



PARKS AND RECREATION COMMISSION

Mel Pincus, 1st District
Marico C. Enriquez, 2nd District
Neil Merrilees, 3rd District
Marian Vanden Bosch, 4th District
Michael J. Cooney, 5th District
Robert Sukhovitsky, Youth Commissioner

CountyOfficeBuilding
555 County Center, 5th Floor
Redwood City, CA94063
(650) 599-1393
Brenda Bennett, Clerk
www.sanmateocountyparks.org

Parks and Recreation Commission Meeting

Thursday, February 2, 2012

4:00 p.m.

Board of Supervisors' Chambers
400 County Center, Redwood City

MINUTES

Chair Enriquez called the meeting to order at 4:02 p.m. and led the Pledge of Allegiance.

Roll Call

Commission: Cooney, Enriquez (Chair), Sukhovitsky (Youth Commissioner), Merrilees, Pincus, Vanden Bosch (Vice Chair)

Staff: Porter, Lockman, Lombardi, Bennett, Hallett, Trewin, Neves, Feyling, Schoof, Christopher, Harris, Herzberg

Oral Communications

None.

Agenda Amendments

None.

Consideration of the Minutes of the Parks and Recreation Commission

Regular Meeting of October 6, 2011

Commission Action: M/S Pincus/Vanden Bosch to approve the minutes as submitted.

Motion carried 5-0.

Youth Commissioner Sukhovitsky arrived at 4:06 p.m.

Correspondence and Presentations

Youth Commissioner Report

Commissioner Sukhovitsky said his goal was to provide transportation and opportunity for five community service activities in the parks for youth.

Introduction of Recently Hired Park Ranger IIs: Brian Christopher, Chris Feyling and Brent Neves

Director Jim Porter introduced each of the recently hired Park Ranger IIs and provided a few details about their work background and experience. He noted that Ranger Christopher is assigned to the Marina, Ranger Feyling to District III Memorial Park, and Ranger Neves to District II Huddart Park. The Rangers were congratulated by the Commission.

Announcement: Green Building Award for the Bill and Jean Lane Education Center (Attachment)

Superintendent Lockman said that Sustainable San Mateo County had selected the Bill and Jean Lane Education Center for its Green Building Award.

San Mateo County Parks and Recreation Foundation Executive Director Bott noted that the project reclaimed and re-purposed many items from other public projects and that the building featured natural exhibition lighting, natural ventilation and an 8KW photovoltaic system. She said the award dinner was March 15 and gave invitations to the Commissioners.

Director's Report

Director Porter said the Board had conducted a study session to discuss next year's budget and the development of a five year budget plan looking at revenue enhancements and expenditure reductions. He said County Manager Maltbie told the Board that budget targets would be held flat for the next fiscal year. He said based on this flat target they needed to see how parks would be kept open. He said the prior year Parks had to absorb a 9% reduction resulting in Flood Park being proposed for closure, subsequently, the Board had authorized an additional six months of operating revenue for Flood Park. He said next was to determine what level of funding would be provided for Flood Park and to plan around that. He said staff had been successful in obtaining revenue in the amount of \$55,000 from the SFPUC for the use of a portion of the Flood Park parking area as a staging area for their Hetch-Hetchy pipe replacement work.

Commissioner Pincus said it was reported in the news that the Devil's Slide tunnel was expected to open in October and asked whether that would impact parks. Director Porter said Caltrans after the opening of the tunnel would have a year to complete improvements on either side of the existing Devil's Slide Highway including parking lots

and trail access. He said the County needed to raise about \$2 million to improve the existing roadway for use by pedestrians and bicyclists. He said additionally Parks would need \$700,000 for operations. He said staff would work with the County Manager's Office on additional revenue so no additional cuts were made to the parks budget.

Discussion Item

Budget Update

Superintendent Lockman said as noted by Director Porter there would be zero reductions as far as budget targets. He said the parks budget was \$8.1 million with a net county cost of \$5.6 million. He said there was a revenue shortfall and the budget was \$400,000 in the red, which if not solved would carry forward to next year's budget. He said keeping some positions vacant and gaining some additional revenue was helping to close the gap, and there was the question of what resources to put to Devil's Slide and how to address Flood Park. He said the Marina's enterprise fund was doing well, and it appeared that berth occupancy rates were improving. He said the Marina was striving for a fund balance of about \$500,000 to allow for improvements and build reserve for future dredging needs. He said staff would return to the Commission in April with a status update on a preliminary budget in April. He said staff would make recommendations about fees either in April or June.

Commissioner Merrilees said there were some large projects coming up for the Marina such as a new Harbormaster's Office and asked why that was on this budget. Superintendent Lockman said that was included in the Parks and Marina Capital Projects List, agenda item 9.B, as a placeholder. He said there was limited revenue coming into the Marina and much was dependent upon the scope of future dredging projects and cost associated with that. He said there were numerous pressing needs for the Marina and that would impact when and at what level that building was replaced.

Commissioner Merrilees suggested that the office should have multi-use functionality so that portions of it could be rented for revenue, noting that as it was a place holder and might not be replaced for five years there was an opportunity to get the planning department involved and look at adding a recreation center. He said the County was getting fees for boating and use from the public and it would be good to use that money to give something back to the public in creating something that would be useful for both the public and the Harbormaster. Superintendent Lockman said the idea was good and staff could look into the potentialities.

Commissioner Cooney said that the America's Cup was a possible source of revenue for the Marina. Superintendent Lockman said staff had looked into that and apparently the Marina was too far south to be highly desirable for that event, but as the Marina was marketed there was the potential of some benefit from it.

Commissioner Pincus asked if the Ranger assigned to the Marina was paid out of the Marina enterprise fund. Superintendent Lockman said that was correct noting that all Marina staff, security staff, supplies, services, equipment and vehicles were paid from the Marina enterprise fund.

Chair Enriquez asked about the priorities for the Capital Improvement Project List, and if those were reviewed periodically. Superintendent Lockman noted that the Capital Projects Lists was item 9.B; he said in response that all projects were reviewed and assessed for readiness and availability of funds.

Commissioner Merrilees said the goals were prioritized very well with sewer lines and bridges having highest priorities. Superintendent Lockman said until this year most capital improvements projects have been funded from outside sources such as grants and some donations and projects were done based on the funding. He said the project list this year was part of the County's larger Capital Projects List with some projects needing to be funded from the General Fund, which might or might not be provided, and others which have some funding. He said projects were prioritized based on health and safety, sanitation, regulatory requirements, and preservation of facilities and infrastructure.

Director Porter suggested that further discussion on the Capital Projects List should be held until the Commission came to item 9.B. on the agenda.

Action Items

Election of Officers

Chair Enriquez thanked staff and the Parks Foundation for their hard work and commitment to the Parks system. He expressed his appreciation for the opportunity to serve as Chair. He said Parks during the past year met its 10% budget reduction target noting the elimination of the Parks Director position and moving Parks under the leadership of Public Works Director Jim Porter without sacrificing public health or safety. He said notable accomplishments were the coastal trail at Fitzgerald Marine Reserve and the opening of the Bill and Jean Lane Education Center at Edgewood Park. He said in March he hosted A Day in the Park event to introduce the parks system to a wider diversity, which was attended by 82 community leaders and State Representative Jerry Hill. He said in November 2011 the Commission met with the Board of Supervisors' Environmental Quality Committee to look strategically at the future of Parks and potential funding. He said also in November Flood Park re-opened with State Representatives Hill and Gordon, Supervisor Jacobs Gibson, Commissioner Vanden Bosch, Director Porter and himself in attendance. He said in December Parks hosted a dedication of Pillar Point Bluff to the Fitzgerald Marine Reserve, which was accomplished through the efforts of POST, the Coastal Commission, and Wildlife Conservation Board.

Commission Action: M/S Cooney/Pincus to nominate Commissioner Vanden Bosch as Chair for 2012.

Motion carried 6-0.

Commission Action: M/S Vanden Bosch/Merrilees to nominate Commissioner Pincus as Vice Chair for 2012.

Motion carried 6-0.

Newly appointed Chair Vanden Bosch said her first act as Chair was to present Commissioner Enriquez with a resolution honoring him for his service as Chair. Commissioners thanked Commissioner Enriquez for his service as Chair.

Review and Approve Capital Projects Program for Recommendation to the Board of Supervisors

Chair Vanden Bosch noted that this item had been explained well by staff during the prior discussion, and asked for a motion or additional comments.

Commission Action: M/S Cooney/Enriquez to approve the Capital Projects Program for recommendation to the Board of Supervisors.

Motion carried 6-0.

Review and Approve Draft Parks Commission 2012 Work Program

Superintendent Lockman introduced the item noting that if the Commission so desired some meetings could be held in the parks to visit areas of interest.

Commission Action: M/S Cooney/Merrilees to approve the proposed Parks Commission 2012 Work Program including some meetings being held in the parks.

Motion carried 6-0.

Support Services

Bi-Monthly Alternative Funding and Program Development Report

Financial Services Manager Harris noted in addition to her written staff report three grant submissions for the Crystal Springs Trail South of Hwy. 92 project to State Parks Habitat Conservation Fund Program for \$200,000, Land and Water Conservation Fund Program for \$300,000, Public Lands Highway Discretionary Fund Program of the Federal Highways for \$555,000. She said there two upcoming site visits related to the grant applications and an expected decision in May on the Discretionary Fund Program.

She said the Department of Boating and Waterways would visit the Coyote Point Recreation Area to review the plans and site for the Promenade project.

Marina

Harbormaster's Report

Harbormaster Hallett said in addition to his written report that the Marina's revenue was improving noting the goal was to bring in \$80,000 per month and that occupancy had increased from 72% the prior year to just around 77%.

Commissioner Pincus asked if there were fees charged for visiting boats. Harbormaster Hallett said there was. Commissioner Merrilees asked if there was dry dock. Harbormaster Hallett said there was a small area for boat storage that brought in some revenue.

Operations and Maintenance Activities

Superintendent's Report

Superintendent Lombardi said in addition to his written report that Parks was able to secure some needed revenue from SFPUC, PG&E and Maverick's filming. He complimented ranger staff on managing operations well despite shortages. He reported on the planned logistics for a Maverick's event noting a combination of hard and soft closures to maintain public safety. He said he could provide the information on the event if Commissioners wanted it.

Report on 2011-2012 Awards for Foundation Funded Volunteer Grant Projects and Past and Upcoming Volunteer Events and Activities

Community Programs Specialist Schoof said in addition to her written report that a trail building effort at Huddart Park scheduled for three days was accomplished in two days because of the unexpected large turnout of volunteers and staff support. She said the kickoff for Take A Hike would be April 21, Earth Day, at Wunderlich Park. She said Parks was looking at adding QR codes to kiosks in the Park. She said visitors would be able to scan the QR code with their smart phone and access park map noting that some of the parks do not have good phone access. She said when the QR code was scanned it remained on the phone unless deleted.

Commissioner Sukhovitsy asked which parks he should direct youth to for community service. Ms. Schoof said she would be happy to meet with him and discuss the possibilities for volunteering.

Friends and Subcommittees

Parks Foundation

Executive Director Bott said linking the Tour de Peninsula with the parks over the past three years resulted in a profit this year for the event and raised participants' awareness of the County Parks system. She said the Foundation Board had just approved \$10,000 for Bicycle Sunday which was the profit from the Tour. . She said donations from the end of the year fundraising improved over last year's.

Commissioner Reports

Items for Future Agenda

None were requested.

Adjournment

The meeting adjourned at 5:23 p.m.