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**MINUTES
PARKS & RECREATION COMMISSION
January 26, 2009
City Hall
250 Hamilton Ave**

Commissioners Present: Deirdre Crommie, Joel Davidson, Sunny Dykwel, Carl King, Paul Losch, Pat Markevitch, Daria Walsh,

Commissioners Absent:

Others Present:

Staff Present: Catherine Bourquin, Rob de Geus, Donald Piana

I. ROLL CALL CONDUCTED BY: Catherine Bourquin

II. AGENDA CHANGES, REQUESTS, and DELETIONS: None

III. ORAL COMMUNICATIONS: None

IV. BUSINESS:

1. **Approval of Draft Minutes of December 16, 2008 regular meeting** – The Draft Minutes of the December 16, 2008, were approved as written.
Approved 5:2 abstentions (Davidson and Dykwel)
2. **Selection of Chair** - Commissioner Markevitch was nominated and was unanimously accepted as Chair for the 2009 term. **Voted: 7:0**
3. **Selection of Vice Chair** - Commissioner King was nominated and was unanimously accepted as Vice Chair for the 2009 term. **Voted: 7:0**
4. **Recreation Special Interest Classes Presentation** – Staff de Geus introduced Sharon Eva, Coordinator of Recreation Programs and Minka van der Zwaag Supervisor of Recreation. Sharon Eva presented a Power Point presentation on the type of classes she coordinates for the city. The presentation was followed by questions from the commissioners.

5. **Review and discuss City Council/Commission Study Session** - The commissioners discussed how they thought the study session went. Each commissioner was given a chance to communicate their thoughts. The Senior Games was discussed, specifically how the commission could be more involved. It was agreed that staff de Geus and Commissioners Davidson, Dykwel, and Losch would meet with Anne Cribbs to have her come back to one of the PARC meetings and update the commissioners on the progress of the Senior Games in Palo Alto. Other items that were discussed included updating the CSD Strategic Plan. Although the City Council has not yet been involved in the discussion to date, they were supportive of the concept and expressed the need for the CSD Strategic Plan to effectively connect to the Comprehensive Plan.

During the study session council member Klein brought up the use of the JCC complex and wanted to know what steps recreation was taking to use the facility. Staff de Geus told the commissioners he would supply them with a list of what is available for the city's use related to the JCC complex. Commissioner Davidson wanted to acknowledge Council member Morton for his support as the Parks and Recreation Liaison. Chair Markevitch said she would put something together from the commission for him.

6. **Selection of a Commissioner to join the Stakeholder Steering Committee for the Mitchell Park Library/Community Center Project** – Staff de Geus brought up the need to have a commissioner join the steering committee for the Mitchell Park Library/Community Center Project. It was discussed that Chair Markevitch had been involved with the project from the beginning she offered to continue as the representative. Commissioner Walsh also expressed interest so it was agreed that commissioners Markevitch and Walsh would represent the commission on the committee.
7. **Continued item from December 16, 2008 – Discussion on the Development of a Community Services Department Strategic Plan for 2010 – 2020** – Staff de Geus briefly described what was accomplished from the discussion of the development of a Community Services Department Strategic Plan 2010 – 2020 from the December 16th meeting. He referred back to his staff report provided to the commissioners on the objectives of the plan.
1. Analysis of existing conditions and capacity of CSD programs, services, and facilities.
 2. Analysis of community perspective on CSD programs, services and facility needs for the future.
 3. Development of specific strategies and actions to best meet these needs within realistic budget constraints.

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The top three outcomes of the needs assessment were

1. Obtain general demographic characteristics and identify perceptions of the various market segments of both users and non-users of CSD programs, services, parks, open space and facilities.
2. Resident suggestions, comments, and concerns about current and future needs regarding CSD programs, services, parks, open space and facilities.
3. Identify what levels of spending are acceptable via fees and charges, for CSD programs, parks, and open space and facility improvements.

The commission discussed ways to fund the project and to find other ways to accomplish the plan without using a consultant. The creation of a task force was suggested and possibly using business school interns. Grants and support groups were suggested to fund the plan. Staff de Geus informed the commission of the next steps that will take place over the next couple of months, which include the ongoing benchmarking and researching funding alternatives. It was also discussed that putting together a debriefing memo on the joint study session with council focusing on the creation of the strategic plan, and how it relates to the City's comprehensive plan would be beneficial. Staff de Geus agreed to work with Chair Markevitch on this.

V. COMMENTS AND ANNOUNCEMENTS

1. Commissioner King inquired on what the other commissioner's terms were. He felt that the terms of the commissioners could work better if they were staggered. His suggestion was the next time a commissioner goes off they would start a two year cycle and continue with another 2 year cycle and then a three year cycle. The commissioners agreed that they would have to request this change through City Council.
2. Staff de Geus announced the upcoming Commission training put on by the Parks and Recreation Association to be held February 7th. Chair Markevitch recommended the training for any new commissioners. Staff de Geus asked any commissioner interested to let him know. The other upcoming learning opportunity is the California Parks and Recreation Society (CPRS) annual conference, to be held March 3 – 6th. Commissioners Davidson and Crommie were already signed up for the conference.
3. Commissioner Davidson inquired on using Lets Go Palo Alto website to map out walks for the Senior Game participates and guests. Staff de Geus said that they were already working on it mapping out historical walks, shopping, etc.
4. Commissioner Davidson wanted to express his concern of the lack of work he feels the commissioners have to do. Staff de Geus said he would be happy to meet with him to discuss further.
5. Commissioner Dykwel wanted to find out about the process for adopting a park. She was interested in Greer Park. Chair Markevitch requested that the sign up for the parks be part of next month's packet.
6. Commissioner Walsh inquired on being informed of the city sponsored meetings that are coming up. The only meeting scheduled is the Seale park restroom community meeting to

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be held Tuesday, January 27, 2009. Staff de Geus said he was unaware of any other upcoming meetings but he would be sure to inform the commissioners when he knew of any.

7. Chair Markevitch announced a meeting on the Bond Measure for the high schools being held Tuesday, January 27th, 2009 from 12 – 2pm.
8. Commissioner Davidson wanted to know if there was a way to get less paper sent to them. It was discussed and agreed, that it is mandated to have any information to be discussed in a packet mailed to each commissioner. It was agreed to minimize some of the items that were repetitious such as the Jordan report. This would be condensed down to only current months to be included in the packet.

VI. TENTATIVE AGENDA FOR FEBRUARY 24, 2009 REGULAR MEETING:

Commissioner Walsh recommended topics that she would like to see come up for discussion at future meetings. The items are:

1. Dogs on weekends at Foothill Park
2. Middle School Athletic Program setting a policy
3. Discussion on how community meetings are set up. City vs. Neighborhood Associations
3. Moving forward on a liaison for the PAUSD

There was discussion and then a motion made as to how to place future topics on the agenda.

Motion: Motion made by Commissioner King and seconded by Commissioner Dykwel to have topics discussed and voted on for placing future topics on the agenda at the February meeting.

Approved: 6:1

Staff de Geus encouraged all commissioners to forward by email any topics they wanted to see discussed or presented at future meetings.

Commissioner Crommie requested to have a representative from PABAC the Palo Alto Bicycle Advisory Committee come and speak to the Commission. A motion was made by Commissioner Crommie to have PABAC come to the next meeting scheduled for February 24, 2009.

Motion: Motion made by Commissioner Crommie and seconded by Commissioner Walsh to have PABAC come and give a presentation to the Commission on who they are and what their committee does.

Approved: 5:2

Next months Agenda:

1. Review of the Wildland Fire Management Plan
2. Discussion with Anne Cribbs on the Senior Games
3. Informational presentation from PABAC
4. Discussion and action item on future agenda topics

VII. ADJOURNMENT

Adjourned at 9:55pm



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