

MINUTES



**PARKS & RECREATION COMMISSION
REGULAR MEETING
June 22, 2004
Palo Alto City Hall
Council Conference Room
250 Hamilton Avenue**

Commissioners Present: Anne Warner Cribbs, Ellie Gioumousis, Jennifer Hagan, Edie Keating, Paul Losch, Jeanette Marquess and Judith Steiner

Commissioners Absent: None

Others Present: Jim Burch, Council Liaison

Staff Present: Dan Williams, Richard James, Virginia Gibbons

CALL TO ORDER: Meeting called to order by Chairperson Edie Keating at 7:00 pm

ROLL CALL: Conducted by Virginia Gibbons.

AGENDA CHANGES, REQUESTS, and DELETIONS: Paul Dias was unable to attend the PARC meeting. Richard James assumed responsibility for the agenda items delegated to Paul. Glenn Roberts did not present on Item #3, Environmental Service Center Update.

ORAL COMMUNICATIONS:

1. **Leland Levy, 690 Greer Road, Palo Alto, CA:** Mr. Levy gave the Commission a copy of the, "Master Plan - Downtown Urban Design Improvements" and a diagram of proposed modifications for Lytton Plaza plan. Mr. Levy confirmed the master plan's analysis of the condition of Lytton Plaza and requested that the Commission consider a public/private partnership in order to implement the master plan's recommended improvements, in conjunction with proposed modifications. The modifications would include a fountain, a small stage for entertainment, new seating and revamping the plantings at an estimated cost of \$500,000.
2. **Annette Ashton, 2747 Bryant, Palo Alto, CA:** Ms. Ashton spoke on behalf of the Midtown Residents Association, reporting that at their last meeting, residents had developed a set priorities for midtown parks: completion of Greer Park, bathrooms at Seale Park, and reserving tables at Hoover and Seale Parks (especially on weekends). Ms.

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Ashton provided the Commission with a survey diagram that listed residents' priorities for park development and a list of next steps for Greer Park:

- Select a Parks and Recreation Liaison
- Prioritize Greer Completion for 2004/5
- Neighborhood/City/Commission Partnership
- Identify Options and Prioritize
- Implement plan with Funding and Timeline

In conclusion, Ms. Ashton ranked the completion of Greer Park as a top priority for the next years and suggested private/public partnerships be considered to raise the funds for the work.

BUSINESS:

1. **Approval of Draft Minutes of April 27, 2004 and May 25, 2004 Meeting.** April 27, 2004 minutes were approved by Commissioners Warner Cribbs, Gioumousis, Keating and Marquess. May 25, 2004 minutes were approved by Commissioners Gioumousis, Hagan, Keating, Losch and Steiner.

2. **Parks and Open Space Infrastructure (CityWorks) Update.** Richard James provided the infrastructure update in Paul Dias' absence. After a brief background presentation on the infrastructure program, Richard explained to the Commission that the Community Services Division is moving back to services and does not have enough staff to help support the staff working on the infrastructure projects. To this end, CSD restructuring has led to Chris Rafferty and Kate Rooney moving to the Public Works Department. Jeanette Serna, presently working as support to the infrastructure staff, will remain with CSD to handle small projects.

Richard went on to explain that there is still \$5.3 million dollars worth of work required to get parks and open spaces repaired and that CSD will still have full control of the budget as we move forward. Commissioner Losch expressed concern that CSD might not be able to have control of the funds in the future and that there needs to be rules. Richard explained that this has been discussed and that Public Works agrees that CSD retain control of the funds.

There was a brief review of the CSD projects completed and in stages of completion per the January 1 - June 15, 2004 Snapshot report. Richard introduced Chris Rafferty who provided a review of the following CSD projects.

- Baylands Athletic Center Field Lighting: is in design review. Plan is to upgrade the electrical system and replace softball and baseball field light poles and fixtures.



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- SOFA (Heritage Park) Interim Park Improvements: construction to start August 1, 2004. Remove existing parking lot and install interim landscape improvements to former site of Palo Alto Medical Clinic and future site of full-amenity neighborhood park.
- Evans Parking Lot Improvements: construction to start September 1, 2004. Remove existing surface at Baylands Interpretive Center parking lot and install new asphalt surface, vegetated bioswale drainage system, pathway improvements, signage and bike racks.
- Mitchell Park Renovation Phase II: construction to start October 1, 2004. Renovate park pathways, replace all picnic area site furniture, repair shade arbors and central multi-purpose plaza and stage, install new fencing, planting and irrigation and Americans with Disabilities Act accessibility improvements.
- El Camino Median Renovation Phase I: construction completed March 15, 2004. Renovate planting and irrigation in three median islands on El Camino Real between Embarcadero Road and Park Blvd.

Richard introduced Kate Rooney who provided the following update:

- Johnson Park Renovation: is in the final stages of completion and should be open by the end of the week. Renovation of children's play area with swings, new structures and redesigned slide.
- Eleanor and Hoover Play Area Renovations: construction to start after September 2004. Renovation to include demo the existing play area and install new structures, sand lots, new fencing and seating. The public chose the new play equipment.
- Briones Park Renovation: Renovation plans for installing irrigation, new pathway and trees, keeping a cross-section of the approximately 200 year old oak tree for education purposes. Expanding the play area, keeping the train element, tables to include checkerboard inlays under redwoods. Plan to re-introduce historical elements: apricot trees, split rail fencing and roses, California pepper trees, display area regarding Juana Briones.
- Vista Hill renovation: renovate pathways and wooden structures to original plans from 1967.

3. **Environmental Service Center Update.** No update was provided to the Commission at this time. Dan Williams informed the Commission that he had obtained a copy of the most recent staff report dated May 19, 2004 and would forward a copy to them. Jim Burch, Council Liaison explained to the Commission that it is premature for the Commission to review at this time. The Mayor has requested that the City Auditor look at all the numbers for this project and it is up to Council to define the scope of the EIR, and that there will probably be a study session this fall when the consultant returns near the end of the year with more information.

Commissioner Losch expressed the opinion that the Parks and Recreation Commission should have an input on the scope of the EIR and that there are important questions for the EIR that should be part of the scope.

Emily Renzel briefly expressed her opinion that the Commission's focus should be on how the Environmental Service Center would impact recreation and parks, including Byxbee Park, and the amount of park acreage being required. She stated that originally the request was for three acres, at the 2003 meeting the request was up to sixteen and one-half acres, now it is up to nineteen acres.

Commissioner Keating requested that this item be agendized as an action item for the July meeting, whereby the Commission can discuss the issue and create a list of ideas for the Council to consider in their discussions regarding the scope of the EIR. Commissioner Marquess expressed the opinion that the Commission does not have enough information on the issue to create a list for Council. There was a short discussion among the Commissioners and it was decided to agendize the ESC discussion for the July PARC meeting.

4. **Park Impact Fee Legal Criteria (Attachment 1)/Discussion.** Richard James provided the Commission with the following information:

- Park and field maintenance cannot be funded through impact fees.
- Impact fees cannot be used to remedy past deficiencies.
- Impact fees cannot be used to impacts to open space
- Impact fees cannot be used to purchase or add parklands.
- Impact fees can be used for capital projects that address increased use and capacity of parks.

There is presently just over \$200,000 in impact fees available, and all or most of these dollars will be used for completion of the Palo Alto/Stanford Playing fields. Since it could be several years before any substantial funds are available for use, staff recommends that this issue be tabled until such funds are available.

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AGENDA FOR JULY 27, 2004 MEETING

1. Approval of June 22, 2004 minutes.
2. Health and fitness leadership role.
3. Update on Bressler Property funding.
4. Status of Black and White Ball.
5. Review and update of Field's study.
6. Environmental Service Review – Discussion of ideas to be included in EIR.

ANNOUNCEMENTS - None

ADJOURNMENT

Meeting adjourned at 9:10 p.m.



ATTACHMENT 1

Memorandum

*City of Palo Alto
Parks & Golf Division*

Date: June 22, 2004

To: Parks & Recreation Commission

Fr: Paul Dias

RE: Information Item: Criteria and Use of Impact Fees

At the last commission meeting, staff made a brief presentation on the status of Impact fees and potential uses thereof. Commissioner Losch followed up with some suggestions on establishing criteria for prioritizing and using impact fees. Staff has since met with the City Attorney's office to get further clarification and legal criteria for use of Impact Fees and the following points represent this discussion:

- Park and field maintenance cannot be funded through impact fees.
- Impact fees cannot be used to remedy past deficiencies.
- Impact fees cannot be used for impacts to open space.
- Impact fees can be used to purchase or add parklands.
- Impact fees can be used for capital projects that address increased use and capacity of parks.

The following table is used to illustrate some of the sample projects put forth for discussion at the last meeting.

<u>Project</u>	<u>Use of Fees</u>	<u>Comments</u>
Park Restrooms	Y	Upgrade to larger restroom or fund as a % of

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		Increased use or add a new restroom to deal with increased usage.
New Community Garden	Y	Meets demand/increased use
Greer Park Unfinished lot	Y	Adds to park acreage
Artificial Turf on Fields	Y	Partial funding only as % of increased use
Mitchell Park Dog Park	Y	Partial funding only as % of increased use
New Skate Park	Y	Meets demand/increased use
Tennis Court lighting	Y	Allows for increased capacity/use of courts
Athletic Field Renovations	N	Not allowed to accommodate increased use of fields.
Increased supply/material costs	N	Not allowed to accommodate increased use of parks.
Infrastructure on-going maintenance	N	Not allowed to accommodate increased use of water play features, picnic areas, playgrounds etc.
SOFA Park	Y	Construction cost only
PA/Stanford Fields	Y	Construction costs only
Terman Restroom maintenance	N	Not allowed to accommodate change in use pattern
Lytton Plaza	N	Facilitates existing use

The current balance of impact fees is just over \$200,000 and all or most of these dollars will be used for completion of the PA/Stanford Playing fields. Since it could be several years before any substantial funds are available for use, it is staff's recommendation to table this issue until such funds are available.



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