



## PARKS AND RECREATION COMMISSION REGULAR MEETING AGENDA

Thursday, July 11, 2024  
7:00 PM

City Council Chamber  
200 Old Bernal Avenue  
Pleasanton, CA 94566

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The meeting will be held in-person and will be streamed at  
<https://www.youtube.com/user/TheCityofPleasanton>.

**Public participation:** It is requested that members of the public wishing to address the Commission submit a speaker card. When public comment is opened on an agenda item, individuals may speak once per agenda item.

In Person:

- Submit a physical speaker card at the meeting. When your name is called, please provide comment at the podium.

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### CALL TO ORDER

- Pledge of Allegiance
- Roll Call

### AGENDA AMENDMENTS

### APPROVAL OF MINUTES

1. Approve regular meeting minutes of May 9, 2024

### MEETING OPEN TO THE PUBLIC

2. Public Comment regarding items not listed on the agenda – Speakers are limited to 3 minutes.

### MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION

3. Review and discuss the Parks Maintenance Division Report for January 2024 through June 2024
4. Review and discuss the landscape architecture projects status report for January 2024 – June 2024
5. Review and approve the Park and Recreation Commission meeting schedule for 2024

## **COMMITTEE MEETINGS**

*A. Bicycle, Pedestrian and Trails Committee*

*B. Community of Character*

*C. Heritage Tree Review Board*

*D. Public Art Selection Sub-Committee*

*E. Pleasanton Sports Co-Sponsored User Group*

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

## **MATTERS INITIATED BY THE COMMISSION**

## **FUTURE AGENDA ITEMS**

## **ADJOURNMENT**

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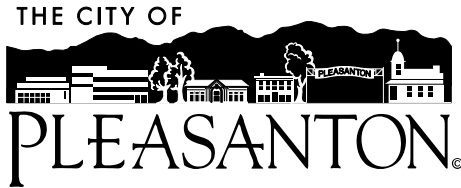
### **Notice**

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet will be available for public inspection at the Library and Recreation department located at 400 Old Bernal Ave., Pleasanton, CA 94566.

### **Accessible Public Meetings**

The City of Pleasanton can provide special assistance for persons with disabilities to participate in public meetings. To make a request for a disability-related modification or accommodation (e.g., an assistive listening device), please contact the Library and Recreation department located at 400 Old Bernal Ave., or (925) 931-5340 at the earliest possible time. If you need sign language assistance, please provide at least two working days' notice prior to the meeting date.

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# Parks and Recreation Commission Meeting Minutes

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**May 9, 2024 – 7:00 p.m.**

## **CALL TO ORDER**

Chair Brown called to order the meeting of the Parks and Recreation Commission at 7:02 p.m. from the City Council Chamber at 200 Old Bernal Ave.

Chair Brown led the Pledge of Allegiance and provided opening remarks.

## **ROLL CALL**

Present: Commissioners Alfaro, Deckert, Hall, Immadi, Vickers, Chair Brown.  
Absent: Berberich

## **AGENDA AMENDMENTS**

None.

## **MINUTES**

### **1. Approve meeting minutes of March 14, 2024**

**MOTION:** It was m/s by Brown/Deckert to approve the meeting minutes of March 14, 2024.

## **MEETING OPEN TO THE PUBLIC**

### **2. Introductions/Awards/Recognitions/Presentations**

None.

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

Chair Brown opened public comment.

There being no speakers Chair Brown closed the item for public comment.

## **MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION**

### **4. Recommend the City Council approve an updated resolution for access to Augustin Bernal Park through Golden Eagle Estates and rescind Resolution No. 93-44**

Recommendation: Recommend the City Council approve an updated resolution for access to Augustin Bernal Park through Golden Eagle Estates and rescind Resolution No. 93-44

Michele Crose, Assistant Director of Library and Recreation presented the item and answered questions from commissioners.

Chair Brown opened the item for public comment.

There being no speakers Chair Brown closed the item for public comment.

**MOTION:** It was m/s by Deckert/Immadi to Recommend the City Council approve an updated resolution for access to Augustin Bernal Park through Golden Eagle Estates and rescind Resolution No. 93-44. The motion passed by the following vote:

Ayes: Commissioners Alfaro, Deckert, Hall, Immadi, Vickers, Chair Brown  
Noes: None  
Absent: Berberich

### **5. Select Bicycle, Pedestrian and Trails Committee representative for the remainder of the calendar year 2024**

Recommendation: Select Bicycle, Pedestrian and Trails Committee representative for the remainder of the calendar year 2024

**MOTION:** It was m/s by Vickers/Hall to have Commissioner Deckert as a representative, and Chair Brown as an alternate to the Bicycle, Pedestrian and Trail Committee

Ayes: Commissioners Alfaro, Deckert, Hall, Immadi, Vickers, Chair Brown  
Noes: None  
Absent: Berberich

## **COMMISSION REPORTS**

### **7. Committee Meetings**

- A. Bicycle, Pedestrian, and Trails Committee – No report
- B. Community of Character – Commissioner Immadi provided a report
- C. Heritage Tree Review Board – No report
- D. Public Art Selection Sub-Committee – No report
- E. Co-Sponsor User Group – No report

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

None.

## **MATTERS INITIATED BY THE COMMISSION**

None.

## **ADJOURNMENT**

There being no further business Chair Brown adjourned the meeting at 8:32 p.m.

**PARKS AND RECREATION  
COMMISSION AGENDA REPORT**

July 11, 2024  
Library and Recreation

**TITLE: REVIEW AND DISCUSS THE PARKS MAINTENANCE DIVISION REPORT FOR  
JANUARY 2024 THROUGH JUNE 2024**

**SUMMARY**

The semi-annual Parks Maintenance report summarizes Division highlights and activities. The report provides the Commission with an overview of maintenance activities and project work accomplished from January 2024 through June 2024.

**RECOMMENDATION**

Review and discuss the Parks Maintenance Division Report for January 2024 through June 2024

**BACKGROUND**

The Parks Division has five park maintenance crews and one median, trails, and open space crew. The “park” crews are comprised of four to six fulltime employees who are responsible for all aspects of park maintenance in a geographic area. The park crews maintain 46 sites, totaling 385 acres. The “median” crew is comprised of two full-time employees with responsibilities throughout the entire city. The median crew maintains 85 acres of medians, 23 miles of trails and trailheads, and 1,016 acres of open space. Each crew submits monthly reports of significant maintenance events in their respective areas. This report is a summary of those events.

**DISCUSSION**

Routine maintenance activities for January 2024 through June 2024 included: as-needed turf mowing, pesticide applications, fertilizer applications, mulch installation, tree removals, irrigation system repairs and programming, turf renovation, tree installation, plant installation, stump grinding, equipment maintenance, ball field preparation, weekly play area safety inspections, and water conservation efforts including locating and repairing leaks, monitoring water use, and irrigation system adjustments.

The City’s tree trimming vendor, West Coast Arborist, Inc. (WCA), worked primarily in District 8, which includes the downtown area and surrounding neighborhoods, and east of downtown bordered by Bernal Avenue from First Street to Stanley.

The street median maintenance contractor, Terra Landscape, Inc., focused their efforts on regularly scheduled maintenance.

Listed below are highlights of additional work performed by Parks staff during this period:

**Ken Mercer Sports Park**

- A section of turfgrass was damaged when a large vehicle drove around the closed gate this winter. An as-needed contractor installed 40 tons of rock boulders in planters to prevent any further vandalism from vehicles driving into the park when the gates are

closed.

- The Support Services Division had all the restrooms painted in time for the opening day of baseball and softball.
- Nine pecan trees were planted within the park. This is a new tree species to the park. Pecan trees appear here and there in the older parts of the city. This is our first attempt using them as park trees. Pecan trees can reach up to 100 feet in height when fully mature under ideal growing conditions.

### **Amador Valley Community Park**

- In March a broken mainline at the soccer fields was repaired. The break occurred at a difficult location near a bank of irrigation valves. The repair provided the opportunity to rebuild the valve manifold and replace seven of the old irrigation valves.
- Five linden trees along Black Avenue were removed. The trees had extensive decay throughout. The trees will be replaced in a 1:1 ratio in the park.

### **Val Vista Community Park**

- Staff installed cobbles in concrete around many of the storm drains in the planter areas. In addition to improving aesthetics, this will help keep mulch from going down the storm drain.
- New Hungarian oak trees were planted to replace the diseased pear trees that were removed near the meadow/community garden area.
- Staff renovated two planters near the restroom between the soccer fields. Staff removed existing deer grass, graded the area, installed approximately 200 plants, retrofitted irrigation, and mulched the area.

### **Muirwood Community Park**

- Parks staff installed additional pickleball paddle holders to meet the demands of the very busy pickleball courts.
- Two additional picnic tables were installed between the playground and the tennis courts.

### **Bernal Community Park**

- Three new trash cans were placed on the synthetic grass fields based on community litter complaints. They were added to the trash contract for service.
- Windsails in the Phase 2 playground were replaced. Several of the windsails were damaged by high winds over the past two winters.

### **Upper Field Park**

- A new concrete apron was installed near the entrance to the northeast softball field.

This area is a low spot, which often gets very muddy.

### **Nature House/McKinley Park**

- Staff renovated the front planter at the Nature House. Shrubs were removed, irrigation replaced, topsoil placed, and plants installed.

### **Meadowlark Park**

- The underground work for the sewer line replacement was completed this winter. The disturbed areas were restored once the rain subsided in the spring.

### **Owens Plaza Park**

- The tennis court was resurfaced at Owens Plaza Park. The new acrylic layer and color coating will help prevent the degradation of the pavement below. The colors were updated to blue and green to match the city's standards. This is the first time the court has been resurfaced since it was installed in 2014.

### **Stoneridge Creek Park**

- The two tennis courts were resurfaced and pickleball court striping was added to the tennis courts (dual striping) to create four pickleball courts at Stoneridge Creek Park. Like Owens Plaza Park, the new acrylic layer and color coating will help prevent the degradation of the pavement below. Some crack repair was required on the easternmost court. This is the first time the courts have been resurfaced since they were installed in 2014. A portion of the resurfacing and pickleball striping costs were offset by a \$2,200 donation from the adjacent Stoneridge Creek Retirement Community. Four portable pickleball nets were provided by the city for public use. The public will need to provide their own pickleball nets once the initial four nets wear out.

### **City of Pleasanton Library**

- Two new Yoshino cherry trees were planted in front of the library as part of the Earth Day and Arbor Day celebrations. Staff also had a booth for the Urban Forest Master Plan community outreach at the same event. Fun fact, Yoshino cherry trees are also planted on the grounds of the U.S. Capitol.

### **Main Street**

- Staff installed rubber surfacing in 32 tree wells on Main Street. The trees that received this treatment were recently planted. The surfacing will be easier to maintain compared to DG, which requires periodic replenishment. Water penetrates easily through the material, which will also improve tree health.

## **Alviso Adobe**

- The entire fence surrounding, and within the Alviso Adobe, was repainted by a contractor. The fence had not been painted since the park opened in 2008. The paint will help preserve the wood and improve the overall park aesthetics.
- Parks staff worked with the Landscape Architect to come up with a planting plan to restore the landscaped area at the south end of the Alviso Adobe building following the completion of the wall repair on the adobe. The plants were installed by staff.

## **Augustin Bernal Park**

At the Augustin Bernal Park staging area, approximately 1,300 linear feet of pressure-treated lumber fencing around the parking area was replaced. Over the years the posts and crossmembers rotted out. The fencing keeps cars from parking outside of the designated parking area.

## **Medians and Trails**

- The medians and trails staff planted ninety-one (91) trees along the streets and in medians. Newly planted trees are typically hand-watered in the summers for the first three years after planting if no irrigation system is readily available.
- Staff spent two days at Augustin Bernal Park along the Toyon Trail removing a pirated mountain bike trail.
- Terra Landscape, our median maintenance contractor, relocated an irrigation point of connection on Morganfield Rd. and Santa Rita to back feed water to a section of landscape along the sound wall that had no irrigation due to an irrigation mainline leak that was not repairable. This creative solution to irrigate this area saved money by not having to add a new meter and point of connection on Mohr Ave.
- A burglar attempted to steal two irrigation backflow devices from Valley Ave. They got as far as cutting the pipe but then gave up. Replacements were installed along with protective metal cages. There are easily over 100 unprotected city backflows in the parks and medians that are subject to theft. Hopefully, this trend will not continue.

## **Callippe Preserve Golf Course**

- New golf course maintenance equipment that was approved by City Council on November 7, 2023, was delivered. The order included two heavy duty utility carts, two fairway mowers, 5 electric utility carts and one electric bunker rake.
- The construction of a new wedding ceremony site was completed outside of the clubhouse. The location provides views of the course and the valley below.

## **Lund Ranch Open Space**

- An additional water trough was installed in the southeast pasture. The original grazing management plan neglected to call for a trough in this pasture. All four pastures now have a water source for cattle grazing.

- Clayton Koopmann of Walking C Ranch installed forty feet of steel plate over the existing concrete culvert so he can access the corral to load cattle out. The city provided the steel plates.

### **Water Conservation**

Implementing water conservation strategies was ongoing during this review period. Parks Division was able to meet its fifteen percent water conservation goal in the first half of the calendar year 2024. A water use reduction of 36% was achieved for the first half of the year compared to 2020. This is partially due to the abundant winter rainfall that delayed the start of the irrigation season. July, August and September are still to come and are peak irrigation months. The values noted above include both park and median potable water use.

### **Ban on Gasoline-Powered Leaf Blowers**

- Per Pleasanton Municipal Code Chapter 9.06, Beginning June 1, 2024, it shall be unlawful for any person to operate a gasoline-powered leaf blower at any time in the City. This includes City maintenance staff.
- The Parks Division went out to competitive bid for battery-powered blowers, batteries, and chargers. Richert Lumber was the low bid on this purchase, which was a bonus to support a locally-owned business. The total equipment cost is \$92,626. Electrical upgrades to the Parks Division building, such as new outlets or circuits, are still pending.
- Forty-three (43) gas-powered blowers will be sent to auction.

### **Division Wide Updates**

- As part of the Annual Irrigation Upgrades CIP, irrigation controllers were replaced at the following locations. In many instances, two old irrigation controllers were combined into one controller, which makes irrigation programming easier and decreases the amount of equipment to maintain. The new controllers all use cellular communication, which is more reliable than radio communication or old telephone line communication.
  - Bernal Community Park Phase 1
  - Bernal Community Park Phase 2
  - Mission Hills Park
  - Pleasanton Upper Field Park
  - Kottinger Community Park
  - Muirwood Community Park
  - Fawn Hills Park
  - Median Irrigation Controller 46 – W Las Positas
  - Median Irrigation Controller 9 – Valley Ave. south of Bernal Ave.
  - 200 Old Bernal
- Engineered Wood Fiber was installed in playgrounds where the surfacing level was getting low. This is an annual playground maintenance program. In total, 1,569 cubic yards of engineered wood fiber were installed in various playgrounds.
- Fifty-six new concrete garbage cans with the City of Pleasanton logo were purchased. Installation of the new garbage cans in the parks is currently underway. The concrete garbage cans are cheaper than the plastic-coated metal garbage cans that were

typically used for decades. The supplier of the new cans is much more reliable, and the cans are manufactured in Anderson, California. We expect to get many years of service out of these new cans.

### **PACE Internship**

- An intern participating in the Pleasanton Adult and Career Education (PACE) Paid Internship Program for Adults with Disabilities began working at Ken Mercer Sports Park on February 28<sup>th</sup>. The intern is paid by PUSD through their PACE program. The internship lasted 10 weeks, however, by mutual agreement with PUSD, the internship was extended to August 30<sup>th</sup>. The intern has been a great addition to our team, and we appreciate their hard work and dedication. The Parks Division received a certificate of appreciation for their participation in the program.

### **Park Ambassador Program**

- The Park Ambassador program was kicked off on April 25<sup>th</sup> with an evening meeting where a parks overview presentation was given and logo vests, litter grabbers, and buckets were distributed. The Ambassadors also received a copy of the Park Ambassador Handbook. Another onboarding session was held for three additional volunteers.
- There are currently twelve (12) Park Ambassadors participating in the program.
- Seven (7) work requests were submitted since the inception of the program. Works requests received via email and not captured in our maintenance management software are not included in this total.
- In total 6.5 volunteer hours were entered into the Better Impact volunteer hour tracking program. However, we are confident that many more volunteer hours were spent out in the parks.

### **Staffing Updates**

- The Parks Division currently has two vacancies in the Parks Landscape Maintenance Worker I position. Two candidates are in the hiring process to fill the vacant positions.
- Three new Maintenance Workers were hired on February 5<sup>th</sup>, however, one individual resigned at the end of April.

### **EQUITY AND SUSTAINABILITY**

Not applicable, as this item is a routine matter of City business.

### **OUTREACH**

No outreach was conducted, as this item is a routine matter of City business.

**STRATEGIC PLAN ALIGNMENT**

Not applicable, as this item is a routine matter of City business.

**FINANCIAL STATEMENT**

None.

Prepared by:



Giacomo Damonte, Parks Division Manager

Attachments:

None

**PARKS AND RECREATION  
COMMISSION AGENDA REPORT**

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July 11, 2024  
Library and Recreation

**TITLE: REVIEW AND DISCUSS THE LANDSCAPE ARCHITECTURE PROJECTS  
STATUS REPORT FOR JANUARY 2024 – JUNE 2024**

**SUMMARY**

This report is submitted for informational purposes and summarizes the landscape architecture projects and tasks from the last six months. The report intends to inform the Commission of the status of ongoing landscape architecture projects for the period from January 2024 through June 2024. Items that are *italicized* denote new information since the last report.

**RECOMMENDATION**

Review and discuss the landscape architecture projects status report for January 2024 – June 2024

**BACKGROUND**

The Landscape Architecture Division is comprised of the City’s Landscape Architect and Landscape Architect Assistant. The Division works under the City Engineer for the Public Works Department and works on a range of projects and tasks including trail and park design and construction, master planning of the City’s trail system, park system, and urban forest, landscape and irrigation renovations, oversight of the City’s Tree Preservation Ordinance, management of the City’s 5 landscape maintenance districts, and plan development review.

**DISCUSSION**

Landscape Architecture activities for January 2024 through June 2024 included planning and management of our parks, trails and our urban forest. Items that are *italicized* denote new information since the last report.

**LIONS WAYSIDE AND DELUCCHI PARKS**

The Lions Wayside and Delucchi Parks Master Plan was adopted in 2014. The Master Plan, by R.J. Larson and Associates, proposed to cover a portion of the drainage channel through Lions Wayside Park, relocate the bandstand and provide a larger lawn area for concerts. The City was unable to obtain approval for the project as proposed from the California Regional Water Quality Control Board (RWQCB) and spent 8 years working on a design acceptable to the RWQCB. In December 2021, staff and their consultant presented a concept plan that was acceptable to the various regulatory agencies, including the RWQCB, and conducted outreach for a year to obtain public input on the updated concept. The final concept plan and outreach results were presented to the City Council in February 2022.

Due to concerns with potential project costs, the City Council directed staff to cease working on the master plan and proceed with a project that can be delivered for the available budget – approximately \$1.9 million. The revised Lions Wayside and Delucchi Parks renovation project

reflects the community's prioritization and the importance of the bandstand and mature trees and focuses the available budget on the priority items. Proposed improvements include a new bandstand, walkways, seating, additional trees, and upgrades to the existing park infrastructure including irrigation.

Project Status: *The construction documents are out to bid.*

- On August 22, 2022, staff presented the project to the Bicycle, Pedestrian, and Trails Committee (BPTC) for their review of the project and public comments.
  - On September 8, 2022, staff presented the public outreach results and BPTC input to the Parks and Recreation Commission.
  - On February 7, 2023, the City Council directed staff to cease work on the updated master plan and instead focus on making park improvements for the budget currently available for the project – approximately \$1.9 million.
  - In June 2023, staff began evaluating potential bandstand locations and park improvements that could/should be made without encroaching on the regulatory agencies' jurisdiction while also addressing aging infrastructure challenges and public comments received during the outreach, including replacing the bandstand.
  - On July 28, 2023, the City approved a task authorization with its on-call landscape architecture consultant, Callander Associates, to provide preliminary design options for the Lions Wayside and Delucchi Parks renovations.
  - On September 1, the City's on-call surveyor provided a topographic survey of Lions Wayside and Delucchi Parks.
  - On September 14, staff and their consultant presented two conceptual plans to the Parks and Recreation Commission for review and a recommendation. The Parks and Recreation Commission recommended Concept A and was fairly evenly split between bandstand Option A and Option B.
  - In early October, staff sent out notifications to all occupants and property owners within 1,000 feet of the parks regarding the Lions Wayside and Delucchi Parks agenda item on the upcoming City Council meeting agenda.
  - On October 17, staff presented the concepts to the City Council. The Council directed staff to proceed with Concept A and Bandstand Option B and approved a contract with the consultant to complete construction documents for the project.
  - On November 7, staff met on-site with the consultant to confirm project limits and discuss refinements to the conceptual plan.
  - On December 11, staff met with resident and summer concert series performer, Mr. Les Duman, after he had reached out to the City requesting that the design of the selected bandstand be updated to better serve performances for musicians and audience alike. Based on that meeting, staff provided three options that would address the needs of the musicians and still be consistent with the Council's direction.
- *On January 4, 2024, the consultant submitted the 50% design plans to staff.*
  - *On January, 25, staff submitted their comments to the consultant.*
  - *On March 5, staff presented 3 bandstand options to the City Council with a recommendation to specify the bandstand that will provide the greatest benefit to the city (Option 1 as shown below) and the City Council approved the option with an understanding that the bandstand would fit the character of Pleasanton.*



- *On May 7, the design consultant submitted the 90% complete construction documents to the city and on May 23, staff provided their comments to the consultant.*
- *On June 18, the consultant submitted the bid documents to the city.*
- *On June 20, staff advertised the project with a bid due date of July 17.*

### **SKATEPARK**

The city of Pleasanton prioritized a skatepark as part of the Capital Improvement Program process for FY 2019/20.

Project status: *The project was defunded by the City Council and is on hold.*

- On March 15, 2023, the consultant submitted the 50 percent complete construction documents.
- On June 6, 2023, the City Council adopted a resolution to approve the 2-year Capital Improvement Program budget, which included \$6.4 million in funding for the skatepark.
- On July 5, 2023, the consultant provided the City with an updated cost estimate and bid alternatives exhibit to show how the project would be able to be constructed for the available budget.
- On July 20, staff provided the consultant with comments on the 50 percent complete plan submittal.
- On October 6, the consultant provided the city with the 90 percent complete construction documents.
- On October 31, staff provided the consultant with their plan comments for the 90 percent complete construction documents.
- *On January 16, 2024, the consultant submitted the 100% construction documents for the final city staff review and staff provided final comments on January 24.*
- *On February 16, the consultant submitted the bid documents to the city.*
- *On February 22, the project was advertised for bid with a bid opening date of March 21 with an estimated base bid of \$5.38M..*
- *On March 12, staff submitted addendum no. 1 for the project to move back the bid opening date to April 4.*

- On March 19, the city council defunded the skatepark to reallocate funding to other necessary projects, and on March 20, staff submitted addendum no. 2 to cancel the project.

### **CRICKET**

*The City of Pleasanton prioritized cricket as part of the Capital Improvement Program process for FY 2021/22.*

Project status: *Construction is complete.*

- On August 11, 2022, staff presented the public outreach results to the Parks and Recreation Commission (PRC). The PRC recommended option 2.
- On September 6, 2022, the City Council reviewed and approved the location of a cricket field at Ken Mercer Sports Park based on the PRC recommendation to locate the cricket field at option 2.
- Staff obtained a proposal for construction design services from one of their on-call landscape architecture firms to design the cricket field in late September.
- On January 20, 2023, the consultant submitted 50 percent construction documents for review.
- The cricket project was advertised for bid in May.
- On June 6, 2023, the City Council allocated another \$50,000 for the construction of the cricket field based on the estimated project costs for a total project budget of \$550,000.
- Bids were opened on June 14, 2023. Six bids were received with a low bid of \$414,430.
- On July 18, 2023, the City Council awarded the construction contract to the low bidder, ELLA.
- Construction of the cricket field began on September 11.
- Construction of the cricket field was deemed substantially complete on December 5, which started the 90-day maintenance period.
  - On March 7, the city held a ribbon-cutting ceremony for the official opening of the cricket field.
  - On April 16, the council accepted the cricket project improvements performed by the contractor.

### **URBAN FOREST MASTER PLAN**

*The city of Pleasanton identified the preparation of an Urban Forest Master Plan as a priority during the Climate Action Plan 2.0 process and allocated funding for the master plan during the FY 2021/22 capital improvement program funding process.*

Project status: *Work on the master plan is currently underway.*

- On March 21, 2023, the City Council approved a professional services contract for \$325,178 with Dudek for the preparation of an Urban Forest Master Plan.
- On May 16, staff held a kick-off meeting with Dudek
- On June 12, staff met with the consultant and began the tree inventory.
- At the beginning of August, staff posted an online survey regarding the urban forest master plan and created a website for the project: [www.ptowntrees.com](http://www.ptowntrees.com)
- On August 10, 2023, staff presented the urban forest master plan process and schedule to the Parks and Recreation Commission for review.

- Staff held public outreach events for the Urban Forest Master Plan on August 5 at the Pleasanton Farmer’s Market, August 11 at the Concert in the Park, and September 16 at the Farmer’s Market.
  - On October 4, staff and their consultant met with James Paxson with Hacienda Business Park to discuss the urban forest master plan.
  - On November 1, staff closed the public survey. Over 600 people took the survey.
  - In December, staff completed the draft update to the City’s Tree Preservation ordinance, Chapter 17.16 of the municipal code.
- 
- *Due to a lack of youth and young adults responses to the survey, staff determined that it would behoove the project to send out another survey that targets youth and young adults. Staff and their consultant revised the survey in early February 2024 and shared the survey with the school district and its various environmental clubs, advertised to the city’s youth programs, and posted the survey at the library.*
  - *On February 14, staff presented the youth survey to the Youth Commission to obtain further feedback on how to involve the youth.*
  - *On March 5, staff and their consultant presented the proposed Tree Preservation Ordinance updates and an update on the urban forest master plan process to the City Council. The City Council directed staff to form a Tree Preservation Ordinance Ad Hoc Subcommittee to determine final changes to the ordinance. The subcommittee comprises 2 City Council members (Arkin and Testa) and 1 Heritage Tree Board of Appeal member (Deckert).*
  - *On March 26, staff closed the youth survey after a total of 83 respondents completed the survey.*
  - *On April 20, staff held an Urban Forest Master Plan public outreach event at the library in conjunction with the Earth Day Event.*
  - *On May 29, staff held their first internal working group meeting with the UFMP consultant to discuss the primary objectives of the UFMP.*
  - *On June 3, the Tree Preservation Ordinance Ad Hoc Subcommittee held its first meeting to discuss changes to the updated ordinance.*
  - *On June 18, staff held their second working group meeting to discuss the canopy cover analysis and guiding principles for the master plan.*

### **PLEASANTON PIONEER CEMETERY**

The Pioneer Cemetery Master Plan was adopted by City Council on November 18, 2014. The cemetery improvements consist of the implementation of the Pioneer Cemetery Master Plan. The first phase was the construction of the Veteran’s Memorial, the second phase included a storage and parking area, the third phase included entry and wayfinding improvements, the fourth phase included improvements to the southern portion of the cemetery including a committal shade structure and further wayfinding improvements, and the next phase of the project is proposed to provide more burial options and to expand the capacity of fiscal sustainability of the cemetery.

Project status: *No active work was performed at the cemetery with the exception of some maintenance items.*

- On September 8, 2023, staff prepared the draft conceptual design for the installation of columbariums (which house people's cremains) in the cemetery.
- On November 13, staff completed the final conceptual design and estimate for the columbariums. The project is estimated to cost approximately \$660,000.
- *In February 2024, staff added additional directional signage at the cemetery to help prevent visitors from driving in the wrong direction.*
- *In May, the cemetery contractor replaced the plants and flowers in the hanging flower baskets*

### **COURT RESURFACING**

The city of Pleasanton annually budgets for court repair and replacement in order to maintain the playability of the basketball, tennis, and pickleball courts in our city parks. During the 2023/24 Capital Improvement Program budgeting process, the City budgeted for the replacement of the court at Fairlands Neighborhood Park and for the conversion of tennis court 10 to pickleball courts and repainting courts 1 – 9 and 11 – 12 at Tennis and Community Park.

Project status: *The construction documents are out to bid.*

- On August 3, 2023, staff met at Fairlands Park to confirm the extent of repair required for the two tennis courts.
- In late November, staff started putting together the construction documents for the repair and replacement of the courts at Tennis and Community Park and Fairland Neighborhood Park.
- On December 13, staff conducted site reconnaissance at Tennis and Community Park and Fairlands Neighborhood Park to confirm measurements and the accuracy of the draft construction plans.
- *On February 7, 2024, staff shot the grades at court 10 at Tennis and Community Park to confirm the grading and drainage.*
- *On April 10, staff completed 90% complete construction documents and discussed the project with Lifetime Tennis, the operator of the Tennis and Community Park tennis and pickleball courts.*
- *On June 18, staff completed the construction documents.*
- *On June 20, staff advertised the project with a bid due date of July 11.*

### **WEST LAS POSITAS**

*The city of Pleasanton identified the repair and replacement of West las Positas as a priority infrastructure project along with prioritizing it as a major on-street bicycle route in the Bicycle and Pedestrian Master Plan. On December 6, 2022, the City Council approved a design agreement with Mark Thomas to prepare two design alternatives: Alternative 1 being a “quick build” concept identifying the necessary work within the existing roadway with limited changes to the existing infrastructure, and Alternative 2, an “ultimate build” concept identifying work to*

*build a multimodal trail permanently. Based on the conceptual plan, it is estimated that the construction cost of the project including construction services for Alternative 1 and 2 is \$14.5 million and \$38.5 million, respectively.*

*Project status:* *The design of the street project is underway.*

- On November 15, 2022, the City Council reviewed and adopted the West Las Positas Boulevard Bicycle and Pedestrian Corridor Improvement Plan and authorized the Phase 1 “quick build” improvements between Hopyard Road and Hacienda Boulevard.
- In May 2023, the “quick build” construction was completed.
- *On July 24, the concept plans were presented to the Bicycle, Pedestrian & Trails Committee.*
- *On August 10, the concept plans were presented to the Parks and Recreation Commission.*
- *On October 24, staff received the 35 percent complete construction plans and estimate from Mark Thomas.*
- *On January 23, 2024, staff received the revised 35% submittals based on city comments.*

### **AUGUSTIN BERNAL MOUNTAIN BIKE**

The city of Pleasanton prioritized a one-way downhill mountain bike trail as part of the Capital Improvement Program process for FY 2019/20.

Project status: *Construction is complete.*

- In February 2022, the Golden Eagle Homeowners Association stated their support of allowing the necessary trail easement through Golden Eagle property. The City then contracted with a surveyor to provide the map exhibit and legal description for the trail easement document
- In March 2022, Dudek provided the final draft of the initial study and trail decommissioning plan for City review.
- In April 2022, Dudek completed the 100 percent trail construction plans and submitted the environmental documents to the State.
- The public comment period for the environmental documents for the Augustin Mountain bike trail project ended in June.
- In November 2022, the City and the Golden Eagle Homeowners Association entered into a public access trail agreement for the portion of the proposed trail through Golden Eagle’s property.
- The Initial Study and proposed Mitigated Negative Declaration for the trail project were circulated for public review on April 30, 2022, for 30 days.
- The trail construction documents were advertised for bid in November 2022. Sealed bids were opened on December 21, 2022, with a sole bid of \$265,217.
- On February 7, 2023, the City Council approved the construction contract and adopted a resolution adopting the mitigated negative declaration for the project.
- On May 15, the contractor received environmental training from the biologist and construction began on the mountain bike trail.
- Construction of the mountain bike trail itself was substantially complete on June 29
- Trail decommissioning work was completed, and a final construction inspection was

performed on November 14, 2023.

- On December 20, the contractor submitted their final pay application to complete payment for the work performed.
- *On February 6, 2024, the City Council accepted the public improvements for the mountain bike trail by the contractor – Paulson Cox Construction, Inc.*

### **LUND RANCH TRAIL**

The Lund Ranch property is located on the east side of town to the east of Lund Ranch Road and adjacent to the Bonde Ranch Open Space. The 168-acre property was donated to the City as part of the development agreement with the Lund Ranch property owner. The proposed trail in the open space surrounding the Lund Ranch development will be approximately 3 miles in length and will connect Sunset Creek Lane through the hills and past the creek on the east side of the development up around to the North with the Bonde Ranch Open Space trails. There will also be a trail extension that leads to the southeast property line near the Upper Sycamore Water Tank.

*Project status: Construction of the trail is complete.*

- *Construction of the trail started in January 2024.*
- *Staff conducted a substantial completion walk of the trail on April 3 and the trail is now open for use.*



### **BERNAL COMMUNITY FARM**

Based on the support of the community, the City agreed to explore the design of a community farm for Pleasanton residents at the Bernal property. In March 2017, the City accepted the

design of a community farm on Sub-Area 7 and Sub-Area 16 of the Bernal property and approved an agreement with M.D. Fotheringham to prepare a Bernal Community Farm Master Plan. The Council adopted the draft master plan on May 1, 2018, and identified funding for the design of Phase 1 during the 2019-20 two-year CIP workplan process. The Bernal Community Farm Master Plan was adopted.

Project status: The City is currently working with the Master gardeners on the first phase of the project.

- In August 2022, the City installed an approximately 2,500-square-foot temporary parking lot.
  - In late 2022, the City disked, ripped, and added compost to the approximately 1-acre portion of the community farm scheduled for use by the Master Gardeners.
  - In December 2022, the Master Gardeners seeded the area with a pollinator-friendly cover crop.
  - The City held a cover crop kick-off event with the Master Gardeners on May 22, 2023, which was attended by the mayor and other council members.
  - In May 2023, the compost hub was open to the public.
  - On July 19, 2023, staff met with the Master Gardeners to discuss fence design, placement, and installation.
  - On September 12, staff prepared a fence exhibit for the Master Gardeners utilizing AutoCAD and the City's GIS system and went out to the site to stake the corners of the fence posts.
  - In November, the Master Gardeners started mulching the site of their garden in preparation for the installation of the fence.
- *Staff is currently working with the Master Gardeners on the placement of their storage container.*

### **MISCELLANEOUS PARK and TRAIL PROJECTS**

The following is a list of small projects that fall into the categories of "routine replacement," "minor renovation" or "public art installation."

#### **Augustin Bernal Community Park Fuel Reduction**

The threat of the recent Canyon Fire on Pleasanton Ridge, which burned 71 acres in June 2022, prompted an internal discussion between the Livermore-Pleasanton Fire Department (LPPFD) and city staff regarding fire management and future fire protection along the City's western edge. Staff discussed some of the opportunities, such as grants, that would help to address the challenges of the "Very High Fire Severity Zones" that are located along Pleasanton Ridge.

In early 2023, a grant opportunity presented itself via the CAL FIRE California Climate Investments Wildfire Prevention Grants Program. CAL FIRE allocated \$115 million in funding for three types of activities: hazardous fuels reduction, wildfire prevention planning, and wildfire prevention education. The program is funded through California Climate Investments, which "puts cap-and-trade dollars to work," and does not require matching funds from the agency applying for the grant.

The city of Pleasanton and the LPFD reviewed the grant opportunity and partnered to apply for a grant in March 2023 for the Augustin Bernal Fuels Reduction project for Augustin Bernal Community Park in the amount of \$1,049,100 under the Hazardous Fuels Reduction portion of the CAL FIRE Wildfire Prevention Grants Program.

The Augustin Bernal Fuels Reduction Grant will cover approximately 125 acres and focus on the sections of Augustin Bernal Community Park adjacent to housing, the old fire road, generally known as the Golden Eagle and Valley View trails, as well as up to 100 feet on both sides of the trail network.

- On May 16, 2023, the City Council adopted a resolution acknowledging the submission of the grant application.
- On July 27, CALFIRE notified the City of Pleasanton and LPFD that they were awarded the grant.
- On September 29, CALFIRE provided the City with a copy of the grant agreement for signature.
- On October 26, the City submitted the signed agreement and resolution to CALFIRE.
- On December 27, CALFIRE notified the City that the agreement has been executed and will be sent to the City.
  
- *On January 17, 2024, staff received a copy of the fully executed agreement from CALFIRE.*
- *In January and February, staff reached out to fuel management consultants and other agencies with experience in fuel management, such as the East Bay Regional Park District and California State Parks, to discuss the work they have done and the process for starting a fuel management project.*
- *On March 7, staff advertised a Request for Qualifications (RFQ) for an environmental consultant to prepare the environmental documents for the Augustin Bernal Fuel Management project.*
- *On March 28, staff received a total of four proposals for the fuel management project and interviewed the top two ranked firms on May 6.*
- *Sequoia Ecological was chosen as the top-rated firm and staff is planning to take their contract to the city council for approval in July.*

### Callippe Trail Renovations

*On May 17, 2022, the City Council determined that the Meadowlark Trail project was no longer a desirable trail and directed staff to terminate the developer-funded, designed, and approved trail project. The developer offered to provide the \$57,379 that they paid to the city to fund the construction of the Meadowlark trail as payment for trail construction elsewhere. Council accepted the funding and directed staff to work with the Bicycle, Pedestrian, and Trails Committee (BPTC) to determine how to best spend the money. On August 22, 2022, the BPTC directed staff to utilize the funding to repair the Callippe Preserve trail. As part of the 2-year CIP prioritization process in the spring of 2023, the renovation of the Callippe Preserve Trail was assigned a capital improvement program project number. Staff is now in the process of collecting bids for the renovation of the trail with the money available.*

### 200 Old Bernal Avenue Landscape Renovation (Minor Renovation)

*To complement the improvements to the Council Chamber and to be consistent with the City's goal to reduce water use and lead by example, the City sheet mulched a portion of the front lawn of 200 Old Bernal Avenue and removed and replaced the other lawn and planting areas with primarily native and all low-water-use plants and a new more efficient irrigation system.*

- On October 18, 2023, staff completed draft plans for converting the lawn and high-water-use plants in front of 200 Old Bernal Avenue to low-water-use and mostly native plants.
  - On November 3, staff met with the City's landscape contractor, Terra Landscape, to discuss the project and review construction details and schedule.
  - On November 16, Terra Landscape provided the city with its landscape renovation proposal.
  - On November 20, staff provided Terra with a Notice to Proceed with the work.
  - On November 29, construction began.
  - On December 27, the planting and irrigation improvements were substantially completed.
- *In early January 2024, the contractor completed the installation of the decomposed granite path and finalized all remaining construction items.*
- *On January 11, staff completed the final walk through of the project.*



**EQUITY AND SUSTAINABILITY**

Not applicable, as this item is a routine update regarding City business.

**OUTREACH**

This is an update regarding specific projects and tasks performed by the Landscape Architecture Division. Any outreach conducted is indicated as part of the project/task update.

**STRATEGIC PLAN ALIGNMENT**

Not applicable, as this item is a routine update regarding City business.

**FINANCIAL STATEMENT**

None.

Prepared by:

A handwritten signature in black ink, appearing to read "Matt Gruber".

Matthew Gruber, Landscape Architect

Attachments:

None

**PARKS AND RECREATION  
COMMISSION AGENDA REPORT**

July 11, 2024  
Library and Recreation

**TITLE: REVIEW AND APPROVE THE PARK AND RECREATION COMMISSION  
MEETING SCHEDULE FOR 2024**

**SUMMARY**

As stated in Section 2.32.080 of the Pleasanton Municipal Code, "Regular meetings shall be held at least six times per year on the second Thursday of each month at a time and place set by the commission. The commission may approve an alternate meeting date."

**RECOMMENDATION**

Review and approve the Park and Recreation Commission meeting schedule for 2024

**BACKGROUND**

As stated in Section 2.32.080 of the Pleasanton Municipal Code (Attachment 1):

A. Regular meetings shall be held at least six times per year on the second Thursday of each month at a time and place set by the commission. The commission may approve an alternate meeting date.

B. Special meetings may be called by the chairperson or by a majority of the commissioners, the city manager, and/or the city council provided written notice is given 48 hours in advance of the special meeting to the following: each commissioner, local newspapers of general circulation, and anyone filing written request for notice with the city clerk. Notice of meetings shall comply in all respects with Section 54950 et seq., of the Government Code, known commonly as the Ralph M. Brown Act.

**DISCUSSION**

Based upon the updated meetings section to at least six meetings per year and half of a year remaining, staff recommends the following meeting schedule, location and times:

Location: City Council Chamber, 200 Old Bernal Ave.

Time: 7:00 pm

Dates:

- July 11, 2024
- September 12, 2024
- November 14, 2024

**EQUITY AND SUSTAINABILITY**

This action does not have an equity or sustainability component.

**OUTREACH**

As a matter of routine business, no outreach was associated with this item.

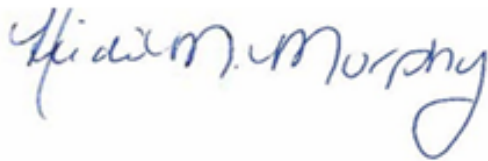
**STRATEGIC PLAN ALIGNMENT**

Not applicable, as this item is a routine matter of City business.

**FINANCIAL STATEMENT**

There is no financial impact associated with this item.

Prepared by:

A handwritten signature in blue ink that reads "Heidi M. Murphy". The signature is written in a cursive style with a large, looped 'H' and 'M'.

Heidi Murphy, Director of Library and Recreation

Attachments:

1. Updated Muni Code Commissions

**ORDINANCE NO. 2278**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PLEASANTON AMENDING MUNICIPAL CODE TITLE 2 TO MODIFY THE DUTIES, MEMBERSHIP AND MEETING FREQUENCY OF THE CIVIC ARTS, HUMAN SERVICES, LIBRARY, AND PARKS AND RECREATION COMMISSIONS**

**WHEREAS**, the City's advisory commissions provide important focus on key issues for various segments of the community, for which the commissions then distill, add their own expertise, and make recommendations to the City Council; and

**WHEREAS**, from Fall of 2023 through Spring of 2024, the City Council was involved with commission and committee reorganization, and the Civic Arts, Human Services, Library, and Parks and Recreation Commissions have also met to review and make recommendations for updates to their commission's respective duties.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PLEASANTON DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Finds that the proposed amendments to the Pleasanton Municipal Code have no possibility to have a significant effect on the environment per Title 14 California Code of Regulations (CEQA Guidelines) § 15061(b)(3).

**SECTION 2.** Amends the Pleasanton Municipal Code as shown in Exhibit A, attached, and incorporated by this reference, to modify the duties, membership, and meeting frequency of the Civic Arts, Human Services, Library, and Parks and Recreation Commissions.

**SECTION 3.** A summary of this ordinance shall be published once within fifteen (15) days after its adoption in "The Valley Times," a newspaper of general circulation published in the City of Pleasanton, and the complete ordinance shall be posted for fifteen (15) days in the City Clerk's office within fifteen (15) days after its adoption.

**SECTION 4.** This ordinance shall be effective thirty (30) days after its passage and adoption.

{Signatures and votes to follow on the next page}

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Pleasanton, California, on April 16, 2024, and adopted on May 7, 2024, by the following vote:

Ayes:	Councilmembers Arkin, Balch, Nibert, Testa, Mayor Brown
Noes:	None
Absent:	None
Abstain:	None

  
\_\_\_\_\_  
Karla Brown, Mayor

ATTEST:

  
\_\_\_\_\_  
Jocelyn Kwong, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Daniel G. Sodergren, City Attorney

## EXHIBIT A

### CIVIC ARTS COMMISSION

For the Civic Arts Commission, amend §2.39.020 Duties as follows:

#### **§2.39.020 Duties**

The duties of the Pleasanton Civic Arts Commission shall include the following:

1. Develop a commission workplan to be provided to City Council for consideration during the budget process. The workplan should be based on the goals and strategies outlined in the ONE Pleasanton Strategic Plan as well as the role of the commission.
2. Review and recommend policies and plans to the City Council related to Arts and Culture.
3. Seasonally, review the adopted Civic Arts budget, program and service plans, and key performance indicators.
4. Advise the City Council on services and capital projects related to Arts and Culture.
5. Review and provide recommendations for all works of art to be acquired, relocated, altered or removed by the city as outlined in the Pleasanton Municipal Code Section 13.16.
6. As a community leader, receive Arts and Culture related feedback from the community.
7. Act as an advocate for Arts and Culture within the community.
8. Review and recommend grant funding allocations to City Council for the Community Grant Program, Civic Arts Category.
9. Serve as liaison between the city and other Arts and Culture-related entities including, but not limited to: local municipalities, local nonprofits, Alameda County, state, and national agencies.

#### **§2.39.030 Membership-Appointments**

- A. The commission shall have seven commissioners, including one youth member (collectively the "commissioners") all of whom shall be residents of the city.
- B. The youth member shall be a minimum age of a high school freshman.
- C. Commissioners, shall be appointed by the mayor, subject to ratification by the city council, as provided in the adopted city council resolution establishing procedures for appointments to boards and commissions.
- D. Commissioners shall be eligible to participate in all activities of the commission .
- E. Commissioners shall be compensated as established by city council resolution.

#### **§ 2.39.040 Term of membership**

Commissioners shall be eligible to serve a maximum of eight years with two four-year terms, except:

- A. The youth member shall be eligible to serve a two-year term.
- B. The terms of commissioners shall be consistent with and subject to city council resolution concerning limiting service on boards and commissions.

#### **§ 2.39.080 Meetings**

- A. The commission shall attempt to meet on a monthly basis at a predetermined time and place, but shall meet at least six times each calendar year.
- B. Special meetings may be called by the chairperson or by a majority of the commissioners, the city manager, and/or the city council, provided written notice is given 48 hours in advance of the special meeting to the following: each commissioner, local

newspapers of general circulation, and anyone filing written request for notice with the city clerk. Notice of meetings shall comply in all respects with section 54950 et seq., of the government code, known commonly as the Ralph M. Brown act.

- C. All meetings shall be open to the public and shall follow a prepared agenda. Minutes of all meetings shall be kept and filed with the city clerk.
- D. Four commissioners allowed to vote need to be present to constitute a quorum and a vote to approve or deny shall only occur upon a majority vote of the commissioners present who are allowed to vote.

*Note:* All other sections of Chapter 2.39 remain unchanged.

## **HUMAN SERVICES COMMISSION**

For the Human Services Commission, amend §2.28.020 Duties as follows:

### **§ 2.28.020 Duties**

The duties of the Human Services Commission shall include the following:

1. Develop a commission workplan to be provided to the City Council for consideration during the budget process. The workplan should be based on the goals and strategies outlined in the ONE Pleasanton Strategic Plan as well as the role of the commission.
2. Review and recommend policies to the City Council related to the human service needs of the community. Emphasis will be given to the human services needs of the socially and economically disadvantaged, the elderly, and youth.
3. Seasonally, review and advise city staff on programs and service plans related to human service needs of the community and provide feedback on the evaluation metrics at workplan's completion.
4. Advise the City Council on services and capital projects related to the Eastern Alameda County Human Services Needs Assessment.
5. As community leaders, be aware of and identify human service needs and related feedback from the community and advocate for those community needs.
6. Review and evaluate requests from human service providers for financial assistance, endorsements, grants, and other types of assistance; make recommendations to the City Council regarding such requests.
7. Serve as liaison between the city and other regional human service providers, including, but not limited to: local municipalities, local nonprofits, Alameda County, state, and national agencies.

### **§ 2.28.030 Membership—Appointments—Voting**

- B. The commission shall have seven commissioners, including one youth member (collectively the "commissioners"), all of whom shall be residents of the city.
- C. The commissioners shall be selected from the community at large. The youth member shall be the minimum age of a high school freshman. The commissioners, shall be appointed by the mayor, subject to ratification by the city council as provided in the adopted city council resolution establishing procedures for appointments to boards and commissions.
- D. Commissioners are eligible to participate in all discussions of the commission
- E. Commissioners shall be compensated as established by city council resolution

**§ 2.28.040 Term of membership**

Commissioners shall be eligible to serve a maximum term of eight years with two four-year terms, except

- A. The youth member shall be eligible to serve a two-year term.
- B. The term of a commissioner shall be consistent with and subject to city council resolution concerning limiting service on boards and commissions.

**§ 2.28.080 Meetings**

- A. Regular meetings shall be held at least six times per year on the first Wednesday of each month at a time and place set by the commission. The commission may approve an alternate meeting date.
- B. Special meetings may be called by the chairperson or by a majority of the commissioners, the city manager, and/or the city council provided written notice is given 48 hours in advance of the special meeting to the following: each commissioner, local newspapers of general circulation, and anyone filing written request for notice with the city clerk. Notice of meetings shall comply in all respects with Section 54950 et seq., of the Government Code, known commonly as the Ralph M. Brown Act.
- C. All meetings shall be open to the public and shall follow a prepared agenda. Minutes of all meetings shall be kept and filed with the city clerk.
- D. Four commissioners allowed to vote need to be present to constitute a quorum and a vote to approve or deny shall only occur upon a majority vote of the commissioners present who are allowed to vote.

*Note:* All other sections of Chapter 2.28 remain unchanged.

**LIBRARY COMMISSION**

For the Library Commission, amend §2.34.020 Duties as follows:

**§ 2.34.020 Duties**

The duties of the Pleasanton Library Commission shall include the following:

- 1. Develop a commission workplan to be provided to City Council for consideration during the budget process. The workplan should be based on the goals and strategies outlined in the ONE Pleasanton Strategic Plan as well as the role of the commission.
- 2. Review and recommend policies to the City Council related to library services.
- 3. Seasonally, review the adopted library budget, program and service plans, and key performance indicators.
- 4. Advise the City Council on capital projects related to library facilities.
- 5. As community leaders, receive library related feedback from the community.
- 6. Act as an advocate for library and cultural programs, services and facilities within the community.
- 7. Serve as liaison between the city and other library-related entities including, but not limited to: local municipalities, local nonprofits, Alameda County, state, and national agencies.

**§ 2.34.030 Membership—Appointments**

- A. The commission shall have seven commissioners, including one youth member (collectively the “commissioners”) all of whom shall be residents of the city.

- B. Six commissioners shall be selected from the community at large. One commissioner shall be selected from a recommendation made by the Pleasanton library league. The youth member shall be the minimum age of a high school freshman. Commissioners, shall be appointed by the mayor subject to the ratification by the city council, as provided in the adopted city council resolution establishing procedures for appointments to boards and commissions.
- C. Commissioners shall be eligible to participate in all activities of the commission.
- D. Commissioners shall be compensated as established by city council resolution.

#### **§ 2.34.040 Term of membership**

Commissioners shall be eligible to serve a maximum of eight years with two four-year terms, except:

- A. The youth member shall be eligible to serve a two-year term.
- B. The term of a commissioner shall be consistent with and subject to city council resolution concerning limiting service on boards and commissions.

#### **§ 2.34.080 Meetings**

- A. Regular meetings shall be held at least six times per year on the first Thursday of each month at a time and place set by the commission. The commission may approve an alternate meeting date.
- B. Special meetings may be called by the chair or by a majority of the commissioners, the city manager, and/or the city council provided written notice is given 48 hours in advance of the special meeting to the following: each commissioner, local newspapers of general circulation, and anyone filing written request for notice with the city clerk. Notice of meetings shall comply in all respects with Section 54950 et seq., of the Government Code, known commonly as the Ralph M. Brown Act.
- C. All meetings shall be open to the public and shall follow a prepared agenda. Minutes of all meetings shall be kept and filed with the city clerk.
- D. Four commissioners allowed to vote need to be present to constitute a quorum and a vote to approve or deny shall only occur upon a majority vote of the commissioners present who are allowed to vote.

*Note:* All other sections of Chapter 2.34 remain unchanged.

### **PARKS AND RECREATION COMMISSION**

For the Parks and Recreation Commission, amend §2.32.020 Duties as follows:

#### **§ 2.32.020 Duties**

The duties of the Parks and Recreation Commission shall include the following:

1. Develop a commission workplan to be provided to the City Council for consideration during the budget process. The workplan should be based on the goals and strategies outlined in the ONE Pleasanton Strategic Plan as well as the role of the commission.
2. Review and recommend policies to the City Council related to parks, trails and recreational facilities, programs and services.
3. Seasonally, review and advise city staff on program and service plans related to the parks and recreational needs of the community and provide feedback on the evaluation metrics at workplan's completion.

4. Advise the City Council on capital projects related to parks, trails and recreational facilities.
5. As community leaders, receive parks, trails, and recreation related feedback from the community.
6. Act as an advocate for parks, trails, and recreation related programs, services and facilities within the community.
7. Serve as liaison between the city and other regional parks, trails and recreational-based entities including, but not limited to: local municipalities, local nonprofits, Alameda County, state, and national agencies.

**§ 2.32.030 Membership—Appointments**

- A. The commission shall have seven commissioners, one youth member (collectively the “commissioners”), all of whom shall be residents of the city.
- B. Commissioners shall be selected from the community at large. The youth member shall be the minimum age of a high school freshman. Commissioners shall be appointed by the mayor, subject to the ratification by the city council, as provided in the adopted city council resolution establishing procedures for appointments to boards and commissions.
- C. Commissioners shall be eligible to participate in all activities of the commission.
- D. Commissioners shall be compensated as established by city council resolution.

**§ 2.32.040 Term of membership**

Commissioners shall be eligible to serve a maximum of eight years with two four-year terms, except:

- A. The youth member shall be eligible to serve a two-year term.
- B. The term of a commissioner shall be consistent with and subject to city council resolution concerning limiting service on boards and commissions.

**§ 2.32.080 Meetings**

- A. Regular meetings shall be held at least six times per year on the second Thursday of each month at a time and place set by the commission. The commission may approve an alternate meeting date.
- B. Special meetings may be called by the chairperson or by a majority of the commissioners, the city manager, and/or the city council, provided written notice is given 48 hours in advance of the special meeting to the following: each commissioner, local newspapers of general circulation, and anyone filing written request for notice with the city clerk. Notice of meetings shall comply in all respects with Section 54950 et seq., of the Government Code, known commonly as the Ralph M. Brown Act.
- C. All meetings shall be open to the public and shall follow a prepared agenda. Minutes of all meetings shall be kept and filed with the city clerk.
- D. Four commissioners allowed to vote need to be present to constitute a quorum and a vote to approve or deny shall only occur upon a majority vote of the commissioners present who are allowed to vote.

*Note:* All other sections of Chapter 2.32 remain unchanged.

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