



# CITY OF PIEDMONT

Recreation Commission Agenda  
Wednesday, September 21, 2016  
7:30 p.m.

City Council Chambers, 120 Vista Avenue, Piedmont, CA

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## Call to Order

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### Public Forum

This is an opportunity for members of the audience to speak on an item not on the agenda. The 10 minute period will be divided evenly between those wishing to address the Commission.

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### Regular Agenda

1. Approval of Recreation Commission Minutes – July 27, 2016
  2. Chair's Report
  3. Update on Hampton Park Improvement Project
  4. Update on Recreation Department/Veteran's Hall Master Plan
  5. Update on Playground Equipment
  6. Update on Funding of Capital Improvement Projects Approved in the FY 16-17 Budget
  7. Update on the Search for a New Aquatics Coordinator
  8. Consideration of Aquatics Master Plan Conceptual Design
    - Presentation by Consultant Harley Ellis Devereaux
  9. Update on Harvest Weekend September 23-24-25
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### Announcements, old business and consideration of future agenda items

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### Adjourn

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Materials related to an item on this agenda submitted to the Recreation Commission are available for public inspection in the Recreation Department during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (510) 420-3040. Notification at least two business days preceding the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA Title II]

In accordance with G.C. Sec. 54954.2 (a) this notice and agenda were posted on the City Hall bulletin board and also in the Piedmont Police Department on September 16, 2016.

**DRAFT**

**PIEDMONT RECREATION COMMISSION**

Regular Meeting Minutes for July 27, 2016

A Regular Session of the Piedmont Recreation Commission was held July 27, 2016, in the City Hall Council Chambers at 120 Vista Avenue. In accordance with Government Code Section 54954.2(a) the agenda for this meeting was posted for public inspection on July 22, 2016.

**CALL TO ORDER**

Chair Betsy Smegal Andersen called the meeting to order at 7:32 p.m.

**ROLL CALL**

Present: Chair Elizabeth Smegal Andersen; Commissioners Jeff Dorman, Carrie Graham Lee, Steve Roland and Vincent Fisher

Absent: Vice Chair Brian Cain and Commissioner Glyn Burge

Staff: Recreation Director Sara Lillevand and Parks and Projects Manager Nancy Kent

**PUBLIC FORUM**

There were no speakers.

**REGULAR AGENDA**

**Minutes**

**Resolved**, that the Recreation Commission approves, as submitted, its meeting minutes of June 29, 2016

Moved by Roland, Seconded by Lee

Ayes: Andersen, Dorman, Fisher, Lee and Roland

Noes: None

Absent: Burge and Cain

**Chair's Report**

Chair Betsy Smegal Andersen reported that several friends of hers are having fun playing in the Summer Adult Softball League.

**Recreation Updates**

Director Lillevand reported that the Fall Activity Guide will be mailed tomorrow, and registration begins August 9<sup>th</sup>. Tarah Murrey's last day was Monday and staff has posted the Sports Coordinator position. The Recreation Department is in a one-year trial period with parking at Community Hall and this matter will be heard by the City Council in September.

**Playground Equipment**

Parks and Projects Manager Nancy Kent reported and discussed the five play structures the City has in place. In June, the City hired Tim Kelly, a certified playground safety inspector who conducted an audit of the five play structures and their base materials. He identified the need to remove the climbing structure at the Recreation Department Tot Lot which did not meet standards. Staff is seeking the Commission's direction and feedback in designing a new structure. Additionally, the tot bucket seats and all swings were removed. Director Lillevand stated that prior to the Commission's next meeting input will be sought from preschool teachers and staff regarding equipment needs. Funding was approved and included in this year's budget for Rec Center Tot Lot. She will be providing input received from pre-school staff at the next meeting and invited comments from Commissioners.

Ms. Kent stated a resident reported that the matting at Dracena Park was in need of repair/replacement and staff is currently in the bid process to replace it, as well as replacing the rubber matting around the climbing structure with a certified mulch material. She noted that the City is also working with a

consultant on a long-range plan to replace equipment and staff is proposing a playground needs assessment to ensure structures are up to date.

Commissioners discussed and questioned material specifications and the potential for slippage on hillsides and risk of splinters which Director Lillevand indicated will be posed to the consultant.

Chair Andersen and Commissioners thanked Ms. Kent for work efforts to review playground equipment.

**Hampton Park  
Master Plan Update**

Director Lillevand presented the City's first Newsletter and construction began on June 13<sup>th</sup> at Hampton Park. The site has been excavated for all new features to be constructed, surveys have been completed, the new retaining wall construction has begun, major drainage pipes are being installed, as well as a new cut-off wall between the back of the park and tennis courts, cracks and crevices have been filled and sealed on the tennis and basketball courts and thereafter will be painted, and to date all work is on schedule and on budget.

Ms. Lillevand discussed accessibility to the park while construction work is underway, Director Lillevand said she will receive more information on this at the August 3rd construction meeting.

Commissioners complimented work on the Newsletter. Director Lillevand recognized the Public Works team with Coastland Engineering and Paul Benoit. She noted that the Newsletter is posted on the City's website.

**Rec. Department/  
Veteran's Hall  
Master Plan Update**

Director Lillevand stated the RFP is expected to be on the September 6<sup>th</sup> City Council meeting and at the next Commission meeting she will discuss the need for a Commissioner to be in attendance.

**Aquatics Master  
Plan Update**

Chair Smegal Andersen stated she did not have an update from the Steering Committee other than Chair Jonathan Levine was appointed to the City Council. She is Vice Chair and is now acting as Chair of the Steering Committee. She further mentioned that some in the community have questioned the need for a bigger pool which may cost significantly more. The current pools are 52 years old. Outdoor pools have a life expectancy of 30-50 years and she clarified that the architect will have data and costs on all options.

Director Lillevand noted that approximately 100 questionnaires were returned from primarily pool users, particularly lap swimmers. There was more diversity of demographic users at the community meeting. Additional outreach can be done with a new electronic survey, as well as advertising done in the Piedmont Post and email blasts. She said a lot of quantitative and qualitative information about aquatics had been received from the large community wide survey in the spring of 2015. The next phase will include how to pay for the option chosen but that it not part of the current scope of the project

Commissioners recognized the amount of information already gathered and noted a sense of "survey fatigue", suggested holding off on additional survey. After options are received from the architect, additional public meetings can be held for community input.

**CIP Update**

Director Lillevand stated Recreation staff is in the process of looking through previous files and discussions regarding Coaches Field from 2006-2009 so as not to duplicate efforts.

She added that the area surrounding Linda Beach Playfield is the other CIP project for this year and this will likely be studied by a consultant. She anticipated joint Park/Recreation Commission efforts, and said she and Nancy Kent will be discussing timing of meetings with Chairs of those Commissions.

**Middle School Sports & Enrichment**

Director Lillevand stated there are many diverse programs to be offered for middle school students during the 2016-2017 school year which are run by the Recreation Department. These programs were developed in response to the community survey a year ago. This fall, the Recreation Department will continue to offer interscholastic and competitive sports for Piedmont Middle School, volleyball, flag football, cross country, basketball, track and field and debate.

Regarding intramural or recreation level for sports, the Department will offer water polo, ultimate Frisbee, tennis, basketball, fencing and badminton. In addition to afterschool enrichment and a competitive debate team, they will also have some introductory debate and public speaking classes. In the arts they will have mosaics, painting, mixed media, and cartooning, personal finance and investment classes through high school age, computer science, chess, dance and some martial arts.

New this fall will be a workshop series involving social, emotional development and support programming for teens which will occur on weekends and these will be led by professional youth educators.

Commissioners briefly questioned and discussed programming statistics, popularity of certain teams and the value of programs for students. Commissioners thanked Director Lillevand for her work in expanding and providing diverse programming. Director Lillevand recognized staff at the school district and middle school teachers who assisted in the process.

**4<sup>th</sup> of July Recap**

Director Lillevand highlighted events of the 51<sup>st</sup> Annual Piedmont Parade and Celebration which took place on July 4<sup>th</sup>. She recognized all volunteers involved who contributed towards another great parade and celebration in the park. She stated the only downside to this year's parade was the notable absence of neighborhood floats and said the Committee will work on rallying neighborhoods for next year's parade.

The Pancake Breakfast this year was transitioned to be handled by the Piedmont Community Service Crew. The event was well-organized, proceeds go to a great cause and she believes they will want to continue with this.

**Harvest Weekend -  
September 23, 24, 25**

Director Lillevand stated the Harvest Weekend has been going on for years and it begins with Movie in the Park on Friday, Saturday is the Fall Fest 5K Run that benefits the Wellness Center, and Sunday which is the traditional Harvest Festival. This year the Recreation Department is partnering with the Wellness Center for the Fall Fest 5K Run.

A dedicated Harvest Weekend website will be soon be "live" thanks to Linda Horne, Piedmont volunteer. On the website people will be able to find volunteer

opportunities, find events and timing of events, contribute money towards events, view music line-ups, and view the expansion of the art show which will now be in the Piedmont Center for the Arts.

**NEXT MEETING**

Wednesday, August 17, 2016

**ADJOURNMENT**

There being no further business, Chair Andersen adjourned the meeting at 8:46 p.m.

DRAFT

City of Piedmont  
RECREATION COMMISSION AGENDA REPORT

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DATE: September 21, 2016  
TO: Recreation Commissioners  
FROM: Sara Lillevand, Director of Recreation  
SUBJECT: Consideration of Aquatics Master Plan Conceptual Design

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RECOMMENDATION:

Consider the proposed Aquatics Master Plan conceptual design and make a recommendation to the City Council regarding next steps.

BACKGROUND:

The Piedmont Community Pool (PCP) was opened in 1964. Due to the diligence of current City staff and the Piedmont Swim Club, which operated the pool from opening until 2011, the PCP has exceeded the normal lifespan for an outdoor pool, however, it is rapidly nearing the end of its useful life. Based on the recommendation of the Capital Improvements Projects Review (CIP) Committee, the City Council, in approving the Fiscal Year 15/16 Budget, authorized staff to proceed with developing a specific Request for Proposal (RFP) to secure the services of a design professional with proven experience in planning aquatics facilities, which could assist the City through the process of investigating the conceptual possibilities and costs of a new Aquatics Center.

On September 8, 2015, Council approved the issuance of the above referenced RFP. Subsequent to the receipt of proposals, the submissions were reviewed by the City Administrator, Recreation Director, Aquatics Coordinator, and Public Works Director. This group narrowed the five proposals received to three finalists.

On November 12, 2015, the three (3) finalists each made their oral presentations to a review committee comprised of the following individuals:

- City Administrator Paul Benoit
- Councilmembers Teddy King and Tim Rood
- Recreation Director Sara Lillevand
- Aquatics Coordinator Rebecca Sermeno
- Public Works Director Chester Nakahara
- Recreation Commissioner Betsy Smegal Andersen
- Park Commissioner Jonathan Levine

- PUSD Director of Facilities Pete Palmer

This group discussed the finalists and reached a consensus to recommend the firm of Harley Ellis Devereaux (Consultant). The City Administrator, Recreation Director and Public Works Director worked with the Consultant to fine tune the scope of work and ensure a high emphasis on public input and dialogue. The contract with the Consultant was approved by the Council on March 21, 2016.

Shortly thereafter, staff held a kickoff meeting with the Consultant to begin the development of the Aquatics Master Plan. At the kick off meeting, it was determined that a steering committee representing the varied stakeholders would be helpful to the Consultant and beneficial to the overall project.

On April 18, 2016, Council established the Aquatics Master Plan Steering Committee (Steering Committee) to serve in a supporting role to the Consultant, providing insight and perspective as to the sustainability and appropriateness of report recommendations for the City of Piedmont and assisting with vetting and prioritizing suggested initiatives. The following individuals were appointed to the committee:

- Councilmembers Teddy King and Tim Rood
- Park Commissioner Jonathan Levine
- Recreation Commissioner Betsy Andersen
- Budget Advisory Committee member Dirk ten Grotenhuis
- Residents Brett Byers and Terry London

The City Administrator, Recreation Director, Public Works Director, and Aquatics Coordinator as well as a Piedmont Unified School District staff member appointed by the Superintendent also served as non-voting members of the Steering Committee.

During the month of May 2016, the public was given opportunity to provide input to the Consultant both by electronic survey as well as in person at a series of small stakeholder meetings on May 4 and a larger community meeting held on May 24. This public input was in addition to the nearly 1,000 responses received by the comprehensive Recreation Community survey fielded in the spring of 2015. All respondents to the survey were directed to aquatics-related questions and those detailed results were provided to the Consultant.

The Aquatics Master Plan Steering Committee met with the Consultant on May 4, June 6 and August 30, 2016. Jonathan Levine did not participate in the August 30 meeting due to his August 1, 2016 appointment to City Council

The conceptual design proposed and associated cost estimate are intended to be a high level view of how the community's aquatics needs can best be met within a slightly enlarged footprint at the existing location. There is currently no funding identified for implementation.