

**Parks and Recreation Commission
March 15, 2013 Retreat**

MINUTES

Looking Forward – Potential 2013 Projects/Issues/Opportunities prioritized using the following scale:

A = priority - with specific definable PARC role/action

B = priority - project underway, PARC needs to define role/action before moving forward

C = No role/actionable activity at this time

Community Services

1. **IBRC Report follow-up.** The Infrastructure Blue Ribbon Commission report is a complex, detailed report and the City Council will spend much of 2013 narrowing priorities and preparing for a possible bond measure. The PRC may want to keep a close watch and participate where appropriate. (RATING A – underway, Markevitch continue to take lead, Knopper to back-up PARC liaison to the IBRC, PARC to take a position on potential bond measure as related to Parks, Open Space and Recreation)
2. **Community Services Department Marketing Plan** (RATING A – underway, Knopper to support, commissioners to deliver messaging and serve as public ambassadors)
3. **Fees for Services Study** – review and comment on study (Knopper - Fee study should be integrated with any marketing/messaging plan) (RATING A – underway, PARC to review Study once completed, and keep track of progress)
 - a. Review field use fees among others
4. **Investigate Community Gardens** - follow up on impact of revisions to the community garden rules and operations. (Crommie – important topic, another way to bring value to our parks system) (RATING B – Crommie to work with Bourquin, perhaps connected to the P&R master plan)
5. **Accessibility** - Opportunities to increase availability so that kids w/ disabilities can be more involved in sports & recreation (RATING B – Ashlund – work with staff to evaluate current policies related accessibility)

Recreation

1. **Project Safety Net.** Project Safety Net is heading into its third year of operation. There is funding designated for the work. Staff will need to determine, with the community, how best to utilize the funds available for the greatest possible impact. (RATING B – need to define what PARC’s role is – Ashlund support and PSN member – Markevitch on PSN Steering Committee – explore what policy recommendations could the PARC make to Council that supports PSN goals and initiatives, PARC to complete QPR training, there is overlap with Accessibility with respect to Developmental Assets and Parks and Recreation programs and services)
2. **Recreation Strategic Plan 2013-16.** Recreation Division will be updating its Strategic Plan this year. The Commissions review and guidance in the update will be beneficial as we attempt to focus resources on core programs and services. (RATING A – de Geus to bring to the entire PARC)
3. **Opening Mitchell Park Community Center.** The Mitchell Park Community Center will open in late summer of 2013. Issues such as priority use of the center between multiple interests, and organizing the grand opening will be opportunities for the Commission to be involved. (RATING B – PARC will be involved in grand opening/celebration)
4. **Cubberley Community Center.** This will be an important year as the City and PAUSD continue to consider the future of the Cubberley Community Center. The PARC may want to become actively involved in the Cubberley Community Center community working group as a CCAC recommendation is to conduct a Community Needs Assessment. (RATING A – underway, PARC may wish to review report and take a formal position discussion at March agenda, consider an ad hoc committee work on a strategy to move this forward, work with staff to conduct a needs assessment, consider how the needs assessment relates to the P&R master plan – Ashlund and Reckdahl to support Hetterly)
5. **Gymnasiums and Athletic Fields.** Efficient use and supply/demand of gymnasium and athletic fields is an ongoing issue that could use PRC review and possible policy recommendation. Amount of field and gym space will be looked at through the City-wide parks master planning process. (RATING A – full commission interested in this topic, relates to Parks and Recreation Master Plan)
6. **Field Use Policy** – bring to Council with a balanced message representing all views (RATING A – staff to work on guidelines that will accompany the proposed Field Use Policy)

Parks:

1. **Parks and Recreation Master Plan.** (RATING A – Crommie on RFP)
2. **Rinconada Master Plan.** (RATING B – underway, PARC to review as needed)
3. **Magical Bridge Playground.** (RATING C – PARC to review as needed)

4. **27 University/Julia Morgan/El Camino Park** - PARC comment/input on proposals for parkland swaps. (RATING A – Design will come back in March – full commission)
5. **Smoking in Public Parks** – Consideration to ban smoking in all public parks (RATING B – wait to be asked by Council)

Open Space:

1. **Byxbee Hills Design.** A limited conceptual design for Phase II of Byxbee Park was completed by Hargreaves and Associates (Phase I designer) in 1991. The Baylands Master Plan states that park development of Phase II at Byxbee Park Hills would cost as much as \$2,067,700 (in 1989 dollars) if all aspects of the conceptual plan were implemented. Given the age and conceptual nature of the plan, staff recommends a re-examining and updating the plan. For example, the 1989 conceptual plan envisioned the construction of an additional parking lot, the creation of a paved astronomical viewing platform, and the use of expensive construction elements that staff feel need to be reevaluated and prioritized based on current park user needs. CSD staff is currently working with Public Works staff to construct the access path/trail system for Phase II. The alignment of the shared access path/trail system is very similar to the layout of the 1991 Hargreaves Phase II trail plan. Eventually, there will need to be a full site and design review for the future development of Phase II design, which would certainly involve PRC review. (RATING A – underway, Crommie, Hetterly (Ashlund, if needed) – new park land in need of master planning)
2. **Feeding Wildlife.** Staff has been educating park visitors about the harmful effects of feeding wildlife at the Baylands (as well Foothills Park, Pearson Arastradero, and some of our urban parks) for over three years. Staff has long debated the appropriate time (and locations) to prohibit feeding wildlife. With our need to do everything we can to control our Canada geese problem, it might be time for this policy decision to be worked on by a PRC subcommittee. In addition to the problem of Canada geese, feeding wildlife contributes to numerous other problems including: spreading disease and causing injury to water fowl, contributing to aggressive animal behavior, disrupting migration, etc. (RATING B – Crommie to work with Anderson, include Knopper for marketing/messaging component)
3. **101/Adobe Creek Bridge** - Follow selection process for design competition and participate in review of the selected design as it moves forward. (RATING B – underway, full commission)
4. **Matadero Creek Trail** - Work with Planning and Transportation on public outreach and planning for this new project. (RATING A – Crommie, Ashlund – keep in close contact with transportation staff to ensure PARC is informed and included in progress/public meetings etc.)

Golf:

1. **Golf Course Reconfiguration Project** – design review (60% design will come to the PARC in March 2013) (RATING A – underway, Knopper interested in working on this) Lauing and Crommie
2. **10.5 acres land bank** - Consider issues/priorities regarding the 10 acre "land bank," aka fields/gym adjoining the new golf course. (RATING A – Lauing, Hetterly – begin to consider highest and best use of 10.5 acres, also related to P&R Master Plan)

PARC:

1. **Update website** (Hetterly – would like this to be a project; Ashlund – can we add the app idea to this project) (RATING A – Hetterly, Ashlund to work with Bourquin)
2. **Project Safety Net:** Follow up on PARC commitment to take gatekeeper (QPR) training. (RATING A – de Geus to send PARC training dates)

MOTION - Markevitch moved and Crommie seconded to approve priorities as listed above (7:0 approval)

3. How efficient were PARC meetings in 2012?
 - a. Need to work on better communication between PARC / City Staff various departments CSD-CMO-PWD / Council. Ensure we get out in front of issues to avoid surprises. Keep an updated calendar for important dates. Avoid public meetings on Parks and Recreation matters on different days than regularly scheduled PARC meeting.
4. How are Ad-Hoc Committees working?
 - a. There is broad support for continuing Ad Hoc Committees. Need to ensure scope of work for each Ad Hoc Committee and liaisons are clearly defined for the entire PARC.