



Meeting Date: March 15, 2016

**TOWN OF MORAGA**

**STAFF REPORT**

**To: Park and Recreation Commission**  
**From: Jay Ingram, Parks and Recreation Director**  
**Subject: March Agenda Items**

**New Business**

**IX. A. Appointment of 2016 Commission Chair and Vice Chair – (discussion/action)**

The Commission should vote on a Chair and Vice-Chair for the balance of 2016 and the beginning of 2017. Nominations will be taken at the meeting, during this item.

**IX. B. Committee Appointments – (discussion/action)**

Annually during the March meeting, the Commission revisits appointments to the committees listed on the agenda under item X.A.

**IX. C. Lamorinda All Access Playground Concept at Rancho Laguna Park – (discussion/action)**

Moraga Rotary has expressed interest in providing an all access play area in Town. As part of their research, they visited playgrounds in Brentwood and Concord and spoken to various playground vendors. Staff met with six Rotary members on Tuesday, February 2, 2016 to discuss a potential project and determined that Rancho Laguna Park would be ideal. In 2017, Rotary is celebrating 50 years in Moraga and is interested in completing a signature project. The project has been discussed with the Superintendent of the Moraga School District, the Moraga Parks and Recreation Director and the Moraga Park and Recreation Commission on February 16, 2016.

Conceptual discussions continue to take place and playground vendors are drafting conceptual renderings for Rotary and Town for review. Rotary intends to raise initial project money at their annual “Night at the Races” event on March 12. This project likely requires a phased approach, starting with phase one that may cost approximately \$40,000.

The February 2<sup>nd</sup> meeting included a site visit to Rancho Laguna Park to address location feasibility. The front left corner, three concrete circles, appears to be the desired location. Rotary committed to additional research for desired pieces of play equipment and identifying costs; a

wheelchair accessible swing, merry-go-round and sandbox were all initial requests. Staff recommends the rubberized surfacing and installing fencing for the project

During the February 16th meeting, the Commission endorsed the project, requesting that Rotary continue with their research. Since the February meeting, Moraga Rotary has meet several times with Town staff to discuss further details.

One detail is to allow project acknowledgement in a way that is respectful, but not currently allowed within the rules of the existing Memorial and Donation Policy. It is staffs understanding that if Rotary approves this project and applies for a grant from the District level of Rotary, it will be a District requirement to post recognition larger than the 2.5" x 6" currently allowed through the Town's Memorial and Donation Policy (see policy - page 3, *Donation Acknowledgements/Memorial Plaques*). Current requirements allow a 2.5" x 6" brass plaque to be engraved with the phrases; "Donated by \_\_\_\_\_," "In Memory of \_\_\_\_\_," or "Dedicated to \_\_\_\_\_" and displayed on the donation. Rotary has provided an 8.5" x 11" rendering (included in agenda packet) for Commission review and approval. While the concept is on white paper, discussions have taken place to produce a wood engraved sign that is planned to be the same size as currently presented.

The Town Council approved Memorial and Donation Policy is included in this packet. Please review the policy in the context of this potential donation, paying close attention to page 2, "Criteria for Acceptance," and page 3, "Other Donations." Through Resolution 43-2008, the Town Council adopted an acceptance policy for memorials and donations. This policy provides authority for the Town (in this case Moraga Rotary) discretion to bring any donation proposal to the Park and Recreation Commission for review and approval. A donation of this level has not been requested since policy approval in 2008.

**Next Steps:**

- Per Memorial and Donation Policy, approval of the Moraga Rotary proposed donation acknowledgement, "Plaque" by the Park and Recreation Commission. (concept provided)
- Commission review and comment on concept plans (if provided by vendors in time for the March 15 meeting).
- Park and Recreation Commission consider requesting staff and Rotary continue work on the project.
- When appropriate, request that Rotary bring back a completed donation proposal to the Park and Recreation Commission for review and approval, per Memorial and Donation Policy requirements.

Recommendation

Consider this project in the context of the Memorial and Donation Policy and the authority provided to the Park and Recreation Commission. Provide a recommendation on the proposed acknowledgement signage and direction of the overall project.