

MINUTES



**PARKS & RECREATION COMMISSION
REGULAR MEETING
September 23, 2003
Palo Alto City Hall
Council Conference Room
250 Hamilton Avenue**

Commissioners Present: William Garvey, Ellie Gioumousis, Jennifer Hagan, Edie Keating, and Lynn Torin

Commissioners Absent: Anne Cribbs and Judith Steiner

Others Present: Joseph Kott, Chief Transportation Official

Staff Present: Dan Williams, Greg Betts, Dawn Calvert, Daren Anderson, Virginia Gibbons

CALL TO ORDER: Meeting called to order by Bill Garvey at 7:05 pm

ROLL CALL: Conducted by Virginia Gibbons.

AGENDA CHANGES, REQUESTS, and DELETIONS: A motion was made to change Item #5 from an action item to an information item and to have the subject brought before the Commission at the next meeting as an action item for a vote. This motion was approved by all Commissioners.

ORAL COMMUNICATIONS: None

BUSINESS:

1. **Approval of Draft Minutes of July 22, 2003 Regular Meeting and Special Meeting Minutes of August 26, 2003.** The minutes of the July 22, 2003 and August 26, 2003 meetings were approved.
2. **Ranger of the Year Acknowledgement.** Greg Betts explained to the Commission the City Manager's Q12 Program for improving the workplace within Divisions of the City and the setting of superior performance standards for Open Space rangers. The rangers determined that recognition by their peers (other staff rangers) was the most important type of feedback in recognizing superior performance because other rangers understand

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best, the demands of their job. Using this as a basis, the rangers voted Daren Anderson to be recognized as the first recipient of a new “Ranger of the Year” Award. There were a total of eleven nominations from nine staff, of which, Daren received four of the nominations. Daren was selected on the basis of honesty, fairness, integrity, and ethics. Greg presented a plaque with Daren’s name engraved as the first “Ranger of the Year.” Bill Garvey congratulated Daren on behalf of the Commission for winning the award and expressed the Commission’s appreciation of Daren’s and all the Open Space ranger’s efforts for customer service and resource protection.

3. **Terman Park Update.** Bill Garvey gave the Commission a brief update on the City Council’s decision regarding the Terman issue. The school district came before the Council with a last minute new plan, but it encroached on the parks space more than the preferred plan. Therefore, the Council voted to go forward with the Commission’s recommendation to accept the preferred plan with the work to be performed as quickly as possible.
4. **Matadero Creek Update.** The comments of the Parks and Recreation Commission and Planning Department’s closely echoed each other and the Santa Clara Water District (SCWD) changed their plan to take into consideration many of the comments. Changes include narrowing the culvert, more mitigation, no change to Ciardella’s Nursery, and to take care of the marshes. Commissioner Hagan mentioned Commissioner Gioumousis’ video presentation to the Council regarding the riparian area. The Council felt the riparian area would grow back and voted unanimously to approve the SCWD’s proposal for the Matadero Creek floor control project.
5. **Arastradero Crosswalk.** Greg Betts introduced Joseph Kott (Chief Transportation Official) who detailed to the Commission the criteria (warrants) for creating a new crosswalk. Mr. Kott explained that there was no criteria for creating an equestrian crosswalk and that this issue would be covering new ground. Crosswalk criteria includes:
 - Number of people using the crosswalk
 - Visibility
 - Illumination
 - Sample speeds
 - Time gap between cars
 - Sight distance
 - Vegetation clearance

A discussion ensued which detailed for Mr. Kott the existing problems at the present crosswalk, including visibility, signage, speed, lighting and area limitations due to the creek. Mr. Kott mentioned several ways that the problems could be addressed, including flashing lights, but that these issues will need to be investigated before recommendations can be made. A Transportation Division staff report will be available to the commission



before the next meeting for review. The Commission will review the report and make a recommendation.

Commissioner Torin brought up the subject of election lawn signs and asked if the Transportation Department would be able to enforce the signage codes during the upcoming elections. Mr. Kott explained that the Transportation Department is not in charge of lawn signage and recommended the Commission contact Public Works to remove the obstructions or the code enforcement office to enforce the code.

6. **Recreation Program Update.** Dawn Calvert gave a brief background on the changes in the Recreation Division over the past two years and detailed the most recent reorganization. The criteria for the reorganization was to achieve the following:

- All coordinators report to a supervisor
- All supervisors be located in the same facility as their coordinators
- Give supervisors the opportunity to cross-train in new program areas
- Revenue generating programs be placed with non-revenue generating services.

Dawn explained the benefits of these changes and went on to detail continued staff training, recreation activities summer program survey information.

Recreation staff training focused on “Raising/Setting the Bar” in order to take Recreation to the next level of expertise. Raising/Setting the Bar is a training class created in cooperation with Human Resources Training Department for the Recreation Division and has since been incorporated into a City-wide Training Certificate Program for all Palo Alto employees.

A Teen Program included the “Friday Night Live” collaborative event between PAUSD, Palo Alto Medical Foundation, YCS, PAY, Mitchell Park Library, Challenge Learning Center, ACS, Palo Alto Youth Council, Teen and Junior Advisory Boards, and the National Council on Alcoholism and Drug Dependence (NCADD). The dance activities attracted 350 middle school to high school age youth and included two local teen bands for dancing, as well as resource tables with information to educate teens on recreation opportunities and health services. The event addressed the needs of the PAUSD Drug and Alcohol Committee by providing an opportunity for teens to have a safe and fun place to go with a zero tolerance for drugs and alcohol. This event further the development of the Youth Master Plan by providing opportunities for teens to have access to resources in the community while having fun.

Survey information indicates that the lottery system may be allowing new residents to participate in classes. Overall, 250 Recreation summer camp survey respondents evaluated their experience on a 4-5 scale of Highly Satisfied to Very Highly Satisfied.

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Commissioner Torin asked if it would be possible for Eric Christensen to do more with the neighborhoods to get them to more quickly report cell-phone leagues using vacant fields (particularly Cubberley), in order to prevent the thousands of dollars of damage that is occurring. Dawn stated that the neighborhoods are already calling to report cell-leagues and that there is not too much more that can be done to create awareness. It was also mentioned that Cubberley is hard to protect due to there being only one neighborhood street near the fields.

7. **Agenda for October 14, 2003 Council Dinner Meeting.** The Commission discussed a variety of items to bring before the Council including, use/over-use of fields, Citywork plans regarding parks and open space, PAUSD encroachment into parkland, fields report (additional fields), open space update, and the Stanford trail issue. The Commission requested that Greg Betts and Paul Dias put together a presentation regarding park encroachment for future presentation to the Commission

Vic Ojakian suggested that the Commission update the Council on the items that PARC is presently working on and detail the Commission's involvement in the Terman and Matadero issues, Stanford Trails, and parkland use/encroachments. Commissioner Keating suggested giving Council an update on changes in Recreation, present vs. the past. After the Commission's discussion of these items, Lynn Torin made a motion, which was seconded by Edie Keating.

Motion: Move that Chairman Bill Garvey work with staff to create an agenda for the Council meeting. **FOR: 5; AGAINST: 0**

AGENDA FOR OCTOBER 28, 2003 MEETING

1. Naming/Renaming a Park – Information Item
2. Emergency Water Supply Wells in Parks – Information Item
3. Arastradero Crosswalk – Action Item
4. Revision to Parks Handbook – Action Item
5. Arastradero Gateway Update – Information Item

Commissioner Torin requested that staff once again look into encouraging enforcement of lawn signs. Dan Williams stated that he will look into this issue again and try to find the appropriate department to hand the request.

Greg Betts mentioned the controversial subject of standardizing the name of the Baylands for a future agenda item.



ANNOUNCEMENTS

1. Greg mentioned that due to budget cutbacks it had been planned to decrease patrol of Rinconada Park after July 1, 2003. However, due to public complaints about incursion and littering, the patrol schedule was resumed at Rinconada Park through the summer. Beginning October 11, 2003, the typical reduced winter hours of coverage on Sundays will be resumed. Mr. Betts will report any problems with over use or littering that develops as a result of the reduced park patrol schedule.

ADJOURNMENT

Meeting adjourned at 9:05 pm.