



**PARKS AND RECREATION
COMMISSION MINUTES**

**December 12, 2007
Burgess Recreation Center
700 Alma Street**

Chair Maurano called the meeting to order at 6:04 p.m.

ROLL CALL

PRESENT: Paula Maurano, Jim Tooley, Patricia M. Watkins, Andy Kirkpatrick, Nick Naclerio, Kelly Blythe, and Kristi Breisch.

OTHERS PRESENT: Barbara Santos George, Community Services Director, Jessica Lewis, Jennifer Bester, Lawrence Johmann of Public Works, Kent Steffens of Public Works, Ruben Nino of Maintenance

A. PRESENTATIONS AND PROCLAMATIONS:

None

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS:

None

C. PUBLIC COMMENT #1:

Matt Henry

Mr. Henry suggests to the commission that they consider putting a track around Kelly Park. He proposes moving parking to the North thus maximizing the space and expansion of grass. In his plan that was given to all commissioners and attendees he includes grandstands, long jump, high jump, and restrooms to create a fully functional track facility where meets could take place. It would also help to make future track clubs or teams more successful if they had a proper place to practice and compete. Mr. Henry has spoken with the community including soccer players, community centers, senior clubs and schools and they all liked the plan that he proposed.

Commissioner Blythe inquires about the baseball diamond because it is not present in Mr. Henry's plan. Mr. Henry responds stating that the current baseball diamond is not a full sized diamond and is not utilized on a regular basis by community members.

D. CONSENT CALENDAR:

Motion is made by Commissioner Watkins to Table November 11th minutes until January meeting. Commissioner Naclerio seconds. Minutes are tabled until January meeting.

E. PUBLIC HEARING

None

F. REGULAR BUSINESS:

1. Larry Johmann - Public Works

Mr. Johmann presents the status of Capital Improvement Projects funded by Measure T or the Rec-In-Lieu Funds. The Athletic field studies will look at Playing fields to evaluate and recommend various means of increasing the availability of the playing field at Burgess and Kelly Park. The purpose of the Sports field study is to evaluate and recommend the suitability of potential sites in the city that are new or can be enhanced. One consultant will be used for both studies and they will happen simultaneously. City Council authorized a contract with Callander Associates to conduct both studies. The contract should be finalized the week of December 17th. Council also recommended for staff and the commission field study sub-committee (commissioners Nacerio and Tooley) to work closely to coordinate project. The Burgess Gymnasium renovation and expansion project will develop the conceptual design for the Gymnasium. There will be a comprehensive public outreach effort to involve the community in the process. City council approved a contract with architects Field Paoli of San Francisco to perform the programming study and conceptual design. Field Paoli will be paid in the amount of \$155,000 with a contingency of \$35,000. Staff will initiate Environmental Review if one is necessary. A special steering committee comprised of commission sub-committee, CSD staff, public works staff, a representative from the Linfield community, Gymnasium user and Gymnastics Center user. Commissioners thought that Marc Nuckolls and Pearce Wagner would contribute valuable information to the focus group Final design is due out this summer. Commissioner Nacerio volunteers to assist in finding representatives for the steering committee and focus groups.

2. Update on Gym – Nick Naclerio

Commissioner Naclerio talks about the outcome of his meetings about the Gym. The results of these meetings have changed the scoop of work for the contractors. In addition more money may be needed up front but it would make the conceptual plan more comprehensive and in depth. Many of the options that the contractors present may be more than measure T can cover. Commissioner Naclerio wants to give as much information as possible to the contractors and architects so that they will have as many resources as possible and the freedom to “think out of the box.”

3. Update on Sports Fields – Paula Maurano

A tasks force on sports fields is meeting on Friday, December 14th to talk about the capital improvements that Mr. Johmann spoke about. The task force looked at potential sites to expand and came up with some creative ideas. Commissioner encouraged a visit to Red Morton Park in Redwood City that has artificial turf and is a good example for Menlo Park. Kent Steffens of Public Works weighs in and encourages the commission to share any ideas they have for this project. Commissioner Maurano is looking for possible collaborations with schools and beyond. She also suggests communicating with other cities. Commissioner Naclerio asks what size is needed and Kent says that they would need 60-130 yards for multi-use and approximately 1 and a half acres for parking lot and miscellaneous. Before communication occurs with the public they will need to have precise measurements. Commissioner Kirkpatrick states that if there are improvements, including the lights, at Kelly and Burgess the utilization of these sites would go up and be more cost effective. Kent believes it is not just an improvement issue but also the traffic is a substantial community concern.

4. Commission representative to the El Camino/Downtown Visioning- Barbara Santos George

A memorandum is distributed to commission about the El Camino/Downtown Visioning. The committee is comprised of many different commissions, businesses, property owners and other organizations. There will be three committee meetings and one mobile tour in addition to general public events. Community representatives are needed as soon as possible and commission should begin to solicit potential members. Commissioner Breisch would like to be the Commission representative. Commission appoints commissioner Breisch to be Park and Recreation Commission representative for this committee.

5. Update on Dog Park-Jennifer Bestor

Jennifer met with Dave Mooney. She walked the field to try to understand condition and needs of the area. Dave Mooney has agreed to reset sprinklers in order to more affectively remove residue left from the dog park. With concern to the outfield gate, Marc Nuckolls gave the perimeters for the outfield gate. There is a concern about the slope. The suggestion was to place a concrete pad in the area to make Dog Park entrance safe for users. Kent Artunian a landscape architect offered to sketch the outfield gate and the sketches were given to City representatives and dog owners requested for the City to get bids. She also prepared information and gave it to Mark Nuckolls and Aaron Johnson for there input. As to signage Jennifer would like to wait until the gates have been installed to address signage. There are suggestions of installing more efficient garbage options for dog owners. The Commission expresses concerns about the overall process. Commissioners question if this is beyond the scoop of original direction and suggest finding a less permanent solution. This plan is conditional and may not continue after the trial period. Commissioner Naclerio wants to find sustainable solutions not only dependent on one citizen group but also express that the changes to the field is not hurting the field and that DOGMA is aware that the plan is conditional. Commissioner Kirkpatrick says he would hate for DOGMA to spend more money than they have to for something that may not be there in the future. After discussion Commission feels they should step back from the process and let DOGMA and public works work things out directly.

Motion is made for DOGMA to rely on the discretion of city staff and professionals to install a gate and make it safe and up to code. Commissioner Blythe will work with city staff concerning the Dog Park gate installation process. Motion passes four to two.

6. Department Reorganization – Barbara Santos George

Barbara talks about the reorganization taking place in the community services department. Barbara is attempting to put “more soldiers in the field” and expresses the need for more hands on programming. Over the past several months she has met with 31 full time staff to assist in coming up with a comprehensive re-organization plan. There was also a classification study of all full time positions at coordinator and supervisor levels. Barbara wants to “flatten the organization and make it less hierarchical and increase the cross communication between CSD professionals and sites. In addition to the re-organization there will be more in-service staff training for all childcare staff. Overall there will be an increase from 31 to 33 positions. As of January the re-organization will be underway.

7. For January – Process for Capital Improvement Projects List. Recommendations from the Commission at the January meeting.

During the November 20th council meeting there was a presentation by the Green ribbon Citizens (GRCC). Thirty-two high priority suggestions were made. An e-mail was sent to commissioners and city staff with recommendations, an executive summary and topics of

interest. Commissioner Naclerio would like to get the ICLEI report and the greenhouse gas emissions study and wonders if the two studies are going to be compared. Kent of Public Works hopes to unofficially do so with commission because it is too expensive to do so officially. He further states that all suggestions by commission are welcome. Commissioner Breisch is willing to be the point person and piece together information and a report for the commission. She will also invite the GRCC to the January commission to speak.

G. WRITTEN COMMUNICATIONS:

None

H. PUBLIC COMMENT #2:

None

I. ADJOURNMENT: The meeting was adjourned at 8:38 p.m.