



# **CITY OF ATASCADERO PARKS AND RECREATION COMMISSION**

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## **AGENDA**

**Thursday, February 5, 2015  
7:00 P.M.  
Regular Meeting**

**Atascadero City Hall Council Chambers  
6500 Palma Ave.  
Atascadero, California**

**REGULAR SESSION: 7:00 P.M.**

### **PLEDGE OF ALLEGIANCE:**

<b>ROLL CALL:</b>	Chairperson:	Jerel Seay
	Vice-Chairperson:	Susan Greenaway
	Commissioner:	Barbie Butz
	Commissioner:	Susan DeCarli
	Commissioner:	David May
	Commissioner:	Tom Zirk
	Commissioner:	Vacant

### **OATH OF OFFICE:**

City Clerk Marcia McClure Torgerson will conduct the Oath of Office for the newly appointed Commissioners.

## **PARKS AND RECREATION COMMISSION REORGANIZATION:**

1. **Commission Appointment of Chairperson** – The City Clerk Marcia Torgerson will accept nominations from the Commission.
2. **Commission Appointment of Vice-Chairperson** – The Chairperson will accept nominations from the Commission.

**COMMUNITY FORUM:** (This portion of the meeting is reserved for persons wanting to address the Commission on any matter not on this agenda and over which the Commission has jurisdiction. Speakers are limited to three minutes. Please state your name for the record before making your presentation. Comments made during Community Forum will not be a subject of discussion. A maximum of 30 minutes will be allowed for Community Forum, unless changed by the Commission. Any members of the public who have questions or need information, may contact the Board Secretary Bonnie Williams who is available during normal business hours at 470-3478, or [bwilliams@atascadero.org](mailto:bwilliams@atascadero.org)

## **APPROVAL OF AGENDA:** Roll Call

**COMMISSION ANNOUNCEMENTS AND REPORTS:** (On their own initiative, Commission Members may make a brief announcement or a brief report on their own activities. Commission Members may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda. The Commission may take action on items listed on the Agenda.)

- A. CONSENT CALENDAR:** (All items on the consent calendar are considered to be routine and non-controversial by City staff and will be approved by one motion if no member of the Commission or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent calendar and will be considered in the listed sequence with an opportunity for any member of the public to address the Commission concerning the item before action is taken.)

1. **Parks and Recreation Commission Minutes – July 24, 2014**
  - **Staff Recommendation:** Commission approve the Parks and Recreation Commission Meeting minutes of the July 24, 2014 meeting. [Community Services]

## **B. MANAGEMENT REPORTS:**

### **1. Zoo Park Master Plan Amendment – Thelma Vetter Red Panda Exhibit**

- **Fiscal Impact:** Nominal fiscal impact
- **Recommendation:** The Parks and Recreation Commission recommends:
  1. The City Council approves a proposed amendment to the Charles Paddock Zoo (Zoo Park) Master Plan to allow for construction of a new Red Panda Exhibit, as well as, updating the Zoo Master Plan Drawing to reflect completed additions.
  2. The City Council enter into a Memorandum of Understanding (MOU) with the Donor(s) to fund the construction of the Thelma Vetter Red Panda Exhibit.

## **C. COMMITTEE & LIAISON REPORTS:** (The following represent standing committees. Informative status reports will be given, as felt necessary.)

## **D. STAFF COMMENTS/ ANNOUNCEMENTS:**

1. Mark your Calendar:
  - Father Daughter Dance on Friday, February 6<sup>th</sup> and Saturday, February 7<sup>th</sup>

## **E. ADJOURNMENT:**

**THE NEXT REGULAR PARKS AND RECREATION COMMISSION MEETING WILL BE SCHEDULED AS NEEDED.**

I, Bonnie Williams, Clerical Assistant III of the City of Atascadero, declare under the penalty of perjury that the foregoing agenda for the February 5, 2015 Regular Session of the Atascadero Parks and Recreation Commission was posted on Friday, January 30, 2015 at Atascadero City Hall, 6500 Palma Ave. Atascadero, CA 93422 and was available for public review in the Customer Service Center at that location.

Signed this 30<sup>th</sup> day of January, 2015 at Atascadero, California.

\_\_\_\_\_  
Bonnie Williams, Clerical Assistant III  
City of Atascadero

## ***WELCOME TO THE ATASCADERO PARKS AND RECREATION COMMISSION MEETING***

The Parks and Recreation Commission meet when scheduled, in the Atascadero City Hall, located at 6500 Palma Avenue, Atascadero. The Parks and Recreation Commission consider matters in the order of the printed Agenda.

Copies of the staff reports or other documentation relating to each item of business referred to on the Agenda are on file in the Recreation Division and are available for public inspection during City Hall Annex, 6500 Palma Avenue, during business hours at the Central Receptionist counter and on our website; [www.atascadero.org](http://www.atascadero.org). An agenda packet is also available for public review at the Atascadero Library, 6850 Morro Road. All documents submitted by the public during Parks and Recreation Commission meetings that are either read into the record or referred to in their statement will be noted in the minutes and available for review in the Recreation Division.

In compliance with the Americans with Disabilities Act, **if you need special assistance to participate in a City meeting or other services offered by this City**, please contact the Recreation Division at (805) 461-5000. Notification of at least 48 hours prior to the meeting or time when services are needed, will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

### **TO SPEAK ON AGENDA ITEMS**

Members of the audience may speak on any item on the agenda. The Parks and Recreation Chairperson will identify the subject, staff will give their report, and the Commission will ask questions of staff. The Chairperson will announce when the public comment period is open and will request anyone interested to address the Commission regarding the matter being considered to step up to the lectern. If you wish to speak for, against or comment in any way:

- You must approach the lectern and be recognized by the Chairperson
- Give your name and address (not required)
- Make your statement
- All comments should be made to the Chairperson and Commission
- All comments limited to 3 minutes (unless changed by the Commission)
- No one may speak for a second time until everyone wishing to speak has had an opportunity to do so, and no one may speak more than twice on any item.

The Chairperson will announce when the public comment period is closed, and thereafter, no further public comments will be heard by the Commission.

### **TO SPEAK ON SUBJECTS NOT LISTED ON THE AGENDA**

Under Agenda item, "COMMUNITY FORUM", the Chairperson will call for anyone from the audience having business with the Parks and Recreation Commission to:

- Please approach the lectern and be recognized
- Give your name and address (not required)
- State the nature of your business

This is the time items not on the Agenda may be brought to the Commission's attention. A maximum of 30 minutes will be allowed for Community Forum (unless changed by the Commission).

### **TO HAVE ITEMS PLACED ON AGENDA**

All business matters to appear on the Agenda must be in the Office of the Recreation Division 14 days preceding the Parks and Recreation Commission meeting. Should you have a matter you wish to bring before the Commission, please mail or bring a written communication to the Recreation Division at City Hall prior to the deadline.



# ***CITY OF ATASCADERO PARKS AND RECREATION COMMISSION***

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## **DRAFT ACTION MINUTES**

**Thursday, July 24, 2014  
7:00 P.M.  
City Hall Council Chambers  
6500 Palma, Atascadero, California**

### **CALL TO ORDER - 7:03 PM**

Chairperson Seay called the meeting to order at 7:03 p.m. and Commissioner DeCarli led the Pledge of Allegiance.

### **ROLL CALL**

Present: Commissioners Butz, DeCarli, May, Zirk, Vice Chairperson Greenaway, Chairperson Seay

Absent:

Others Present: Recording Secretary Bonnie Williams

Staff Present: City Manager Rachelle Rickard, Recreation Division Director Jerel Haley, Colony Park Community Center Supervisor Jennifer Fanning, Community Development Director Warren Frace

### **SPECIAL PRESENTATION - None**

## **COMMUNITY FORUM - None**

## **APPROVAL OF AGENDA**

**MOTION: By Commissioner DeCarli and seconded by Vice Chairperson Greenaway to approve the Agenda.**

***Motion passed 6:0 by a roll-call vote.***

## **COMMISSION ANNOUNCEMENTS AND REPORTS**

Commissioner DeCarli stated that the California Transportation Commission will be providing \$500,000 for improvements to the trail on HWY 41 from Portola to San Gabriel. Additionally, There has also been 3 million dollars approved for ADA improvements on HWY 41 from 101 to San Gabriel.

SLO Cog is requesting to approve 2 hundred thousand dollars to study alternative improvements on HWY 41.

Commissioner May commented on how he really enjoyed the Tuesday Nights in the Park and the Saturday Concerts in the Park.

## **CONSENT CALENDAR**

### **1. Parks and Recreation Commission Minutes – January 9<sup>th</sup>, 2014**

- **Recommendation:** Commission approves the Parks and Recreation Commission Meeting minutes of the January 9, 2014 meeting.

**MOTION: By Commissioner May and seconded by Commissioner Zirk to approve Consent Calendar**

***Motion passed 6:0 by a roll-call vote.***

## **B. MANAGEMENT REPORTS:**

### **1. Approval of Colony Park Inclusive Playground Design**

- **Fiscal Impact:** None
- **Recommendation:** Parks and Recreation Commission recommend the City Council approve the proposed design for the Colony Park inclusive playground, consistent with the Colony Park Master Plan.

Recreation Division Director Jerel Haley – Jerel Haley provided a presentation on the project and answered questions of the Commission.

**PUBLIC COMMENT** – The following people spoke during public comment: Justin and Jennifer (last name was not given)

**MOTION:** By Commissioner Zirk and seconded by Commissioner Butz to approve the recommendations for the playground design

*Motion passed 6:0 by a roll-call vote.*

### **COMMITTEE & LIASON REPORTS –**

The following people spoke during the public comment: Jenell Allen (founder of Parents for Joy), Sarah Sullivan (co-founder of Parents for Joy) Tyler Careopoles (General Manager for Game Time)

### **STAFF COMMENTS/ ANNOUNCEMENTS –**

Recreation Supervisor Jennifer Fanning informed the council about the events that are listed under “Mark your Calendar” and that there will be changes to the Atascadero Magazine in the future. Recreation Division Director Jerel Haley informed the council that there will be a recruitment for the vacant chair on the Parks and Recreation Commission after the November City Council Election and to watch for the upcoming zoo improvements.

#### 1. Mark Your Calendar:

- Tuesday, June 17<sup>th</sup> thru August 26<sup>th</sup>: Tuesday BBQs in the Park
- Saturday, June 21<sup>st</sup> thru August 9<sup>th</sup>: Summer Concert Series
- Saturday, August 2<sup>nd</sup> thru August 23<sup>rd</sup>: Movies in the Garden
- Friday, August 15<sup>th</sup>: Hot El Camino Cruise Night

### **ADJOURNMENT**

Chairperson Seay adjourned the meeting at 8:36 pm.

MINUTES PREPARED BY:

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**Bonnie Williams, Clerical Assistant III**  
City of Atascadero



ITEM NUMBER:  
DATE:

B-1  
02-05-15

# ***Atascadero Parks and Recreation Commission***

## ***Staff Report – Recreation Division***

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### **Zoo Master Plan Amendment – Thelma Vetter Red Panda Exhibit**

#### **RECOMMENDATION:**

1. The Parks and Recreation Commission recommend to the City Council approval of a proposed amendment to the Charles Paddock Zoo (Zoo Park) Master Plan to allow for construction of a new Red Panda Exhibit.
2. The Parks and Recreation Commission recommend the City Council enter into a Memorandum of Understanding (MOU) with the trustee of the estate of the late Thelma Vetter to fund the construction of the Thelma Vetter Red Panda Exhibit.

#### **DISCUSSION:**

##### Background:

The City Council approved the Zoo Master Plan in 2004. This master plan provides direction and guidance for plans to transform the zoo into a key destination point for residents and visitors. The master plan, similar to the City's General Plan or Downtown Vision Plan, is to be completed in various phases as funding becomes available, versus completion all at once. Initial master plan projects included the following:

- Completion of a revamped zoo entry;
- A permanent, ADA compliant restroom facility;
- A new gift-shop area / food service area.

These upgrades were necessary to help keep the zoo accreditation through 2014, as well as, upgrade the facility to be more inviting for visitors. These upgrades were completed with City's Redevelopment Agency (RDA) funds, however the RDA was dissolved in 2013. In addition, RDA funding could not be used for upgrades to animal exhibits, and other animal related upgrades. City Staff and zoo supporters understand the need to for upgrading facilities for existing and future animals at the zoo. One of the Zoo's many supporters, the trust of the late Thelma Vetter, has graciously donated funds for the design and construction of a new Red Panda exhibit.



Red Pandas are raccoon-sized animals native to the southern foothills of the Himalayan Mountains. While red pandas are not related to the giant pandas, which are members of the bear family, they do have several things in common such as an appetite for bamboo and small thumb-like digit on their front paws that allows them to hold bamboo shoots while they eat.

This new Red Panda exhibit would create the following:

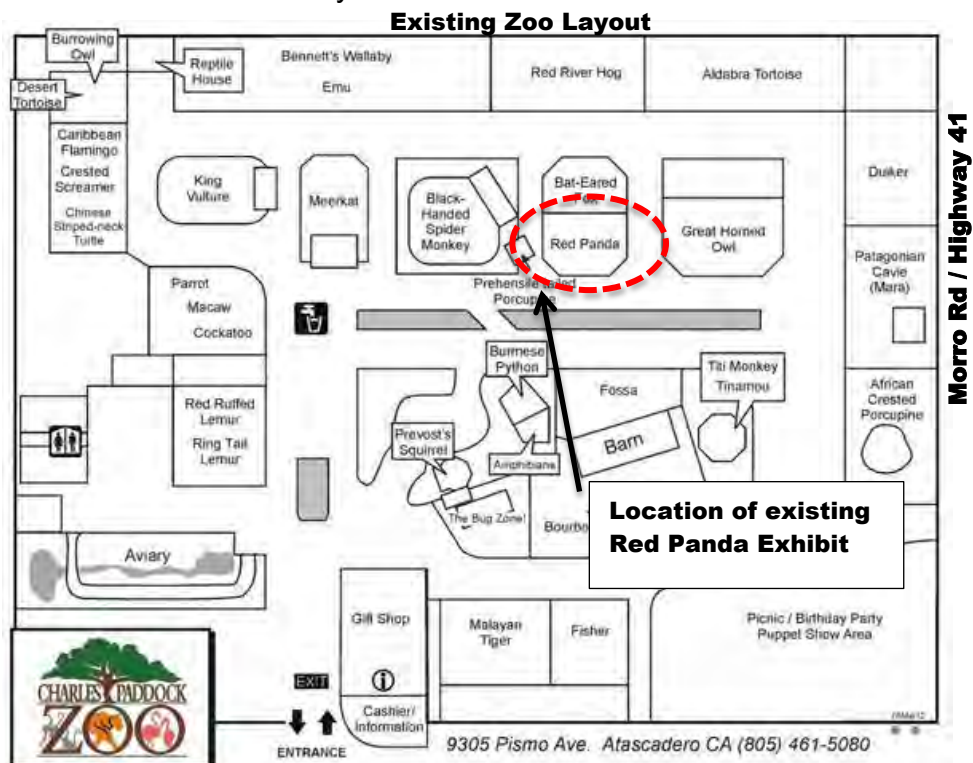
1. Provide a new exhibit for the Red Pandas that is larger than its current one;
2. A habitat area that re-creates the animal's natural habitat;
3. Three (3) new viewing areas for visitors to better understand and educate them on the animals and their habitat;
4. Creation of a high quality exhibit that further strengthens the goals of creating an "events center" at the Zoo, consistent with the City Council's 2014-2015 strategic planning goals.

The trustee of the donor's estate has contracted with a local architecture firm to create a preliminary design of the proposed exhibit. The trustee met with City Staff and presented the preliminary design concept. Staff discussed issues such timing of construction document preparation, construction coordination, and entering into a memorandum of understanding (MOU) to completely fund the proposed new exhibit. Staff is requesting the Parks and Recreation Commission (PRC) to review and provide a recommendation to the City Council for modifications of the zoo master plan.

### Analysis:

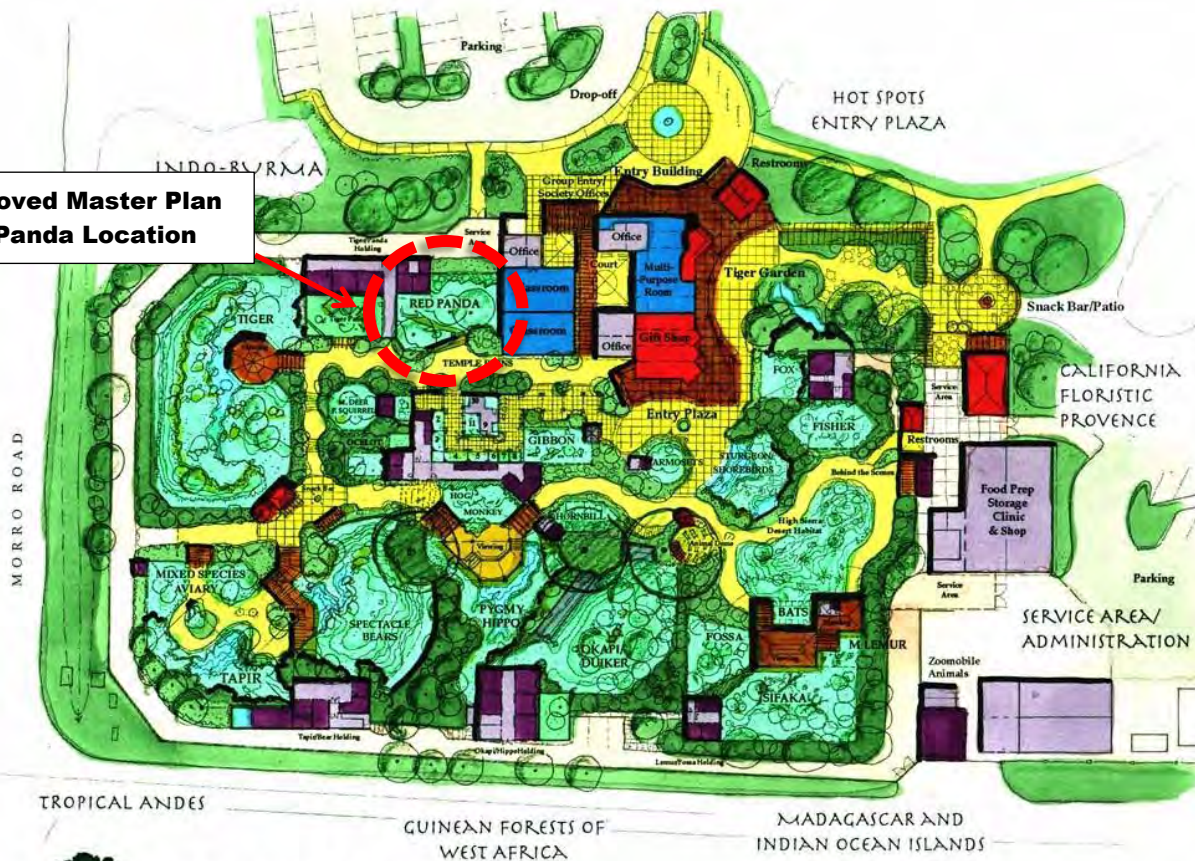
#### **Zoo Master Plan Revisions**

Currently the Red Pandas are located near the middle of the zoo. The approved zoo master plan shows a different location for the Red Pandas as compared to where they are shown in the current zoo layout.

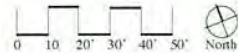


## Approved 2004 Zoo Master Plan

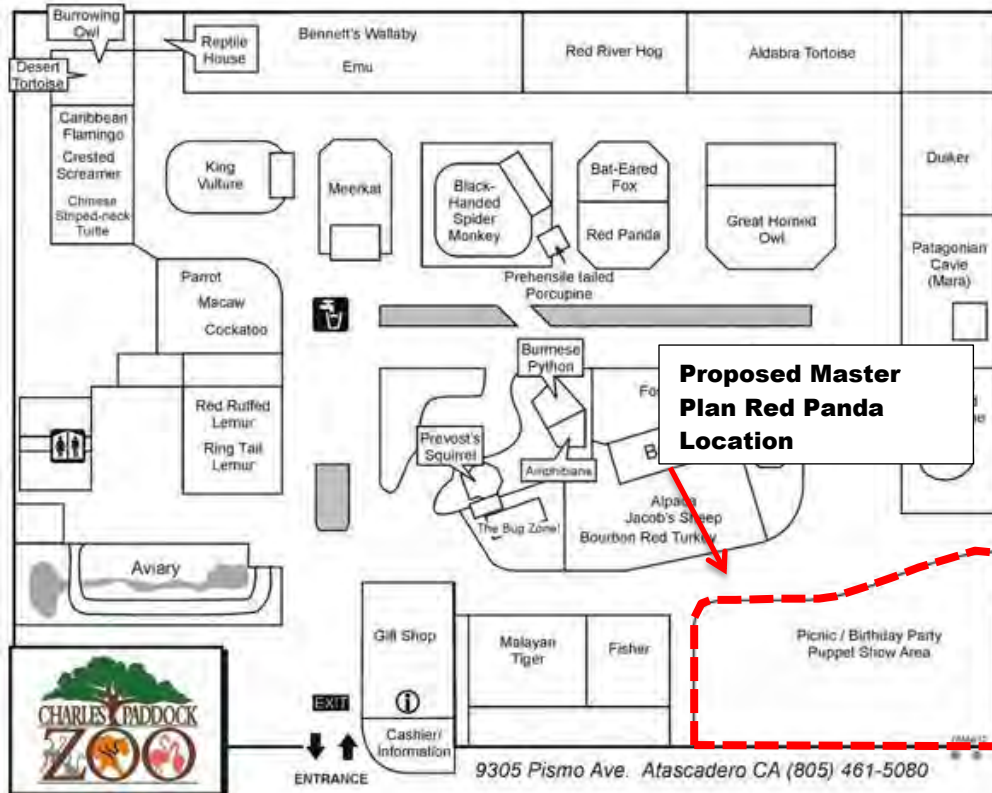
### Approved Master Plan Red Panda Location



Charles Paddock Zoo  
**CONCEPT MASTER PLAN**  
04.06.04 1"=20'



## 2015 Existing Schematic Plan



### Proposed Master Plan Red Panda Location

Morro Rd / Highway 41

9305 Pismo Ave. Atascadero CA (805) 461-5080



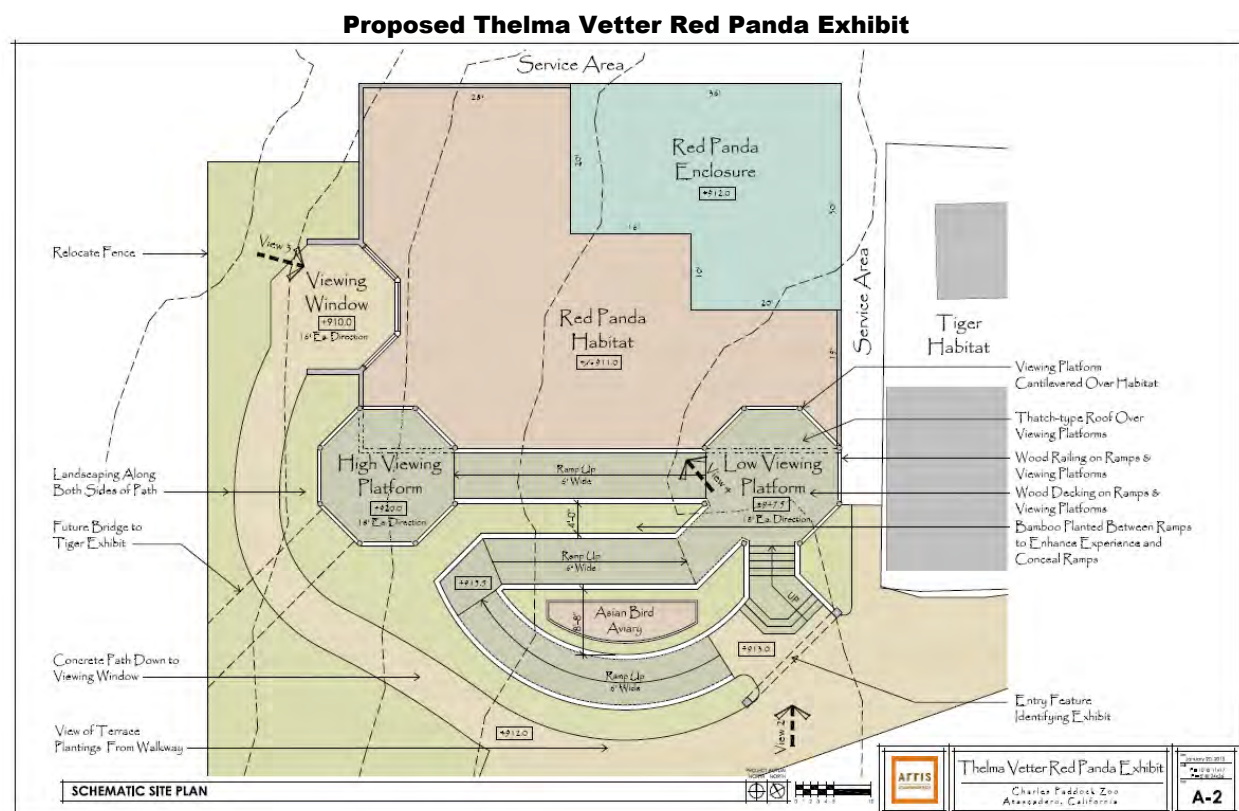
The proposed new exhibit would be located at the current Picnic / Birthday Party area. This area will be re-located just outside of the current flamingo exhibit in the existing volleyball area. This volleyball area will be transitioned into an events area to host birthday parties, after-hour social events, education classes and seminars, and other zoo functions.

The former home of the Red Panda exhibit adjacent to bat-eared fox will be reconfigured to accommodate additional animals once the new exhibit is completed.

The proposed Red-Panda Exhibit is generally in the location of the “Indo-Burma” area as shown in the Zoo Master Plan. The proposed exhibit anticipates a future connection to a new tiger exhibit that is shown in the master plan. This future connection is shown in the proposed Red Panda Exhibit drawings. Staff is recommending that the master plan be amended to reflect the change to the Red Panda exhibit, as well, as modifications that accommodated the new gift shop, entry, and flamingo exhibit.

### Red Panda Exhibit Concept

The focal point of the exhibit is a 900 +/- square foot (sf) habitat area. This habitat area would mimic the Red Panda's natural foraging area including trees such as bamboo, shrubs, and other native plants from the Himalayan Mountains. To enhance the sounds of the Panda's natural habitat area, and provide an additional exhibit that matches the theme of the new area, a proposed Asian Bird Aviary would also be constructed between the ramps. The Bird Aviary would provide an additional exhibit that would draw in and enhance the overall visitor experience. Three viewing platforms are proposed to be constructed, with all ramps being ADA accessible.



A new 910 sf enclosure would also be constructed. This enclosure would provide additional shelter for the Pandas, as well as, serve as an area for treatment, care, and feeding of the animals. This enclosure is substantially larger than its current enclosure and provides the Pandas much needed space. The enclosure also contains a low impact development (LID) feature to reduce storm water runoff in the form of a green roof. This LID feature harnesses rainwater to provide a “green” scene on the roof, while assisting in keeping the enclosure cool during the summer.

An entry feature consisting of a wood trellis structure would identify the exhibit to residents. The entry would include the name “Thelma Vetter Red Panda Exhibit” as tribute to the late Thelma Vetter. The entry may also include a plaque that honors or describes the donor’s gift and provide a description of her association with the zoo. A signage package will be submitted for Staff approval at a later date.



### Viewing Areas

Visitors will have the opportunity to view the Pandas through three (3) view areas. Each viewing platform is envisioned to provide a different experience when visiting the Red Pandas. The Low Viewing Platform is not necessarily a “low” vantage point. This Low Viewing Platform is proposed to be accessed from either an ADA ramp or a set of stairs. The low viewing platform includes the following:

- Consists of decorative wood decking;
- Provide view of the habitat area, the green-roof of the proposed enclosure and the Asian Bird Aviary;
- Provide a connection to the high viewing platform.

The High Viewing Platform is raised in elevation when compared to the lower viewing platform. This platform provides some of most sweeping views of the exhibit. Features of the high viewing platform include:

- “Birds eye” view of the entire habitat area and the Panda enclosure;
- Decorative wood decking and shade structure;
- Design schemes similar to structures found in the Himalayan region of East Asia, consistent with the overall theme of the proposed exhibit, as well as the lower viewing platform;
- Provide a future bridge connection to the proposed future tiger exhibit as shown in the Zoo Master Plan and Zoo Master Plan update.

The third viewing area is the viewing window. The viewing window is accessed from a landscaped concrete path that is separate from the high and low viewing platforms. The viewing window provides the following:

- “On-the-ground” view of the red panda habitat area through viewing “windows” and provide a more intimate experience with the pandas when they are in the habitat area;
- ADA accessibility through the use of the concrete ramp;
- Landscape pathway leading to the viewing area;



#### **Construction Time Frame and Funding**

The trustee has already donated funds for the initial design scheme of the proposed exhibit. The trustee anticipates that construction documents will be completed and construction will begin upon execution of a memorandum of understanding (MOU) with

the City of Atascadero. The estate of Thelma Vetter will also take responsibility for construction of the exhibit and anticipates construction to commence in spring after building permit review and approval by City Staff. While a timetable has not been set for the length of construction, Staff estimates approximately three (3) to six (6) months to complete the project.

Summary:

The proposed Red Panda Exhibit is generally consistent with Master Plan. The proposed exhibit will enhance the experience for visitors of the zoo. The exhibit not only provides the red pandas a new home, but will provide a quality educational experience through multiple viewing areas. This new exhibit is funded by the estate of the late Thelma Vetter, with no City funds to be utilized for the design and construction of the exhibit. Staff is recommending that the Parks and Recreation Commission recommend to the City Council approval of Zoo Master Plan amendments and enter into a MOU to allow for construction of the proposed new exhibit.

**FISCAL IMPACT:**

There will be a small fiscal impact for completion of the proposed Red Panda exhibit. City staff time will be utilized for building permit review and inspections. The City will incur no costs for drafting of preliminary design schematic, construction documents, and construction of the exhibit. Funding for these portions of the exhibit is provided by the estate of Thelma Vetter.

**ALTERNATIVES:**

1. The Commission may include modifications to the project with their recommendation to City Council.
2. The Commission may determine that more information is needed on some aspect of the project and may refer the item back to staff to develop the additional information. The Commission should clearly state the type of information that is required and move to continue the item to a future date.
3. The Commission may recommend denial of the project. The Commission must specify the reasons for denial of the project and make an associated finding with such action. This recommendation will be forwarded to the City Council.

**ATTACHMENTS:**

1. Colony Park Master Plan Amendment 2015-1
2. Location Map
3. Thelma Vetter Red Panda Exhibit Design Package
4. Draft PR Resolution 2015-A





Proposed Amendment  
Area - Red Pandas



Charles Paddock Zoo

CONCEPT MASTER PLAN

04-06-04 1"= 20'

TROPICAL ANDES

GUINEAN FORESTS OF  
WEST AFRICA

MADAGASCAR AND  
INDIAN OCEAN ISLANDS





**Attachment 2:            Location Map / Aerial Photo**





**Attachment 3:**

**Thelma Vetter Red Panda Exhibit Design Package**

See Attachment

**DRAFT  
RESOLUTION NO. PR 2015-A**

**A RESOLUTION OF THE PARKS AND RECREATION COMMISSION OF  
THE CITY OF ATASCADERO RECOMMENDING  
THE CITY COUNCIL APPROVE  
AMENDMENT 2015-1 TO SITE MASTER PLAN  
FOR COLONY PARK LOCATED AT APN 028-361-033  
(CITY OF ATASCADERO)**

**WHEREAS**, the City of Atascadero (6500 Palma Avenue, Atascadero, CA 93422), is proposing an amendment 2015-1 to the Site Master Plan to the Zoo Park Master Plan (Charles Paddock Zoo); and,

**WHEREAS**, the previously approved Zoo Park Master Plan was amended by the City Council on, 2010; and,

**WHEREAS**, the City of Atascadero has recognized the need to develop new animal exhibits as a part of the Zoo Master Plan adopted by the City Council in 2004; and,

**WHEREAS**, the a donor, the estate of the late Thelma Vetter, has also recognized the need to develop new animal exhibits and is donating funds for the design and construction of a new Red Panda Exhibit; and,

**WHEREAS**, the existing flamingo exhibit was constructed in a location different than originally identified in the Zoo Park Master Plan and a proposed Red Panda Exhibit will be constructed in a location different from the originally identified Zoo Park Master Plan; and,

**WHEREAS**, the Parks and Recreation held a duly noticed public hearing to consider the proposed Zoo Master Plan Amendments on February 5, 2015 at 7:00 p.m. and considered testimony and reports from staff and the public.

**NOW THEREFORE**, the Parks and Recreation Commission of the City of Atascadero takes the following actions:

**SECTION 1. Recommendation of Approval.** The Parks and Recreation Commission of the City of Atascadero, in a regular session assembled on February 5, 2015, resolved to recommend the City Council approval Amendment 2015-1 to the Colony Park Master Plan, subject to the following:

EXHIBIT A: Zoo Park Master Plan Amendment 2015-1

**SECTION 2. Recommendation of Approval.** The Parks and Recreation Commission of the City of Atascadero, in a regular session assembled on February 5, 2015, resolved to recommend the City Council Enter into an Memorandum of Understanding (MOU) with the trustees of the estate of the late Thelma Vetter to provide funding for the design and construction of the proposed Red Panda Exhibit subject to the following:

EXHIBIT B: Thelma Vetter Red Panda Exhibit

On motion by \_\_\_\_\_ and seconded by \_\_\_\_\_, the foregoing resolution is hereby adopted in its entirety by the following roll call vote:

AYES: (0)

NOES: (0)

ABSENT: (0)

ABSTAINED: (0)

ADOPTED:

CITY OF ATASCADERO, CA

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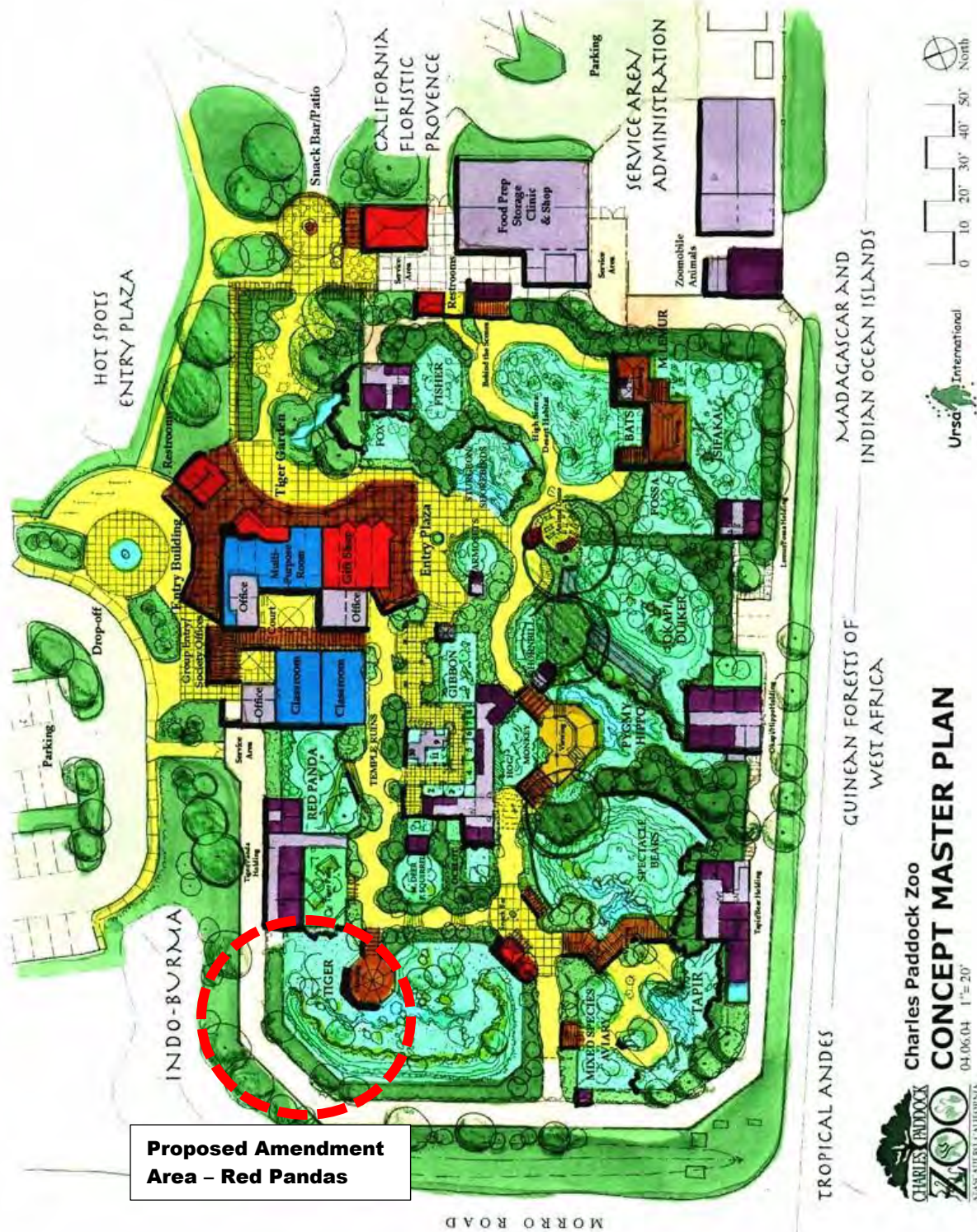
Parks and Recreation Chairperson

ATTEST:

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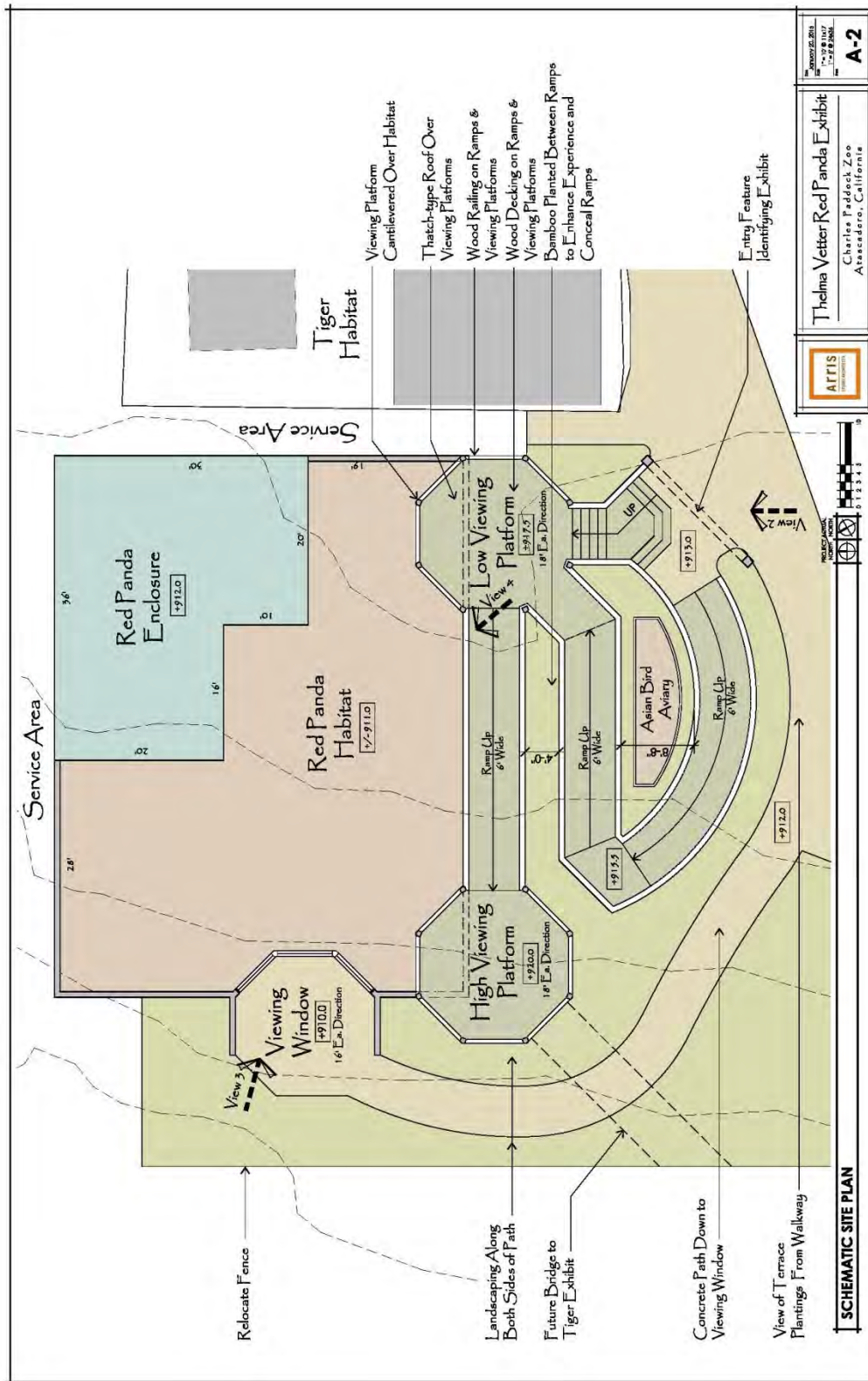
Jerel Haley  
Parks and Recreation Commission Secretary

<b>EXHIBIT A:</b>	<b>Zoo Park Master Plan Amendment – 2015-1</b> <b>9305 Pismo Avenue</b>
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**EXHIBIT B: Thelma Vetter Red Panda Exhibit  
Charles Paddock Zoo**



**EXHIBIT B:      Thelma Vetter Red Panda Exhibit**  
**Charles Paddock Zoo**

Ramp to Low Viewing Platform

Asian Bird Aviary Inbetween Ramps

Bamboo Planted Between Ramps to Enhance Experience

Entry Feature Trellis Structure

Exhibit Entry Signage. Final Signage Design to be Part of Future Comprehensive Sign Program.

Stairs to Low Viewing Platform

Perspective View 2 - Entry Feature from Walkway

Thelma Vetter Red Panda Exhibit

Charles Paddock Zoo

Alameda, California

APPROVED BY: [Signature]

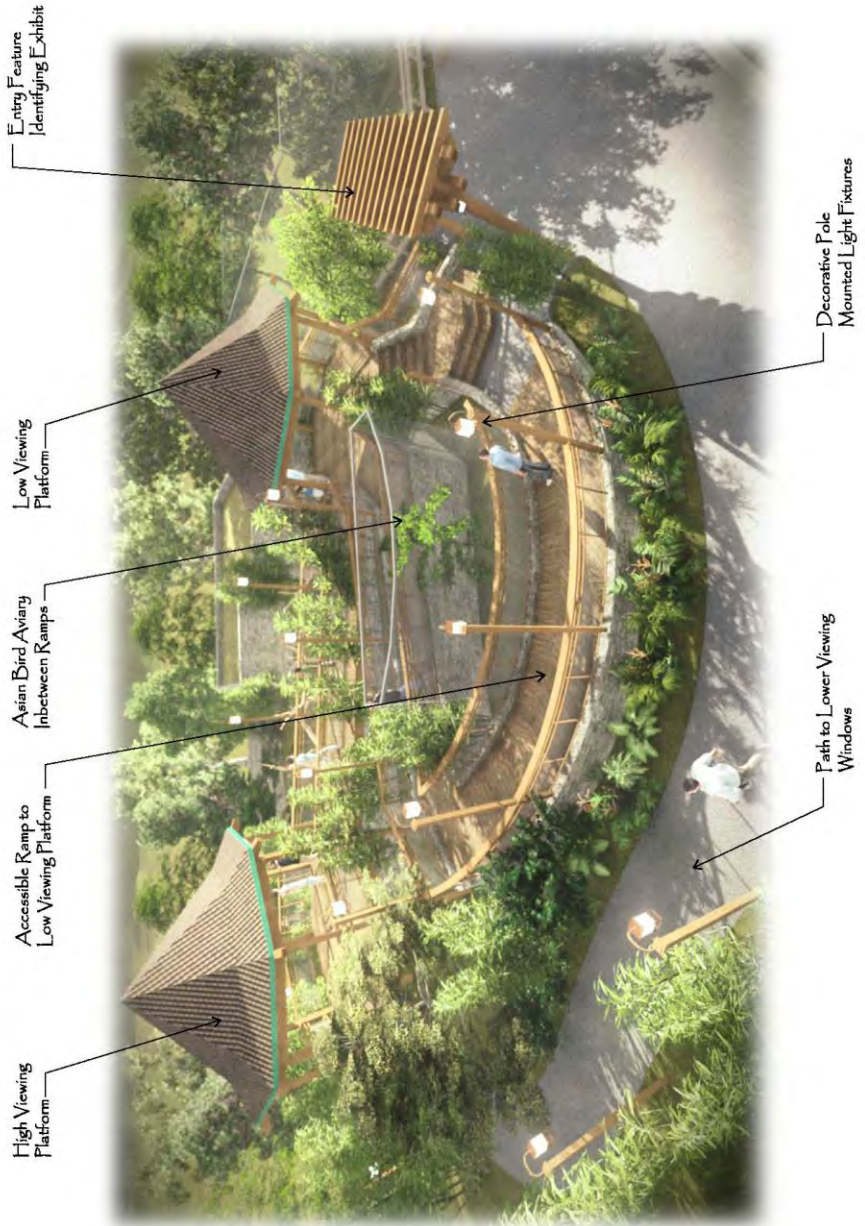
DATE: 05/25/2011

BY: [Signature]

NO: [Signature]

**A-4**

**Signage Program to be approved by City Staff**



Perspective View 1 - Overall Perspective