APPROVED

MINUTES
PARKS & RECREATION COMMISSION
REGULAR MEETING
June 21, 2011
City Hall
250 Hamilton Ave

Commissioners Present: Deidre Crommie, Sunny Dykwel, Jennifer Hetterly, Ed Lauing, Daria Walsh

Commissioners Absent: Paul Losch, Pat Markevitch

Others Present: Council Karen Holman

Staff Present: Daren Anderson, Greg Betts, Rob de Geus, Sally Camozzi

I. ROLL CALL CONDUCTED BY: Sally Camozzi

II. AGENDA CHANGES, REQUESTS, and DELETIONS: None

II. ORAL COMMUNICATIONS: None

IV. BUSINESS:

1. **Debrief June 7th Community Meeting on the rules and regulations that govern the Community Garden Program –** Staff de Geus started the item by reporting that the meeting was well attended and thought a lot of information was shared. Public comment was taken before debriefing on the item.

   Oral Communications
   Rita Morgin – Channing Avenue: Ms. Morgin spoke on the fairness of the water charges since each garden doesn't have separate meters and it's a shared cost. Also she would like to emphasize to the gardeners that it's a year round commitment.

   Commissioner Hetterly provided the debriefing of the meeting and explained that the reason for the review of the rules was from the concern raised by residents trying to get a garden plot and having the waiting lists full. Also the Commission wanted to take a closer look to see how the program is running and what changes could be made to improve them. To review these questions in detail a sub-committee was formed and

concluded some things could be changed to help the program run more efficiently. To reach out to the Public a Community Garden Meeting was held on June 7th. From this meeting, notes were formulated and posted on the City's Garden web page. The sub-committee met again and made changes to the current Rules and Regulations. Commissioner Hetterly went through each rule and commented on any changes to the rule. (See attached edited draft Garden Rules & Regulations) The Commission was then given time for questions and comments. Some highlighted changes were:

- Receipt of notice of non-compliance 3 times in the calendar year the license will be revoked/not renewed.
- Wait list would be consolidated down to two, one for Main & Eleanor, one for Johnson. A separate wait list for upgrading to another plot will be created.
- Gardeners must put in a minimum of 2 hours per work day twice a year.
- No gardener will be allowed to contribute cash in exchange for work day credit.
- Gardener may occupy only one garden plot per his/her household
- Volunteer Garden Liaisons will have their garden fee waived in appreciation for their service to assist in managing the garden.
- The potential gardeners on the waiting list would be invited to work on the scheduled workdays to provide experience and community involvement.

The sub-committee will meet again and consolidate the Commissions input and suggestions. This will come before the Commission again for approval at the next regular scheduled meeting.

2. **Discuss City Council direction on the El Camino Park project, and consider alternatives and possibly recommend incorporating a dog exercise area into the El Camino Park design** – Chair Walsh introduced the topic and staff Betts provided background information on the item and relayed what was expected from the Commission tonight. The Council redirected the Parks and Recreation Commission to consider alternatives and a possible recommendation to incorporate a dog exercise into the El Camino Park design. The Council also asked staff and PARC to look again at parking for the project. Staff Anderson provided some information on the maintenance aspect of the possible locations:

    1. North end along San Francisquito Creek.
        Pros: low maintenance, add fencing, wood chips, water, bench only – less expensive
        Cons: smaller
    2. Siegfried's original concept (Attachment B) of fencing off the circle surrounded by the jogging path at the north field.
        Pros:
        Cons: smaller, grass, flight path of soccer balls, trees

3. Dual usage of softball/La Cross field by adding removable fencing
   Pros: Biggest dog park
   Cons: Heavy play area, bare spots from dog use – hard to keep it looking good. Most expensive.
4. South/undeveloped end of the park - .71 acres
   Pros: Dog park, largest area
   Cons: Utilities, the path, accessibility issues, easements, no parking, DG use would get muddy, very windy, grass worn out faster
5. Area outside the softball field
   Pros: Small/big dog area
   Cons: Would sacrifice a multi-use field, home run fly balls

After the staff had concluded their suggestions, public comment was received.

Oral Communications

Herb Borock – Mr. Borock spoke on the funding sustainability on playing fields and his view on the recommendations for the potential areas under consideration.

Council Holman commented on the second item directed at Council on extending the lease with Stanford. She reported that it looked like Stanford was not considering this request. The Commission discussed in length the consideration of a dog park at El Camino Park and how they spent a huge amount of time discussing the design of El Camino Park. They wanted it on record that funding played a big part in the decision process when making their recommendation to Council. Council Holman recommended that the Commission provide the related cost involved with their recommendation.

Other Comments/Questions from Commissioners

- Commissioner Lauing felt the most logical area to place a dog exercise area would be suggestion number 1, North end at San Francisquito Creek without disrupting any of the work that has already gone into making the design decisions they already support.
- Commissioner Hetterly questioned why the North Field couldn't be extended out towards the trees. What are the sizes in comparison to the other existing dog parks.
- Commissioner Dykwel commented that she didn't support shared space and was in support of the North end.
- Commissioner Walsh commented on the Menlo Park shared dog park agreement and the feedback is that it works well there. Also she wanted to know what type of buffer for the North side (San Francisquito Creek) would there be.
- Commissioner Hetterly commented that she was in support of dual use. She would like to see the fence extended and offer limited hours for use.

A motion was made after some discussion by Commissioner Lauing and seconded by Commissioner Crommie.

Motion: The Parks and Recreation Commission recommend Option #1 to put a dog park in the North side of El Camino Park next to San Francisquito Creek. Passed 3:2 (Commissioner Walsh, Commissioner Hetterly)

Commissioner Walsh asked staff Betts if they were to give input on the parking lot design submitted by Siegfried tonight. It was decided that the design submitted and council direction concluded that they should spend sometime discussing the parking concerns for El Camino Park. The design submitted provided 86 parking spaces would require removing 4 trees. The arborist and Siegfried would still need to be consulted to get an accurate idea on what trees would be impacted with the design.

A motion was made by Commissioner Hetterly on the parking design.

Motion: The Parks and Recreation Commission recommend that Council investigate the feasibility of adding additional parking spaces at the undeveloped south end before resorting to moving the north soccer field and removing trees. Passed 5:0

Commissioner Hetterly wanted to reiterate to Council that the Commission had a concern of spending all of the impact fees on one park when they made their decision on using the impact fees for El Camino Park.

3. **Debrief joint study session with the Planning and Transportation**
   Due to the length of time spent on item 2, this item was tabled.

4. **Begin discussion and review of the Comprehensive Plan – Community Services Element and possibly set-up an Ad Hoc committee to review in more depth**
   Commissioner Walsh discussed the Commissions role in the Comprehensive plan noting that Community Services is the next element that is coming before Planning and Transportation. She remarked that the goal for tonight was to create an ad hoc committee of three Commissioners to work on our contribution to the Comprehensive plan. She noted that Planning and Transportation will be requiring our input in the next couple of months. Staff Betts referred the Commission to the aggressive time line that appears in the Commissioners packet on the last page.

   After some discussion, Commissioners Lauing and Dykwel along with Chair Walsh agreed to be on the ad hoc committee.

5. **Update on fiscal year 2011-12 budget process -** This item was tabled

APPROVED

V. COMMENTS AND ANNOUNCEMENTS

1. Staff Betts spoke on the proposed opening of the 33 acres adjoining Byxbee Park on July 1st. Mayor Espinosa would like to have an opening ceremony and is requesting our assistance. Staff Betts asked the Commission if anyone would like to volunteer to help with arranging the opening. He added that in the past the Open Space Rangers have participated in the Annual Airport Day in September and thought maybe that would be a better day to celebrate the opening. The Commissioners supported this suggestion.

2. Staff de Geus announced that the World Music Day was a big success.
3. Staff de Geus reminded the Commission of the 4th of July Chili Cook off, parking overflow will be at Cubberley.
4. Staff de Geus reported that Summer camps have started and they have hired 200 teens for the summer.
5. Council Liaison Holman mentioned the annual Night out, sponsored by the Police Department.
6. Commissioner Crommie asked the Commission if someone from the Commission should attend the Transportation meeting regarding the Fabian Way Area update. Commissioner Hetterly said it can also be viewed online.
7. Staff Betts announced that the Baylands question of composting will be going before the Council on Monday night. Council Holman replied that it is going on the November Ballot but Monday night will reflect the Council's position about the matter.
8. Commissioner Dykwel gave an update as school Liaison for PAUSD.
9. Commissioner Hetterly reported on the upcoming grand opening of the Downtown Library, scheduled for July 16th.

VI. TENTATIVE AGENDA FOR THE JULY 26, 2011 MEETING

1. El Camino Park design
2. Edgewood Plaza park proposal
3. Community Garden Rules and Regulations
4. Formalize Bicycle and Pedestrian action plan with the Urban Creek sub committee.

VII. ADJOURNMENT

Adjourned at approximately 10pm