the bigger picture of the parks and how it will effect the park.

This item will be tabled until the next meeting for further discussion.

6. UNFINISHED BUSINESS

A. Consideration of Sports Advisory Committee's Recommendation regarding Field use Fees – *(Discussion/Action Item)*

AD Lillard stated that the Sports Advisory Committee has reviewed the Field Use Fee. Babe Ruth has provided the Commission with a letter of support.

Policy includes:

1. Groups requesting City owned field space on an ongoing basis for either games or practices will be covered under the policy.
2. Any applicable fees will be assessed per season according to the established field allocation process.

3. There will be a \$3 per player fee assessed per organization. The minimum fee will be \$500 per group.
4. For organizations with memberships larger than the \$500 minimum, there will be an additional \$3 per player fee assessed.
5. Groups will have the option to work off their assessment by completing field improvements or providing goods or services equal to their assessment. The value of such improvements will be determined by the Park Manager.
6. Groups failing to either submit payment or completing work projects will not be issued permits for future seasons until the assessment is cleared.

All groups (Alameda Soccer, High Schools, Little League, Babe Ruth, Football, newer leagues) agreed to support the proposed Field Use Fee.

AD Lillard stated that he felt that the organizations who traditionally do a lot of work will work off the debt and smaller organizations will pay.

Commissioner Kahuanui asked if that included schools. AD Lillard stated yes that includes the schools.

Chair Ingram stated that he received a call from Nino Borsoni, Alameda Soccer representative. Mr. Borsoni had some questions with regard to the fee.

Questions were as follows:

- Will this be a once per year fee, or once per season? AD Lillard stated it would be per season.
- Will kids that participate in multiples sports (e.g., soccer, baseball, football, etc.) be expected to pay the fee for each sport in which they are registered. AD Lillard stated yes, because they would be using the field for each sport they participate in.
- Will youth organizations that have already done projects be given credit for what has already been done? If so, will there be a deferred start date given upon credit already received? AD Lillard stated no, it would be starting from today. It would not be feasible to try and credit items from prior years.
- How will the collected fee be applied to field maintenance? Will certain fields be given priority? If so, on what basis and terms? AD Lillard stated that it would be determined based on need. We could generate a yearly list of fields and items that need to be done for additional tracking if needed.
- It has been determined that in lieu of fees the sports groups could do field maintenance work themselves. If that is the case how will the work assignments be made? Who will establish the value of each assignment? Is the Risk

Manager okay with non-City people providing materials, labor and possibly using heavy machinery to perform tasks? AD Lillard stated that the Park Manager would determine the value. The group would determine that they want to do a project. It could be to a specific park or it could be a monetary amount to be determined by ARPD staff. The people doing the work would be treated as a volunteer for the City just as is currently being done. Most of the work will be manual. Unless volunteers are heavy equipment operators by trade they would not be allowed to move heavy machinery.

- Would the fee be applied to outside teams competing in Alameda? If so how would that be returned? AD Lillard stated no, the fee would not apply to outside teams.
- Will the funds be put in the City's regular general accounting department? AD Lillard stated that the fee will go into a regular Recreation and Park Department budget and it will go into a dedicated account. There will be records of deposits and expenditures that anyone can ask to look at because it is public record.

Chair Ingram stated that Mr. Borsoni states that all of the above questions should be addressed and brought to the sports groups so they can have a final review and sign off for approval. AD Lillard stated that was already done at a prior meeting. Mr. Borsoni was not at the meeting and another representative was not present.

Chair Ingram stated that he would feel more comfortable if the groups would sign off on the fee.

Commissioner Kahuanui stated that she understands that Chair Ingram wants to get the groups to sign off on the policy; however the group works as an advisory to the Commission. The Commission gave them an opportunity to have an option. Originally the Commission and staff just wanted them to pay a fee. The Commission was nice and let this item go to the Field Use Group because the groups wanted to try and barter out of the fee. We are trying to increase revenue, keep fields playable, etc., and before ARPD was not receiving funds. If we send this back to the group and two people do not sign, it will not change her mind. Ms Kahuanui thinks the policy proposed is a good idea and the Commission is being very generous in giving the groups the opportunity to barter work.

Motion was made by Commissioner Oliver:

"That this policy be accepted as is and approved tonight."
Further discussion was held.

Chair Ingram asked what the harm was in having the proposal go back to the group again and having them sign off. It will not hurt us.

Commissioner Oliver stated what if it is taken back to them and they do not sign off on it? Chair Ingram stated that it would then be like Commissioner Kahuanui mentioned. If two people do not sign it, then the group has had an ample opportunity. Commissioner Oliver

stated that he felt the group has already had ample opportunity. Chair Ingram stated that in his opinion he did not feel that was the case when Alameda Soccer has come back with a letter that has seven questions.

PM McDonald stated that he did not want to give anyone the thought that this will take care of all the maintenance problems. The Maintenance Division was just given another field near the Alameda Point Gym that is approximately five acres and there is no extra money to maintain it. Also, there is the Main Street Soccer Field and there were no extra funds appropriated to take care of that field.

Commissioner Kahuanui asked if the group, by having this fee, that this does not mean that the lawns are not going to be cut on their demand. AD Lillard stated that the group understands that this is an attempt to defray a part of the cost. At no time has this been presented to them as solving all of the field maintenance problems.

PM McDonald stated that since he has been here (1995) there has not been a whole lot of support for maintenance costs. Granted there have been donations to repair damage or to build or rebuild something, but no monies were given to assist with field maintenance costs.

Commissioner Johnson asked if the Acting Director recommended approving the policy. AD Lillard stated yes.

Chair Ingram stated that again he favors giving the groups ample opportunity to review and actually feels that having each group sign off would be the proper community process.

M/S OLIVER/KAHUANUI (not approved)

“That the Field Use Fee Policy be accepted as is and approved tonight.”

In Favor (2):	Kahuanui, Oliver
Opposed (1):	Ingram
Abstention (1):	Johnson

7. REPORTS FROM RECREATION COMMISSION AND RECREATION AND PARK DIRECTOR

A. Park Division

PM McDonald provided plans for the Dog Park drainage to the Commission.

Chair Ingram mentioned that he liked the newly installed gate at Franklin Park.

For additional information see attached Activity Report.

B. Recreation Division

See attached Activity Report.

C. Mastick Senior Center

See attached Activity Report.

D. Other Reports and Announcements

1. Status Report on Alameda Point Golf Course Design Committee (Vice Chair Reeves)

No new information to report at this time.

2. Status Report on Alameda Point Advisory Committee (APAC) (Chair Ingram)

There was a public meeting held the week of May 30, 2005, at Mastick Senior Center.

3. Status Report on Transportation Master Plan Committee (Commissioner Johnson)

The Transportation Master Plan is Completed.

8. STATUS REPORT ON ONGOING PROJECTS

Chair Ingram asked about the status of Leydecker Park Playground Renovation. AD Lillard stated that equipment was to be shipped the week of May 30, 2005. As soon as the equipment is delivered the project will begin.

PM McDonald stated that the biggest project was relocating the Administrative Office to 2226 Santa Clara Ave. Everyone is happy with the new location.

9. ORAL COMMUNICATIONS, GENERAL

None.

10. ITEMS FOR NEXT AGENDA

11. SET DAY FOR NEXT MEETING Thursday, July 14, 2005

12. ADJOURNMENT