



COUNTY OF SAN MATEO

Parks and Recreation Commission



Parks and Recreation Commission Meeting Minutes Thursday, February 6, 2014

Chair Cooney called the meeting to order at 4:00 p.m.

Commissioners Present: Cooney (Chair), Merrilees (Vice Chair), Enriquez, Okelo, Ruehl (Youth Commissioner)

Commissioners Absent: Pincus

Staff: Finley, Bennett, Lombardi, Lockman, Herzberg, Schoof, Harris

Chair Cooney introduced and welcomed Commissioner Meda Okelo newly appointed by the County Board of Supervisors to represent District 4 on the Commission at the recommendation of Supervisor Warren Slocum.

Oral Communications

Mr. Michael Infusino, Peninsula Disc Golf Club, asked the Commission to consider allowing the creation of disc golf courses in County parks such as Junipero Serra Park, which he described as underutilized. He noted the growth of the sport and said their clubs donate materials and support course maintenance course with volunteers.

Director Finley noted that disc golf was one of the topics proposed for study on the draft Commission work plan, which was agenda item 9C.

Agenda Amendments

There were none.

Consideration of Minutes

Commission Action: M/S Merrilees/Enriquez to approve the minutes for the regular meeting of December 5, 2013 as presented.

Motion carried 5-0.

Director's Report

Director Finley introduced Ms. Ramona Arechiga, who was recently hired to fill the newly created position of Natural Resource Manager for the Parks Department.

Director Finley also reported on activities to support the upcoming opening of the Devil's Slide Trail and a playground build at Friendship Park through K-Boom and Shutterfly Foundation support scheduled for March 21. She also noted that the proposal for the Granada Sanitary District to become a Community Services District had been conditionally approved by LAFCo and would be placed on the ballot for a June election.

Action Items

Review and Approve Revisions to Guidelines for Donations, Memorial and Sponsorship Contributions, Appendix B, Commemorative Bench Program

Ms. Cecily Harris, Development Consultant, provided the Commission with an overview of the existing Commemorative Bench Program and proposed modifications to increase the initial 10-year term to \$5,000, a second 10-year term to \$4,000, or an initial 20-year term of \$8,500. She noted the proposal also included the addition of 13 benches at the Devil's Slide Trail to the Commemorative Bench Site Master List.

In response to a question from Commissioner Okelo, Ms. Harris noted the \$5,000 was for the cost of the bench installation and plaque, and maintenance for a 10-year period. Ms. Harris said in response to a question from Commissioner Enriquez that the benches proposed for the Devil's Slide Trail would fall under the same fee structure.

Chair Cooney opened and closed the public comment period.

Commission Action: M/S Okelo/Merrilees to recommend \$5,000 for the first 10 years, \$5,000 for the second 10 years, or \$8,500 initially for a 20-year period.

Motion carried 5-0.

Review and Approve a Public Review Process for the Proposed Cypress Forest Management Proposal

Planner Herzberg provided the Commission with an overview of the public review process for the proposed Cypress Forest management proposal at Fitzgerald Marine Reserve. He noted that there was a misinterpretation of what was being proposed at this time resulting in considerable public comment.

Director Finley noted that the proposal was very early in the process and public engagement was needed. She said she was recommending that a public workshop on the proposal be held prior to initiating the formal planning review and permitting process.

Chair Cooney said he supported the recommendation for additional public engagement. Commissioner Merrilees shared the neighbors' perspective about the Cypress forest. He said they were concerned with keeping a beautiful natural resource while Parks had to consider the safety and welfare of the users.

Commission consensus supported additional public engagement before moving the proposal to the formal planning review and permitting process.

Review and Approve the 2014 Annual Work Program

Director Finley said the proposed 2014 Annual Parks Commission Work Program was outlined slightly differently this year to focus on goals and actions in support of the Parks Five-Year Strategic Plan as well as topics of importance to parks and constituents.

Commissioner Okelo suggested having three primary goals for the year, and having a Commission subcommittee to work on each. Chair Cooney noted there had been discussion in previous years about subcommittees but that had not happened. Director Finley said that staff could identify three goals that focused on the Strategic Plan. Commissioner Enriquez asked if the idea was to have Commissioner participation on each goal. Commissioner Okelo suggested that subcommittees of two Commissioners could work on each goal as the Commission did not meet every month.

Director Finley asked the Commission to also consider the topics proposed for the Commission's attention in 2014..

Commission Action: M/S Merrilees/Enriquez to approve the 2014 Annual Parks Commission Work Program.

Motion carried 5-0.

Selection of Commission Chair and Vice Chair for Term of February 2014 to February 2015

Commission Action: M/S Cooney/Enriquez to nominate Commissioner Merrilees as Commission Chair for the term of February 2014 to February 2015.

Motion carried 5-0.

Commission Action: M/S Cooney/Merrilees to nominate Commissioner Enriquez as Vice Chair for the term of February 2014 to February 2015.

Motion carried 5-0.

Review and Approve Resolution of Appreciation for Commissioner Mike Cooney's Service as Chair for the Term of February 2013 to February 2014

Commission Action: Consensus to approve a Resolution of appreciation for Commissioner Cooney's service as Chair for the term of February 2013 to February 2014.

Reports

Harbormaster's Report

Chair Merrilees noted that Harbormaster Hallett was unable to attend, but had provided a written report.

Superintendent's Report

Superintendent Lombardi said he had no additions to the written report.

Volunteer Programs and Activities Report

Community Program Specialist Schoof reported in addition to her written report that 25 people had signed for the Devil's Slide Trail Ambassadors training,

Commissioner Okelo said he would like to help support volunteer efforts and wondered if he could get data information on where volunteers were coming from. Ms. Schoof said that the Department was implementing a computer program to recruit volunteers that would track and provide data.

Planning Report

Senior Planner Herzberg noted there were no additions to his written report.

Parks and Recreation Foundation

Executive Director Bott said the Foundation had donated \$20,000 to Bicycle Sunday through last August's Tour de Peninsula, and would provide \$15,000 for a spring Student Conservation Crew.

Commissioner Reports

Commissioner Enriquez suggested meeting in parks and inviting the community in June, August, and October.

Commissioner Cooney noted he had attended the volunteer recognition luncheon at Coyote Point.

Adjournment

The meeting adjourned at 5:30 p.m.