



**CITY OF DUBLIN
PARKS & COMMUNITY SERVICES COMMISSION
MEETING AGENDA**

**MONDAY, DECEMBER 14, 2015, 7:00 P.M.
DUBLIN CIVIC CENTER, 100 CIVIC PLAZA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ORAL COMMUNICATIONS**
 - 3.1 Brief Informational Only Reports from the Youth Advisory and Senior Center Advisory Committees**
 - 3.2 Public Comments**

At this time, the public is permitted to address the Parks and Community Services Commission on non-agendized items. The Commission must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Commission may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Office of the Parks and Community Services Department related to the proper procedure to place an item on a future Parks and Community Services Commission agenda. The exceptions under which the Parks and Community Services Commission MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).
- 4. MINUTES**
 - 4.1 Minutes of the November 16, 2015 Regular Meeting**

The Commission will consider approval of the minutes of the November 16, 2015 Regular Meeting.

STAFF RECOMMENDATION:
Approve the minutes of the November 16, 2015 Regular Meeting.
- 5. WRITTEN COMMUNICATIONS – None.**
- 6. PUBLIC HEARING – None.**
- 7. UNFINISHED BUSINESS – None.**
- 8. NEW BUSINESS**
 - 8.1 Sean Diamond Park**

The Commission will receive a report on on the Sean Diamond Neighborhood Park planning process and preferred concept.

STAFF RECOMMENDATION:
1) Receive presentation from Staff and Landscape Architect, 2) Receive public comment on preferred conceptual park design, and 3) Recommend approval of the preferred conceptual park design to the City Council.
 - 8.2 City of Dublin Website Features and Tools**

The Commission will receive an overview on the newly redesigned City of Dublin website.

STAFF RECOMMENDATION:
Receive the Report.

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Office of Parks and Community Services (925) 556-4500 at least 72 hours in advance of the meeting.

A complete packet of information containing Staff Reports (Agenda Statements) and attachments related to each item is available for public review at least 72 hours prior to a Parks & Community Services Commission Meeting or, in the event that it is delivered to the Commission less than 72 hours prior to a Parks & Community Services Commission Meeting, as soon as it is so delivered. The packet is available in the Parks & Community Services Department at Civic Center.

9. **OTHER BUSINESS** – Brief Informational Only Reports from Commissioners and/or Staff, including Reports by Commission related to Meetings Attended at City Expense (AB 1234).

10. **ADJOURNMENT**



STAFF REPORT

PARKS & COMMUNITY SERVICES COMMISSION

DATE: December 14, 2015

TO: Honorable Chair and Commissioners

FROM: Micki Cronin, Assistant Director of Parks and Community Services *Micki Cronin*

SUBJECT: Minutes of the November 16, 2015 Meeting of the Parks & Community Services Commission
By: Rhonda Franklin, Management Analyst

EXECUTIVE SUMMARY:

The Parks & Community Services Commission will consider approval of the minutes of the November 16, 2015, meeting of the Parks & Community Services Commission.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Approve the minutes of the November 16, 2015 meeting of the Parks & Community Services Commission.

DESCRIPTION:

The Parks & Community Services Commission will consider approval of the minutes of the November 16, 2015, meeting of the Parks & Community Services Commission.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

1. Draft Minutes of the November 16, 2015 meeting of the Parks & Community Services Commission.



PARKS AND COMMUNITY SERVICES COMMISSION

REGULAR MEETING

Draft Minutes

CITY OF DUBLIN

November 16, 2015

A regular meeting of the Dublin Parks and Community Services Commission was held on Monday, November 16, 2015, in the City Council Chamber of the Dublin Civic Center. The meeting was called to order at 6:59 PM, by Chair Totaro.

PLEDGE OF ALLEGIANCE

The pledge of allegiance to the flag was recited by the Commission, Staff and those present.

ROLL CALL

Commissioners (Cm.) Present: Ballesteros, Giannini, Tabaracci, Thalblum, Totaro, and Tucker

Commissioner Absent: None

ORAL COMMUNICATIONS

3.1 BRIEF INFORMATIONAL ONLY REPORTS FROM THE SENIOR CENTER AND YOUTH ADVISORY COMMITTEES

Senior Center Advisory Committee

Cm. Thalblum reported on the October 2015 and November 2015 Advisory Committee meetings.

Youth Advisory Committee

Cm. Tabaracci reported on the August, September and October 2015 Advisory Committee meetings.

3.2 PUBLIC COMMENTS - None

APPROVAL OF MINUTES

4.1 Regular Meeting July 20, 2015

On a motion by Cm. Giannini, seconded by Cm. Thalblum, and by a vote of 5-0-1 with Vice Chair Ballesteros abstaining, the Commission took the following action:

ACTION

Approved minutes of the July 20, 2015 Regular Commission meeting.

4.2 Special Joint Meeting September 10, 2015

On a motion by Vice Chair Ballesteros, seconded by Cm. Giannini, and by a vote of 5-0-1 with Cm. Tucker abstaining, the Commission took the following action:

ACTION

Approved minutes of the September 10, 2015 Special Joint Commission meeting.

WRITTEN COMMUNICATIONS – None

PUBLIC HEARING – None

UNFINISHED BUSINESS – None

NEW BUSINESS

8.1 Summer Quarterly Report

Staff, including Ms. Lisa McPherson, Recreation Supervisor; Mr. Damian Sandholm, Recreation Coordinator; and Ms. Anna Hudson, Recreation Coordinator, presented a report on the summer 2015 programs, activities, and events in the areas of family services, preschool, teens, sports, special events, recreational activities, seniors, and aquatics.

ACTION

The Commission received the report.

8.3 Change to Action Based Minutes for Commission and Advisory Committees

Ms. Rhonda Franklin, Management Analyst, presented a report on the proposal to change the format of the minutes for Commissions and Advisory Committees from summary minutes to action minutes.

ACTION

The Commission was in support of the minutes format change and received the report.

8.2 Parks and Community Services Strategic Plan Annual Report

Mr. Paul McCreary, Parks and Community Services Director, presented a report on the Strategic Plan Accomplishments from Fiscal Years 2013-2014 and 2014-2015.

ACTION

The Commission received the report.

OTHER BUSINESS

The Commissioners provided brief informational reports on events and meetings attended.

Mr. McCreary provided program and project updates.

Ms. Franklin confirmed the Commission's availability for a Commission meeting on Monday, December 14, 2015.

ADJOURNMENT

There being no further business the meeting adjourned at 8:48 PM to Monday, December 14, 2015 at 7:00 PM.

Minutes prepared by Jennifer Kransky, Senior Office Assistant.

Anthony Totaro
Chairperson

ATTEST: _____
Paul McCreary
Parks and Community Services Director



STAFF REPORT

PARKS & COMMUNITY SERVICES COMMISSION

DATE: December 14, 2015

TO: Honorable Chair and Commissioners

FROM: Meghan Tiernan, Facilities Development Manager

SUBJECT: Sean Diamond Neighborhood Park – Preferred Concept Presentation
By: Rosemary Alex, Parks and Facilities Development Coordinator

EXECUTIVE SUMMARY:

The Parks and Community Services Commission will receive a presentation on the Sean Diamond Neighborhood Park planning process and preferred concept.

FINANCIAL IMPACT:

Budget for Construction (including 10% contingency):	\$1,500,000
Cost Estimate for Preferred Conceptual Design:	\$1,482,222

RECOMMENDATION:

- 1) Receive presentation from Staff and Landscape Architect
- 2) Receive public comment on preferred conceptual park design
- 3) Recommend approval of the preferred conceptual park design to the City Council

DESCRIPTION:

Included in the 2014-2019 Capital Improvement Program and approved as part of the City's Fiscal Year 2015-2016 Budget the community design planning process for Sean Diamond Neighborhood Park was initiated in September 2015. As shown in Attachment 1, Sean Diamond Neighborhood Park is located in the Jordan Ranch Development and is in close proximity to Positano Hills Neighborhood Park and the future Jordan Ranch Neighborhood Park. The park is bounded by Positano Parkway, East Cantana and La Strata Drives and is to the immediate west of Jose Maria Amador Elementary School.

Listening Phase

In early August the City contracted with Environmental Foresight to provide design services through the public planning process. In advance of the first public meeting an on-line survey was conducted to solicit feedback on park amenity preferences and received over 200 responses. On Saturday, September 19th at Amador Elementary School the first public meeting was attended by approximately 35 community members.

At the meeting survey results were shared and the attendees participated in a group exercise, the goal of which was to develop a park concept with various program elements within the construction budget of approximately \$1.5 million.

Interpretation Phase

As part of the Interpretation Phase of the process, Environmental Foresight analyzed the feedback received from the first public meeting and survey and developed three concept plans for the park. A second public meeting was held on Saturday, November 7, and approximately 20 community members attended. At the meeting, three park concepts were presented, and attendees provided both verbal and written feedback regarding their preferences for the park. In addition, an on-line survey was conducted from November 10 - 18 to gather public input on the three concepts.

Refinement Phase - Preferred Conceptual Park Design

The Landscape Architect worked to incorporate the comments from the public meeting and survey results into the preferred conceptual park design (Attachment 2). The Preferred Conceptual Park Design includes the following amenities:

- Central gathering point with public art as focal point in center of park
- Playgrounds for 2 to 5 years and 5 to 12 years
- Tennis Court
- Picnic Area
- Grass Volleyball Court
- Restroom Building
- Interior Pathways for circulation and exercise

The consultant has made modifications to the preferred concept that was shown at the last public meeting. Based on feedback from the residents with homes in close proximity to the park the play elements, picnic, bar-b-que and restroom have shifted to the northeast portion of the park in closer proximity to the school and away from residences. In addition due to budget constraints the gazebo in the rose garden was replaced as a future location of a public art piece. The site furnishings, restroom and play structure have also been revised to reflect the more contemporary appearance to the park that the public preferred.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

- 1) Public Notice mailed to residents with a 300' radius of Sean Diamond Neighborhood Park Site.
- 2) Notification sent to interested parties that registered to be updated on planning progress.
- 3) Email distributed to attendees from previous public meetings.
- 4) Updated the Sean Diamond Neighborhood Park webpage with information regarding the presentation to Parks and Community Services Commission.

ATTACHMENTS:

- 1) Site Context Map.
- 2) Preferred Conceptual Park Design.

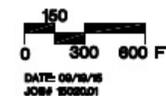


CONTEXT MAP

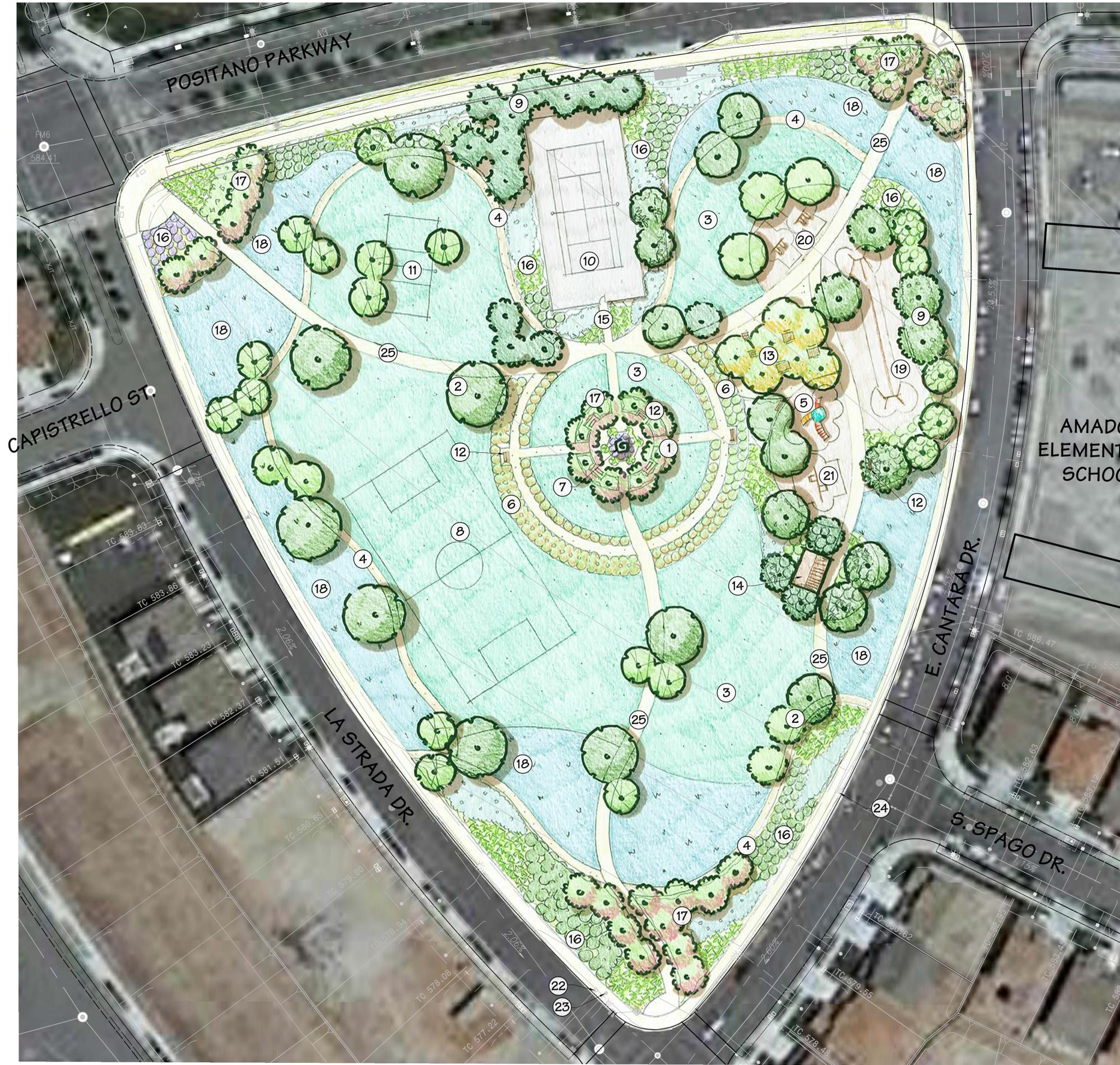
NOT FOR CONSTRUCTION

SEAN DIAMOND PARK

POSITANO - DUBLIN, CALIFORNIA



ENVIRONMENTAL FORESIGHT, INC.
 Landscape Architecture
 1700 N. Broadway, Suite 401
 Walnut Creek, CA 94596
 T (925) 945-4333 F (925) 945-6688
 www.environmentalforesight.com



PROGRAM AMENITY LEGEND

- | | |
|--|--|
| ① CENTRAL GATHERING AREA W/ ART FEATURE & BENCH SEATING | ⑬ SHADED PICNIC AREA:
-(3) PICNIC TABLES
-(2) CHARCOAL GRILLS
-(BIKE RACKS (FOR 5 BIKES)
-(2) TRASH RECEPTACLES
-(2) RECYCLING RECEPTACLES
-DECOMPOSED GRANITE SURFACE |
| ② SHADE TREES, TYPICAL | ⑭ RESTROOM BUILDING |
| ③ LAWN AREA, TYPICAL | ⑮ PEDESTRIAN CONCRETE WALKWAYS, TYPICAL |
| ④ DECOMPOSED GRANITE PATH | ⑯ ORNAMENTAL SHRUBS & GROUNDCOVERS |
| ⑤ CONTEMPORARY PLAY STRUCTURE (2-5 YEARS) W/ FIBAR MULCH SURFACE | ⑰ ACCENT TREES |
| ⑥ ROSE GARDEN | ⑱ NO MOW FESCUE |
| ⑦ ART PIECE (TBD-SEPARATE BUDGET) | ⑲ ZIPLINE W/ FIBAR MULCH SURFACE |
| ⑧ LAWN SPACE SIZED TO ACCOMMODATE INFORMAL U8 SOCCER FIELD: 25x50 YARDS (FIELD IS SHOWN FOR SIZE REFERENCE ONLY & WILL NOT BE STRIPED) | ⑳ SWING SETS - TODDLER |
| ⑨ SCREEN/BUFFER TREE GROUPINGS | ㉑ SWING SET - YOUTH |
| ⑩ TENNIS COURT | ㉒ POTABLE WATER CONNECTION |
| ⑪ GRASS VOLLEYBALL COURT | ㉓ SEWER CONNECTION |
| ⑫ BENCH SEATING, TYPICAL | ㉔ JOINT TRENCH / POWER CONNECTION |
| | ㉕ VEHICULAR CONCRETE |

AMADOR
ELEMENTARY
SCHOOL

PREFERRED CONCEPT

SEAN DIAMOND PARK
POSITANO - DUBLIN, CALIFORNIA

NOT FOR CONSTRUCTION



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CONCEPT IMAGES

SEAN DIAMOND PARK

POSITANO - DUBLIN, CALIFORNIA

NOT FOR CONSTRUCTION



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DATE: 12/08/15
JOB# 15020.01



STAFF REPORT

PARKS & COMMUNITY SERVICES COMMISSION

DATE: December 14, 2015

TO: Honorable Chair and Commissioners

FROM: Micki Cronin, Assistant Director of Parks and Community Services

A handwritten signature in blue ink that reads "Micki Cronin".

SUBJECT: City of Dublin Website Features and Tools
By: Rhonda Franklin, Management Analyst

EXECUTIVE SUMMARY:

The Parks and Community Services Commission will receive an overview of the newly redesigned City of Dublin website.

FINANCIAL IMPACT:

None

RECOMMENDATION:

Receive the Report.

DESCRIPTION:

In September 2015, the City of Dublin official website, www.dublin.ca.gov, was redesigned in an effort to enhance the website's look and to improve usability. Designed with the user experience in mind, the new website is visually appealing, featuring a cleaner look and feel that also reflects the City's new brand. Search and navigation functions were streamlined and relabeled to be more intuitive for the user. Staff studied website analytics to determine the website pages and features that were most popular. With this information, Staff reformatted the website so that the most popular pages would be more easily accessible. The website utilizes the latest technology and is compatible with current browsers and mobile devices, including a "responsive design" that automatically resizes the website for any device (computer, laptop, mobile phone, and tablet). To reach all residents of Dublin's growing and diverse population, Staff also added a Google Translate button so that the website can be viewed in every language. In addition to the new website, the City's mobile app, "MyDublinCA," was also redesigned to reflect the look of the new website.

The front page of the website features categories by key areas:

- **Government** – includes further links for information on Mayor/City Council, Departments, Municipal Code, Elections, Local Appointment, etc.
- **Services** – includes information on Animal Control, Housing, Human Services, a New Resident Guide, Neighborhood Watch, etc.
- **Business** – includes information on Business Licenses, Business Incentives, Available Space, Demographics, Economic Development, etc.
- **I Want To...** – includes information to apply for Employment, Building Permits; to view public documents, such as City Council Reports, Finance Reports, Frequently Asked Questions; to register for Recreation Programs or Voting; and to Volunteer.

The front page also highlights links such as:

- **Report an Issue** – to report concerns or issues.
- **Stay Informed** – to sign up to receive notifications.
- **Agendas and Minutes** – to view upcoming and archived City Council agendas, staff reports, and minutes.
- **Activity Guide** – to view the current Activity Guide for classes, activities, and events.

The goals for the redesign included the ability for visitors to easily find information, be engaged, stay informed, and continue to report concerns or questions. The following are descriptions of website applications that facilitate these goals:

View Latest News

This feature lists the latest news from all City departments. It includes information on events, community activities, ground breaking ceremonies, and opportunities for public service and input, such as volunteer opportunities and surveys.

New Resident Guide

The New Resident Guide provides the information new residents may need for utilities, government and schools, waste services, transportation, maps, recreation, and safety.

Volunteer Information

On an ongoing basis, the City provides volunteer opportunities and ways to get involved. Throughout the year, there are often volunteer opportunities available at the Heritage Park and Museums and Dublin Senior Center. There are also annual volunteer opportunities at special events and sports league programs.

Facilities and Park Developments

The Facilities and Park Developments page lists current and future facility and parks projects. The page lists a description of the project, concept design images (if available), estimated project completion date, estimated project cost, annual General Fund operating impact upon completion, and other pertinent project information. For the Emerald Glen Recreation and Aquatic Complex project, better known as “The Wave,” the website features a time lapse webcam video of the project at www.dublin.ca.gov/thewave so that the progress of the project can be viewed on demand. The camera angles capture both the northwest and southeast views of the project.

View Calendar

The Calendar provides a day-by-day list of events, meetings, and activities for all City departments, including details on the time, location, contact information, and additional information as needed. There is also the option to view a map of the location and email function details to others.

Report an Issue

The community is among the City's best resources in notifying Staff of any issues or concerns in our parks, streets, facilities, and community in general. To this end, there is a tool citizens can use to let Staff know of an issue of concern by utilizing the "Report an Issue" feature. After creating an account, a resident can submit a concern for any department in the City. Once submitted, requests can be amended. Staff remains diligent about reviewing and responding to requests in a timely fashion.

Stay Informed

The website features a "Notify Me" component that allows residents to sign-up to be notified of the latest information regarding a variety of subjects, including Bikeways, Press Releases, Neighborhood Watch, Park Planning, Bid Postings, Events, News Flashes, Meeting Notifications, and Emergency Alerts. Notifications are sent via email or text messaging, and can be adjusted as desired, with an option to unsubscribe at any time.

The City also offers a free mobile app, "MyDublinCA," that is available on iTunes and GooglePlay. The mobile app features News Flashes, Calendar, FAQs, Parks and Facilities, Report an Issue, Employment Opportunities, Restaurant and Dining Guide, Twitter, Alert Center, Activity Guide, Special Events, City Staff Directory, City Council information, Bikes and Trails Map, and a "Notify Me" tool.

Dublin's Emergency Alert System

The City of Dublin has an Emergency Alert System designed to notify residents in the event of an emergency taking place in the City of Dublin, or in nearby communities. Citizens can sign up to receive a news flash alert in case of an emergency. In addition, when there is an emergency situation, an Emergency Alert icon will be shown throughout the website. There are two icons: A red light indicating an emergency condition or road closure exists in the City, and a green light indicating that the state of emergency has passed.

Disaster Preparedness

The City's Disaster Preparedness webpage provides information on how to be prepared in the event of a disaster. The City also has an Emergency Volunteer Center where citizens can sign-up in advance and be preapproved to volunteer as a Disaster Service Worker in the event of a local disaster.

In addition to all of these features, the website also incorporates social media tools such as Facebook, Twitter, and YouTube; and works with Google Translate to automatically translate the website contents into a different language.

Staff regularly monitors the website to add more information and keep the website up-to-date. It is anticipated the "new and improved" website will encourage residents and visitors to learn more about the community and stay informed and engaged.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.