



APPROVED

**MINUTES
PARKS & RECREATION COMMISSION
SPECIAL MEETING
DECEMBER 13, 2011
City Hall
250 Hamilton Ave**

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

Commissioners Absent: Paul Losch

Others Present:

Staff Present: Daren Anderson, Greg Betts, Catherine Bourquin, Rob de Geus

I. ROLL CALL CONDUCTED BY: Catherine Bourquin

II. AGENDA CHANGES, REQUESTS, and DELETIONS:

III. ORAL COMMUNICATIONS: Midtown Residents Association Board member Annette Glanckopf acknowledged the City for its contributions to the enhancements at Greer Park, the most recent tree planting and the new amenities of shade structures to be installed at the new Scott Meadow in Greer Park.

Mr. Charles Scott spoke on his gratitude to the Rotary Club in helping with the recent additions to the Scott Meadow and upcoming installation of the shade structures.

IV. BUSINESS:

1. **Approval of Draft Minutes from the October 27, 2011 regular meeting -** The October 27, 2011 draft minutes were approved as amended. Approved 5:0 (Commissioner Crommie arrived after 8pm)

2. **Presentation on the design of Cogswell Plaza** – Peter Jensen, Public Works Landscape Architect/Park Planner was introduced and provided the Commission with a presentation on the proposed upgrades to Cogswell Plaza. He focused on the existing design and concerns affecting the park and how he envisions these proposed upgrades solving some of the problems.

Public Comment



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Herb Borock – Mr. Borock expressed his concern with removing any additional green space and how in the past the park was affected with specific changes such as the bus stop, and tree removals. He also spoke on making sure the requirements for environmental review were being followed.

The Commission followed up with some discussion and comments on the presentation. Commissioner Markevitch inquired on a past tree removal. Staff Anderson responded that Public Works was responsible for this removal and he couldn't provide additional comment because this happened before he was here.

Commissioner Dykwel spoke on the need to beautify the park, some concrete tripping concerns, lighting requirements and the utilization of the park by user groups.

Commissioner Lauing commented on safety concerns related to lighting issues in the park, and accepting the proposal as it relates to green space at the park.

Commissioner Hetterly was overall pleased with the proposal as presented especially the removal of the shrubs.

Chair Walsh expressed her concern on how this proposal would impact future brown bag concerts in the park and proposed the question to staff. Mr. Jensen responded by stating that from the background information of the use of the park, these types of activities could still be held with some minor set up changes. He felt that the seating area and the lawn would all be utilized for these types of events. Chair Walsh still wanted it noted that she still had reservations on the impact removing additional green space would have on this park. She also expressed her concern with adding more tables then benches.

Commissioner Markevitch also added that more lighting was needed closest to the Avenidas building parking lot. Mr. Jensen replied and noted in the plan where they were improving lighting throughout the park. Staff Anderson added that there are plans to replace the existing bulbs with higher wattage bulbs throughout the park.

There was additional discussion on the amenities in the park and the need for game tables and benches.

3. Parks and Recreation Ad hoc Committee reports - Chair Walsh explained the process of how these reports were to be presented.

- i. Lytton Plaza Evaluate staff recommendation to place limits on amplified sound at Lytton Plaza - Commissioner Lauing spoke on behalf of the committee and informed the Commission and public of the main purpose of Lytton Plaza's ad hoc committee was to look into the volume of amplified sound at the plaza and prepare some questions for the stakeholders and the public to consider related to this issue. Staff Anderson included in this report that the next step would be to have some focus group meetings consisting of musicians, police, city staff, and concerned public early January to brainstorm ideas.

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- ii. Urban Creeks and Trails – Commissioner Hetterly spoke on behalf of this committee pointing out that the committee focused on the bicycle/pedestrian transportation plan which defines the City’s vision and the Commissions priorities. She also updated the Commission on the other topics, the 101 overcrossing at Adobe Creek which was approved by Council, Public Works received approval from Santa Clara Water District to extend the opening of the Lefkowitz tunnel. Commissioner Dykwel added comment on some handouts she provided to the Commission related to the presentation their committee presented to Council’s November 28, 2011 meetings.
- iii. Activities and Resources for High School students during non-school hours – Chair Walsh spoke on this newly created ad hoc committee that she and Commissioner Losch are part of. She provided a description of what the committee’s main purpose will be and stated that they want to partner with organizations to help teens connect with adults in their community. Staff de Geus provided input and examples of how the City is considering ways to help teens, one example stated was the upcoming issue of Cubberley closing and how space will be eliminated. Staff is considering adding to their policy a line which would allocate space for teens to ensure that teen’s needs are being met for activities. The policy’s timeline for this will be within the next six months. The Commission will discuss this further at the next regular Parks and Recreation Commission meeting.

- 4. **Parks and Recreation Commission Capital Improvement Review** - Staff Anderson acknowledged his appreciation for Commissioners Lauing, Dykwel, and Hetterly who assisted him with gathering information and their time they committed to the two meetings. During these meetings the current Capital Improvement’s (CIP’s) for city parks were reviewed. Staff’s main objective they wanted the Commission to assist them with was determining which five projects for the parks in the staff report, Boulware, Cameron, Johnson, Mitchell, and City Hall/King Plaza they should work on during fiscal years 2015 and 2016. He described the projects and the discussions the committee had for these projects. During the second meeting, the Commissioners recommendation was Boulware and Cameron for fiscal year 2015 and Johnson for fiscal year 2016. The Commission discussed the committee’s recommendation and commented on specifics of the projects. Chair Walsh commented on wanting more information on the funding allocation of the projects already approved. Staff Anderson answered by explaining some of the problems at these parks listed in fiscal years 2013 and 2014. He also pointed out that the staff report only focused on one of the CIP’s but there are many CIP’s for our city parks.

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Commissioner Dykwel thanked staff Anderson and briefly explained the detail of CIP's that they learned about in the meetings the committee had. She emphasized the importance of this committee and encouraged the Commissioners to obtain the information necessary to learn about the CIP process. Commissioner Crommie inquired on the shade structures for Greer Park. Staff Anderson replied by explaining that this was separate project working with the Rotary Club and not CIP funded. Commissioner Crommie also asked some clarifying questions on the differences with the CIP's and how they relate to funding Park projects and why this specific one was brought to the Commission's attention. Staff Anderson answered by providing some examples of other CIP's, such as the Stanford Playing fields. He answered the second part of Commissioner Crommie's question by stating that the CIP "Park Improvements" before the Commission tonight was selected as a starting point for the Commissions involvement because there was funding available for fiscal years 2015 and 2016 that hadn't yet been determined. The Committee was able to see the process of how staff decided on how to utilize this funding.

The item was for discussion only so no official recommendation was being made by the Commission. However, the information and the guidance of the sub committee assisted staff on the prioritization for fiscal years 2015 and 2016. Chair Walsh expressed her disappointment on what she wanted to accomplish with this CIP process and the Commission involvement with the bigger projects. Staff de Geus added that he felt this was a good start with the Commissions involvement and that staff will continue with improving the involvement the Commission has with Park CIP's.

- 5. De-brief Council Study Session on the Golf Course Reconfiguration Project and consider creating an Ad Hoc Committee to evaluate and draft a memo for Council articulating the commissions position on the topic -** Staff de Geus recapped what had taken place at the Study Session with Council on the Golf Course Reconfiguration Project. The purpose of this item was to select some Commissioners to participate on an ad hoc committee to flush through some of the issues that council had during the study session and come back to the Commission with a draft memo on the Commissions position on this project. Commissioners Lauing, Crommie, and Walsh volunteered to be on the Ad Hoc Committee.

Motion: The Parks and Recreation Commission move to create an Ad Hoc Committee to evaluate and draft a memo to Council articulating the Commissions position on the reconfiguration of the golf course. The Ad Hoc Committee will consist of Commissioners Lauing, Crommie, and Walsh.
Approved 6:0

6. Discussion on updating the Recreation Strategic Plan – Staff de Geus briefly went over this item. He informed the Commission that he will be sending out a questionnaire to them and would like the Commission to start thinking about how the City can help the Community. He expects to have answers to questions such as, how are we doing now, what are our strengths and weaknesses, where do we want to go, and how do we get there? We will come back in January and have a discussion on the answers to the questionnaire.

V. COMMENTS AND ANNOUNCEMENTS

1. Commissioner Dykwel's term ended and she was acknowledged and recognized for her service on the Commission by her fellow Commissioners as well as staff.
2. Announcement of the Senior New Year's Eve Bash, December 30th 11am – 2pm
3. Magical bridge fund raiser on December 15th 6:30 – 9:30pm.
4. City Council approved the funding for a position for Project Safety Net.
5. Commissioner Crommie invited the Commission to visit a new park in Mountain View off of Del Medio and California.
6. Commissioner Markevitch announced that the Blue Ribbon Task Force is wrapping up.
7. Commissioner Hetterly clarified per the previous discussion on CIP projects. She emphasized that staff had specific instructions not to go beyond the existing CIP's

VI. TENTATIVE AGENDA FOR JANUARY 24, 2012 MEETING

Chair Walsh went over dates for the retreat in January. Dates will be sent via email for the Commission to vote on.

1. Bicycle Pedestrian Master Plan
2. Golf Course Reconfiguration Project
3. The Strategic Plan
4. Chair and Co-Chair election

VII. ADJOURNMENT

The meeting was adjourned in honor of former Mayor Jim Burch who passed away.
9:20pm