

Alamo Municipal Advisory Council

Sharon Burke, Chair
Heather Chaput, Vice Chair
Anne Struthers
Robert Brannan
Robert Mowat
Joaquin Lopez, Alternate
Genevieve Herron, Youth Member



Candace Andersen, Supervisor

Contra Costa County, District 2
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The Alamo Municipal Advisory Council serves as an advisory body to the Contra Costa County Board of Supervisors and the County Planning Agency.

MEETING RECORD OF ACTIONS

Tuesday, January 4, 2022

6:00 p.m. Online Meeting via Zoom

Meeting ID: 945 7274 9834

Or Telephone Dial:

USA 214 765 0478 or USA 888 278 0254 (US Toll Free)

Conference code: 689647

Time is allotted under Public Comment for persons who wish to speak for up to three minutes on any item NOT on the agenda. Persons who wish to speak on matters on the agenda will be heard for up to three minutes when the Chair calls for comments. After persons have spoken on an agenda item, the public comment period will be closed by the Chair and the matter is subject to discussion and/or action by the MAC. Persons wishing to speak may contact the Supervisors office to submit comments.

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE - ROLL CALL 6:07pm

**In attendance; Chair Burke, Vice Chair Chaput, Member Struthers, Member Brannan, Youth Member Herron
Absent; Member Mowat, Member Lopez**

2. STAFF/AGENCY REPORTS

- a. District II Staff Update – **D2 staff handed out Covid test kits 2 days prior to holidays. Additional test kits are expected soon and Supervisor Andersen will announce via newsletter as soon as they are expected. 2-kits per household will be permitted until kits run out.**
- b. San Ramon Valley Fire Protection District update – **N/A**
- c. Contra Costa County Sheriff - Valley Station Update – **N/A**

3. PUBLIC COMMENT (3 minutes/speaker)

Pursuant to the Brown Act, this time is provided for members of the public and community groups to address the committee on matters within the committee's jurisdiction and not on the agenda. An opportunity will be provided as part of each agenda item for public comment on the item. Time allowed for each individual is three minutes. The Chair will recognize only those speakers who have filled out and turned in a speaker card.

Mike Gibson, AIA – spoke to DCD and the amended ordinance regarding SB9 scheduled to heard by the BOS on Jan. 12th. It has been rescheduled for Jan. 26th.

4. PRESENTATIONS - None

5. NEW BUSINESS

- a. Appointment of MAC Chair and Vice Chair for the 2022 Year - Each MAC member (incumbents and new) to give a brief introduction
 - i. Action requested: accept report, take public comment, discuss.
 - ii. Make recommendation to Supervisor Andersen, if applicable.

Motion by Member Struthers to recommend Member Burke serve as Chair and Member Chaput serve as Vice Chair for the 2022-23 year. 2nd by Member Brannan.

Motion approved.

- b. CDVR21-01037 - Applicant requests approval of a variance for a pergola/arbor to be built within the 20' secondary front yard (Danville Blvd) where a 12' easement is also located. Pergola/arbor is also under the dripline of several trees. Project located at 10 Camille Place, Alamo. (Everett Louie, planner)
 - i. Action requested: accept report, take public comment, discuss.
 - ii. Make recommendation to Supervisor Andersen, if applicable.

Mike Gibson, AIA

Motion by Member Struthers to recommend approval of application as received. 2nd by Chair Chaput. Motion approved.

- c. CDVR21-01038 - The applicant requests approval of a Development Plan to allow the conversion of one office unit on the second floor of an existing building located in a Retail-Business (R-B) zoning district and Commercial (CO) General Plan land use designation to an approximately 610 square-foot, two-bedroom residential unit. Project located at 37 Alamo Square Drive, Alamo (Everett Louie, planner)
 - i. Action requested: accept report, take public comment, discuss.
 - ii. Make recommendation to Supervisor Andersen, if applicable.

Mike Gibson, AIA

Motion by Member Struthers to recommend approval of application as received. 2nd by Chair Chaput. Motion approved.

- d. Review and make recommendation that the ALAMO sign proposed at the roundabout on Danville Blvd., include Est. 1852 date.
 - i. Action requested: accept report, take public comment, discuss.
 - ii. Make recommendation to Supervisor Andersen, if applicable.

Motion by Member Brannan to amend rock sign on roundabout in Alamo to include 'Est. 1852'. 2nd by Member Struthers. Motion approved.

- e. Review and make recommendation about bands and movies for Alamo Summer Concert Series. Dates for band and movie activities are as follows;
 - July 1-band
 - July 8-movie
 - July 15-band
 - July 22-movie
 - July 29-band
 - Aug 5-band

- i. Action requested: accept report, take public comment, discuss.
- ii. Make recommendation to Supervisor Andersen, if applicable.

Motion by Member Struthers to approve band and movie schedule as received above. 2nd by Member Brannan. Motion approved.

6. OLD BUSINESS None

7. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered by the Alamo MAC to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Alamo MAC or a member of the public prior to the time the Alamo MAC votes on the motion to adopt.

- a. Approve December 7th, 2021 Record of Actions.
 - a. Action requested: accept report, take public comment, discuss.
 - b. Make recommendation to Supervisor Andersen, if applicable.

Motion by Vice Chair Chaput to approve December ROA's as received. 2nd by Member Struthers. Motion approved.

8. SUBCOMMITTEE REPORTS MAC reviewed each subcommittee and its responsibilities.

Alamo AOB Subcommittee for Schools: Chaput, Herron

School is expected to return week of 1/10. SRVHS is handing out Covid test kits and asking families take tests prior to returning. Emergency evacuation plan continues to be a focus.

Alamo AOB Subcommittee for Downtown: Gagnon, Mowat - None

Alamo Police Services Advisory Committee: Brannan

Committee discussed crime preventative ideas; Neighborhood Watch, If I Were A Thief Program, etc. The StarChase technology was also considered for an additional daytime vehicle to assist with vehicle chases. Also discussed were the additional 1500 homes and potential tax revenue that could be brought into P2 should they opt to be added via LAFCO into the District.

Land Use Planning Subcommittee: Barclay (chair), Gagnon, Mowat - None

Iron Horse Corridor Subcommittee: Struthers (Chair), Gagnon - None

Parks and Recreation Subcommittee: Struthers (chair), Burke, Chaput

Staff to check in with PW Special Districts on their securing bands for summer concert series and movie nights. Also need update on survey results offered this past summer.

Trees and Landscape Subcommittee: Mowat - None

9. CORRESPONDENCE (the following items are listed for informational purposes only and may be considered for discussion at a future meeting).

None

10. COMMENTS BY MEMBERS OF THE ALAMO MAC

MAC would like an update on the Tree Ordinance, understanding is it is now being reviewed from a CEQA standpoint. Is DCD able to offer an update?

LAFCO update regarding park and recreation latent powers from C. Roner of Special Districts.

Public relations campaign from PW regarding the Alamo downtown roundabout.

11. FUTURE AGENDA ITEMS

- a. None.

12. ADJOURNMENT 7:31pm

- a. Adjourn to the Alamo MAC meeting on **February 1st, 2022** at 6:00 P.M. at the Stone Valley Middle School 3001 Miranda Ave, Alamo, CA 94507. If Health Officer orders still restrict gatherings at that time, the October meeting will be held with remote participation using Zoom or a similar platform.

The Alamo Municipal Advisory Council will provide reasonable accommodations for persons with disabilities planning to attend the meeting who contact Supervisor Candace Andersen's office at least 72 hours before the meeting at 925-957-8860.

Materials distributed for the meeting are available for viewing at the District 2 Office at 309 Diablo Road, Danville, CA 94526. To receive a copy of the Alamo MAC agenda via mail or email, please submit your request in writing using a speaker card or by contacting Supervisor Andersen's office at 925-957-8860. Complete name and address must be submitted to be added to the list.

Alamo Parks and Recreation, CSA R-7 2021-22 Budget Proposal

		FY 19/20	FY 20/21	FY 20/21	FY 2020-21	FY 2021-22
		Year End Totals	Budget	Year to Date 9/30/2020	Estimated Year End Total	Budget
7758	County Service Area R-7A					
	Fund Balance	\$3,622,047	\$3,876,325	\$3,876,325	\$3,876,325	\$4,505,118
Ledger Code	REVENUE:					
9000, 9100, 9385, 9580	Taxes	1,301,615	1,272,124	1,226,047	1,350,000	1,350,000
9400	Interest Earned	0	50,000	0	0	50,000
9600	Alamo Sports Field Fees	0	7,500	0	0	7,500
	TOTAL REVENUE	1,301,615	1,329,624	1,226,047	1,350,000	1,407,500
	REVENUE PLUS FUND BALANCE	4,923,662	5,205,949	5,102,372	5,226,325	5,912,618
	EXPENSES:					
	Services and Supplies					
2100/2479/3622	Office Expense	886	1,000		1,000	1,000
2120/2170	Utilities	20,674	20,000	6,618	20,000	20,000
2170/2282/2284	Trash/Custodial	29,472	32,000	5,959	28,755	32,000
2310	Hap Magee Operations	212,655	203,310	51,016	202,607	221,468
190/2130/2284/2310/2479	Other Contracted Services	17,820	39,600	3,317	25,000	39,600
Various (2479/2490)	Recreation Supplies	4,683	16,000	300	15,245	16,000
	SUBTOTAL Services and Supplies Total	286,190	311,910	67,210	292,607	330,068
	Other Charges					
3611/3622	County Counsel; Assessment Admin.	10,725	10,600	469	10,100	10,600
3619	Prop Tax, Lease Management	5,010	7,500	130	4,300	7,500
3620	Grounds/Facilities Maintenance	252,682	283,000	42,656	208,000	288,000
	SUBTOTAL Other Charges Total	268,418	301,100	43,255	222,400	306,100
	Fixed Assets (Capital Improvements)					
4766	Hap Magee Park Imps	358,698	70,000	31,382	52,500	72,500
4703	Hemme Station Park Shade Improvements	0	0	5,432	20,800	60,000
	SUBTOTAL Fixed Assets (Capital Improvements) Total	358,698	70,000	36,814	73,300	132,500
	Public Works Staff (Administration)					
5011	Public Works Staff (Administration)	134,030	148,900	36,299	132,900	150,900
	SUBTOTAL Public Works Staff (Administration) Total	134,030	148,900	36,299	132,900	150,900
	TOTAL EXPENSES	1,047,337	831,910	183,578	721,207	919,568
	Net	254,278	497,714	1,042,469	628,793	487,932
4755	Park Development/Reserve		4,374,039			4,993,050
	Fund Balance (Park Development/Reserve)	\$3,876,325	\$0	\$4,918,794	\$4,505,118	\$0

Alamo Parks and Recreation, CSA R-7

Administration and Miscellaneous

	FY 20/21	FY 20/21	FY 2020-21	FY 2021-22
	Budget	Year to Date 9/30/2020	Estimated Year End Total	Budget
Service and Supplies	1,000	0	1,000	1,000
Assessment Admin./County Counsel	10,000	0	10,000	10,000
Public Works Staff (Administration)	74,000	29,516	74,000	75,000
Total	85,000	29,515.72	85,000.00	86,000

Alamo Parks and Recreation, CSA R-7

Parks

Livorna Park				
	FY 20/21	FY 20/21	FY 2020-21	FY 2021-22
	Budget	Year to Date 9/30/2020	Year End Total	Budget
Services and Supplies	50,000	2,983	30,000	50,000
Grounds/Facilities Maintenance	170,000	30,995	125,000	170,000
Livorna Park Bocce Ball Courts	0	0	0	0
Public Works Staff (Administration)	23,500	622	12,000	23,500
Total	243,500	34,600	167,000	243,500
Alamo Elementary School				
Services and Supplies	5,000	640	3,000	5,000
Grounds/Facilities Maintenance	35,000	3,556	15,000	35,000
Public Works Staff (Admin.)	4,000	0	500	4,000
Total	44,000	4,196	18,500	44,000
Alamo Oaks Trail				
Services and Supplies				500
Grounds/Facilities Maintenance				5,000
Public Works Staff (Admin.)				1,000
Total	0	0	0	6,500
Andrew H. Young Park				
Services and Supplies	6,500	4,786	8,000	6,500
Grounds/Facilities Maintenance	30,000	2,415	25,000	30,000
Public Works Staff (Admin.)	2,500	2,738	4,500	2,500
Total	39,000	9,938	37,500	39,000
Rancho Romero School				
Prop Tax/Insurance, Lease Management	500	0	500	500
Public Works Staff (Admin.)	100	0	100	100
Total	600	0	600	600
Hap Magee Ranch Park				
Hap Magee Operations (Supplies & Services)	203,310	51,016	202,607	221,468
County Counsel	600	0	100	600
Prop Tax, Lease Management	7,000	0	3,800	7,000
Capital Improvements	70,000	31,382	52,500	72,500
Public Works Staff (Admin.)	2,000	375	1,500	2,000
Total	282,910	82,773	260,507	303,568
Iron Horse Trail Corridor				
Grounds/Facilities Maintenance	3,000	174	3,000	3,000
Public Works Staff (Admin.)	1,000	0	500	1,000
Total	4,000	174	3,500	4,000
Hemme Station Park				
Services and Supplies	17,000	5,588	22,000	22,000
Grounds/Facilities Maintenance	45,000	6,115	40,000	45,000
Hemme Shade Structure Improvements	0	5,432	20,800	60,000
Public Works Staff (Admin.)	10,000	1,900	8,000	10,000
Total	72,000	19,035	90,800	137,000
Parks Summary				
	FY 20/21	FY 20/21	FY 2020-21	FY 2021-22
	BUDGET	Year to Date 9/30/2020	Year End Total	Budget
Services and Supplies	281,810	65,013	265,607	305,468
Grounds/Facilities Mtce and other charges	291,100	43,255	212,400	296,100
Capital Improvements	70,000	31,382	73,300	132,500
Public Works Staff (Admin.)	43,100	5,635	27,100	44,100
Total	686,010	145,285	578,407	778,168

Alamo Parks and Recreation, CSA R-7

Events

	FY 20/21	FY 20/21	FY 2020-21	FY 2021-22
	Budget	Year to Date 9/30/2020	Year End Total	Budget
Movie Under the Stars				
Services and Supplies	4,100	0	4,000	4,100
Public Works Staff (Administration)	8,500	0	8,500	8,500
Total	12,600	0	12,500	12,600
Summer Concert Series				
Services and Supplies	23,000	0	20,000	23,000
Public Works Staff (Administration)	23,000	1,149	23,000	23,000
Total	46,000	1,149	43,000	46,000
Tree Lighting				
Services and Supplies	2,000	0	2,000	2,000
Public Works Staff (Administration)	300	0	300	300
Total	2,300	0	2,300	2,300
Events Summary				
	FY 20/21	FY 20/21	FY 2020-21	FY 2021-22
	BUDGET	Year to Date 9/30/2020	Year End Total	Budget
Services and Supplies	29,100	0	26,000	29,100
Public Works Staff (Administration)	31,800	1,149	31,800	31,800
Total Event Summary	60,900	1,149	57,800	60,900