
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

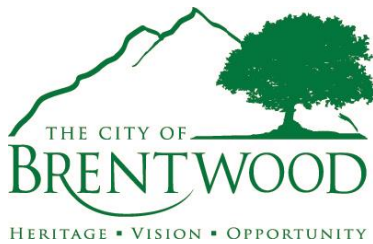
While the County Health order to shelter at one’s place of residence is effective, public comments can also be submitted via e-mail to awanden@brentwoodca.gov. Emails not sent to this email address will not be included as public comments. Any public comments received up until 3:00 p.m. of the meeting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



JULY 28, 2022
PARK AND RECREATION COMMISSION AGENDA
VIA ZOOM

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 May 26, 2022.

C. SCHEDULED MATTERS

1. **INFORMATIONAL REPORT:** Delta Informal Gardeners (DIG) request for use of 3900 Sellers Avenue. (B. Mulder)
2. **VERBAL UPDATE:** Park development updates (attachment included). (J. Odrzywolski)
3. **ACTION ITEM:** Approve the recommended conceptual plan for the Creekside Pickleball Court project, CIP #352-52441. (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 July 25, 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, and Noman Cohen and were present. Commissioner Blythe Lind was excused. Staff members present were Ben Keisic, Recreation Supervisor; Joe Odrzywolski, Parks Planner; Aaron Wanden, Park Maintenance Manager; and Elaine McGurk, Administrative Supervisor.

PUBLIC COMMENTS:

Susan Wallace, Resident, has lived by Creekside Park for over 20 years. She said the park is not lush like other parks; it needs more than a maintenance plan. Not sure, how that park will recover without some intervention. Orchard Park is in worse shape; the fields are trashed. She said she was told it her it could be due to high use but she went to Brentwood Elementary School, their fields are in high use, and it looks great. She said Fairview looks great and grass looks great. She said she felt it could be due to the contractor; they take care of some areas and not others.

Aaron Wanden, Park Maintenance Manager, explained that there was a mainline break and broken booster pump. It will take some time to catch up; and with drought being declared by the State, it may take longer than expected. Staff has been contact with her and will continue to keep her abreast on the situation.

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

Vice-Chair Peltz attended the Earth Day event. He helped move mulch at Balfour-Guthrie Park with City staff and other volunteers.

Commissioner Bullington stopped by Balfour-Guthrie Park for the Earth Day event.

Ben Keisic, Recreation Supervisor reported:

- The Senior Resource Faire at the Brentwood Senior Activity Center moved outdoors due to the rise of COVID numbers.
- The Summer Activities Guide is out and there are many classes listed that include camps and swimming classes.
- PADA will be unveiling a new art piece by the City Park on June 7 at 2:00 pm.

Aaron Wanden, Park Maintenance Manager reported:

- He gave a re-cap on the Arbor Day/Earth Day event. The contractor gave a great presentation about tree planting at Blue Goose Park. Recreation staff did a great job at Sunset Park with various activities for the kids.

- Picnic Rentals are up and packed every weekend.
- A jump house did get set up at Dolphin Park and PD did respond. Unfortunately, we do not know who the vendor was. The hours of operation for the water feature seem to be effective so far at the park.
- We hope to add two-limited service workers and two full-time workers to the crew. The two full-time openings are due to a promotion and resignation. They will be a great addition for the division with the amount of work they have regularly and during the picnic season.
- There was an unsanctioned petting zoo at Monarch Park.

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.

❖ Motion to approve consent calendar items 1 & 2.

Motion: Bullington
Second: Peltz
Ayes: 4 (Bullington, Cohen, Frey, Peltz)
Noes: 0
Excused: 1 (Lind)

C. SCHEDULED MATTERS

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

Joe Odrzywolski, Parks Planner, gave a development update.

- Item in red indicate milestones that have been met.
- Aspen & Monte Rosa Parks are at the end of their 90-day maintenance period that will end in June. The parks should open up in July.
- Alta Park will have turf installed soon; shade to be installed in 1-2 weeks. The 90-day maintenance period should start in 2-3 weeks.
- Towhee Park opened up to the public in early March.
- Trailview Park (Parkside Villas project) is going through the plan check process. Grading and underground work has started. The construction of the park should begin late summer/early fall.
- Marsh Creek Trail: there was some delay due to ECCID irrigation pipes that are there. They are unmapped pipes that will need to be moved. They will need to adjust the grade. Once that is done, they will be able to pour concrete and complete the paving. If all goes as planned, the trail should open in about three weeks. Staff is talking about a possible ribbon cutting event once completed. This trail is the last segment of the East Bay Regional Parks Trail and will complete the Marsh Creek Trail through the city.

- Armstrong Trail extension (Orchard Trail project): Walnut Boulevard/Contiente Avenue area is moving along well. The contractor is having issues getting PG&E out to install a meter. Most of the planting, hardscape, and irrigation are done. It should go into the 90 day maintenance period in about a month. If all goes as planned, the trail should open in September to the public.
- The book box at Yokut Park was successfully installed and is being actively used.

D. REQUEST FOR FUTURE AGENDA ITEMS

I. COMMISSION REQUESTED ITEM(S):

- a. Commissioner Cohen: Impact of drought on landscaping/water feature and notifications to the public.
- b. Chair Frey: History of Pickleball and location chosen. Potential of adding more Pickleball courts at Sunset Park.

II. NEW REQUEST(S):

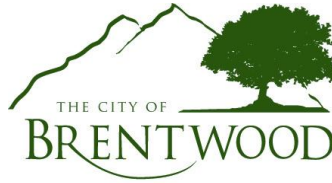
ADJOURNMENT

❖ Motion to adjourn the meeting at 7:35 pm.

Motion: Bullington
Second: Frey
Ayes: 4 (Bullington, Cohen, Frey, Peltz)
Noes: 0
Excused: 1 (Lind)

Respectfully submitted,

Elaine McGurk
Administrative Supervisor



PARK AND RECREATION COMMISSION

Norman Cohen, Commissioner
Derrick Bullington, Commissioner

Trevor Frey, Chair

Kevin Peltz, Vice Chair
Blythe Lind, Commissioner

STAFF REPORT

DATE: July 28, 2022

TO: Park and Recreation Commissioners

FROM: Bruce Mulder, Parks and Recreation Director

SUBJECT: Agenda Item #C.1
INFORMATIONAL REPORT: Delta Informal Gardeners (DIG) request for use of 3900 Sellers Avenue.

People who were interested in learning about gardening formed Delta Informal Gardeners (DIG) in 1988 with only 14 people. The group had their first plant sale at the Art & Wine Festival in Brentwood Park. Due to its success and interest from the locals, the plant sale has become an annual event and over the years, the membership grew to more than 150 members.

On June 8, 2022, Mr. Bob Selders with Delta Informal Gardeners (DIG) sent a letter to request the use of City owned property at 3900 Sellers Avenue in hopes of finding a more permanent location for plant propagation and annual plant sale.

Attachment:

Letter from Mr. Bob Selders – June 8, 2022

June 8, 2022

To :Bruce Mulder.
Director of Parks and
Recreation
City of Brentwood.
150 Park Way.
Brentwood, Ca 94513.

From: Bob Selders
Delta Informal
Gardeners
P.O. Box 66
Brentwood, Ca.
94513-0066
925-642-0080
r.selders@yahoo.com

Re: Use of 3900 Sellers Ave.

Mr. Mulder,

On June 1, we discussed the Delta Informal Gardeners (DIG) utilizing some or all of the 7.26 acre City owned property at 3900 Sellers Ave. DIG is searching for a new location for our plant propagation and annual Plant Sale.

Who we are:

DIG was formed in 1988, holding our first meeting in June 1988 and our first plant sale in August 1988, at the annual Harvest Festival.

Our annual Plant Sale is our primary source of income that we return to the community through scholarship's and cash contributions to specific high school programs, Hope House, Community Chest, annual toy drive, etc.

Members begin preparing for the Plant Sale in September when we begin propagation of sale plants. We meet weekly to propagate, repot and grow the plants for the Sale in May. We have done this every year since 1988. The quantity of plants vary from year to year, but we average around 8,000 for sale.

We are a 501 C 3 Nonprofit, Charitable organization.

DIG Needs:

Over the past 34 years DIG has had their propagation activities and sale at multiple locations. We are again relocating and are looking for an area that has good access and adequate size. We desire a site that we can use as a permanent home.

For DIG to be able to utilize this site we will need the following:

Power and Water - power needs to be re-established from a power pole on Sellers Ave to the existing water

well and pump site approximately 400 feet east of Sellers Ave.

Debris Piles - there are several debris/tree trimming piles on the site that need to be burnt and cleaned up.

Structure Hazards - there two buildings that need to be demolished and two storage buildings that may be salvageable. The house and garage buildings are a safety concern and should be demolished.

DIG's Want:

DIG would like to have a long term long term commitment or possible acquisition of the subject property.

DIG's Commitment:

If we are successful in negotiating an agreement for use of this property, we would commit to being a good Tennent, good neighbor and a continuing benefit to the City. We also will maintain the property free of weed hazards.

We look forward to working with you and the Parks Commission to explore this further. If you have any questions or need additional information please contact me.

Thank you for your attention to our request.


Bob Selders

Chairperson Site Selection Committee

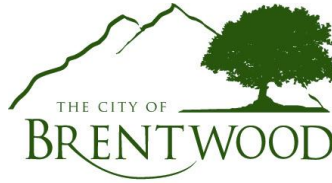
Development Parks - Current Project Tracking

As of July 28, 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	07/26/22	07/27/22
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	07/26/22	07/27/22
8796	Vineyards	AAA	Pioneer		03/16/04		01/20/07		07/26/18	NR	09/27/21		Aug-22			
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	06/28/22	Sep-22			
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	Sep-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



PARK AND RECREATION COMMISSION

Norman Cohen, Commissioner
Derrick Bullington, Commissioner

Trevor Frey, Chair

Kevin Peltz, Vice Chair
Blythe Lind, Commissioner

STAFF REPORT

DATE: July 28, 2022

TO: Park and Recreation Commissioners

FROM: Joe Odrzywolski, Park Planner

SUBJECT: Agenda Item #C.3

ACTION ITEM: Approve the recommended conceptual plan for the Creekside Pickleball Court project, CIP #352-52441

Staff is requesting that the Commission review, discuss and approve the recommended conceptual plan (4 Court Schematic) and the scope of the project. Based on feedback from the Commission regarding the project scope, staff will proceed with the hiring of a project consultant to prepare construction plans, a construction cost estimate and bid documents for construction.

Project Background

As part of the 2019 Update to the Parks, Trails and Recreation Master Plan, the need for permanent pickleball courts in the City was identified. Following public outreach in the summer of 2019, the City Council identified this project as part of their 2019 Strategic Plan. Funding for the project was set to be approved in early 2020 when the onset of the COVID pandemic put the project on hold. In June 2021, the City Council approved the Creekside Pickleball Court project, CIP 352-52441, and fully funded the project with the approval of the FY21/22 Operating Budget for \$306,000 to construct 4-6 permanent pickleball courts in Creekside Park.

During 2019, staff considered multiple locations throughout the City for this project, including Veterans Park, Orchard Park, Miwok Park, Creekside Park and the Sunset Sports Park rear parking lot. After considering the constraints of each location such as the grading required to make a flat area, available public or street parking, potential neighborhood impacts, ease of access (ie walking or cycling via trail) and existing available amenities (ie drinking fountain, court lighting access, restrooms, etc.), staff determined that given the small budget of the project, the biggest and best project could be achieved at Creekside Park on the existing basketball court. Since early 2018, the Brentwood Pickleball Club has been running a City approved Pickleball Pilot Program at this location, where designated times are set aside for pickleball, utilizing painted striping and temporary nets.

Project Site

Given the budget of the project, staff believes it will be necessary to utilize the existing pavement of the existing basketball courts, resurfacing and expanding it, to keep construction costs down. The flat terrain of the site lends itself to minimal grading, existing infrastructure such as a drinking fountain, new restrooms at the park, trash can and pathways can be utilized, and the existing tennis court lighting can be expanded easily to the pickleball courts either with this project, or in the future. Additionally, only two trees will need to be removed, there is easy trail access from the Marsh Creek Trail and ample street parking along the park frontage. Only 3 to 4 homes are within 300 feet of this project, minimizing neighborhood noise and traffic impacts for those residents.

Court Requirements

Staff received some court play area recommendations from Mr. David Smookler of the Brentwood Pickleball Club, including certain clearances around and between the courts, ideal fencing arrangements between courts, perimeter fencing minimums and the request to include lighting with the project. While staff believes that most of these are achievable with a 4 court project (See attached 4 Court Schematic), the ability to have fences between all courts, or groups of courts, is not possible with a 5 court project (See attached 5 Court Schematic) due to other site constraints.

Project Scope

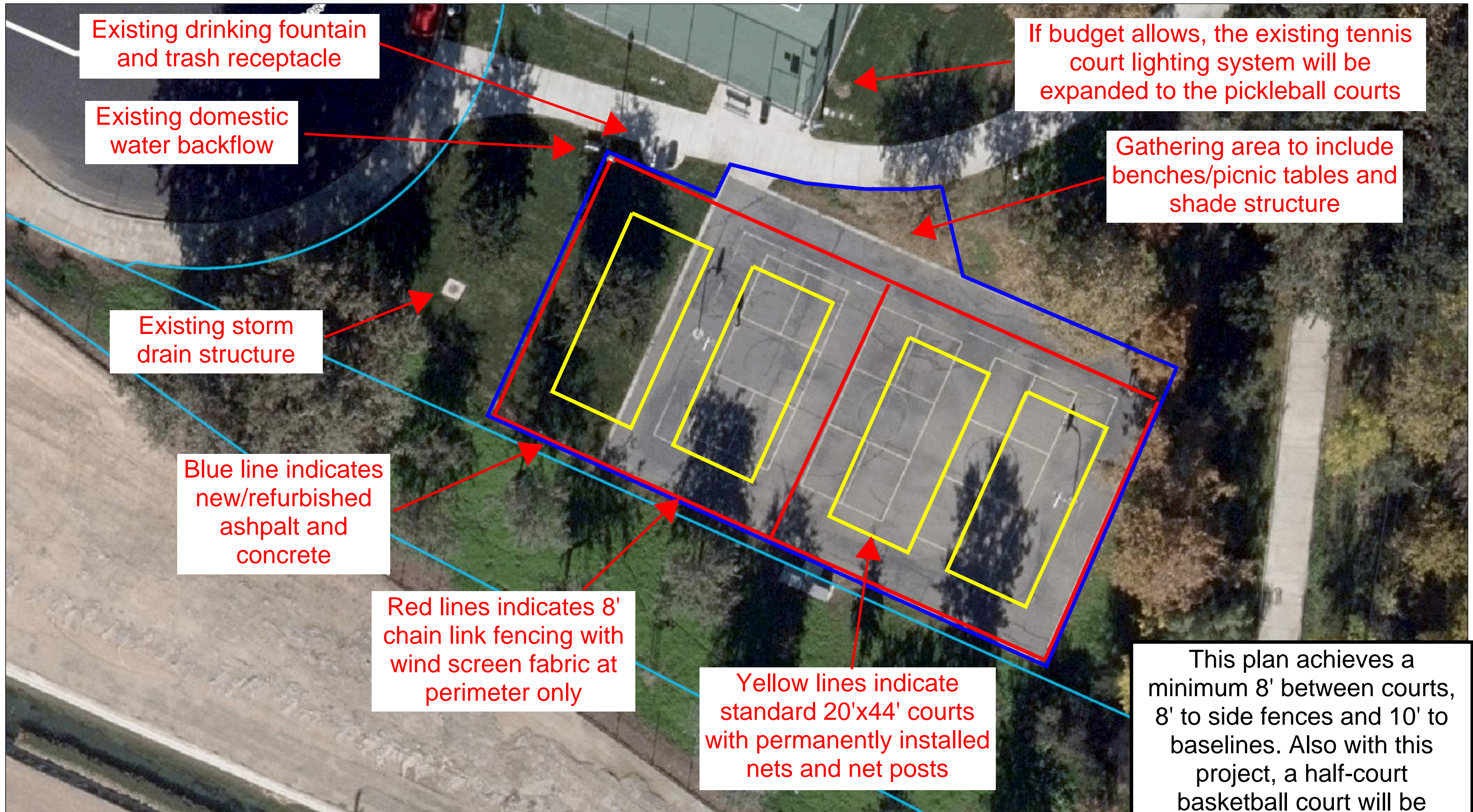
- 1) Pickleball Courts (4) – constructed as shown on the 4 Court Schematic, to include,
 - a) asphalt surfacing, painted with striping
 - b) 8 foot high chain link perimeter fencing with wind screen on all sides
 - c) 8 foot high chain link fence between groups of 2 courts, with gate to each side
 - d) permanent regulation net posts and nets
- 2) Basketball Court – half court constructed on north side of Tennis Courts
(to replace loss of existing full court)
- 3) Amenities – to be located per the 4 Court Schematic, to include,
 - a) benches/picnic tables
 - b) shade structure
 - c) paddle/game cue rack
 - d) court lighting (if budget allows)

Staff would like the Commission to consider the project proposal before them and offer any new ideas or recommendations prior to staff proceeding with the hiring of a design consultant to produce construction plans.

Attachment:

Exhibit - 4 Court Schematic

Exhibit - 5 Court Schematic



Existing drinking fountain and trash receptacle

Existing domestic water backflow

Existing storm drain structure

Blue line indicates new/refurbished asphalt and concrete

Red lines indicates 8' chain link fencing with wind screen fabric at perimeter only

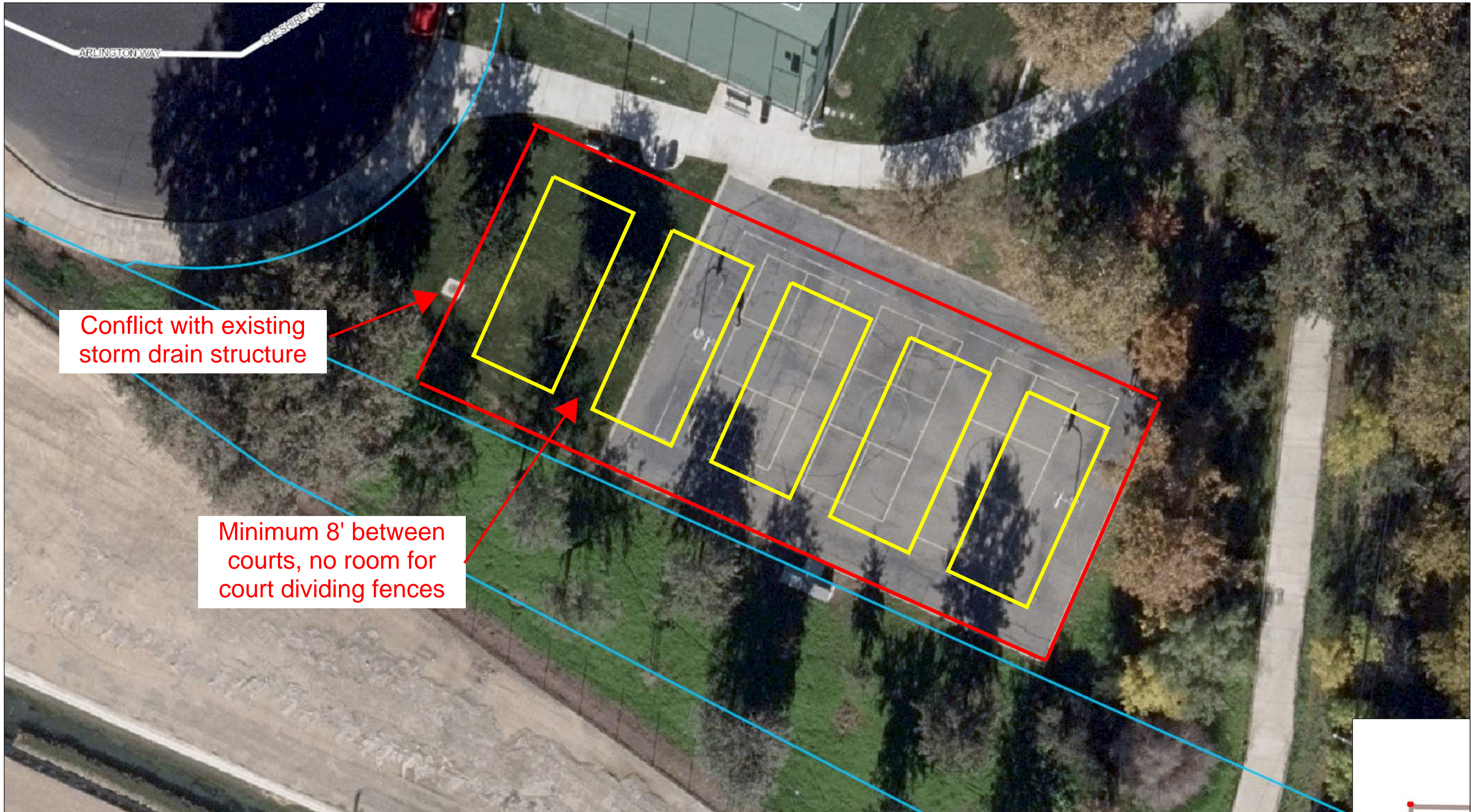
Yellow lines indicate standard 20'x44' courts with permanently installed nets and net posts

If budget allows, the existing tennis court lighting system will be expanded to the pickleball courts

Gathering area to include benches/picnic tables and shade structure

This plan achieves a minimum 8' between courts, 8' to side fences and 10' to baselines. Also with this project, a half-court basketball court will be constructed on the north end of the tennis courts.





Conflict with existing storm drain structure

Minimum 8' between courts, no room for court dividing fences

