



# TOWN OF LOS GATOS

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## **PARKS COMMISSION SPECIAL MEETING**

**MONDAY, APRIL 11, 2016**

**6:00 PM SPECIAL MEETING  
RJ BRYANT SERVICE CENTER  
41 MILES AVENUE, LOS GATOS**

### **AGENDA**

- 1. MEETING CALLED TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF THE MEETING MINUTES**
  - A. February 1, 2016 – Regular Meeting (Attachment 1)
- 4. VERBAL COMMUNICATIONS**
  - A. Public Speakers (*Three minute time limit per speaker for subjects not agendized.*)
  - B. Commissioners (information only, not for discussion)
- 5. COMMISSION MATTERS**
  - A. Chairperson Report
  - B. Review Mission and Work Plan
    - i. Survey Questionnaire
    - ii. Outreach Activities Accomplished
    - iii. Future Activities
    - iv. Articles & Social Media
  - C. Proposed Annual Goal for Commission – Park Safety
  - D. Nominations/Appointment of Bicycle Advisory Committee Member
  - E. Choose park locations for June and August meetings
- 6. DEPARTMENT REPORTS/ ITEM FOR INFORMATION**

**Informational Items**

  - A. Park Operations
  - B. Dogs off Leash

C. Capital Improvement Projects

- i. FY15/16
- ii. Upcoming FY 16/17

D. Upcoming Events

- i. Spring Into Green/Arbor Day

E. Parks Questionnaire feedback

F. Traffic and Parking around schools

G. Bike and Pedestrian Master Plan (BPMP)

**7. COMMISSION/COMMITTEE MEETING REPORTS**

A. Beautification Committee (Corenson)

B. Bicycle and Pedestrian Advisory Commission (Open)

C. Outreach Feedback Committee (Buncic/ Fox/ Huang)

**8. ADJOURNMENT**

Next Regular Meeting: Monday, June 7, 2016 – TBD

Attachments:

- 1) Minutes of Regular Meeting – February 1, 2016



# TOWN OF LOS GATOS

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## TOWN OF LOS GATOS PARKS COMMISSION MEETING

**MONDAY, FEBRUARY 1, 2016**

**6:00 PM REGULAR MEETING  
RJ BRYANT SERVICE CENTER  
41 MILES AVENUE, LOS GATOS**

### MINUTES

**1. MEETING CALLED TO ORDER**

A. Introduction of new Parks Commissioner, Reza Tavana.

The Parks Commission Regular meeting was called to order at 6:03 p.m. by **Chair Fox**.

**2. ROLL CALL**

**Present:** Chair Fox, Vice-Chair Buncic, Commissioners Clemm, Deloumi, Huang, Scott, and Tavana.  
Commissioners Corenson and Gordon arrived at 6:08 p.m.

**Absent:** None

**Staff:** Matt Morley, Director of Parks and Public Works  
Steve Regan, Parks and Public Works Maintenance Superintendent  
Shelayne Hammack, Parks and Public Works Project Coordinator  
Stefanie Angulo, Recording Secretary

**3. APPROVAL OF THE MEETING MINUTES**

A. December 7, 2015 – Regular Meeting

**MOTION: Motion made by Commissioner Scott to approve the December 7, 2015 Regular Meeting minutes. Seconded by Commissioner Clemm.**

**VOTE: Ayes: 5 / Absent: 2 (Corenson, Gordon)/ Abstain: 1 (Deloumi)**

**4. VERBAL COMMUNICATIONS**

A. Public Speakers (Three minute time limit per speaker for subjects not agendized.)

**Ms. Sara Walker** expressed concerns about Bachman Park:

- Turf conditions
- Gopher holes
- Dogs off leash – requested enforcement
- Park improvement neighborhood meeting – inquired when that will take place.
- Town survey status

(4A. continued):

The Commission and Staff discussed and questions were asked for clarification. **Mr. Regan** commented that the Parks Service Officer will monitor the dogs off leash issue at Bachman Park.

B. Commissioners (information only, not for discussion)

**Vice-Chair Buncie** commented that he cannot continue as the Parks Commission member of the Bicycle and Pedestrian Advisory Commission (BPAC), due to scheduling conflicts.

**Mr. Morley** clarified that the Parks Commission cannot hold a vote to elect a replacement BPAC member at this meeting since the item is not on the agenda. The item will be agendaized for the April 4, 2016 meeting. In the meantime, a Parks Commissioner may attend the next BPAC meeting to gather information, without having voting ability.

5. **COMMISSION MATTERS**

A. Chairperson Report

**Chair Fox** provided an update on meeting he had with Mayor Spector, who provided him with feedback as it relates to the Parks Commission goals.

B. Review Mission and Work Plan

i. Survey Questionnaire

The **Commission** discussed the content of the questionnaire and the following changes were suggested:

- Add more substantive information to the beginning of the document.
- Remove “survey” from the document title at the top of the page.
- Question 2: Change “frequent” to “visit”.
- Question 2: Add “Never” with a pop up box to explain why not
- Move question 4 in front of question 3.
- Question 3: Add “Total number of kids”.
- Question 4: Add more quantities to choose from.
- Create the ability for multiple answers to address different parks.
- Add new question: “Do you bring dogs to the park?”
- Add two new questions at the end: “Would you like to volunteer at any of the parks?” and “Would you like us to contact you?”

**MOTION** made by **Commissioner Deloumi** to move forward with suggested changes. **Seconded** by **Commissioner Gordon**.

**VOTE: Unanimous**

(5B. continued):

ii. Outreach Activities Accomplished

**Commissioner Gordon** reported on her walk-through at Worcester Park and interaction with visitors, who provided positive feedback on the multiple entrances to and bench placement in the park. One concern expressed was the entrance off of Stacia in terms of possible slipping from the tree debris.

iii. Future Activities

**Ms. Hammack** commented that the new Farmers' Market will begin on April 3, 2016, and recommended that date for the next outreach from the Parks Commission. Staff will provide a table for the Parks Commission and those Commissioners who can attend the Farmers' Market on April 3, 2016.

iv. Articles & Social Media

**Commission** reviewed the form.

C. Proposed Annual Goal for Commission – Park Safety

**Chair Fox** suggested that the Commissioners take note on the safety and accessibility of the parks that they each visit, and by the end of the year the Commissioners can collectively provide the feedback to the Commission and Council.

The **Commission** discussed and clarified that the goal is to review parks on the safety of the infrastructure. Each **Commissioner** agreed and was assigned to a park. **Chair Fox** commented that he will provide variables of what to look for.

**Chair Fox** – Creekside

**Vice-chair Buncic** - Novitiate & Live Oak Manor

**Commissioners:**

**Gordon** – Oak Meadow

**Scott** – Town Plaza

**Corenson** – Bel Gatos & Open Spaces

**Deloumi** - Bachman

**Tevana** – La Rinconada

**Clemm** – Blossom Hill

**Huang** – Balzer Field

D. Veterans Foundation of Los Gatos Memorial Selection Panel

**Mr. Morley** provided an update and the **Commissioners** were asked to select a representative to attend the Veterans Foundation of Los Gatos Memorial Selection Panel.

**Commissioner Scott** volunteered to attend February 8, 2016.

**Chair Fox** volunteered to attend February 22, 2016.

**VOTE: Unanimous**

**6. DEPARTMENT REPORTS/ ITEM FOR INFORMATION**

**Informational Items**

A. Park Operations

**Mr. Regan** provided an update.

B. Capital Improvement Projects

- i. FY15/16
- ii. Upcoming FY 16/17

**Mr. Morley** provided an update.

C. Upcoming Events

- i. Spring Into Green
- ii. Farmers Market

**Ms. Hammack** provided an update on the April 24<sup>th</sup> 'Spring Into Green' event and the opening day of the new Farmers Market on April 3<sup>rd</sup>.

**7. COMMISSION/COMMITTEE MEETING REPORTS**

A. Beautification Committee (Corenson)

**Commissioner Corenson** commented that no meeting took place and the next one will be in March.

B. Goals Committee (Gordon/PPW Staff)

This item has been finalized and will be removed from the agenda.

C. Bicycle and Pedestrian Advisory Commission (Buncic)

This item was discussed earlier in the meeting.

D. Outreach Feedback Committee (Buncic/ Fox/ Huang)

**Chair Fox** commented that the Committee is very close to receiving feedback and will present it at the next meeting.

**8. ADJOURNMENT**

**Chair Fox** commented that he will be out of town for the next Regular Meeting on Monday, April 4, 2016, and requested it to be canceled and re-scheduled as a Special Meeting on April 11, 2016.

**MOTION: Motion made by Commissioner Scott** to cancel the regular Parks Commission meeting of Monday, April 4, 2016, and schedule a special meeting on April 11, 2016 at 6:00 p.m. at 41 Miles Avenue, Los Gatos. **Seconded by Vice-Chair Buncic.**

**VOTE: Unanimous**

Adjourned at 7:46 p.m.

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