



IMPORTANT NOTICE ABOUT PUBLIC COMMENTS AND MEETING PARTICIPATION

City Council Members will be participating from the Council Chamber. Members of the public are invited to attend and participate at: the **Council Chambers, 150 City Park Way, Brentwood CA**

As a courtesy and technology permitting, members of the public may provide remote public comment during public hearings and on business items via the City's Zoom Platform. However, the City cannot guarantee that the public's access to teleconferencing technology will be uninterrupted, and technical difficulties may occur from time to time. In those instances, so long as the public may still attend the meeting in person, the meeting will continue. In addition, the Zoom participation option is provided to the public as a courtesy in order to facilitate participation. If Zoom participation is not enabled, the meeting will continue with public attendance in person only. Members of the public desiring to provide comments as a part of the meeting are encouraged to either submit written comments by 3:00 p.m. prior to the meeting or to attend the meeting in person.

HOW PARTICIPATE

The public is invited to participate in the Park and Recreation Commission meeting using any of the following methods:

1. IN PERSON:

- a. Members of the public can provide in-person comments in the Council Chambers. Members of the public are encouraged, but not required, to fill out a speaker card. The Council Chambers and teleconference location will have seating available for members of the public to attend in person up to full seating capacity.

2. REMOTE (if enabled): Remarks by members of the Public Participating Via Zoom are limited to speaking on items listed under Public Hearings, Business Items, and Requests for future agendas items, requested items. Zoom participation during the general public comment period will not be accepted.

- a. **Zoom:** <https://www.brentwoodca.gov/ParkRecCommissionMeetingOnline> or **Zoom Webinar ID:** 837 6969 1186
- b. **Zoom Phone Numbers:** Toll free (877) 853-5247 (888)788-0099 (833)548-0276
- c. 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. ***(If you need instructions on how to use this feature, please contact the Parks & Recreation Office, by noon of the meeting date at parksandrecreation@brentwoodca.gov or 925.516.5444.)***

3. E-MAIL

- a. Public comments can also be submitted via e-mail to ParkandRecCommission@brentwoodca.gov. Any public comments received up until 3:00 p.m. of the meeting date will be:
 1. distributed to the Commission via email before the meeting,
 2. posted online for public inspection at www.brentwoodca.gov/meetings and
 3. later summarized in the meeting minutes.
- b. 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.

4. TO WATCH OR LISTEN ONLY:

- a. The public may view the meeting via one-way video feed by selecting the video option at the Park and Recreation Commission Agendas' link on the City webpage at www.brentwoodca.gov.



PARK AND RECREATION COMMISSION AGENDA
Zoom Webinar ID: 837 6969 1186

November 21, 2024, 7:00 p.m.
City Council Chambers
150 City Park Way
Brentwood, CA 94513

A. CALL TO ORDER & ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

Pursuant to Council/Administrative Policy, Meeting Rules and Procedures section 5.2 (Decorum Generally – Public), comments by members of the public are generally limited to five minutes, or less time if a large number of speakers is anticipated, or if approved by the Chair. Speakers desiring answers to questions should direct them to the Park and Recreation Commission and, if relevant, they may direct them to the appropriate staff member. Speakers can also follow up directly with staff during regular City business hours.

Please file a speaker's card with the Minutes Clerk on the form provided on the counter at the back of the Chambers.

During this portion of the meeting those present in the Council Chambers are permitted to speak on items that are listed under Presentations; Informational Reports; Consent Calendar; Requests for Future Agenda Items- New Items; or items not on the agenda during this portion of the meeting. Public comments for scheduled agenda items should wait until that time.

Zoom participation during this general public comment period will not be accepted.

D. PRESENTATIONS

D.1 City-Wide Shade Program (Wanden, A)

E. 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.

F. 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.

F.1 Approve Minutes of the Regular Meeting of October 24, 2024

G. BUSINESS ITEMS

G.1 Approve the formation of an Ad-Hoc Committee for the City-Wide Park Shade Program.

Title/Recommendation:

Staff is requesting that the Commission approve the formation of an Ad-Hoc Committee for the City-Wide Park Shade Program.

H. REQUEST FOR FUTURE AGENDA ITEMS

H.1 NEW REQUEST(S)

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 Commission meeting

I. ADJOURNMENT

Any disclosable public records related to an agenda item for the open session of this meeting distributed to all or a majority of the 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 Commission meeting in the public access binder in the entrance of the City Council Chambers.

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 City Council, posted on the agenda webpage within one day following the meeting, and will be summarized in the meeting minutes.

The Closed Captioning provided via Zoom is auto generated. It is not the official record and is provided as a convenience.

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 November 19, 2024, 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 our website www.brentwoodca.gov

A complete packet of information is available for public review at City Hall or on our website at www.brentwoodca.gov



City of Brentwood Parks & Recreation

City-Wide Shade Program

Several Ways to Provide Shade

- Trees
- Steel shade structures
- Fabric shade structures
- Shade sails
- Playground toppers
- Trellis and arbors



Trees Utilized for Shade



Creekside Park



Homecoming Park



Curtis Park



Opportunities for Shade in Parks

- Grant Opportunities / Other Funding Sources
- New Development Parks
- Playground Replacements (Annual CIP)



Grant Opportunities / Other funding Sources

- Donations through organizations in collaboration with the City of Brentwood. For example, Mom's Club of Brentwood and Special Kids Foundation.
- EBRPD Measure WW bond (utilized in 2008 – 2018)

The first shade project was initiated in 2004. A local Mom's Club informed the City of Brentwood Park and Recreation Commission the need to provide more shade to play areas at City parks.

At the time, Orchard Park, a beloved and well used park was identified for the need of shade. The City agreed to match funds raised by the Brentwood Mom's Club up to \$50,000.

The Brentwood Mom's Club raised \$37,000 and the City matched the donation for a total project amount of \$74,000.



Shade Structures Obtained through Measure WW

Bleacher Shades at Oak Meadow Park, Balfour Guthrie Park, Sunset Park, were completed in 2013.



Blue Goose (Seating Areas/Playground) 2014



Veterans Park (all abilities playground) 2013



Bocce Courts Shade Structures



Veterans Park
2013

Apple Hill
Park
2016



King Park, Dog Park 2016



Wheatfield Park 2013



Garin Park 2019



New Development Parks (Assisted by City Staff and Park & Recreation Commission)

Alta Park - 2023



Bella Fiore Park - 2016



Dolphin Park - 2016



Dragonfly Park - 2020



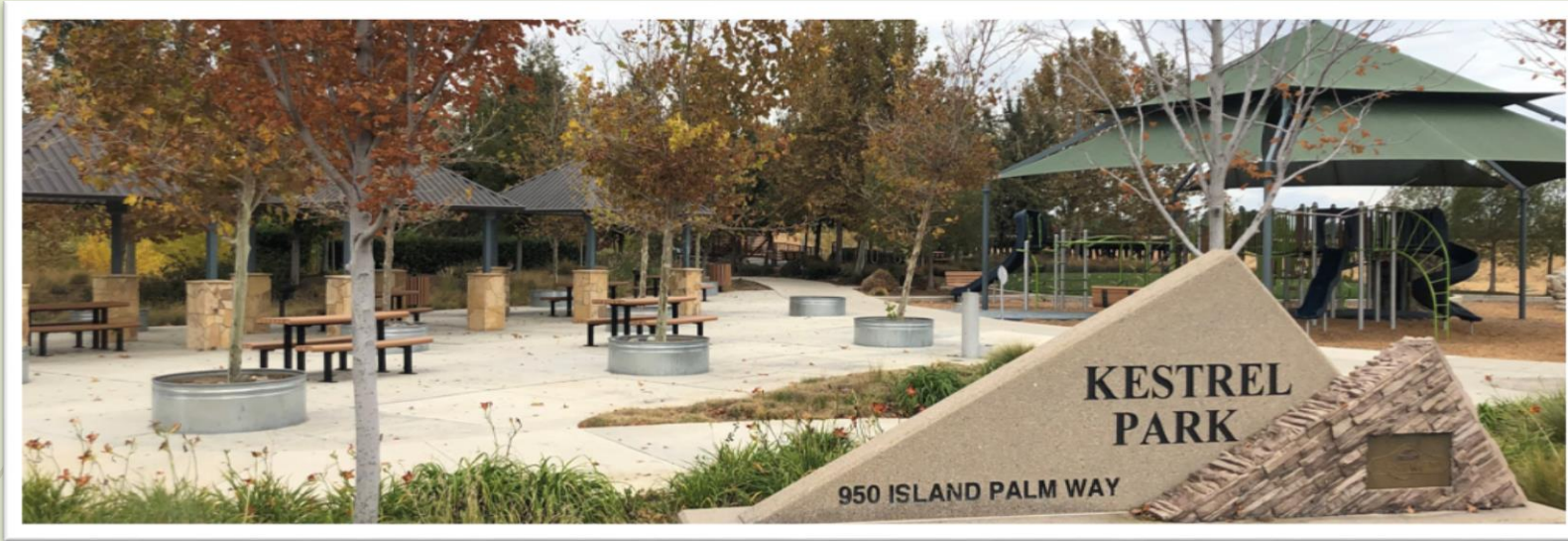
Golden Poppy - 2017



Hummingbird- 2021



Kestrel Park - 2017



Live Oak - 2021



Magpie Park - 2024



McClarren Park- 2018



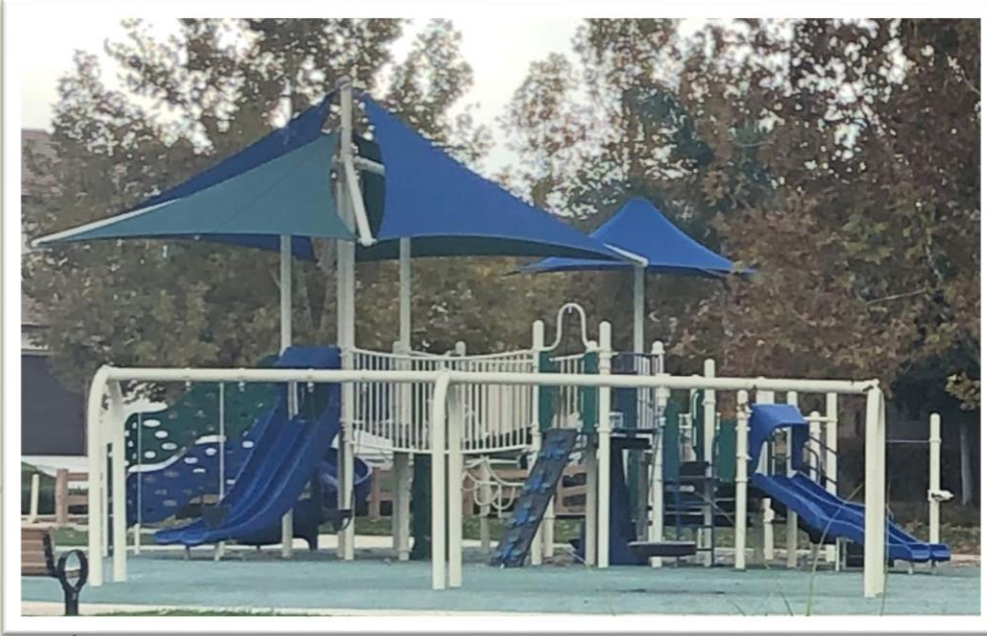
Meadowhawk Park - 2020



Monarch Park - 2017



Pelican Park - 2017



Pioneer Park - 2024



Sparrow Park - 2017



Sycamore Park - 2020



Tulare Park - 2019





Summary of Developer Driven installed shades

(Assisted by City Staff and Park & Recreation Commission)



2016	Bella Fiore Park
2016	Dolphin Park
2017	Sparrow Park
2017	Golden Poppy Park
2017	Kestrel Park
2017	Monarch Park
2017	Pelican Park
2018	McClarren Park
2019	Tulare Park
2020	Dragonfly Park
2020	Meadowhawk Park
2020	Sycamore Park
2021	Live Oak Park
2021	Hummingbird Park
2023	Alta Park
2023	Pioneer Park
2024	Magpie Park

Park Playground Replacements Projects

(Assisted by City Staff and Park & Recreation Commission)

2003	City Park
2008	Apple Hill Park
2010	Summerwood Park
2014	Spirit Park and & Glory Park
2015	Curtis Park
2016	Palomino Park
2016	Appaloosa Park
2017	Creekside Park
2018	Garin Park
2019	Loma Vista Park
2021	Blue Goose Park
2022	Sunset Park
2023/2024	Homecoming Park & Veterans Park (cable climber)
2024	Windsor Way Park & Egret Park



Questions?



PARK AND RECREATION COMMISSION MINUTES

October 24, 2024, 7:00 p.m.

A. CALL TO ORDER & ROLL CALL

Chair Bullington called the meeting to order at 7:04 p.m.

Roll Call found the following members present: Chair Derrick Bullington, Vice-Chair Norman Cohen, Commissioners Michelle Gallardo, and John Tomei. Commissioner Blythe Lind was excused. Staff members present Aaron Wanden, Park Maintenance Manager; Amanda Chaney, Recreation Supervisor; Janice Ellis, Parks Planner; Elaine McGurk, Project Services Specialist; and Jamie Bartzi, Administrative Assistant.

B. PLEDGE OF ALLEGIANCE

Chair Bullington led the Pledge of Allegiance.

C. PUBLIC COMMENTS

NONE

D. PRESENTATIONS

Janice Ellis, Parks Planner, gave a brief presentation about KOMPAN, Inc. and some products they provide. One of the interesting items they offer is equipment made of Robinia wood. It looks like real wood but more user friendly, less splinters for kids.

Aaron Wanden, Park Maintenance Manager, said in the past years, staff would invite different vendors to attend the Park and Recreation Commission meetings to give a short presentation to introduce the company and show off any new equipment being offered.

D.1 KOMPAN, Inc. playground equipment. (Ellis, J)

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

Janice Ellis, Parks Planner, reported:

- Parkside Villas: Staff has received the last piece of documentation for close out and will set a date for the final walk through. Once this has been completed, staff will take the item to the City Council for approval.
- Hanson Lane: The Ad-Hoc Committee is working with the vendor to come up with a park design that will stay within budget.

- Trumark: Revisions to the tentative map will go back to City Council for approval.

Elaine McGurk, Project Services Specialist, reported:

- Windsor Way Park Playground Replacement: On October 8, the City Council approved the award of contract for the park playground replacement to SPEC.
- Irrigation controllers: On October 8, the City Council approved the purchase of City Wide irrigation controllers.
- Egret Park Playground Replacement: Staff will take the item for award of contract to Park Planet at the City Council meeting on November 12.
- Homecoming Park Playground Replacement: Staff will take the Notice of Completion to City Council for approval in December.
- Veteran's Park Eagle Scout project of the book box has been completed.

Aaron Wanden, Parks Maintenance Manager, reported:

- Sand Creek Sports Complex: Staff is working to complete the bid docs and hope to put the project out to bid mid fall. This project is on schedule to present the award of contract to the City Council in late winter and the ground breaking in Spring of 2025.
- Pioneer Pickleball Courts: Staff has striped the courts and signs have been ordered. Staff will install the signs and paddle racks when all items have been received.
- City Wide Park Shade Program: The City Council discussed this at a recent City Council meeting. Their direction is to have the Park and Recreation Commission work on this item. Staff will prepare a staff report for a future meeting and at that time staff will ask for an Ad-Hoc Committee to be formed for this project.
- Commission vacancies - All Commission vacancies will be posted in November and interviews tentatively set for January 2025.

Amanda Chaney, Recreation Supervisor, reported:

- Adopt-a-Senior Program applications are now open and staff is still looking for sponsors to adopt or shop for the seniors.
- Turkey Raffle registration closes on November 8. This is available to those 55+ and one per household. Last year, approximately 70 turkeys were given away.
- Brentwood Family Aquatic Complex closes for the season on October 31.

- 2025 Public Art Wall Call for Artists applications deadline is October 31.
- This weekend the Chamber of Commerce will host the Hometown Halloween from 4 - 8 p.m. in the downtown area and the City will host Movie in the Park at 7 p.m. featuring Monsters University.
- On Sunday, the Dia de Los Muertos event will be held in the Dollar General parking lot/Village Drive from 2 - 7 p.m.
- 2025 Concert in the Park application deadline is at the end of November.
- Scarecrows in the Park went up on Monday, October 21 with about 15 participants.
- The City will host its inaugural Veterans Day parade on November 10th and the American Legion will host a special event on Monday, November 11 with the City providing a free lunch immediately following the event at the Brentwood Senior Activity Center.

F. CONSENT CALENDAR

Motion to approve the Consent Calendar items F.1 - F.4

Moved by: Derrick Bullington, Chair

Seconded by: John Tomei, Commissioner

Ayes (4): Derrick Bullington, Chair, Norman Cohen, Vice-Chair, Michelle Gallardo, Commissioner, and John Tomei, Commissioner

Absent (1): Blythe Lind, Commissioner

Motion Approved (4 to 0)

F.1 Approve Minutes of the Regular Meeting of September 26, 2024.

Motion to approve the Consent Calendar items F.1 - F.4

Moved by: Derrick Bullington, Chair

Seconded by: John Tomei, Commissioner

Ayes (4): Derrick Bullington, Chair, Norman Cohen, Vice-Chair, Michelle Gallardo, Commissioner, and John Tomei, Commissioner

Absent (1): Blythe Lind, Commissioner

Motion Approved (4 to 0)

F.2 Accept the Parks Division (Trails, Projects, Landscape Maintenance) Quarterly Report.

Motion to approve the Consent Calendar items F.1 - F.4

Moved by: Derrick Bullington, Chair

Seconded by: John Tomei, Commissioner

Accept the Parks Division (Trails, Projects, Landscape Maintenance) Quarterly Report.

Motion Approved

- F.3 Accept the Parks Division (Trees/Landscape Maintenance Quarterly Report).

Motion to approve the Consent Calendar items F.1 - F.4

Moved by: Derrick Bullington, Chair

Seconded by: John Tomei, Commissioner

Accept the Parks Division (Trees/Landscape Maintenance) Quarterly Report.

Motion Approved

- F.4 Accept the Parks Division (Parks/Landscape Maintenance) Quarterly Report.

Motion to approve the Consent Calendar items F.1 - F.4

Moved by: Derrick Bullington, Chair

Seconded by: John Tomei, Commissioner

Accept the Parks Division (Parks/Landscape Maintenance) Quarterly Report.

Motion Approved

G. BUSINESS ITEMS

- G.1 Park and Recreation Calendar Review for November and December 2024.

Elaine McGurk, Project Services Specialist, introduced the item. Staff would like the Commission to discuss and decide if they would like to hold a special meeting in November since the regularly scheduled meeting falls on a City Holiday. In December, the regularly scheduled meeting falls on the day after Christmas and staff would like for the Commission to decide if they would like to proceed with that meeting date.

Staff has reserved the Council Chamber for various dates in December if needed to hold a Special Meeting.

Motion to hold a Special Meeting on November 21 and cancel the regular scheduled meeting on December 26.

Moved by: Derrick Bullington, Chair

Seconded by: Michelle Gallardo, Commissioner

Staff is requesting the Commission to discuss and provide direction for the upcoming meeting dates in November and December.

Ayes (4): Derrick Bullington, Chair, Norman Cohen, Vice-Chair, Michelle Gallardo, Commissioner, and John Tomei, Commissioner

Absent (1): Blythe Lind, Commissioner

Motion Approved (4 to 0)

H. REQUEST FOR FUTURE AGENDA ITEMS

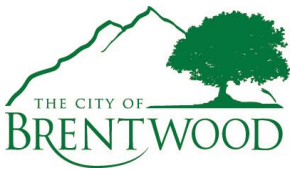
H.1 NEW REQUEST(S)

H.2 REQUESTED ITEM(S)

NONE

I. ADJOURNMENT

It was moved/seconded by Bullington/Cohen to adjourn at 7:25 p.m.



PARK AND RECREATION COMMISSION
AGENDA ITEM NO. G.1
11/21/2024

SUBJECT: Approve the formation of an Ad-Hoc Committee for the City-Wide Park Shade Program.

DEPARTMENT: Parks and Recreation

STAFF: Aaron Wanden, Parks Maintenance Manager
Elaine McGurk, Project Services Specialist

TITLE/RECOMMENDATION

Staff is requesting that the Commission approve the formation of an Ad-Hoc Committee for the City-Wide Park Shade Program.

FISCAL IMPACT

None at this time.

BACKGROUND

During the October City Council meeting, staff was directed to continue to work on the City-Wide Shade Program with the assistance of the Park and Recreation Commission.

CITY COUNCIL STRATEGIC INITIATIVE

Focus Area 5 – Community and Neighborhood Services

PREVIOUS ACTION

Previous Action by the Commission is included on Attachment 1.

DATE OF NOTICE

Not Applicable.

ENVIRONMENTAL DETERMINATION

Not Applicable.

ATTACHMENT(S)

1. Previous Action

ATTACHMENT 1 PREVIOUS ACTION

Previous actions related to this agenda item that were taken by the Commission are listed below. To view prior actions and materials, and Brentwood Municipal Code references in the staff report, as applicable:

- Visit www.brentwoodca.gov/meetings, and select the meeting date(s) desired to see the reference materials and videos.
- Visit www.brentwoodca.gov/municipalcode to research references to the Brentwood Municipal Code and search by the code section(s) cited.

On February 26, 2019, by City Council Resolution No. 2019-21 adopted the Parks, Trails and Recreation Plan Update with the addition of Empire Park back into the master plan.

On February 25, 2020, by City Council Resolution No. 2020-20 adopted the City of Brentwood Strategic Plan FY 2020/21 – FY 2021/22.

On July 14, 2020, by City Council Resolution No. 2020-96, approved the amended City of Brentwood Strategic Plan FY 2021/21 – FY 2021/22 that included the Funding Deferred Projects Holding List.