



## MEMORANDUM

**DATE:** March 21, 2023  
**TO:** Paul Buddenhagen, City Manager  
**FROM:** Rebecca Sermeno, Community Services Director  
**SUBJECT:** Report To The City Council Of The City Of Emeryville Of Recommendations Made By The Parks and Recreation Committee For Council Consideration

### RECOMMENDATION

Staff recommends that the City Council receive this report from the Parks and Recreation Committee and provide direction to staff on action or further committee consideration of specific items as desired. Potential direction could include referral to a planned or ongoing planning process such as the Capital Improvement Program; referral to another committee like the Transportation Committee for further review; or acceptance and filing for future Council consideration.

### BACKGROUND

The Parks and Recreation Committee consists of six members of the Emeryville community; it meets monthly to provide input and recommendations related to the City's recreation programs, cultural events, and activities; public use of parks; development of new parks and enhancements to existing parks and recreation facilities, as outlined in the Park and Recreation Strategic Plan.

### DISCUSSION

This report on Parks and Recreation Committee recommendations covers motions made at the November and December 2022 and January 2023 meetings.

On November 16, 2022, the Committee recommended the City Council consider fencing at Stanford Park to completely enclose the play area to provide safe space for children, and to relandscape with natural and native plants to replace the grass and incorporate nature play objects. The streets surrounding the park are busy and pose potential safety concerns for those who visit and enjoy the play area at Stanford Park. Currently there is some fencing that does not fully enclose the play area and is approximately 3 feet tall. Enclosing this play area with a fence will allow families to play safely. The committee also recommended adding additional natural and native plants within the enclosed play area to increase exposure to nature.

On January 18, 2023, the Committee recommended the City Council reappoint a Council Liaison to the Parks & Recreation Committee. The committee found this position to be of great importance and enhancement to the committee and are requesting to bring the liaison position back to the committee. On December 12, 2022, City Council voted to discontinue the role of council member liaisons to Emeryville Community Advisory Committees and Commissions.

On January 18, 2023, the Committee recommended to eliminate the Planning Commission Appointee and replace with a Community Member to complete the quorum. The Planning Commission did not appoint a member to join the Parks & Recreation Committee leaving an empty seat on the board. Staff recommends that the position be amended to Planning Commission or Community Representative so that the possibility is preserved for any future representation from either the Planning Commission or the wider community.

On January 18, 2023, the Committee recommended that City Council consider adding a dedicated staff person for Park Planning, Development, and Project Management. This additional staff is recommended to perform professional and administrative work in coordinating and implementing the Parks and Recreation Strategic Plan. Additionally, the position would work with residents and staff to recommend projects for acquisition, development, or capital maintenance. Examples of areas of responsibility could include park management, grant writing, community outreach, park and open space planning and maintaining inventory of park and open space lands.

Staff is requesting Council direction with respect to the recommendations from the Parks and Recreation Committee set forth above.

### **FISCAL IMPACT**

There are unidentified capital and maintenance costs, as well as staff resource impacts, associated with the actions recommended by the Parks and Recreation Committee. There is no fiscal impact from reporting the actions to Council.

### **STAFF COMMUNICATION WITH THE PUBLIC**

This reporting process has been discussed several times at Parks and Recreation Committee meetings.

### **CONCLUSION**

This is the first of a regular series of similar reports to Council from the Parks and Recreation Committee.

**PREPARED BY:** Kim Burrowes, Community Services Department

**APPROVED AND FORWARDED TO THE  
CITY COUNCIL OF THE CITY OF EMERYVILLE:**

A handwritten signature in blue ink, appearing to read "Paul Buddenhagen", written over a horizontal line.

Paul Buddenhagen, City Manager