



**\*Special Meeting of the  
Oakland Parks and Recreation Advisory Commission (PRAC)**

**Meeting Minutes  
Wednesday, November 10, 2021, 4:30 P.M.  
Zoom Teleconference**

**Meeting Recording Link:**

[http://oakland.granicus.com/MediaPlayer.php?publish\\_id=c0a8a043-48a9-11ec-a798-0050569183fa](http://oakland.granicus.com/MediaPlayer.php?publish_id=c0a8a043-48a9-11ec-a798-0050569183fa)

1. CALL TO ORDER: 4:33 PM
2. ROLL CALL:  
**ALLEN, DUHE, HA, KOS-READ, MOORE, REILLY, D. SMITH, K. SMITH, TORRES, TRAN, WALTON**  
**Present (8):** Commissioners Allen, Duhe, Ha, Kos-Read, K. Smith, Torres, Tran and Walton  
**Excused (2):** Commissioners Moore and Reilly  
**Absent (1):** Commissioner D. Smith
3. DISPOSITON OF MINUTES:  
October 13, 2021  
**Motion:** Chair Allen entertained a motion to approve the October meeting minutes with the corrections noted. **Moved by:** Commissioner Duhe. **Second by:** Commissioner K. Smith. **Vote:** Yes (6): Allen, Duhe, Ha, K. Smith, Tran and Walton. Abstained (2): Kos-Read and Torres.  
**Motion:** Pass.
4. OPEN FORUM: There were 4 speakers.
5. MODIFICATIONS TO THE AGENDA:  
NONE  
  
*Commissioner K. Smith left the meeting at approximately 5:00 pm.*
6. CONSENT NEW BUSINESS:
  - A. **ADOPT A RESOLUTION DETERMINING THAT CONDUCTING IN-PERSON MEETINGS OF THE PARKS AND RECREATION ADVISORY COMMISSION AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE**

**CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB-361.**

There were 2 speakers.

**Motion:** Chair Allen entertained a motion to approve the affirmation of teleconferencing.

**Moved by:** Commissioner Ha. **Second by:** Commissioner Duhe. **Vote:** Yes (7) Allen, Duhe, Ha, Kos-Read, Torres, Tran and Walton. **Motion:** Pass.

7. NEW BUSINESS:

A. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO REVIEW AND PROVIDE COMMENTS ON INTERPRETIVE SIGNS AND THEIR PLACEMENT AROUND LAKE MERRIT.

The PRAC heard the staff report for item 7A presented by Jennifer Stern from the Public Works Agency Watershed and Stormwater Management Division. The project is part of Measure DD. Signage is designed to connect people to Lake Merritt. There will be 6 signs installed in summer of 2022. Signage was determined based on subject matter. Signage will be low for ADA, 28 inches from the ground at a 30-degree angle. The project was limited to what could be included on the signs. The focus was on the Lake and information was included on the bird islands and the featured trees.

PRAC Feedback / Comments:

Commissioner Kos-Read asked if interpretive information on the signs are being articulated together with the other signs around the lake?

Jennifer Stern responded that they try not to replicate the same information. They are in the process of building out a back-end web page that will provide more information. Each sign will send people to Oaklandcreeks.org. The information should be on the website by the time the signs are installed.

Commissioner Tran's comments were regarding wildlife and if the signs could be a little bit more interactive for kids but not a low-tech interaction.

Commissioner Ha suggested the signs are more child friendly; if a child could be immediately attracted to a particular graphic or color then it could be color coded throughout for each panel. Suggested adding questions or activities for kids to think about when they're looking at the panels and if there was an ability to incorporate something that's tactile; like with birds, a feathered surface about bird feathers or something that would be a good educational tool. Commissioner Ha asked what stewards can do around the lake to help keep the habitat healthy and keep the wildlife wild and if there is a way to incorporate information in each panel about being a good steward and create more of a relationship with each panel. And could an action item such as a circle that's bright orange to highlight the request be added.

Jennifer Stern responded that the purpose of the questions on the signs was to try to get kids or anybody involved and interacting with the landscape and the wildlife. The height requirements of the signs are going to be 28 inches from the ground and at a 30-degree angle. Hopefully it'll be accessible for kids as well.

Chair Allen asked if it would it be possible to add an Oakland proud logo near the anti-litter sign to reignite the Oakland proud anti-litter campaign.

There were 3 speakers.

**Motion:** Chair Allen entertained a motion to accept the proposal of the signage around Lake Merritt and recommend staff include feedback provided by the PRAC. **Moved by:** Commissioner Kos-Read. **Second by:** Commissioner Duhe. **Vote:** Yes (6) Allen, Duhe, Ha, Kos-Read, Torres, and Tran. **Motion:** Pass.

*Commissioner Walton left meeting at approximately 5:25 pm.*

**B. THE INFORMATIONAL REPORT ON THE ESTUARY PARK RENOVATION AND EXPANSION PROJECT.**

The PRAC heard the staff report for item 7B presented by Christine Reed from the Project Manager of the Public Works Agency Program and Grant Management Division. The Project started in 2018 with Measure DD funding that had been awarded in 2016. Measure DD provided \$8 million dollars funding for the project. Staff is seeking additional grants and funding sources to close budget gap.

Commissioners recommended project scope consider shade and trees, wood plank vs. cement for dance areas, equity of where project money is spent, soccer use, event space designed for multi-use and consider hard scape. Commissioners recommended staff to visit the Oakland Museum of California, El Embarcadero at Lake Merritt, and the Lake Merritt Amphitheatre to gauge the scale for event space.

There was 1 speaker.

**Motion:** Chair Allen entertained a motion to accept the informational report on Estuary Park. **Moved by:** Commissioner Ha. **Second by:** Commissioner Kos-Read. **Vote:** Yes (6) Allen, Duhe, Ha, Kos-Read, Torres, Tran. **Motion:** Pass.

**C. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO REVIEW, PROVIDE COMMENTS, AND RECOMMEND ACCEPTANCE OF A GIFT FROM THE GOLDEN STATE WARRIORS COMMUNITY FOUNDATION, IN PARTNERSHIP WITH KAISER PERMANENTE, AND PROJECT DELIVERY PARTNER CREATIVE SPORTS CONCEPTS, FOR THE MOSSWOOD PARK OUTDOOR BASKETBALL COURTS PROJECT.**

The PRAC heard the staff report for item 7C presented by Myka Hammock, Recreation Supervisor from the Parks, Recreation & Youth Development Department. The value of the project is \$49,000 to the City. Goal is for the project to be completed in December 2021, but may be delayed due to the weather.

There were 2 speakers.

**Motion:** Chair Allen entertained a motion to approve the request to accept the gift from the Golden State Warriors Community Foundation in partnership with Kaiser Permanente, and project delivery partner Creative Sports Concept for the Mosswood Park outdoor basketball courts project. **Moved by:** Commissioner Duhe. **Second by:** Commissioner Torres. **Vote:** Yes (6) Allen, Duhe, Ha, Kos-Read, Torres, and Tran. **Motion:** Pass.

8. PLANNING AND CONDITIONAL USE PERMITS:

None.

9. MEASURE Q: OVERSIGHT/UPDATES/REPORTS:

- **Measure Hiring Tracker**  
Acting Oakland Public Works Assistant Director Sean Maher and Lesley Liew provided the Commission an update to status of hiring for Measure Q vacancies. Staff highlighted positions filled, posted, and those in process of being posted as well as related status of interviews and selection process.

Public Works will be returning to the Commission in December to present an analysis of Oakland's mini-parks.

Sean Maher addressed some of the public comments.

1. Question about taking better advantage or strengthening partnership with community volunteers. Staff reported for quite some time the City's Adopt-a-Spot program has been significantly understaffed. They lost a key staffer last year. In the last few weeks OPW was able to bring someone back on from the Neighborhood Service Coordinators group. The Adopt-A-Spot program is one of the ways that OPW formalizes support for and in coordination with community volunteers to take care of places like our parks. There's great opportunity to strengthen that work heading into the new year.

2. Annual reports. There are a few annual reports required under Measure Q, OPW is starting with equity at the direction of Public Works Director Duffy next month. OPW is going to bring back a survey of conditions at mini-parks. Focusing on mini-parks will provide a manageable universe of data to present to the PRAC for input on the kinds of factors that they're looking at and the process by which they are evaluating conditions and then build from there to identify equitable investment in maintenance. The mini-park analysis will be used to test the process which can then be evaluated before expanding out to other City assets that receive Measure Q funded services.

Commissioner Tran:

Requested Staff to bring to the PRAC information on how the City defines equity and provide examples of how that is implemented through other City effort whether that be transportation, education, health, etc.

**Motion:** Commissioner Allen entertained a motion to accept the informational report on

Measure Q. **Moved by:** Commissioner Duhe. **Second by:** Commissioner Tran. **Vote:** Yes (6) Allen, Duhe, Ha, Kos-Read, Torres, and Tran. Motion: Pass.

10. UPDATE FROM THE DIRECTOR, COMMITTEES, RECREATION ADVISORY COUNCILS, COMMUNICATIONS & ANNOUNCEMENTS:

**Director's Report:**

No update from Director. Department Weekly Report distributed via email to the PRAC by Director.

**Committees:**

Commissioner Tran:

- The Goals and Priority Ad Hoc Committee met on November 10, 2021 and discussed the goals and objectives of the Ad Hoc Committee to be an effective Commission both as individuals and as an overall body, knowing what their roles and responsibilities are. The Ad Hoc Committee will present more at the December meeting and Commissioners are encouraged to review the on-boarding materials and visit their parks.

Commissioner Kos-Read:

- Park Rules Ad Hoc Committee – Received input from the Cultural Arts Commission after meeting and discussing with them the scope of the Committee's work. Still in process of reviewing the previous draft regulations and developing a process on how they can be updated. Maybe some progress to report on next month. Goal: Trying to get the rules updated in time to roll out next year.

Chair Allen:

- Commissioner Coire Reilly will stay on board to work specifically with the Rules Committee. Until the Mayor appoints a replacement for him, Commissioner Reilly will continue to work with the sub-committee.

**Recreation Advisory Councils (RAC):**

Commissioner Duhe:

- Inquired on the expectations of what the PRAC should be doing relative to the centers that are in their jurisdiction and that they are to support.

Chair Allen:

- Described her interaction with the Mosswood RAC. Mosswood RAC has monthly meetings, every 1<sup>st</sup> Wednesday of the month. Attend meetings and report on PRAC.
- Receive and respond to the RAC's emails from the Center Director and members/leaders with questions, comments, concerns and action items.
- deFremery Recreation Center – There was a long-standing RAC that is now deactivated. Working with Center Director to reactivate the RAC.
- Every Commissioner is assigned 3 to 4 parks. Called everyone on the list of sites she was assigned to and asked the Director if they had a RAC and how often do they meet, or she would set up a meeting with the Director.

Assistant Director Riley responded that:

- Due to COVID the City is still operating under strict health guidelines and is limiting exposure to participants at the Centers during the program hours which also limits the ability for Commissioners to visit Centers assigned to them.

- Suggested that any Commissioners with questions about the responsibility of the RAC to review the RAC Manual recently re-distributed via email by Diane Boyd.
- The Commissioner that is assigned as a liaison to a site is there to support the recreation staff; whatever the needs are or whatever their area of expertise is; lending a helping hand, interfacing with the RAC and helping guide staff through the processes of engaging with the community; making sure the Center is providing programs that respond to community's requests and needs.

### **Communications and Announcements:**

#### Chair Allen:

##### Mosswood Park and Recreation Center:

- December 12 - Moss House clean-up day
- Tennis court lights are back on. Baseball diamond lights have blown out; will work with Public Works to get those lights back on. Basketball courts are being repaved.
- Kaiser will host a third vaccination site on the Broadway side of the park. Chair Allen does not have a date, as soon as she become aware of the date, she will let the Commissioners know so they can tell their constituents.
- Most of the November RAC meeting was talking about the dog park and run. Lots of litter, trash and debris in the dog park because it is an encampment for our unhoused neighbors. Recreation Supervisor Elena would like to petition Public Works for a new fence around the dog park area and would like to seek Measure Q funds in support of the new fence; Chair Allen will help foster / facilitate conversations about the new fence.

##### Lake Merritt:

- Autumn Lights took place in October. Attended Thursday's event. Friday and Saturday were sold out.
- Over the last few months, Chair Allen was working with a group of community organizers who hosted a virtual town hall session around the lake in late October. About 150 members of the community participated; participants included members who live around the lake, but there were some members not equally represented like the unhoused neighbors of the lake. The meeting had higher attendance by residents around the lake than community members who visit the lake. There was a public statement written by the organizers. Chair Allen has not read the statement. The organizers have postponed the planning of any upcoming town hall meetings around the lake.
- There will be a Helping Hands Collaborative Winter Drive for warm free coats, shoes, clothes, blankets, and more at Brookdale Park on Saturday, December 4<sup>th</sup>, 11:00 am to 2:00 pm. This is in conjunction with Commissioner Kenzie Smith as well as former Parks Commissioner Dwayne Aikens' non-profit WELO.

#### Commissioner Kos-Read:

- Attended the virtual Lake Merritt town hall meeting. The organization's communication has Chair Allen as a signatory. Chair Allen may want to check in with the organizers.
- Believes there needs to be serious continued discussions on the lake around community agreements. As a resident and organizer of events on the lake, the last 3 to 6 months have gotten worse.
- Increase of unhoused residents living around the lake; increase in litter and trash around the lake in more concentrated places; increase in dangerous violent driving and behaviors.
- Would love to hear from the leaders of our city; leaders of the Parks

Department of Public Works, OPD, and others about the strategy for addressing these issues at the lake and across the City.

- Acknowledged the City Auditor’s Report about the issues reported by a whistleblower that pertain to our parks, specifically the Parks Department and its relationship with the Parks and Recreation Foundation.

Chair Allen:

- In regards to the public statement letter from the community organizers around the town hall, Chair Allen agreed to be a signatory from the first draft of the letter. Chair Allen missed the last Monday meeting due to work commitments and did not read their report. She will review the statement that was released with her electronic signature but she is in support of the initial draft and stands by that report in the draft form.
- Chair Allen provided the following statement regarding the City Auditor’s Report:  
“I have read the report and press release. PRAC is not implicated, PRAC is not responsible, and PRAC is not impacted by this matter. At this time, we will follow the ongoing investigation until further details are released.”

11. OPEN FORUM CONTINUED:

None.

12. ADJOURNMENT: 7:08pm

**Motion:** Commissioner Allen entertained a motion to adjourn the meeting. **Moved by:** Commissioner Duhe. **Second by:** Commissioner Tran. **Vote:** Yes (6) Allen, Duhe, Ha, Kos-Read, Torres, and Tran. **Motion:** Pass.

**Next Meeting:**

**Wednesday, December 8, 2021**

**Zoom Tele Conference**

Respectfully submitted,

/s/ J. Nicholas Williams  
Secretary

/s/ Gail McMillon  
Gail McMillon  
Acting Recording Secretary