



PARKS AND RECREATION COMMISSION

Mel Pincus, 1st District
Marico C. Enriquez, 2nd District
Bern Smith, 3rd District
Marian Vanden Bosch, 4th District
Michael J. Cooney, 5th District

County Office Building
455 County Center, 4th Floor
Redwood City, CA 94063
(650) 599-1393
Brenda Bennett, Clerk
www.eparks.net
www.sanmateocountyparks.org

Parks and Recreation Commission Meeting
Thursday, February 4, 2010
4:00 p.m.
San Mateo County Board of Supervisors' Chambers
400 County Center
Redwood City, CA 94063

MINUTES

1. Pledge of Allegiance

2. Roll Call

Chair Smith called the meeting to order at 4:03 p.m.

Commissioners: Cooney (Vice Chair), Enriquez, Pincus (absent), Smith (Chair),
Vanden Bosch

Staff: Lockman, Moore, Bennett, Harris, Hallett, Herzberg, Medina, Schoof

3. Oral Communications

There were none.

4. Agenda Amendments

Superintendent Lockman said staff would like to move agenda items 10 D and E before item 9. Accepted by Commission consensus.

5. Consideration of the Minutes of the Parks and Recreation Commission

A. Regular Meeting of December 3, 2009

Commission Action: M/S Cooney/Enriquez to approve as submitted.

Motion carried 4-0 with Commissioner Pincus not in attendance.

6. Correspondence and Presentations

There was no additional correspondence.

San Mateo County
Parks and Recreation Commission
February 4, 2010

7. Director's Report

Superintendent Lockman said he would report on four items as requested by Director Holland, who was in Sacramento at a California Roundtable meeting.

Superintendent Lockman said management staff had met with SFPUC staff the previous week to discuss the Crystal Springs Trail Regional Plan. Previously, SFPUC had been concerned with using the west side of Skyline Boulevard north to the Highway 92 intersection for the trail, but were now interested in going all the way down the west side of Skyline Boulevard to Highway 92. He said SFPUC staff was receptive to a Sweeney Ridge trail connector which would be a San Bruno Avenue west connector to the ridge and then some route to the coast, and in fact were developing plans. He said SFPUC would raise the dam which would require removal of the bridge. He said the County Department of Public Works would deconstruct the bridge which would close that portion of Crystal Springs Trail six to nine months with an anticipated start date of June 2010; the dam work and bridge replacement would close that portion of trail for about four years all together. He said the resulting trail would be fifteen feet wide.

Superintendent Lockman reported that discovery was continuing and discussions were ongoing about the future of Sharp Park in Pacifica, the Department had applied for a California Boating and Waterways loan to replace Dock 29, which would be heard by their Commission next month, and the contract for the Seal Cove Stairway Project had been awarded.

Commissioner Vanden Bosch asked whether Sawyer Camp Trail would be closed for four years. Superintendent Lockman said the traffic road would be closed at Crystal Springs Road and the impact would be where the bridge is. He said Sawyer Camp Trail would be open from the parking lot to the north.

8. Commission Action Items

A. Election of Officers for 2010

Commission Action: M/S Enriquez/Vanden Bosch to nominate Commissioner Cooney for 2010 Chair.

Nomination carried 4-0 with Commissioner Pincus not in attendance.

Commission Action: M/S Cooney/Vanden Bosch to nominate Commissioner Enriquez as Vice Chair.

Nomination carried 4-0 with Commissioner Pincus not in attendance.

B. Consideration of Resolution Recognizing the Services of Commissioner Bern Smith as Chair of the Parks and Recreation Commission from January 2009 – January 2010

Superintendent Lockman read the resolution recognizing Commissioner Smith for his services as Chair of the San Mateo County Parks and Recreation Commission from January 2009 to January 2010.

Chair Cooney thanked Commissioner Smith for his leadership and the experience he brought to the important tasks of preserving park and open space. Commissioner Smith commented on the significance of members of the public engaging with government elected officials and public servants in numerous capacities. He said he was thrilled the Commission had begun meeting at 4 p.m. which would allow for the future inclusion of youth commissioners and their valuable input to the Commission. He said it was gratifying to see the County increase its level of service and responsibility on the coastside and noted improvements and increased open space for the residents to enjoy.

Commissioner Enriquez thanked Commissioner Smith for his leadership as Chair.

C. Public Hearing: Negative Declaration Prepared for the Crystal Springs Trail South of 92 Extension

Planner Herzberg provided history on this planned extension of the Crystal Springs Regional Trail and noted that an extension, which was three miles north of the existing Sawyer Camp Trail from Hillcrest to San Bruno Avenue, was completed in 2005/2006. He said the planned South of 92 Extension was from the southern intersection of Highway 92 and Skyline Boulevard to the San Francisco Water Department service road to Canada Road. From there the trail would connect to the Ralston Trail in Belmont. He said the trail was proposed as a multi-use 10-foot wide trail with three-foot gravel shoulders except for the section along Highway 92 which would be 10-foot paved with two-foot gravel shoulders. He said Caltrans wanted Parks to make trail improvements along Highway 92 and now also wanted Parks to improve the crossing at Highway 92, which work was not part of the planning grant; he said additional funding would be needed for those improvements. He said US Fish and Wildlife Service and Parks staff had met in the field and identified mitigations related to Red-legged frogs and San Francisco garter snakes. He said the 30-day public review period for the Negative Declaration began January 27 and that today's public hearing was to receive Commission and public comment. He said that comments on the Negative Declaration would be received until 5 p.m. on February 27, 2010. He clarified that an earlier iteration of the plans dated September 2009 were mailed and posted on the County Parks' website in error and that the January 2010 plans were the correct version. He said that this would be corrected in the final document and that as described in the Negative Declaration the trail would be 10-feet wide with three-foot gravel shoulders except for the area along Highway 92. He said a question had been raised about an

County of San Mateo
Parks and Recreation Commission
February 4, 2010 – Draft Minutes

arrow pointing to an equestrian trail on page 10. He said that trail would remain. He said some perpendicular trails from Canada Road to the equestrian trail would be removed and then at the very southern end, as the trail was replaced at a better gradient, the older trail to Canada Road would be removed, scarified and seeded. He said the text was correct but an arrow had been omitted.

Questions of Staff: Commissioner Enriquez asked about permits for the project. Planner Herzberg said there would be an encroachment permit needed for improvements to the crossing over Highway 92 that was now being required by Caltrans. Commissioner Enriquez asked if the Department of Public Works was overseeing the project. Planner Herzberg said that Parks staff worked together with Public Works staff to develop the plans and specifications after which the project was sent out to bid and the bid awarded with Public Works managing the contract. He noted that Superintendent Lockman was the staff liaison to Public Works.

Chair Cooney said it would be great if the existing water department service road could be used. Planner Herzberg said it was too steep to meet ADA standards.

Chair Cooney opened the public hearing.

Public Comment: Mr. Ernst Meissner, Menlo Park, said he was representing ETRAC. He said they endorsed the concept of the Negative Declaration and supported the process. He said that he had reviewed the plans five days prior that were posted on the County's website and which he had received in the mail and those plans were documents that they had concerns about related to the width of the shoulders. He said ETRAC was formed to advocate for equestrian uses including three-foot gravel shoulders along trails to provide separation of equestrians from other users to protect everyone's safety. He said that three-foot shoulders were especially needed by equestrians for the trail that went along Highway 92 because of the vehicular traffic on Highway 92. He said the drawings indicated three-foot gravel shoulders the entire length of the trail.

Mr. Meissner asked if the County would consider adding the amenity of a hitching rail or post near restrooms and benches. He also asked that the County consider the aesthetics of the fencing along the trail and appealed to the Commission and staff to do everything possible to get the fences moved as far away from the trail as possible.

Mr. Meissner summarized ETRAC's comments: continuous three-foot gravel shoulders the entire length of the trail, have a clean connection for this trail to existing trail, provide amenities for equestrians such as a hitching post or rail, and hopefully reduce the size of the fences and move further away from the trail.

Mr. Walter Glockowski, Belmont, said he was a civil engineer and a member of the equestrian community. He said the equestrian community had not been involved early enough in the planning process and that there were defects and serious economic flaws

in the proposed plans. He said the interested public should have been involved earlier in the process.

Mr. Meissner said that ETRAC had received a notice a week prior for this agenda item but earlier notice would have been preferable.

Planner Herzberg clarified that the trail along Highway 92 was nine feet in width with three foot gravel shoulders. He said he was quite willing to meet with equestrians and review the most recent set of plans with them.

Chair Cooney asked about the possibility of hitching posts. Superintendent Lockman said he thought hitching posts could be accommodated. He said they could revisit the three-foot shoulders. He said they could relook at the fences; he said some appeared closer to the trail on the map than they really were as they were down a slope. He said staff would be happy to look at the location of the fences, noting the constraint of the fifty-foot wide easement. He said the project was fast track because of grant deadlines. He said if anyone had not received a notice that they should call Planner Herzberg and asked to be added to the mailing list; he said there had been no intention of excluding any groups of users.

Chair Smith said there were still more than three weeks to make comments on the Negative Declaration which he thought was more than adequate for a document of this size. He said that the proposed design fit well within the Trails Master Plan and followed best practices for trail construction, which information has been available for years. He said there has been an enormous amount of opportunity for the public to comment.

Planner Herzberg said that the trail design complied with the County's Regional Trail Management Guidelines which complied with the County's General Plan.

Ms. Fay Brophy, Emerald Hills, said she had ridden Crystal Springs Trail that day and even though her horse was short the barbed wire on the cyclone fencing was uncomfortably close to her head. She asked that the cyclone fencing be located further away on the new trail to give equestrians a little room to maneuver should something startle a rider's horse.

Commissioner Smith said that GGRNA has a scenic easement in this area and would probably be willing to support efforts to get SFPUC to locate the fences more aesthetically.

Chair Cooney closed the public hearing.

Commission Action: Commissioner Vanden Bosch moved to accept as recommended by staff. Commissioner Smith seconded the motion and noted it included directing staff upon the close of the public comment period on February 27, 2010 at 5 p.m. to prepare responses to comments to the Final Negative Declaration for the Crystal Springs Trail

County of San Mateo

Parks and Recreation Commission

February 4, 2010 – Draft Minutes

South of Highway 92 Project and direct the Director of Parks to certify the final Negative Declaration prepared for the Crystal Springs Trail South of Highway 92 Project, that the correct set of plans were the January 2010 ones and not the September 2009 ones, and that staff would address the questions raised by the members of the public at today's hearing.

Motion carried 4-0 with Commissioner Pincus not in attendance.

D. Review and Approve the 2010 Annual Parks Commission Work Program

Superintendent Lockman asked if the Commission had any changes or suggestions to the program. Commissioner Smith said he was pleased with the level of effort despite the 10 percent budget reduction, and said he would be happy to track projects in his district.

Commission Action: M/S Vanden Bosch/ Enriquez to approve the 2010 Annual Parks Commission Work Program.

Motion carried 4-0 with Commissioner Pincus not in attendance.

E. Review and Approve Marina Dry Boat Storage and Fees

Acting Harbor Master Hallett said that staff was proposing to create a temporary dry storage area in the unused Dock 29 parking lot to provide additional service for the tenants and additional revenue for the Marina. He said if all of the spaces were filled there would be a resultant increase of \$12,000 to \$14,000 revenue a year. He said that it would be temporary until Dock 29 was replaced which was anticipated in about three years. He said if it proved successful that other areas could be identified for dry storage.

Chair Cooney asked if hazardous materials would be stored. Acting Harbor Master Hallett said they would not; he said storage would be for boats and trailers and the spaces would be offered to Marina tenants only.

Commissioner Smith asked if there was interest in the storage. Acting Harbor Master Hallett said there were about 12 people who were interested. He said if the fees were approved that the spaces would be marketed through the Marina newsletter. Commissioner Enriquez asked about comparable rates. Acting Harbor Master Hallett said that there were a number of Marina storage sites in the area but few that allowed boats on trailers, and that the proposed fees were competitive. Commissioner Enriquez suggested making the fees the same as the higher fees charged by Oyster Point Marina. Acting Harbor Master Hallett said due to the economy staff thought it would be better to get people interested in the concept and then later review the fees. Commissioner Smith noted that the use was temporary until the replacement of Dock 29.

Commission Action: M/S Smith/Enriquez to approve 1) a temporary dry boat storage area for Marina tenants in a vacant section of the Marina's northern middle berm parking area, adjacent to Dock 29; and 2) a monthly fee of \$50 for a 10-foot by 20-foot storage space and \$75 for a 10-foot by 40-foot storage space. .

Motion carried 4-0 with Commission Pincus not in attendance.

Items 10D and 10E were presented.

D. Preliminary FY 2010/11 and FY 2011/12 Budget Update

Administrative Services Manager Medina thanked Superintendent Lockman for preparing the staff report to the Commission. She said staff would meet with the County Manager the first week in March and the 2010/2011 and 2011/2012 budgets were due April 30.

Chair Cooney complimented staff on meeting the required 10-percent budget reduction. Administrative Services Manager Medina said that was the result of a collaborative effort of staff and management.

E. Outcome Based Management Mid-Year Report*

Administrative Services Manager Medina distributed a performance measures summary table. She said the performance measures for administration would remain the same. One measure was removed from Operations and Maintenance relating to how San Mateo County residents were being serviced by the reservation system as it was documented that they were being served well. She said a new measure was added relating to the tons of waste diverted from land fill and tons of green waste recycled.

Commissioner Enriquez asked about the dramatic increase in the number of reservations taken. Administrative Services Manager Medina said that was due to the online reservation system which counted all reservations made as opposed to prior years when reservations were made over the phone or in person only and were counted manually.

9. Operations and Maintenance Activities

A. Superintendent's Report

Superintendent Moore said there had been a mountain lion incident at Pescadero Park in which an individual walking off-trail had been cornered by two mountain lions. The individual was able to extract himself from the situation without harm. An investigation made by State Fish and Game did not locate the two mountain lions which were thought to have been a mother and yearling; it was thought the mother was teaching the yearling to hunt. He said signs were posted at Tarwater Trail with information on what to do if encountering a mountain lion.

10. Support Services

A. Park Planning Report

Planner Herzberg reported in addition to the written staff report that he had taken 40 people from his Temple to do a project at Coyote Point Recreation Area; the group planted 40 native species trees.

Planner Herzberg said a depth survey of the entrance channels and other areas of the Marina had been done. He said the entrance channel was the priority area to dredge but there were other areas that also needed dredging. He said funding was limited and what could be accomplished would be determined by how low or high the bids received were. He said the project would be widely advertised and go out to bid in early summer.

B. Annual Volunteer Report, Foundation Grant Projects, Report on Volunteer Events/Activities – September – December, and Announce Upcoming Volunteer Events/Activities

Volunteer Programs Coordinator Schoof said there was an upcoming Volunteer Trail Crew Leader training, a trail work day in Edgewood in March, two earth day activities and another trail work day in Edgewood on April 17, and the Bay cleanup.

Commissioner Smith said he had talked with Volunteer Program Coordinator Schoof about a calendar of all upcoming volunteer events and was pleased to find out it was already in process.

C. Quarterly Alternative Funding, Grants and Projects Report

Fiscal Services Manager Harris said NOAA funding that was originally slated for an outdoor interpretive feature at Fitzgerald Marine Reserve was now approved for use for the Seal Cove Access Improvement Project. She said that that Parks and the Human Services Agency were partnering with other agencies and institutions in the Green Job Corps Initiative to prepare and train at-risk youth and young adults for careers in emerging green industries, environmental service projects, and leadership opportunities. She said Parks would provide a series of one-day community service projects in the parks. She said since the publication of the staff report that she had found some competitive grants that were available and which she would be pursuing. .

11. Friends and Subcommittees

A. Parks Foundation*

i. Update on The Bill and Jean Lane Education Center

Executive Director Bott said there would be a groundbreaking for the Education Center on February 11 at 2 p.m. with the actual groundbreaking ceremony at 2:30 p.m. She said the purpose of the Center was to increase the number of volunteers in parks,

provide stewardship to people who come to the parks, and teach people how to treat the preserve as it deserved to be treated.

Executive Director Bott said there was a calendar of activities on the Foundation's website.

12. Commissioner Reports

Commissioner Smith said he hoped that there would eventually be a master calendar for parks and ways to show graphically what has been accomplished in the parks system. For reference, he related that he works for the Bay Area Ridge Trail Council. He said that 600 miles of trails in nine Counties have been built but there were 15 projects in nine Counties left to be built and staff were feeling discouraged. He said putting information on what had been built to date on a map was encouraging as it showed graphically how much had been accomplished, which was considerable.

Commissioner Enriquez said he agreed with Commissioner Smith. He said he also wanted to comment on the time schedules to receive the agenda packets; he said that a week was not long enough to review the packet in depth.

Superintendent Lockman said he would pass the comment to Director Holland. He said that with certain larger projects that there could be a special meeting to consider such projects. Commissioner Enriquez said that there could be a study session one day prior to the Commission meeting.

Chair Cooney suggested Commissioner Smith might bring in the program and data he was using in his work for parks to use. Superintendent Lockman said Parks was working toward a calendar view and would like greater electronic outreach. He said the Parks web person worked about six hours a week, and had been working on a trails component. He said Financial Services Manager Harris was searching for an intern to help with the website for about six months.

Recognized by the Chair, Ms. Huong Nguyen, Youth and Family Enrichment Services, said she supported the Youth Commission and was attending the Commission meetings to see how youth commissioners might connect with the Parks Commission. She said Youth Commissioners would come to the next Commission meeting and provide input on projects they were supporting.

Commissioner Smith said that Google maps could be used to plug in trail alignments. Superintendent Lockman said that Financial Services Manager Harris has been working on the GIS project and all of the trails and facilities information has been captured for the County's GIS system. He said that information would go live in the next month.

Commissioner Enriquez said that they had changed the time of the meeting to 4 p.m. to accommodate youth commissioners but there were none here. Commissioner Smith said the time change was to serve future youth commissioners and the public at large.

ADJOURNMENT

The meeting adjourned at 6:15 p.m.