
7:00 P.M. – PARK AND RECREATION COMMISSION

IMPORTANT NOTICE ABOUT PUBLIC COMMENTS AND MEETING PARTICIPATION

UPDATED FEBRUARY 17, 2022

Consistent with Contra Costa County Health orders, and in accordance with California Government Code Section 54953(e) concerning teleconference meetings, this Brentwood Neighborhood Committee meeting will be held exclusively via teleconference, using the Zoom video conferencing system. At this time, public participation will be available exclusively via telephone or teleconference, using the Zoom video conferencing system.

How to View & Participate

As the Council Chamber will not be open, the public may both view and participate in the Park and Recreation Commission meeting via Zoom at: <https://www.brentwoodca.gov/ParkRecCommissionMeetingOnline>

The public is invited to participate in the Park and Recreation Commission meeting and offer comments of up to 3 minutes (or as may otherwise be determined by the Park and Recreation Commission) using any of the following methods:

1. Zoom: <https://www.brentwoodca.gov/ParkRecCommissionMeetingOnline>

During the meeting, each period for public comment will be announced, and participants may use the “Raise Hand” feature on Zoom to request to speak. The meeting host will call on you, by name, and enable your video, if desired to be enabled, and microphone when it is your turn to speak. In order to ensure the orderly administration of the meeting using this method, providing your name is encouraged, but is not required. *(If you need instructions on how to use this feature, please contact Aaron Wanden, Park Maintenance Manager, by noon of the meeting date at awanden@brentwoodca.gov or 925.516.5111.)*

2. Telephone

If you wish to comment during the meeting via telephone, you may “raise your hand” virtually on most devices by pressing *3, and you will be called upon when it is your time to speak. After speaking, please press *3 again to remove the “raise your hand” feature. If that feature does not work on your device, please email awanden@brentwoodca.gov in advance of the meeting where possible. The request must contain in the subject line “Request to Speak – Agenda Item #” and should include name and full phone number that will be used to call in. In order to ensure the orderly administration of the meeting using this method, providing your name is encouraged, but is not required.

3. E-mail

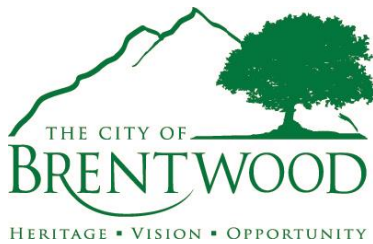
While the County Health order to shelter at one’s place of residence is effective, public comments can also be submitted via e-mail to awanden@brentwoodca.gov. Emails not sent to this email address will not be included as public comments. Any public comments received up until 3:00 p.m. of the meeting date will be:

- distributed to the Commission via email before the meeting,
- posted online for public inspection at <https://www.brentwoodca.gov/gov/boards/parks/pcpc.asp> and
- later summarized in the meeting minutes.

Public comments received after 3:00 p.m. of the meeting date, but prior to the start of the meeting, will be emailed to the Commission, posted online within one day following the meeting and will be summarized in the meeting minutes.

The City cannot guarantee that its network, website, and/or the Zoom system will be uninterrupted. To ensure that the Park and Recreation Commission receives your comments prior to taking action, **you are strongly encouraged to submit them in advance of the meeting by 3:00 p.m.**

As e-mails containing public meeting comments are part of the official record, note that personal contact information may be published if it is included with your e-mail. In addition, any other disclosable public records related to an agenda item for the open session of this meeting distributed to all or a majority of the Park and Recreation Commission less than 72 hours before any meeting will be made available online shortly thereafter.



MAY 26, 2022
PARK AND RECREATION COMMISSION AGENDA
VIA TELECONFERENCE

7:00 P.M. – PARK AND RECREATION COMMISSION

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS At this time the public is permitted to address the Park and Recreation Commission on items that are on the Consent Calendar, Requests for Future Agenda Items, or items **not** on the agenda. Persons addressing the Park and Recreation Commission are required to limit their remarks to three (3) minutes unless an extension of time is granted by the chair subject to approval of the Park and Recreation Commission. Please file your name with the chair on the form provided at the podium. Speakers desiring answers to questions should direct it to the Park and Recreation Commission and, if relevant, the Park and Recreation Commission may direct it to the appropriate staff member.

A. INFORMATIONAL REPORTS FROM COMMISSIONERS, SUBCOMMITTEES, LIAISONS AND STAFF This portion of the agenda is to provide an opportunity for each Commissioner to report on attendance at events, subcommittee meetings, and entities on which the Commissioner has been appointed as a liaison and for staff to provide brief updates and/or information to the Park and Recreation Commission.

B. CONSENT CALENDAR All matters listed on the consent calendar are considered routine in nature and will be enacted by one motion. If discussion is required, that particular item will be removed from the consent calendar and will be considered separately.

1. Approve minutes of Regular Meeting of April 28, 2022.
2. Approve Proclamation for July as Park and Recreation Month for the City Council meeting on July 12, 2022.

C. SCHEDULED MATTERS

1. **VERBAL UPDATE:** Park development updates (attachment included).
(J. Odrzywolski)

D. REQUEST FOR FUTURE AGENDA ITEMS

I. COMMISSION REQUESTED ITEM(S) The Park and Recreation Commission may have a brief discussion of the requested item and upon concurrence by the majority of the membership of the Park and Recreation Commission present that staff time and City resources be spent on an item, it shall be scheduled for a future meeting. The Commission will take no other action on the listed items. Commission concurrence that staff time or City resources be spent on an item does not signify approval of a particular item, just that the Commission wishes to have it studied further and the Commission may, at a future time, decide not to pursue the item further.

II. NEW REQUEST(S) Park and Recreation Commissioners wishing to have an agenda item placed on a future agenda shall make a request under this section of the agenda. These items will be included on the agenda for the next Park and Recreation Commission meeting.

ADJOURNMENT

NOTICE

Any disclosable public records related to an agenda item for the open session of this meeting distributed to all or a majority of the Park and Recreation Commission less than 72 hours before this meeting is available for inspection at City Hall, located at 150 City Park Way, during normal business hours. These writings will also be available for review at the Park and Recreation Commission meeting in the public access binder in the entrance of the City Council Chambers.

NOTICE

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available at the City Hall parking lot. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the City Clerk's Office at (925) 516-5440 or fax (925) 516-5441. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. {28 CFR 35.102-35, 104 ADA Title II}

POSTING STATEMENT

On May 23, 2022 a true and correct copy of this agenda was posted on the City Hall Bulletin Board, outside City Hall, 150 City Park Way, Brentwood, CA 94513 and at the Community Center Bulletin Board outside the Community Center, 35 Oak Street, Brentwood, CA 94513 and at our website www.brentwoodca.gov



PARK & RECREATION COMMISSION REGULAR MEETING

CALL TO ORDER: Chair Frey called the meeting to order at 7:00 p.m.

ROLL CALL: Chair Trevor Frey, Vice-Chair Kevin Peltz and Commissioners Derrick Bullington, Noman Cohen and Blythe Lind were present. Staff members present were Ben Keisic, Recreation Supervisor, Joe Odrzywolski, Parks Planner; Aaron Wanden, Park Maintenance Manager; and Elaine McGurk, Administrative Supervisor.

PUBLIC COMMENTS: NONE

A. INFORMATIONAL REPORTS FROM COMMISSIONERS, SUBCOMMITTEES, LIAISONS AND STAFF

Commissioner Cohen: He attended an Ad-Hoc Committee meeting with Commissioner Bullington and Joe Odrzywolski, Parks Planner regarding trail improvements.

Commissioner Lind: Attended the Blue Goose Park ribbon cutting and assisted with the Youth Commission interviews. The kids were all very impressive and did a great job.

Commissioner Bullington: He attended the same meeting at Commissioner Cohen.

Aaron Wanden, Park Maintenance Manager reported the following:

- City Council approved on Tuesday, April 26, 2022 the restroom project at Creekside and Garin Parks, Sunset Park Playground replacement, and the Deer Ridge Frontage Landscaping Improvements Project.
- Arbor Day event is planned for Saturday, April 30 at Blue Goose Park. Earth Day will also be celebrated at Blue Goose Park, Balfour Guthrie and Sunset Park. The event starts at 9:30. Boondoggies at Sunset Park at will provide lunch around 11:30 am. Jun Gandia, Recreation Coordinator, and camp staff will oversee the kids' games and activities at Sunset Park.
- Participants can also register on-site if they did not pre-register.

Ben Keisic, Recreation Supervisor reported the following:

- There are 63 registered for Arbor Day event so far.
- The Summer Activities Guide is out.
- The Arts Commission selected a Poet Laureate and in May will go to City Council for approval.
- There is a current recruitment for a Youth Poet Laureate.
- City Council approved the revised BNC guidelines and the Park and Recreation Commission will hold the interviews in the near future.

- Movie in the Park on April 22 featured Onward.
- Movie in the Park on May 20 will feature Encanto.
- On May 14, the Brentwood Family Aquatic Complex will open for recreation swim.
- Currently there are 180 registrations for the Junior Giants; the program can take up to 300 registrants.
- ON June 17, the Youth Commission will be host a pool party fundraiser at the Brentwood Family Aquatic Complex middle schoolers.
- On July 10, Tiny Tot Triathlon will take place.
- Summer Concert will start on June 17.
- Staff has started to plan for the 4th of July parade.

Joe Odrzywolski, Parks Planner reported the following:

- The City Council voted to change to the name of Trailside Park to Trailview Park at the recent City Council meeting.
- The Vineyard Project is moving along well. As mentioned in a previous meeting, two parks are in the 90-day maintenance period. The construction of Alta Park is moving along; the play structure is installed along with the hardscape, parking lot, and paving stone. They are still working on the irrigation but as soon as that is completed, planting will be go in. There is a delay on the shade structure over the play equipment.
- The Marsh Creek Trail, a mile of the trail is part of the Vineyard Project by Shea Homes, went into construction recently. They have started the grading process. This should take about 30-40 days to complete. Staff may come back to the Commission and ask whether to hold a ribbon cutting when this is complete.

B. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered routine in nature and will be enacted by one motion. If discussion is required, that particular item will be removed from the Consent Calendar and will be considered separately.

1. Approve minutes of Regular Meeting of March 24, 2022.
2. Accept Parks Division Quarterly Report. (B. Johnson)
3. Accept Maintenance Division Quarterly Report. (M. Azamey)
4. Accept Landscape Division Quarterly Report. (J. Coll)

❖ Motion to approve consent calendar items 1 - 4.

Motion: Peltz
Second: Lind
Ayes: 5 (Bullington, Cohen, Frey, Lind, Peltz)
Noes: 0

C. NEW BUSINESS

1. **DISCUSS/ACTION ITEM** Discuss and consider approval of Sunset Park Athletic Complex change of hours of operation and any additional relative considerations. (A. Wanden/K. Farro)

Aaron Wanden, Park Maintenance Manager, introduced the agenda item. This was part of the Strategic Initiatives approved by the former City Council. The previous City Council approved for this park to be open from dawn to dusk and with a budget of \$30,000 for prep work and another \$30,000 annually for staff costs to oversee the facility.

Currently, Sunset Park is closed unless there are rentals or for City recreational activities. Staff mentioned that new fencing is installed around the pinwheel (baseball fields 1-4) in preparation of opening up the facility to the public. Unfortunately, there is not enough funding to fence off the soccer fields. The Commission did not think aesthetically fencing about the soccer fields would not look good.

Some concerns brought up by the Commission mentioned:

- a. The Commission worried that once the fields are prep, the public may still play on it or other teams may hold practices on it without a reservation. Staff mentioned that currently when soccer fields are prepped, a-frame signs are placed to let people know the area is not available for use. Would staff be able to monitor the public's use all the time?
- b. Commissioner Peltz knows it takes a lot of time to maintain the high quality of soccer fields we have so it does concern him a bit. Currently, the facility is closed during the winter months to let the fields rest from wear and tear. Would we still be able to do that if we kept the park open year round?
- c. Commissioner Cohen said if users are use to expecting a certain quality of fields but with the opening of the fields, the quality may diminish, would the users continue to rent with us. Could there be a loss of revenue?

Commissioner Lind said she would not like to see any more areas fenced or spending \$125,000 to add more fencing. Vice-Chair would not like to spend that type of money on something that will not look good.

- ❖ Motion to have staff bring back to City Council to reconsider opening up Sunset Park to the public with hours of dawn to dusk and to keep the process as it is now, through reservation or City use only.

Motion: Frey
Second: Lind
Ayes: 5 (Bullington, Cohen, Frey, Lind, Peltz)
Noes: 0

2. **ACTION ITEM** Approve the formation of an ad-hoc committee for Creekside Pickleball Court CIP Project #352-52441. (J. Odrzywolski)

Joe Odrzywolski, Parks Planner, introduced the item. This project was approved back in 2019 but due to COVID, it was delayed. This project will include 4-6 permanent courts at Creekside Park with possible amenities to include park benches, shade, or picnic tables.

❖ Motion to approve Chair Trevor Frey and Commissioner Norman Cohen to the Creekside Pickleball Court CIP Project #352-52441 Ad-Hoc Committee.

Motion: Lind
Second: Peltz
Ayes: 5 (Bullington, Cohen, Frey, Lind, Peltz)
Noes: 0

3. **ACTION ITEM** Approve the formation of an ad-hoc committee for the Sand Creek Sports Complex project. (J. Odrzywolski)

Joe Odrzywolski, Parks Planner, introduced the agenda item. City Council has placed this project as a priority on the Strategic Initiatives. Funding has been secured for this project. This project will have many steps, and could take years to complete.

❖ Motion to Commissioner Blythe Lind and Vice-Chair Keven Peltz to the Sand Creek Sports Complex Ad-Hoc Committee.

Motion: Frey
Second: Cohen
Ayes: 5 (Bullington, Cohen, Frey, Lind, Peltz)
Noes: 0

4. **ACTION ITEM** Provide direction to staff regarding the park acreage requirement for the 7590 and 7650 Lone Tree Way project, Subdivision 9597, a proposed 38-lot single-family residential subdivision. (J. Odrzywolski)

❖ Staff has pulled this item based on recommendation from City counsel.

D. REQUEST FOR FUTURE AGENDA ITEMS

I. COMMISSION REQUESTED ITEM(S): NONE

II. NEW REQUEST(S): NONE

ADJOURNMENT

- ❖ Motion to adjourn the meeting at 7:59 pm.

Motion: Peltz
Second: Lind
Ayes: 5 (Bullington, Cohen, Frey, Lind, Peltz)
Noes: 0

Respectfully submitted,

Elaine McGurk
Administrative Supervisor



PROCLAMATION

PROCLAIMING JULY AS PARK AND RECREATION MONTH

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the City of Brentwood; and

WHEREAS, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, the City of Brentwood recognizes the benefits derived from parks and recreation resources;

THEREFORE, BE IT RESOLVED, that I Joel Bryant, Mayor of the City of Brentwood, along with my fellow Council Members, do hereby proclaim that July is recognized as Park and Recreation Month in the City of Brentwood.

Dated this 12th day of July 2022.

Joel Bryant, Mayor

Development Parks - Current Project Tracking

Agenda Item C.1

As of May 16, 2022

Project and Park Info				Development Plan Approval			Park Naming		Conceptual Plan		Construction				Project Completion	
Subdivision	Project Name	Park Parcel Designation	Park Name	PRC Review and Recommendation to PC	PC Approval (appealable)	CC Approval	PRC Approval	CC Approval	PRC Approval	CC Approval	Plans Submitted for Staff Review	Plans Approved and Signed	Construction Started	Complete - Begin 90-Day Maintenance Period	CC Acceptance	Open to Public
8796	Vineyards	TT	Alta		03/16/04		01/20/07		06/23/16	NR	03/27/17	06/15/17	Nov-21			
8796	Vineyards	VV	Aspen		03/16/04		01/20/07		06/23/16	NR	04/24/18	06/28/19	Dec-20	03/17/22		
8796	Vineyards	UU	Monte Rosa		03/16/04		01/20/07		06/23/16	NR	04/24/18	06/28/19	Nov-21	03/17/22		
8796	Vineyards	AAA	Pioneer		03/16/04		01/20/07		07/26/18	NR	09/27/21					
8982	Parkside Villas	A	Trailview		08/01/06	09/12/06	03/24/22	04/26/22	03/24/22	NR	04/05/22					
9428	Orfanos (Chandler)	B	Towhee		02/21/17	03/14/17	03/22/18	04/10/18	02/27/20	NR	07/21/20	02/22/21	Jun-21	11/18/21	03/08/22	03/08/22
9428	Orfanos (Chandler)	C	Magpie		02/21/17	03/14/17	03/22/18	04/10/18	02/27/20	NR	07/21/20					
9471	Terrene Phase 1	G	Dragonfly		Denied	12/15/15	05/24/18	06/12/18	05/24/18	NR	08/27/18	12/06/18	Jun-19	10/15/19	01/28/20	01/29/20
9471	Terrene Phase 1	H,I,J	Sycamore		Denied	12/15/15	05/24/18	06/12/18	05/24/18	NR	08/27/18	07/29/19	Aug-19	01/01/20	04/14/20	04/15/20
9496	Terrene Phase 2	C	Hummingbird		Denied	12/15/15	05/24/18	06/12/18	06/27/19	NR	08/12/19	07/27/19	Mar-20	11/01/20	02/09/21	02/10/21
9496	Terrene Phase 2	A,B	Live Oak		Denied	12/15/15	05/24/18	06/12/18	06/27/19	NR	08/12/19	07/27/19	Nov-20	04/15/21	07/27/21	07/28/21

NR Not Required

XX Changes since previous spreadsheet publication

Trail Projects - Current Project Tracking

As of May 16, 2022

Project and Trail Info			Development Plan Approval			Trail Naming		Conceptual Plan		Construction				Project Completion	
Subdivision or Project	Project Name	Trail Name	PRC Review and Recommendation to PC	PC Approval (appealable)	CC Approval	PRC Approval	CC Approval	Ad Hoc Committee Review	PRC Approval	Plans Submitted for Staff Review	Plans Approved and Signed	Construction Started	Complete - Begin 90-Day Maintenance Period	CC Acceptance	Open to Public
8601	Brighton Station	CCWD Trail Segment													
8796	Vineyards	Marsh Creek Trail		03/16/04							10/21/21	4/18/22			
8982	Parkside Villas														
9435	Inez Estates	Ironhorse Trail Segment													
9523	Orchard Trails	Armstrong Trail Ext						10/21/21	10/28/21	08/23/21	12/17/21	3/14/22			
DR19-010	Amber Lane	CCWD Trail Segment													

NR Not Required

XX Changes since previous spreadsheet publication