Exhibit I

Park and Recreation Commission
Meeting Minutes

MORAGA PARKS AND RECREATION COMMISSION
MEETING MINUTES
JUNE 17, 2008 - 7:00 PM
HACIENDA DE LAS FLORES – *MOSAIC ROOM*
2100 DONALD DRIVE, MORAGA, CA 94556

I. **CALL TO ORDER:** Chairman Mallela called the meeting to order at 7:00pm

II. **ROLL CALL:** Chairman Mallela, Vice Chair Mendonca
Commissioners: Crouch, Faoro, Reed, Sweeney

Commissioners Absent: Haffner

III. **ADOPTION OF AGENDA**

Chairman Mallela asked for a motion.

Commissioner Sweeney moved and Commissioner Reed seconded, to adopt the agenda as submitted. Motion carried unanimously.

IV. **PUBLIC COMMENT** - None

V. **ANNOUNCEMENTS/CORRESPONDENCE** - None

VI. **PARK & RECREATION FOUNDATION LIAISON REPORT**

Liaison Dennis Myrick announced that the summer concert series has started and the third concert is on Thursday. Also, a sales record was almost set at the second concert, so it was well received. The Foundation continues to plan for the Pear Festival.

Chairman Mallela asked for feedback in regard to the parking situation at the library. Liaison Myrick noted that parking continues to be an issue as well as access to all Moraga parks, including the Commons continues to be an issue.

VII. **MINUTES - May 20, 2008**

Chairman Mallela asked for a motion.

Commissioner Sweeney moved and Commissioner Reed seconded, to adopt the May 20, 2008 minutes as submitted. Motion carried unanimously.

VIII. **UNFINISHED BUSINESS**

A. **2008 Commission Goals for Council**

Director Ingram provided the Commission with their 2008 goals for Town Council consideration as outlined in the staff report and welcomed comments and feedback. The 2008 Commission goals include the following:

- Continue to implement vision for Parks and Recreation Master Plan
- Improving Moraga School District Fields
- Looking at Lower LP fields
- Consider Town owned fields
- Master Plan for Commons Park
- Master Plan for Rancho Laguna

In regard to field improvements, the main concern is parking and one suggestion was focusing efforts on purchasing the *"Pear Orchard."* Director Ingram discussed that option with the superintendent of school in regard to the Town possibly purchasing the Pear Orchard and the School Board was not in favor, so if they move forward in that direction further discussion must occur. Staff further noted that the Town Council and School Board scheduled a joint meeting in September.

Chairman Mallela believed more clarification around the goals is needed. Some goals are research oriented and some goals need a tangible document or strategy. He recommended revisiting this discussion next month and asked staff to provide very specific language around each goal in terms of what is desired and what is to be accomplished. Director Ingram agreed.

Vice Chair Mendonca asked staff if there is any other potential for fields because parking is a very serious issue. She desired staff to research other possibly locations for fields. Director Ingram agreed to conduct research as directed by the Commission and report back findings at their next meeting.

B. Splash Pad Update

Director Ingram reported that the concrete slab was poured yesterday, but they continue to work on beautification of the area. Staff informed the Town Council that the ribbon cutting ceremony is tentatively scheduled for June 26th around 6pm, but staff must have a discussion with the contractor in terms of specifics. Staff further noted that the Mayor would be cutting the ribbon.

IX. NEW BUSINESS

A. Moraga Center Specific Plan

Lori Salamack, Planning Director, reported that several in the community are interested in parks and recreation facilities, economic development, housing, traffic and all of those interests must be considered when adopting the Moraga Specific Plan. Staff noted that a two-hour powerpoint presentation is available for review. If the Commission's desire is to discuss the park and recreation opportunities within the Specific Plan area and form comments to the Town Council that can be done through the public comment period,

which will end Friday, August 1st. Tonight is an opportunity to allow the public the ability to express their interest. This project calls for the development of a 30,000 sq. ft. community center/gymnasium and currently two locations are being studied. The traffic analysis indicates that a community center/gymnasium of this size is a traffic attraction. Staff indicated that another option is reducing the size of the facility. The Park and Recreation Master Plan calls for the development of a 30,000 sq. ft. facility based on community input and analysis. There are issues pertaining to funding of the construction and long-term maintenance. There are opportunities for a more "park type" feeling, particularly along the creek for a more natural environment. The Lafayette/Moraga Trail will extend through the specific planned area. The pedestrian and bicycle environment will be dramatically enhanced. There will be great opportunities for signage and the ability to enhance the quality of life for those in Moraga. Through visual simulations for the Moraga Ranch area there are opportunities for a community fair, so there is a lot that the Commission could contribute to the shaping of the Specific Plan. In terms of documents out for public view, there is the draft plan and draft EIR along with a number of formulized alternatives. Also, the General Plan analyzed single-family residences and the project proposes to increase density near the creek and reduce density near the existing neighborhoods. The highest density is concentrated around senior housing, which is the number one interest among the community. Several individuals in Moraga want to remain in Moraga with their social opportunities and interact with their neighbors. The Specific Plan also looks at housing specifically for St. Mary's College because there is a full-time student deficit in housing. Several must live outside of the Town, which contributes to the traffic congestion. Student and faculty housing is needed. They talked about college students, senior citizens and working professionals, so a range of recreation activities must be considered for those groups. There are opportunities to engage with the proximity of Moraga Commons, potential for the development of a community center/gymnasium, so there are very exciting opportunities and staff welcomed the Commission's interest and officially requested that the Commission participate. Staff further announced that the powerpoint presentation can be viewed on Channel 26 on June 22 at 7pm; July 20th at 7pm and August 18th at 7pm. Also, the Planning Commission will be discussing the Specific Plan on July 7th and the Town Council meetings are scheduled for July 9th and 22nd. Staff would appreciate any and all comments of the Commission to be submitted before the last Town Council meeting.

Chairman Mallela opened the public comment on this item.

Dick Loewke, Principal Planner, has been working with Planning Director Salamack for several years and encouraged all members of the Commission to review the powerpoint presentation, which was comprehensive and an excellent source to get a feel of the concept. He also recommended reading through the documentation in order to a perspective of the project. One important document is thinking about park facilities, community center and relationship to other activities and functions. This is not an ordinary kind of development. An EIR has been prepared, so it is a very sensitive economic development project. Communities struggle with economic development and they must consider whether there is a market for new retail. One statistic used is three of every four tax dollars spent by Moraga residents is not spent in Moraga, but in Orinda,

Walnut Creek, Pleasant Hill and Concord. In doing so, vehicles are used, which adds to the traffic generation. The key discussion is on housing and the key component and purpose of this plan is to provide an opportunity to reduce vacancies, create healthier businesses and more of the right kinds of businesses to meet community needs. Housing is necessary to meet State law, but also to create supplemental demands. There is a very delicate and sensitive inner relationship between housing, retail, government regulations, cost and market potential. There is a real feasibility issue and careful consideration is desired. They want senior and student housing and they want retail expanded to generate sales tax and property tax base for community programs. The project as a whole must be feasible and that is the number one issue in the minds of those involved with the project.

There being no further public testimony on this item, the Chair closed the public portion and brought the matter back to the Commission for discussion.

Director Ingram recommended that the Commission review the documents and watch the powerpoint presentation and then come back in July or August to start discussions and sort through the issues as well as different scenarios. The Commission agreed to schedule an additional meeting in July to discuss the Specific Plan and formalize their position. Director Ingram agreed to schedule a special meeting for Tuesday, July 8th at 6:30pm for discussion and potential action on the Specific Plan and the regularly scheduled Commission meeting is on July 15th.

B. **Palos Colorados**

Architect Tom and Consultant Malcolm Sproul provided an overview of the overall trail system, the actual pocket park design, plant palette, irrigation system as well as some revisions since the Commission received handouts from staff. They explained that this project has a tremendous amount of open space, which will be preserved under a conservation easement. The trials will be maintained by a Town identified public agency and the pocket park will be maintained by the Board Association. They are also considering different types of play structures incorporating many planting elements in order to have a natural, but vibrant play area. The goal is to provide a small grouping for toddlers and then a larger grouping for the older children. Then they respectfully requested a recommendation of approval from this Commission to the Planning Commission.

Chairman Mallela asked if all the hiking trails currently exist or are they planning to be built as part of this project. Consultant Sproul indicated that some exists today and some will be built as part of the project. He then pointed out the existing fire road system that will be part of the trail system in the future for the Commission's consideration. The intent is to allow pedestrian and bicyclist traffic to cross the road and continue into the Lafayette Reservoir.

Commissioner Sweeney asked if mountain bikes are allowed on those trails. Consultant Sproul noted that there is a conservation easement placed over all of the open space and

they may have a restriction from the Fish and Wildlife Service in that regard. The trail that extends off the property into Lafayette is part of the conservation easement.

Director Ingram wanted to know if the Town would be able to reserve the pocket park for picnics and events. Director Salamack believed the HOA should develop those policies because this is a park along the lines of a *"neighborhood park."* It was added by the Planning Commission and it was not a requirement of the park. The obligation is to provide the trails, and the park is in addition. There is public access being provided, but to ask that the area be reserved for those that live in the Moraga is asking a lot in her view.

Vice Chair Mendonca stated if the pocket park is not maintained by the Town, but it is a nice quiet location, so rather than visit Rancho Laguna or Commons, can they make that pocket park their own private heaven. She then asked if there is any problem with that little jewel being available to the Town. Director Salamack responded that the pocket park is available to the Town, but there is a difference of being available to the Town and reserved to the exclusion of those living in the area.

Consultant Sproul pointed out that cattle will be grazing the area, so adding benches might be problematic. Vice Chair Mendonca asked if a gate is being proposed. Consultant Sproul clarified that no gate is proposed. Director Salamack added that if the HOA wanted to add a gate it would have to be approved by the Town, and the Town is not inclined to approve a gate. While the pocket park is privately owned and privately maintained, there will be public access. All areas open to residents are also open to the Moraga community and for that matter any other person.

Chairman Mallela discussed the maintenance cost and his understanding is that it will be the Town's responsibility and desired to know the cost per year. Director Salamack responded that a relief fund would be established for long-term maintenance of the trails, so there is a funding source.

Chairman Mallela discussed the Town's play structure and desired some continuity if possible in terms of style.

Commissioner Reed desired consideration to be given to teenager areas as well.

Liaison Myrick expressed concern for the restrooms and recommended exploring potable drinking water as well as barbeque areas. Consultant Sproul responded that this is a very restricted site and restrooms would impact the site. Currently potable water is not included in the plans, but agreed to investigate. Vice Chair Mendonca believed without a restroom that pocket park should be converted into a short-term or day use facility. She believed several would be discouraged from using the pocket park because children, parents and elders need restrooms. If the Commission discussed that item and recommended a restroom facility in the pocket park is that an option. Consultant Sproul is not sure if a restroom is feasible.

Director Salamack pointed out that Mulholland does not provide a restroom facility. Vice Chair Mendonca is thinking of a public facility with a restroom. Mulholland in her view is open space, not a pocket park. Director Salamack worked in Piedmont for several years and they have a lovely pocket park and no restroom facility is provided. There are neighborhood parks intended to serve the local area. It is not intended as a daylong event. Vice Chair Mendonca appreciated that clarification because she was not thinking of the homeowners using this area as a gathering place for a few minutes, but more as another park facility so the explanation is very helpful. Director Salamack stated that a neighborhood park is planned for those in walking distance.

Chairman Mallela clarified with the consultant that there is not a suitable location for a restroom facility. Consultant Sproul is not sure if it is a possibility.

Liaison Myrick asked if the pocket park will conflict with normal use Monday through Friday in regard to traffic generation and parking. Director Salamack responded that the park-n-ride lot was installed earlier as a traffic mitigation measure and the use was expanded to accommodate the trails, so the trails came later. It was primarily used for a park-n-ride lot, but it is not to exclude people who want to use the park-n-ride lot for trails.

Vice Chair Mendonca assumed no water fountains are provided throughout the trail system. Consultant Sproul responded in the affirmative.

Commissioner Sweeney noted that the applicant requested their input and approval and asked staff, from a process standpoint, is it expected that this Commission's vote tonight is tentatively approving the plans because not all the details are worked out and wanted to know what is being asked of the Commission. Director Salamack responded that this body is being asked for a recommendation, but the ultimate decision would come from the Planning Commission. The Planning Commission will be making a decision on the Precise Development Plan in August.

Chairman Mallela opened the public comment on this item, and seeing no one wishing to speak, the Chairman closed the public portion and brought the matter back to the Commission for discussion and action.

Chairman Mallela did not see a pressing need to vote on this matter this month, they are extremely busy and asked the Commission if it would make sense to continue to review and bring back this matter next month for further discussion.

Commissioner Reed has some reservations and believed restrooms would be a wonderful attribute, but appreciated the park and the use of natural elements.

Commissioner Haffner believes it is important for the Commission to deliver a unanimous vote on this issue to deliver the message to Council.

Vice Chair Mendonca also has concerns about no restroom facilities and no water fountains being provided in the current plan. She desired those items to be further explored. She further believed the requirements for a pocket park are nicely addressed.

Chairman Mallela asked for a motion.

Commissioner Reed moved and Vice Chair Mendonca seconded, to recommend and endorse the pocket park, but highly recommended that water fountains and restroom facilities be explored and provided, if at all possible. Motion carried unanimously.

X. REPORTS

A. COMMISSION MEMBERS

- **Schools**

Director Ingram announced that a joint use agreement meeting will occur in September and more will be discussed then just the fields.

- **Beautification and Tree Planting Committee**

Vice Chair Mendonca reported that BTPC is exploring additional funding resources for tree planting. Many cities and towns have a tree cutting and planting ordinance, so they are currently examining those types of ordinances.

- **Grant Funding**

Director Ingram announced that the President of the Moraga Parks and Recreation Foundation submitted two grants to offset some of the cost of the concerts. They received $2,500 from Wells Fargo and $2,500 from Union Bank. Also, the Hacienda Foundation donated funds for the second movie.

- **Sports Alliance**

Commissioner Faoro had nothing new to report.

- **Parks and Recreation Foundation** – No report

- **Hacienda Foundation**

Director Ingram and Chairman Mallela volunteered their time for the second summer concert, which was well attended. Vice Chair Mendonca noted that she as well as her husband are available to help with the summer concerts.

Director Ingram reported that the Hacienda Foundation would be in front of the Town Council next Wednesday night where a brief presentation will be provided to the Council for their consideration.

- **Other Reports/Comments** – None

B. STAFF

In regard to the sound studies conducted, the consultant seems to think it is an acceptable level. Staff received a phone call from a nearby neighbor in regard to the Thursday night concert who found the sound levels to be acceptable, but wanted to wait until after the Fourth of July event. The consultant must provide staff with the CEQA study and then staff will attach the General Plan Amendment and forward the Sound Ordinance to the Town Council for their review.

Also, soccer camp started at Rancho Laguna at 8:30am and many dog owners are upset because they are allowed use of the park until 9am, so damage control had to occur with several dog owners. Most dog owners agreed to visit the park earlier or share the space with the kids. Next year staff will start the soccer camp at 9pm. Commissioner Faoro expressed concern for liability issues due to the scheduling conflicts. Director Ingram noted that the Town has the right to take over the park if it is a Town sponsored program.

Director Ingram announced that the Moraga Women's Society is sponsoring the *"Bee Movie"* playing at the Pavilion starting at 8:30pm for those interested.

Director Ingram reported that the new Town Manager was the Planning Director in Corte Madera as well as the Town Manager.

XI. **ITEMS FOR NEXT AGNEDA**

- Moraga non-profit use policy
- Consider changing the August meeting date
- Bring back 2008 Commission Goals to Council
- Moraga Specific Plan

XII. **ADJOURNMENT**

By order of the Chairman, the meeting adjourned.

Respectfully submitted,
Jessica Woods, Recording Secretary