

*APPROVED*

**MINUTES**



**PARKS & RECREATION COMMISSION  
REGULAR MEETING  
January 25, 2005  
Council Conference Room  
250 Hamilton Avenue**

**Commissioners Present:** Anne Warner Cribbs, Ellie Gioumouis, Jennifer Hagan, Edie Keating, Paul Losch, Jeanette Marquess and Judith Steiner

**Commissioners Absent:** None

**Others Present:** Jack Morton, Council Liaison

**Staff Present:** Greg Betts, Catherine Bourquin, Rob de Geus, Paul Dias

**CALL TO ORDER:** Meeting called to order by Chair Edie Keating at 7:05 pm

**ROLL CALL:** Conducted by Catherine Bourquin

**AGENDA CHANGES, REQUESTS, and DELETIONS:** None

**ORAL COMMUNICATIONS:** None

**BUSINESS:**

1. **Approval of Draft Minutes of December 14, 2005.** The Commissioners unanimously approved the minutes, subject to one correction.

2. **Election of Officers.**

- Commissioner Keating referred to the Roberts Rule of Order on the requirements of nominating officers.
- Commissioner Cribbs was nominated as chair by Jennifer Hagan – no further nominations/moved by acclamation and approved by all commissioners.
- Commissioner Marquess was nominated as co-chair by Ellie Gioumouis – no further nominations/moved by acclamation by commissioner Steiner and approved by all commissioners.

3. **Finalize Priorities.** Action item/final approval of Commission priorities for 2005

❑ **#1 Priority: Baylands Management**

Develop a Baylands Resource Management Plan. A Request for Proposal for a conservation-planning document is to go out to bid within the next four months. There will be a preliminary plan by October or November of 2005, with the plan being finalized by January 2006. The commission will receive updates and provide input on the plan. The commission requests that dollar amounts be attached to the plan's recommendations. As part of the initial input, the commission wishes to discuss the definition of "conservation".

❑ **#2 Priority: Improve the inventory of Athletic Fields**

The Fields Report should be implemented and that lighting, artificial turf and possible land purchase be investigated.

❑ **#3 Priority: Review standards for Park Maintenance**

The Commission will review and reevaluate the level of park maintenance service. Staff will provide Commission with suggestions on maintenance priorities. The Commission's Adopt A Park program is a tool that can be used to evaluate the level of service and if it is sufficient, survey community needs and available resources.

❑ **#4 Priority: Review potential use of Impact Fees**

Prioritizing the use of park impact fees

***Motion:** Commissioner Steiner made the motion to have the priorities rewritten by Commissioner Keating. The motion was seconded by Commissioner Losch. Approved*

4. **Greer Park discussion.**

❑ Commissioner Cribbs introduced Annette Ashton who came to the meeting to discuss the use of the vacant land at Greer Park. Annette made a brief presentation.

❑ All commissioners were in agreement that the area is a definite eye sore and needs to be addressed this year.

❑ The Commission discussed forming a Field Task Force to enlist community involvement and ways to raise funds

***Motion:** Commissioner Hagan made a motion to form a sub-committee on how the land at Greer Park should be used with Commissioner Marquess and Commissioner*

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*Hagan heading it up with Annette Ashton on the team as well. Commissioner Gioumousis seconded the motion. **Approved***

- ❑ Commissioner Keating directed a question to staff liaison Dias inquiring on the Tennis survey. He responded that there would be a presentation on the results at the March PARC meeting.

**5. Field Sub-committee status.**

- ❑ Commissioner Cribbs thanked Commissioner Hagan for the excellent job she did on editing the report.
- ❑ Commissioner Cribbs has received positive feedback from the report.
- ❑ After reviewing the report with Assistant City Manager Harrison, it was condensed down to a two-page document.
- ❑ Staff Liaison Dias was also thanked for his contribution to the report.
- ❑ The report will be brought forward to the City Council on March 21<sup>st</sup>.
- ❑ At that time the commission hopes to have the Council agree with the conclusions of the Field Report and sentiments of the Commission and then be able to support the implementation of the Fields Report.

**6. Renaming a playing field for Richard Beckwith.**

- ❑ Short discussion on this topic. Council Liaison Jack Morton mentioned that it is easier to name a specific area after someone then to rename an existing named area.
- ❑ Commissioner Losch asked “How is one recognized, we need a further understanding.” Council member Morton replied that you would just need a nomination.
- ❑ It was agreed that a sub-committee should be formed to discuss this further. Commissioners Hagan and Marquess agreed to be on the sub-committee.

**7. Commissions Adopted Park selection.**

- ❑ The Commissioners reviewed the Adopted Parks List and confirmed that it was accurate.
- ❑ Three changes to the list were made; SOFA Park was now named Heritage Park, and Stanford playing fields added as a new park, Commissioner Marquess agreed to be the designated commissioner for this park. Community gardens would be added.
- ❑ Discussion on receiving feedback on these parks would be done on a quarterly basis.
- ❑ The commissioners would make an effort to discuss the parks with the users and bring back a report on their findings.

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- It was also decided that another column would be made on the list to include what Neighborhood Association the park was associated with and also to add community gardens and their locations.

**8. PARC Work Plan and Scheduled Topics**

- Staff Liaison Dias explained the procedure staff follows after every PARC meeting. Staff has a debriefing meeting to discuss the next agenda items and follows up on any requests from the PARC meeting.
- Liaison Dias went over the PARC Work Plan and Special Topic handout. Commissioner Marquess asked the question pertaining to #5 “Why the bar on the project list didn’t coincide with the start and finish dates?” Liaison Dias answered, “Public Works updates this and it was only through December.” Greg Betts provided feedback and said that the projects listed were in different Phases I, II, III and that it wasn’t an accurate projection on the big picture.
- Commissioner Marquess suggested that maybe the project updates should reflect the different phases.
- On item #13 Budget, Richard James will be conducting a special meeting on the budget for all commissions in CSD next Thursday, February 3<sup>rd</sup>. Commissioners will be receiving a special notification on this meeting.
- Commissioner Losch brought up the issue on the Judy Kleinberg golf course land proposal. His question was “When does the PARC commission get involved?” It was concluded that it would be up to the Council to provide PARC with any direction on this matter.

**INFORMATIONAL ATTACHMENTS**

1. CityWorks Status report – This was discussed under the Business section.

**COMMENTS AND ANNOUNCEMENTS**

1. Dan Williams retirement party will be on February 4, 2005 at Junior Museum and Zoo
2. Heritage Park celebration on Saturday, March 12 at 10am. Someone from the commission should attend.
3. Commissioner Steiner announced that progress is being made on the Bay-to-Ridge trail that runs along California Avenue to the Bay. Her and Gregg Betts met with the principal of Jordan Middle School and received positive enthusiasm, as it would be an educational opportunity for the teaching staff and students at Jordan. She will keep the PARC updated on the progress.

**AGENDA FOR FEBRUARY 22, 2005**



***APPROVED***

1. Canopy presentation
2. “Friends of Park” presentation
3. Report on Special meeting
4. Sub-committee Field update
5. Greer Task Force update
6. Bressler/Arastradero update
7. Feedback on training of Commissioners

**ADJOURNMENT**

Meeting adjourned at 9:15 pm