



Parks & Recreation Commission Meeting Minutes

City Council Chambers, 200 Old Bernal Avenue, Pleasanton, CA
and Via Zoom

July 14, 2022 – 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:03 p.m. by Chairperson Joanie Fields.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

Commissioners Present: Steve Berberich, Chuck Deckert, Rameshu Immadi, and Chairperson Joanie Fields.

Commissioners Absent: Lisa Brown, Kira Rittmuller, and Michael Vickers.

Staff Present: Heidi Murphy, Library & Recreation Director; Melinda Dennis, Planning and Permit Center Manager; Ania Pawlak, Office Manager; and Edith Caponigro, Recording Secretary.

Chairperson Fields provided details about Executive Order N-29-20 and approved AB 361 suspending provisions of the Brown Act allowing meetings via teleconference due to COVID-19 as proclaimed by Governor Newsom on March 3, 2020.

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of May 19, 2022.

A motion was made by Commissioner Berberich, seconded by Commissioner Deckert, to approve the May 19, 2022 meeting minutes. **The motion was approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

None.

3. Public Comment from the audience regarding items not listed on the agenda.

None.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

4. Review and Discuss Century House Master Plan.

Ms. Dennis provided some background information about the Century House and reviewed with commissioners a PowerPoint presentation advising that this city facility sits on 2.7 acres of property at 2401 Santa Rita Road and had been used for various purposes, most recently as a community facility available for enrichment classes and social activities.

Commissioners were advised that the building was closed for use by the public in 2014 when a determination was made about numerous building and life safety code deficiencies, and in 2018 Architect Jeff Katz Architecture (JKA) was retained by the city to provide a comprehensive analysis of the facility and provide a determination pertaining to structural, mechanical plumbing, electrical and ADA issues.

A report from JKA was provided to the Parks and Recreation Commission in April 2019; followed by a staff presentation in August 2019 pertaining to operational and revenue information for the Century House; then an October 2019 staff presentation of four site plan options; a June 2020 presentation from staff of four interior renovation options; and at a joint meeting in June 2021 with City Council at which preservation of the neighborhood park on Tanager Drive was discussed.

Ms. Dennis noted that after the joint meeting between City Council and the commission and receiving comments from the public, Option 8 was selected as the preferred site plan option and at the June 2020 commission meeting, the Option B floor plan was determined to be the most desirable. She then reviewed with the commission plans of the existing first and second floor and the Option B floor plan commenting on converting space to a catering kitchen that does not require appliances, accounts for widening of door openings, and provides a moderate level of preservation.

Commissioners were informed by Ms. Dennis that after receiving additional comments from the neighborhood, City Council, and members of the commission regarding a proposed outbuilding at the rear of the Century House building, staff explored additional cost saving options that would eliminate construction of the outbuilding and the need to remove mature trees. She reviewed the design for doing Floor Plan Option B and the changes for doing Floor Plan Option E and commented on damage and dry rot issues, required reconstruction of the interior stairway

and other issues. Ms. Dennis advised that with Option E the kitchen and restroom facilities would need to be included within the existing house, reducing the total room available for occupancy and program space. However, occupancy could be increased for special events such as weddings by using outdoor space, portable restrooms, and offsite parking.

Ms. Dennis advised that staff would like to receive feedback from commissioners on the options reviewed that will be forwarded to City Council for their consideration.

Ms. Murphy asked commissioners to think about the impact from spending funds based on all feedback information that has been received. She discussed the \$1M cost differential required to make the second floor of the building more usable, noting that Option E would allow for bringing programming back to how the facility had been used previously. She felt Option E would be a better option, especially considering how the low roofline of the second floor would limit potential uses of that space. Additionally, this option could potentially save money to be used toward other priority projects within the City.

Commissioner Berberich thanked staff for taking time to allow commissioners to tour the Century House and was in favor of preserving the heritage of the building and approving Option E after receiving the insights from staff.

Commissioner Immadi asked about the use capacity within Option E and if the stairs would remain non-compliant or need to be fixed. Ms. Dennis advised that minor stair repairs may need to be made, but the stairway would not need to be reconfigured as the second floor would not be open to the public.

Commissioner Immadi discussed costs for the renovations with Ms. Murphy who advised that funds for the project would fit into the City Council's adopted budget. She noted that funds would be required for both Option B and Option E, but Option E would allow for some funds to potentially be left for another project.

Commissioner Immadi asked about placement of the outbuilding and Ms. Dennis advised that no concept drawings are available at this time and a location has not yet been determined. She also noted that the costs being discussed do not include cost for the outbuilding.

Ms. Murphy provided Commissioner Immadi with information about the programming room use and the bridal room being close to the restroom. She advised that staff believes Option E brings use of the Century House for programming back to how it had been used previously.

Commissioner Deckert discussed with Ms. Murphy the types of programming that could be offered if Option E were the choice, and whether this would be profitable programming. Ms. Murphy stated that it would depend on the programs since some programs are profitable and other are offered as something desirable for the community. She felt the available space would be suitable for special interest classes such as yoga, Lego building, writing, painting, etc. and would provide an opportunity to bring potentially new classes. She also mentioned that the outdoor space would allow for large classes and events to be held at the facility.

Chairperson Fields noted that saving the Century House has been a prime passion of hers. She asked about the size of the kitchen in Option E. Chairperson Fields also asked about the existing gazebo. Ms. Dennis advised Chairperson Fields that there were plans to rebuild the gazebo but no drawings are currently available.

Ms. Murphy informed Chairperson Fields that tables and chairs are stored in the shed in the back of the building. Chairperson Fields asked about plans for the old room attached to the current kitchen and was advised by Ms. Dennis that the room and the ramp would not be retained since they did not meet ADA requirements but there will be some space to add a storage facility.

Chairperson Fields discussed the parking situation and ADA accessibility and thought the existing shed would be close to the ramp leaving no place for a dumpster. Ms. Dennis commented on a staging area and trash removal. Ms. Murphy noted that trash is removed by city janitors and taken offsite.

Chairperson Fields opened the meeting for public comment.

Virtually - Nolan W thanked the commission for continuing to consider the concerns and comments from the neighborhood, especially regarding preserving the neighborhood park. He commented on the joint meeting with City Council last year and felt it was good to see the plans moving forward with the considerations made from the neighbors. He was pleased with how things are moving forward and noted that the neighborhood is still paying attention but is stepping back a little in the intensity of involvement since many of their concerns are being honored.

Chairperson Fields closed the meeting for public comment.

Chairperson Fields asked if commissioners had any additional comments. Seeing none she asked for a motion.

A motion was made by Commissioner Deckert, seconded by Commissioner Berberich, recommending approval of the Option 8 Parking Plan and the Option E First and Second Floor Plan with the understanding that these will need to meet the proposed City Council budget for this project.

ROLL CALL VOTE:

AYES: Commissioners Berberich, Deckert, Immadi, and Chairperson Fields.
NOES: None.
ABSENT: Commissioners Brown, Rittmuller and Vickers.
ABSTAIN: None

5. Recommend City Council Approve First Amendment to Contract with Graham Hitch Mortuary for Cemetery Management, Plot Sales, and Burial Coordination for the Pleasanton Pioneer Cemetery

Ms. Murphy reviewed with commissioners the recommended amendment to contractual services provided by Graham Hitch Mortuary for the Pleasanton Pioneer Cemetery. She noted that the Graham Hitch Mortuary was selected by the City of Pleasanton in June 2021 to provide cemetery management, plot sales and burial coordination. The contract is for five years with renewals considered every year and the amendment being considered is for the second year of the contract and will increase burial services from \$225 to \$275, Sales Administration Fee per Casket from \$2,500 to \$2,625, Sales Administration Fee per Cremains from \$1,033 to \$1,100, and annual Management Fee from \$10,000 to \$11,000.

Commissioner Immadi asked for clarification on the Management Fee increase and Ms. Murphy provided detailed information about the administration conducted by Graham Hitch Mortuary.

Commissioner Deckert confirmed that there is no other mortuary in town who could provide these services and Ms. Murphy provided information about the Request for Quotes that was conducted.

Chairperson Fields noted that the amendment shows a minimal increase in fees for the different services.

A motion was made by Chairperson Fields, seconded by Commissioner Deckert, recommending approval of the First Amendment to the Professional Services Agreement for cemetery management, plot sales and burial coordination for the Pleasanton Pioneer Cemetery.

ROLL CALL VOTE:

AYES: Commissioners Berberich, Deckert, Immadi, and Chairperson Fields.

NOES: None.

ABSENT: Commissioners Brown, Rittmuller and Vickers.

ABSTAIN: None

6. Recommend City Council Adopt a Resolution Amending the Master Fee Schedule for the Pleasanton Pioneer Cemetery.

Ms. Murphy informed commissioners that the costs for burial services and grounds maintenance at the Pleasanton Pioneer Cemetery are increasing and the proposed Master Fee Schedule provided for their review shows these increases. She reviewed with them proposed updated Fee Schedule for the cemetery, asked them to consider these costs, and consider recommending that City Council adopt the proposed resolution to amend the Master Fee Schedule.

Commissioners reviewed the Resolution and agreed with the proposed Resolution.

A motion was made by Commissioner Deckert, seconded by Chairperson Fields, recommending City Council adopt a Resolution for amending the Master Fee Schedule for the Pleasanton Pioneer Cemetery.

ROLL CALL VOTE:

- AYES: Commissioners Berberich, Deckert, Immadi, and Chairperson Fields.
- NOES: None.
- ABSENT: Commissioners Brown, Rittmuller and Vickers.
- ABSTAIN: None

COMMISSION REPORTS

7. Committee Meetings

- A. Bicycle, Pedestrian and Trails Committee – Chairperson Fields advised that a very interesting report had been provided by Sarah Hosterman about the trails and the work being done on the Pleasanton Ridge for mountain bikers and the downhill path and at Arroyo Street near the Valley Humane site. Information was provided on five different trails and work taking place with Zone 7, use of crushed granite to stabilize trails.
- B. Community of Character – Chairperson Fields advised that at the next meeting the group will be their annual scholarship fundraiser scheduled for August 20, 2022. The cost is \$75/person with all funds going to the scholarship funds. She encouraged members of the commission to attend. Commissioner Immadi noted that the group was also introduced to the new CEO of the Chamber of Commerce.
- C. City/East Bay Regional Park District Liaison Committee – Commissioner Berberich commented on this not seeming to be a viable committee and would suggest this be removed from the list of committee meetings. He indicated he would rather spend his time attending Youth Commission meetings. Ms. Murphy recommended setting up a joint PRC/YC meeting.
- D. Heritage Tree Review Board – no report.
- E. Public Art Selection Sub-Committee – Chairperson Fields provided details about the selection and placement of a temporary mural on the Cultural Arts building. Ms. Murphy stated that information would be provided as soon as the murals have been installed, but replicas of them can be viewed in her office.
- F. Sports Council – no report.

8. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

Commissioner Immadi asked about conferences for commissioners to attend and Ms. Murphy provided information on conferences attended previously by members of the commission. Chairperson Fields indicated she had attended two conferences in the past and found both to be helpful and informative. Ms. Murphy indicated she would provide information to the commission as the time of such conferences gets closer.

MATTERS INITIATED BY THE COMMISSION

- A. Commissioner Deckert asked about the timeline for changing the name on Bernal Park. Ms. Murphy commented on the difficulty of dealing with an entity that has a lot of processes and procedures to be met and felt it was going to be about a six-month process for the signs to change, in the meantime she indicated that staff would look at doing a temporary overlay.

Commissioner Deckert questioned who would be paying for the new monuments and Ms. Murphy stated that the costs were covered by the sponsorship agreements.

Commissioner Deckert provided information about an East Bay Regional Parks District 'Trails Challenge' event and wondered if the City of Pleasanton could do something similar with a walk challenge as a way of getting more people involved and interested in parks, etc. He thought this was something that could be done in the spring.

- B. Chairperson Fields commented on the July 4th celebration at Wayside Park. She also noted that over five hundred surveys were completed for the Delucci-Wayside proposal. She also encouraged commissioners to bring information to commission meetings, or give to staff, if they hear from people who are not pleased with what is happening in city parks. Commissioner Berberich commented on the positive impact he received from his community after being able to share information he obtained from staff about turfing at Val Vista fields.

FUTURE AGENDA ITEMS

- A. **Cricket** - Commissioner Immadi questioned whether the commission was able to discuss cricket. Ms. Murphy advised that since it is not an item on the agenda it cannot be discussed but information will be provided at the next meeting. She noted that the outreach process proposed by the commission did seem to be working well and getting a lot of community response, however, the responses did not appear to show a lot of support for proposed locations.

ADJOURNMENT

There being no further business a motion was made and seconded to adjourn the meeting at 8:12 p.m.