



Meeting Date: September 21, 2010

TOWN OF MORAGA

STAFF REPORT

To: Parks and Recreation Commission
From: Jay Ingram, Parks and Recreation Director
Subject: September Agenda Items

Unfinished Business

None

New Business

Eagle Scout Project – Commons Park – (discussion/action) Tony Knox, a potential Eagle Scout candidate has agreed to complete a Veterans Memorial project for the Town of Moraga. The project will consist of a large rock (approximately 2.5 ft. tall by 5 ft. wide) engraved on the face to honor Veterans. Currently a Memorial such as this does not exist in the Lamorinda area. The memorial rock would be placed in the Commons Park, along the St. Mary's Road corridor, on the hill about 200 feet from the existing flagpole. (Attachment A lists project details, provides pictures and shows the engraving).

The requested project fits in with the Town Council approved Memorial and Donation policy. This project would fall under the "Other Donations" section of the policy. This section gives the Park and Recreation Commission the authority to approve the project as long as it meets policy guidelines. As presented, Rock A, does comply with the Memorial and Donation Policy. Rock B does not comply with policy because it resembles a monument typically found in a cemetery.

If the Park and Recreation Commission approves the project using Rock A, Tony Knox would like to start his work now and end it with a dedication ceremony on Veterans Day, Thursday, November 11, 2010. Town Council could present a proclamation on Wednesday, November 10, Proclaiming November 11 Veterans Day in Moraga and thanking Tony Knox for his donation.

Staff Recommendation: Approve project with Rock A, start the necessary work to complete installation in time for the November 11, 2010 dedication ceremony.

Urban Forest Subcommittee - (discussion/action) The Urban Forest Subcommittee (formerly known as the Tree Planting Committee) has been in existence since November of 2009 (charter is attachment B). Park and Recreation Commissioner Khanna agreed to be the chair. The subcommittee report has been on the Park and Recreation agenda with no action for almost 12 months and has been unable to seat the required five members in order to hold a meeting. Staff expressed a request to sunset the existing subcommittee.

In order for the Town to keep its Tree City USA City status, we could have some type of Tree Board. Some Towns have their Parks and Recreation Department handle this task. Some Towns have a mix of a tree board (like an existing Park and Recreation Commission) and the Parks and Recreation Department. Some Towns have a separate Tree Board to just to make sure certain criteria are carried out to satisfy the Tree City USA requirements.

The National Arbor Day Foundation, the parent company of Tree City USA recommends that cities/towns have a combination of staff and board to accomplish the tasks of a Tree City USA Town. Those duties include:

- 1) Tree Board or Department
- 2) Tree Care Ordinance
- 3) A Community Tree Care Program with an annual budget of at least \$2 per capita
- 4) An Arbor Day observance and proclamation

The Town of Moraga has fulfilled the four requirements listed above.

Staff recommendation: Recommend to Town Council:

- 1) Sunset the Urban Forest Subcommittee
- 2) Give joint responsibilities to the Commission and the Parks and Recreation Department to fulfill the requirements for Tree City USA.