



TOWN OF LOS GATOS

PARKS COMMISSION MEETING

MONDAY, JUNE 6, 2016

**5:45 PM STUDY SESSION
6:00 PM REGULAR MEETING
WORCESTER PARK
(on Worcester Loop, off Worcester Lane)
LOS GATOS, CA 95030**

AGENDA

1. **STUDY SESSION CALLED TO ORDER**
 - A. Park Tour
2. **BUSINESS MEETING CALLED TO ORDER**
3. **ROLL CALL**
4. **APPROVAL OF THE REGULAR MEETING MINUTES**
 - A. April 11, 2016 (Attachment 1)
5. **VERBAL COMMUNICATIONS**
 - A. Public Speakers (*Three minute time limit per speaker for subjects not agendized.*)
 - B. Commissioners (information only, not for discussion)
6. **COMMISSION MATTERS**
 - A. Chairperson Report
 - B. Review Mission and Work Plan
 - i. Survey Questionnaire
 - ii. Outreach Activities Accomplished
 - iii. Articles & Social Media
 - iv. Future Activities

7. DEPARTMENT REPORTS

Informational Items

- A. North 40 Specific Plan
- B. Outgoing Student Commissioner - Caitlin Huang
- C. Park Operations
- D. Capital Improvement Projects
 - i. FY 15/16
 - ii. Upcoming 16/17
- E. Upcoming Events
 - i. 4th of July
- F. Parks Questionnaire feedback
- G. Traffic and Parking around schools
- H. Bike and Pedestrian Master Plan (BPMP)

8. COMMISSION/COMMITTEE MEETING REPORTS

- A. Beautification Committee (Corenson)
- B. Bicycle and Pedestrian Advisory Commission (Gordon)
- C. Outreach Feedback Committee (Buncic/Fox/Huang)

9. ADJOURNMENT

Next Regular Meeting: Monday, August 1, 2016 – Oak Meadow Park

Attachment:

- 1) Minutes of Special Meeting – April 11, 2016

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Parks and Public Works Department at (408) 399-5770. Notification 48 hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [29 CFR § 35.102-35.104]



TOWN OF LOS GATOS

TOWN OF LOS GATOS PARKS COMMISSION MEETING

MONDAY, APRIL 11, 2016

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

MINUTES

1. MEETING CALLED TO ORDER

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, Corenson, Deloumi, Huang, Scott, and Tavana.

Absent: Commissioners Gordon and Deloumi.

Staff: Matt Morley, Director of Parks and Public Works
Steve Regan, Parks and Public Works Maintenance Superintendent
Rebecca Kay, Park Service Officer
Shelayne Hammack, Parks and Public Works Project Coordinator
Stefanie Angulo, Recording Secretary

3. APPROVAL OF THE MEETING MINUTES

A. February 1, 2016 – Regular Meeting

MOTION: Motion made by **Vice-Chair Buncic** to approve the February 1, 2016 Regular Meeting minutes. **Seconded** by **Commissioner Clemm**.

VOTE: Ayes: 7 / Absent: (2) Deloumi and Gordon

4. VERBAL COMMUNICATIONS

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

Mr. Brian Caminada complimented Parks and Public Works employee, Jerett Blaskey, for the good work he provides at Fairview Plaza Park and commented on various items related to the park.

He expressed concerns about:

- The lighting in the park and suggested the Town request PG&E to bring power to the park for the light system and irrigation control system.
- Condition of the park.
- Park benches have been removed and not replaced.
- Walking trail water runoff flows to the bay.

4A. (cont'd):

Mr. Dick Konrad commented that Fairview Plaza Park is a high density park and serves a lot of people and expressed concerns about:

- To reduce weeds, he suggested adding woodchips.
- Dead shrubs and tree, and dog litter.

Action: Staff will contact PG&E to resolve lighting issues in park and will plan walkthroughs of the parks for safety-related issues to address concerns.

B. Commissioners (information only, not for discussion)

None.

5. COMMISSION MATTERS

A. Chairperson Report

Chair Fox provided an update on feedback provided at the Veterans Memorial meeting and the four designs provided. The feedback will go to Council for a recommendation.

B. Review Mission and Work Plan

i. Survey Questionnaire

Item discussion deferred to item 6E.

ii. Outreach Activities Accomplished

None Reported.

iii. Future Activities

Ms. Hammack announced the Spring into Green event on April 24, 2016. The Parks Commission will have a booth with a box for feedback notes and trail maps to hand out.

iv. Articles & Social Media

Mr. Morley commented that the existing form for Commissioners to provide items of interest for articles is being edited and will be sent to the Commission.

C. Proposed Annual Goal for Commission – Park Safety

Commissioners provided feedback on the following park visits:

- Creekside Sports Complex – **Chair Fox** – no issues;
- La Rinconada – **Commissioner Tevana** – clean, green grass, good play equipment;
- Novitiate – **Vice-Chair Buncic** – fallen trees and shrub by bank near

D. Nominations/Appointment of Bicycle and Pedestrian Advisory Commission Member

Floor Open to Nominations

MOTION: Motion made by **Commissioner Scott** to nominate **Commissioner Gordon** as the Parks appointed Bicycle Advisory Commission Member. **Seconded by Vice-Chair Buncic.**

Commissioner Gordon previously accepted the anticipated nomination, due to her absence of the meeting.

VOTE: Unanimous

- E. Choose park locations for June and August meetings

The **Commission** discussed and agreed upon the location of the next two Parks Commission meetings.

JUNE: **Worcester Park**
AUGUST: **Oak Meadow Park**

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

- A. Park Operations

Mr. Regan provided an update on the condition of the turf at Town Plaza Park and on the winter storms which knocked down trees at Oak Meadow Park and Blossom Hill Park.

- B. Dogs off Leash

A list of courtesy citations for was reviewed, showing where the emphasis is for dogs off leash citations.

Mr. Morley commented on the good work the Park Service Officer is doing to provide education and outreach to visitors in parks to reduce the issue.

- C. Capital Improvement Projects

- i. FY15/16

Mr. Morley provided an update on the Blossom Hill Park bathroom renovation; Oak Meadow Park Master Plan is still on hold; Bachman Park was released by Town Council and staff will move forward on the project once resources are available. Bachman Park will include community outreach to receive input.

He also provided an updated on two projects currently taking place: Traffic Study around Schools and Bicycle and Pedestrian Master Plan.

- ii. Upcoming FY 16/17

Mr. Morley provided an update on the FY 16/17 projects which will be presented to Town Council for approval at the May 17, 2016 meeting:

- 1) Blossom Hill Park backstop
- 2) Tennis courts
- 3) Oak Meadow
- 4) Fairview Plaza Park

- D. Upcoming Events

Spring into Green/Arbor Day was discussed under Item B.iii.

Ms. Hammack provided an update on the Adopt A Highway clean-up program for the Highway 9/Highway 17 clover leaf which begins on April 23, 2016.

- E. Parks Questionnaire feedback

A summary of 22 questionnaire responses were reviewed and discussed. Staff will respond to the 22 and at the next Parks Commission meeting, a new process for Commissioners to contact people who provide feedback will be discussed.

F. Traffic and Parking around schools

Discussed under item 6C.

G. Bike and Pedestrian Master Plan (BPMP)

Discussed under item 6C.

7. COMMISSION/COMMITTEE MEETING REPORTS

A. Beautification Committee (Corenson)

Commissioner Corenson provided an update:

- Planter box updates
- Awards to businesses for front landscaping
- Award given to the Los Gatos football high school team for cleanup on behalf of the Beautification Committee.
- Graffiti is to be reported to the Los Gatos-Monte Sereno Police Department.

B. Bicycle and Pedestrian Advisory Commission (Open)

None.

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

Chair Fox commented that the survey questionnaire is on track and there will be follow through needed on the outreach received.

8. ADJOURNMENT

Adjourned at 7:45 p.m. Next Regular Meeting: Monday, June 6, 2016 – Worcester Park (located on Worcester Loop)

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