



ALAMEDA RECREATION AND PARK COMMISSION MINUTES FOR REGULAR MEETING

DATE: Thursday, December 11, 2025
TIME: 7:00 p.m. Called to Order
PLACE: City Hall Council Chambers

A video recording of the meeting may be viewed at <https://alameda.legistar.com/Calendar.aspx>
The following are action minutes in keeping with the Sunshine Ordinance 2-91.17.

1. ROLL CALL

Present: Chair Radez, Vice Chair Swartz, Commissioner Alexander, Commissioner Robbins

Absent: Commissioner Burney

Staff: Director Justin Long, Assistant Director Matt Nowlen, Office Assistant Donna Conde

Chair Radez stated the following: Members of the public may speak for three minutes regarding any matter not on the agenda. Commissioners, however, will not respond to comment or answer questions. The City welcomes speakers providing public comment, but please be advised this is a limited public forum. As such, speakers must stay on topic if speaking to a particular agenda item, and if speaking during non-agenda public comment, they must address matters within the subject matter jurisdiction of the City. If speakers fail to follow these rules, they will be warned, and if they continue to disregard the rules, their opportunity to speak will be ended.

2. NON-AGENDA PUBLIC COMMENT

- Speaker Laurel Orduna: Requested indoor roller-skating be added as a future agenda item and shared supporting documents (attached). Stated that she has communicated with ARPD Staff.

3. STAFF COMMUNICATIONS

Director Long gave the Director Report (attached).

4. COMMISSIONER COMMUNICATIONS

- Chair Radez: Noted the 2026 User Fee Schedule recommended by the commission was not fully adopted by City Council. Felt some disappointment, however, reflected that the process and experience was a reminder of the freedom to self-advocate. Commented that policy decisions ultimately depend on subjective assessments of what is fair and reasonable and rely heavily on professional staff analysis, combined with community perspectives, to inform recommendations. Noted the greater risk is setting policy to serve individual groups rather than the whole system. Observed that no alternative motion was proposed that may have provided time for ARPD Staff to refine and improve the recommendation forwarded to Council. Expressed hope for continued collaboration among the commission towards more effective outcomes.
- Vice Chair Swartz: Asked how park plans are incorporated into plans by a developer. Director Long explained that there is a park differential fee associated with the price of the development. Vice Chair Swartz stated he is hopeful the pool covers will help with future maintenance issues and acknowledged the coordination between AUSD and ARPD.

- Commissioner Alexander: Requested clarification regarding the Holiday Boutique. Director Long answered it is organized by a nonprofit volunteer group, not ARPD. The event is hosted at the O' Club and benefits support Leisure Club. She asked who oversees Encinal Swim Center maintenance. Director Long explained that AUSD is responsible under a joint use agreement with ARPD, which allows ARPD to provide programming at the facility. The agreement includes maintenance and capital repairs, with associated costs shared 50/50 as they arise. Commissioner Alexander attended the Turkey Dip Swim, tree planting at Main St. Linear Park, and Winter Lights at City Hall and thanked Patrick Russi, Stacy Thomas, Ashley Cendejas, and volunteers. She attended a holiday gathering with longtime friends formed at childhood park programs and hopes the tradition continues with new friendships through current programs.
- Commissioner Robbins: Pleased with the fostering of and tree planting at Main St. Linear Park.

5. MINUTES

Chair Radez motioned to approve the minutes of the November 13, 2025 Regular Meeting as presented.

M/S Vice Chair Swartz / Commissioner Alexander. All who were present at the November 13, 2025 meeting were in favor with four ayes via roll call vote.

6. REGULAR AGENDA ITEMS

6-A Workshop to Review and Provide Comments on Banner Policy Update, New Proposed Policies for Park Amenity Donations and Park Storage Units

Director Long gave a presentation on Banner Policy – Key Changes, Storage Unit Policy – Overview, Memorial Amenity Donation Policy – Overview, Eligibility and Requirements, Locations and Availability, Term/Duration, Applications and Timeline, Approval Renewal and Termination.

Public Comment

- None.

Commissioner Comment

- Chair Radez: Acknowledged the value of involving community groups as stewards or funders but concerned about sustained commitment. Suggested that it may be more effective to charge the full amount upfront, including installation and maintenance, with the option to relicense the amenity if the donor cannot continue support. Director Long explained the aim is to keep donations approachable while covering installation and purchase costs. Chair Radez asked about standardized aesthetic and keys management for storage units. Director Long stated that these issues can be included in the policy. They discussed moving the policy processes online, eliminating paper, and the goal of implementing a digital donation system with staff review.
- Vice Chair Swartz: Asked about plaque guidelines. Director Long clarified that plaques are provided by donors, the updated policy establishes content guidelines, and plaques should not include corporate logos or ads. Vice Chair Swartz raised concern about setting pricing too far in advance, noting a 10-year timeframe could lead to significant cost changes and increases. Suggested the rate at time of purchase be locked in for initial 10 years, with renewals subject to the then-current rate. He added that the late fee cost be included in the storage unit policy.

- Commissioner Alexander: Asked about maintenance of existing donated amenities. She, as part of a group, has donated and maintained a picnic table and two benches. Director Long stated that individuals could be allowed to do their own maintenance and welcomed recommendations for how long this option would be available. ARPD seeks guidance on renewal fees and modifications could be made for grandfathered donors. He emphasized establishing an appropriate lifespan for amenities based on condition, noting that untreated wooden benches may need removal after 10 years. Also, when a draft policy is brought forward, it will include a review of past maintenance costs and potential pricing variations from the current structure. Staff will attempt to contact original donors where possible and explore community partnerships to support bench maintenance and discuss maintenance costs based on realistic service levels.
- Commissioner Robbins: Asked estimated maintenance cost of a donated bench over a 10-year period and suggested charging donors twice the actual cost to help cover ongoing maintenance. Director Long responded that costs vary for wooden and concrete benches. He explained that ARPD aims to balance ongoing maintenance costs while keeping donations realistic and accessible. Assistant Director Nowlen stated that donation prices are kept relatively low due to the high cost of park amenities installation, and the program is utilized to encourage expansion of amenities. Commissioner Robbins preferred identifying the full cost of an amenity upfront and working with donors who may not be able to fund the entire amount, creating a maintenance fund to support older amenities. Director Long indicated incorporating the donation component into the annual fee schedule would allow costs to be adjusted rather than remain fixed.

7. NEXT MEETING

7-A Next Regular Meeting is January 8, 2026

7-B Possible Agenda Items for the Next Meeting:

- No items.

8. ADJOURNMENT

Commissioner Robbins motioned to adjourn the meeting.

M/S Commissioner Robbins / Vice Chair Swartz. All present in favor with four ayes via roll call vote.

Chair Radez adjourned the meeting at 8:07 p.m.

12/11/2025 ARPD Director's Report

Presented by Recreation and Parks Director Justin Long

Upcoming Citywide Community Events:

- **Monthly Coastal Cleanup**, Sat., **Dec. 13**, 10:00 AM, Seaplane Lagoon. Bring gloves and a bucket or bag. Sponsored by Community Action for a Sustainable Alameda (CASA)
- **Littlejohn Park Community Meeting**, Wed., **Dec. 17**, 6:00 PM–7:00 PM, Littlejohn Recreation Center. ARPD and Alameda Little League will present information on proposed park usage.
- **City of Alameda Winter Warming Shelters** are open 6:00 PM–7:00 AM through **April 30, 2026** at various locations throughout the City. Services include showers, dinner, breakfast, and case management. More information is available on the City website under Housing and Human Services.

Upcoming Recreation Events and Activities:

- **Elks National Hoop Shoot Contest**, Fri., **Dec. 12**, 6:30 PM, AP Gym. Free event for Alameda youth (ages 8-13). Register online by 12:00 PM on the day of the event. Co-sponsored with Alameda Elks Lodge 1015.
- **Alameda Community Band Holiday Concert**, Fri. **Dec. 12**, 7:30 PM, Mastick Senior Center. Enjoy seasonal classics! Free event, all welcome!
- **Alameda Sings! Winter Concert**, Sat., **Dec. 13**, 7:30 PM. Veteran's Memorial Building. Enjoy the Tap-Dancing Christmas Trees & Bay Area Music Project's Children's Chorus!
- **23rd Annual Breakfast with Santa**, Sat., **Dec. 13**, 10:00 AM–12:00 PM, O' Club
- **Crafts & Games in the Park** (Mobile Rec Series), Wed., **Dec. 17**, 3:30 PM-5:00 PM, Longfellow Park. All ages welcome!
- Santa Visits Alameda Homes, Sat. & Sun., **Dec. 20 & 21**
- Santa's Virtual Visits, Mon., **Dec. 22**
- **Annual Rose Pruning**, Sat., **Jan. 17**, 10:00 AM, Lincoln Park Rose Garden. East Bay Rose Society members will provide a rose pruning demonstration and "Q & A".
- **4th Annual Family Snowball Dance Party**, Fri., **Feb. 6**, O' Club. This beloved event is for children ages 5-12 and their favorite adult! Registration is open until Jan. 21.

Project Updates:

- **Estuary Park Phase 2** – park soil has been leveled, and site development has begun.
- **Summer 2026 Activity Guide** – planning is underway. Draft is due mid-January.

Recreation Highlights:

- The **Annual Winter Lights Celebration** brought the community together on Sat., **Dec. 6**, at City Hall. Attendees enjoyed hot cocoa, photos with Santa, an antique fire engine, and Alameda Free Library book giveaways, along with performances by the Tap-Dancing Christmas Trees, Alameda Sings! Chorus, Alameda Community Band, Alameda Adaptive Arts with Ozzy's Benevolent Band, and the Alameda Strings Collaborative. Donation stations were available for the Firefighter's Toy Drive, Jammie Drive, Building Futures Gift Drive, and the Alameda Food Bank. It was a joyful evening of holiday cheer!

Aquatics (Encinal Swim Center):

- **2nd Annual North Pole Swim**, Sun., **Dec. 14**, 12:00 PM–3:00 PM. Join us for an afternoon of festive fun! Swim with Santa, enjoy our hot chocolate bar, and create holiday crafts!

Youth:

- **Santa's Workshop 4 Tiny Tots!** Mon. & Tues., **Dec. 15 & 16**, 9:00 AM-12:00 PM, Godfrey and McKinley Centers. Activities include holiday-themed crafts, stories, and treats!
- **Non-school** day camps for Winter breaks! **Dec. 22-24, 29-31** at Krusi Park, Leydecker Center, Harrison Center, AP Gym and the Vet's Building. Campers will enjoy STEAM activities, sports, crafts and more! Visit our website to register!

Tween/Teen:

- **Teens Teaching Technology**, Thursdays, **Dec. 18 & Jan. 8**, 4:00 PM, Mastick Senior Center. Teens assist seniors with their electric devices (smartphones, tablets, laptops).
- ARPD facilitates the **Queer Teen Alameda Center (QTAC) Program** (6th-12th grade) at the Underground Teen Center, Vet's Building, **Fridays**, 6:00PM. (alamedapride.com)

Sports:

Youth Programs (visit our website to register for the following programs)

- **2026 Junior Warriors Youth Basketball**, every Sat. **Jan. 10–Feb. 28**, AP Gym. This program offers kids (K-5th grade) an organized space to grow their love of basketball!
- **After-School Pickleball** for middle school aged kids, Tuesdays & Thursdays, 4:00 PM-5:30 PM, AP Gym.
- **Homeschool P.E.**, Wednesdays & Fridays, 9:00 AM-12:00 PM, AP Gym.

Adult Programs

- **Open Gym** continues Sundays, 6:00 PM-10:00 PM, AP Gym. Practice your skills or enjoy some friendly competition. Drop-ins welcome.
- **Tennis** – Private sessions available (group sessions resume Jan. 2026)
- **Pickleball** – Drop-ins on Fridays, 9:30 AM-12:00 PM, AP Gym
- **Adult Women's Flag Football Program**, Thursdays, **Jan. 10 - March 12**, 7:00 PM-10:00 PM, Estuary Park (registration is full)

Mastick Programs & Information:

- **Table Tennis**, Mondays & Fridays, 9:00 AM–3:00 PM. Free, **ongoing**. This game is easy on the joints, burns calories, and improves reflexes!
- **Square Dance**, Mondays, 1:30 PM–3:00 PM. Free, **ongoing**. Stay fit and have fun!
- **New Member Orientation**, Thurs., **Jan. 8**, 10:30 AM. Enjoy a guided tour and complimentary lunch coupon! Registration required, call 510-747-7500.
- **Thrift Shop Holiday Schedule:**
 - Closed Tues., Dec. 23 through Thurs., Jan. 1. Reopens Sat., Jan. 3, 2026

Mastick Highlights:

- 52 seniors are registered for the **SF Holiday Lights Tour** this evening, Dec. 11. They'll dine and see the Christmas tree light show at Pier 39, then tour through the city.

Mastick Statistics (November):

- Lunch meals served: **1,030**
- Volunteers: **119**
- Volunteer hours: **1,690**

Leisure Club Program Highlights:

- On Sun., **Dec. 14**, members will attend a production of the family classic, **Peter Pan**, at the Presidio Theater.
- On Thurs., **Dec. 18**, members will take their annual stroll down **Christmas Tree Lane** then warm up with hot chocolate and holiday treats at Harrison Center.

Parks:

- **Field renovation status** – the bulk of the renovations have been completed. The remainder of the field closure will be used to allow the grass to continue to reestablish. We welcome users back in February 2026 when our fields are safe and ready for another season. Please continue to respect the field closure.
- Park Staff Management Team attended **Maintenance Management School**, a 5-year program, hosted by the California Park & Recreation Society (CRPS). Staff learned resource and budget management, participated in self-evaluations, and received feedback from peers and supervisors.
- **Main St. Linear Park Tree Planting**, Sat., Dec. 6. Families and friends of Anna Costa donated 22 redwood and spruce trees. Since 1989, the group has planted over 1,500 trees throughout the Bay Area.

Staff Recognition:

We'd like to congratulate **Enrique Bolanos**, Park Maintenance Worker, on his recent retirement. Enrique dedicated 30 years of service to the City and took great pride and care in his work. We extend our heartfelt appreciation to Enrique and wish him all the best!

RECREATION AND PARKS COMMISSION
REGULAR MEETING MINUTES
12-11-2025

Item 2: Non-Agenda Public Comment



YMCA

We build strong kids,
strong families, strong communities.

To Whom This May Concern:

The Festival City Rollergirls have rented the Stratford YMCA gym since March 2011. We have had an excellent working relationship with the league, mutually understanding and respecting each other's needs.

The team arrives a little early and sweeps the floor prior to skating and tidy up after themselves quickly and efficiently. Often our club members poke their heads in while they practice. A league representative always greets them, answers their questions and encourages them to watch for as long as they like.

Their skates and equipment have posed no problem for our wood floors. We have learned that their rubber wheels cause no more damage than regular running shoes do.

The league is self-insured, as are the players, through the national association for the sport and Sports-Can, the country's leading source of sports, fitness and adventure tourism insurance. This has never been a concern as we have not experienced any damage to our property by them. In the unlikely event that we do, I am confident that the league will handle the matter in a satisfactory way.

Currently, 36 countries around the world have organized flat-track roller derby leagues, with new teams starting constantly. It is on the short-list of potential sports for the 2020 Summer Olympics. It has been exciting to be able to help bring this fast-growing sport to women of Perth County.

Unfortunately, the demand for our gym is at full capacity and we cannot offer them any additional time. Do not hesitate in joining us to house this league and help to keep local women and girls fit, happy and engaged.

Sincerely,

Jay Colquhoun
General Manager of Health & Wellness
YMCAs of Stratford Perth & St. Marys
(519)271-0480 Ext.234

YMCA of Stratford-Perth

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Rose Rollers/Juniors
410-365-5048
Blackrosejuniors@gmail.com

To whom it may concern,

We are a local adult and junior roller derby team based out of Hanover, PA. We are currently utilizing the gymnasium of YWCA Hanover. **This floor is a wooden style basketball court.**

We are writing to assure you that our roller derby events have never damaged the floors of the venue.

Contrary to common misconceptions, roller derby is not a sport that inherently damages surfaces. While it is a fast-paced and intense sport, our team members are trained to skate with control and precision and utilize equipment free from sharp edges.

We understand the importance of maintaining the integrity of your floors, and we want to assure you that in our many years of skating at the YW, we've never had issues.

We do have some of the measures in place to ensure the floors stay in top shape:

1. Safety equipment, skates and toe stops: Our skates are equipped with high-quality rubber toe stops and wheels specifically designed for indoor skating. These features minimize friction and impact on the floor, reducing the risk of scratches or dents. Our safety pads are made of smooth plastic.
2. Floor Inspection: Before and after each practice and event, our team conducts thorough inspections of the skating surface to identify any potential hazards or damage. Any issues found are promptly addressed to prevent further damage.

We understand that protecting the floor of a venue is of the utmost importance! We would be more than happy to discuss any concerns or questions you may have regarding the use of your facility and can put you in touch with the YW's director of client service, Louis Mart.

Sincerely,

Amber Bosley
Black Rose Juniors President