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**MINUTES
PARKS & RECREATION COMMISSION
SPECIAL MEETING
September 29, 2015
CITY HALL
250 Hamilton Avenue
Palo Alto, California**

13 **Commissioners Present:** Stacey Ashlund, Deirdre Crommie, Jennifer Hetterly, Abbie
14 Knopper, Ed Lauing, Keith Reckdahl

15 **Commissioners Absent:** Pat Markevitch

16 **Others Present:**

17 **Staff Present:** Daren Anderson, Catherine Bourquin, Rob de Geus, Peter Jensen, Lacey
18 Kortsen, Walter Passmore

19 **I. ROLL CALL CONDUCTED BY:** Catherine Bourquin

20
21 **II. AGENDA CHANGES, REQUESTS, and DELETIONS:**

22
23 Chair Reckdahl: Does anyone have any agenda changes, requests, deletions?

24
25 Commissioner Ashlund: I have a request. Can we extend the community garden ad hoc
26 report to 30 minutes instead of 20?

27
28 Chair Reckdahl: Is everyone okay with that? Okay, 30 minutes it is. That is, Item 4 is
29 now 30 minutes long. We're not obliged to use all 30 minutes obviously.

30
31 **III. ORAL COMMUNICATIONS:**

32
33 Chair Reckdahl: We have one speaker card. David is up.

34
35 David Carnahan: Good evening, Chair Reckdahl and Commissioners. I'm here to speak
36 to you about recruitment for your body, the Parks and Recreation Commission. The City
37 has extended the recruiting period for Commissioners for the Parks and Recreation
38 Commission. The extended deadline is October 16 at 5:00 p.m. We're hoping that



39 yourselves, staff and members of the public here and members of the public watching
40 from home consider either applying or passing the word onto members of the community
41 that you think would make great Parks and Recreation Commissioners. We're now
42 looking to fill three terms that will run from November 1, 2015 through December 15,
43 2018. Applications are available in the back of the Council Chambers and online at
44 cityofpaloalto.org/clerk. Thank you very much.

45
46 Chair Reckdahl: Thank you.

47
48 **IV. BUSINESS:**

49
50 **1. Approval of Draft Minutes from the August 18, 2015 Parks and Recreation**
51 **Commission meeting.**

52
53 Approval of the draft August 18, 2015 Minutes as presented was moved by
54 Commissioner Laung and seconded by Commissioner Hetterly. Passed 6-0

55
56 **2. Informational Report on Sustaining Trees During the Drought within the**
57 **City and Parks.**

58
59 Chair Reckdahl: We have Walter Passmore, Urban Forester of Palo Alto.

60
61 Walter Passmore: Good evening, Commissioners. This is going to be a fairly informal
62 report on the status of our urban forest in regards to drought. I do want to let you know
63 about some of the actions that we're taking and how we're proceeding with some short-
64 term responses to the drought. As we all know, impacts are increasing as the drought
65 intensifies or lengthens. You can see in the upper right of this slide, there are some dead
66 pines at El Camino Park. This is just one example of the increasing number of removals
67 that we've seen as drought being a significant stressor. Usually it's not the only cause of
68 tree mortality or decline. More and more, it's becoming very significant when we see
69 problems with trees. Our tree removals have actually increased to more than 400 street
70 and park trees during the past fiscal year. That's as compared to less than 250 during
71 eight of the past ten. The other high year was the previous year, 2014, where we had a
72 little over 300 tree removals. You can see during the short term our trend has been an
73 increasing number of removals. To put this in perspective, the population of trees is
74 29,000 street trees approximately and about 6,000 park trees in the developed parks. We
75 are not currently inventorying or assessing the drought impacts on our open space trees.
76 We imagine the drought is likewise affecting those trees, and it's not insignificant. In
77 perspective, the removals are for the first time exceeding 1 percent of the population.
78 While it's not cause for immediate alarm, it surely does prompt some action and some
79 attention to this issue. We feel like if this continues over the long term, we're going to
80 have to have a much more significant response to drought.

81
82 Chair Reckdahl; Thank you, Walter. On the bottom right, can you speak to that graph?
83 The bar graph, what is that showing?

84
85 Mr. Passmore: Among other things, it has the number of tree removals. It also has limb
86 pickups, construction inspections and then leveraged funding. The limb pickups ...

87
88 Chair Reckdahl: What we're looking at right now is—we're most interested in the orange
89 bar, is that correct?

90
91 Mr. Passmore: The yellow bar, correct.

92
93 Chair Reckdahl: Okay, my monitor is colored. That yellow or orange bar is showing the
94 increase. Are there any other bars up there that we should also be looking at or is this
95 used from another context and we're really just interested in that one bar?

96
97 Mr. Passmore: No. This is from our annual accomplishment report, so really the most
98 pertinent statistic is just the tree removals on that graph.

99
100 Chair Reckdahl: Okay, thank you. I'll let you finish up, and then we'll have a follow-up
101 question on that.

102
103 Mr. Passmore: In the short term, we are taking some actions. We have been meeting
104 with an interdepartmental drought response team to coordinate outreach and community
105 efforts. We've been collaborating with partner groups, and they expect that to increase.
106 We've increased education and outreach focus during City-sponsored events such as our
107 workshops. We do workshops on zero waste, on mulch and compost, on recycling. We
108 take opportunities at those workshops to talk about impacts of the drought on trees.
109 We've generated some press releases. We're doing social media posts, and we've worked
110 closely with our utility marketing team to do some focused outreach to utility customers.
111 Hopefully all of you have seen one or more of these outreach pieces through some of
112 those venues. Following up on outreach and education, we're also going to do a rapid
113 assessment of all of our City street and park trees to identify which ones are both in need
114 of water and could have the greatest benefit from some supplemental watering. We are
115 going to be increasing delivery of non-potable water so that some of these trees will get
116 one or two waterings prior to natural rainfall resuming, we hope, in November. Sooner
117 would be even better. We're delivering that water via a contract for services and also by
118 extending hours for the City water truck by using multiple drivers. We'll extend hours
119 from 40 hours a week to about 60 to 70 hours a week on the City water truck to keep that
120 in operation. We're also renting two additional water trucks and staffing those with
121 operators. We're going from one truck to four trucks on the road to provide some
122 supplemental water. That being said, that effort is only going to allow us to water once a

123 month for about 7,000 trees which is only 20 percent of the population. Obviously the
124 rapid assessment and all of this action has to be paired with equal response from
125 homeowners, property owners, from our partners in the community to really be effective.
126 We're going to be increasing our outreach efforts in that regard, and our partners are
127 doing the same. We have a picture on the screen of a magnolia tree on Alma which is
128 nearly dead. This would not be one of the trees that would be receiving water, because
129 we would not expect that to respond to something as simple as dumping a little bit of
130 water on it. On this page is a number of resources. I'm going to talk first about the
131 picture which is one of the redwood trees at Magic Forest in Rinconada Park. That was a
132 tree that we did some water injections and some other fairly basic treatments after a
133 prompt from citizens that reported they noticed some symptoms on the tree that it looked
134 unhealthy. We did an inspection, followed up with the water injection and the
135 treatments. Now, if you look closely you can see a lot of little green shoots coming out
136 on that tree, and it's actually responding very well. It's returning to health. That's the
137 type of tree that we would be identifying for watering, not necessarily this species but a
138 tree in that type of condition where we can catch it early—it's showing some of the initial
139 symptoms of drought stress—and have a good response from the water that we apply.
140 Just quickly about the resources. We've produced an informational brochure, and we've
141 also worked with Canopy to produce several additions to their website, so some good
142 resources there. Statewide we've been working closely with California ReLeaf which is a
143 statewide organization that coordinates activities of nonprofits, over 100 nonprofits
144 statewide, that deal with urban forestry issues. They have a Save Our Water and Our
145 Trees brochure that they produced in conjunction with the State Water Board. We've
146 generated a press release; there's the link for it there. The Save Our Water and Trees
147 brochure—this is specific to Palo Alto—is linked. We're continuously updating the
148 City's water page with drought updates. Those are some resources. I'll be glad to answer
149 any questions and talk about what do we do after this initial push to save a few trees,
150 what does it mean for the future. You might have some predictions that would help us to
151 respond in a better way.

152
153 Chair Reckdahl: Thank you. Before we start asking, we do have public comment. We
154 have a speaker, David Moss. Please go to the podium there. You have three minutes.

155
156 David Moss: Thank you. By the way, I'm one of those people who applied for one of
157 those three positions for the Parks and Rec Commission. One thing about the trees we're
158 losing. Quite a few birch trees in the Greenmeadow area are suffering. They seem to
159 have a particular affinity to shallow water. What I was going to mention is that when we
160 plant new trees, we should plant them with the idea that they too could have some kind of
161 a drip system with a deep watering system instead of the way we water today where it's
162 mostly on lawns and goes down from there. If we could change the way we plant new
163 trees, that would be a great idea. Also, when we talk about the construction of basements
164 and how much water we have to pull out of the ground to keep the basement dry while



165 it's being constructed, there has to be a way to recycle that water and put it back in the
166 ground elsewhere rather than pouring it into the storm drain. That's all I had.

167
168 Chair Reckdahl: Thank you. Comments and questions from the Commission?
169 Commissioner Knopper.

170
171 Commissioner Knopper: Hi. That's very depressing, what you said. A couple of things.
172 I'm on a couple of neighborhood email groups that have like 1,000 people on them.
173 Everybody has been told to conserve water. Brown is the new green kind of thing. I
174 think that telling residents that trees are different than grass and the impact is much
175 greater, it would be helpful maybe if you guys provided us, at least for me, like that one
176 sheet or if there's a particular resource that I'm looking at that I could go to and pull it so I
177 can send out to my email groups, "Hey, you need to water these trees. This is what you
178 should look for with regard to the stress of the tree. If you're seeing this, this is what you
179 need to do. This is how many times you should water." I don't think people might know
180 that you should water a tree differently than like a regular lawn, bush, etc. Any extra
181 information that you could provide. I know I would like to post it on like my Facebook
182 page, that kind of thing. If you could just let me know specifically, direct me to that, it
183 would be great.

184
185 Mr. Passmore: Right. On the resource page, probably the Saving Our Trees and Our
186 Water brochure that's specific to Palo Alto would be a great start. It has a lot of the
187 information that you're talking about. The press release, a little bit more general, but it
188 has guides to different resources in it as well.

189
190 Commissioner Knopper: Okay, thank you.

191
192 Chair Reckdahl: Commissioner Hetterly.

193
194 Commissioner Hetterly: I just have a couple of questions. On the tree removals, is there
195 anything illuminating about the proportion of street trees versus park trees in terms of are
196 we losing more of one versus the other or is it pretty much across the board?

197
198 Mr. Passmore: No, it's fairly general. We're not seeing any trend on either side of the
199 equation.

200
201 Commissioner Hetterly: Okay. My next question is about the rapid assessment. It
202 sounds like you're going to start doing that soon, which is a "swing by and check out as
203 many trees as you can" and make an assessment. Is there a plan for ongoing
204 reassessments over time? Obviously if a tree is okay now, it may well be showing signs
205 of stress next month. How do you plan to go forward to keep that monitoring beyond

206 citizen complaints? I think the current way to save a tree is for a citizen to call in and
207 say, "My tree is dying. What do we do?"
208

209 Mr. Passmore. We obviously have limited staff resources. We're conducting about 2,000
210 inspections a year with the staff resources that we have, but that's a pretty small
211 proportion of the population, again when you're talking about 35,000-plus trees. In order
212 to focus our efforts, I wouldn't be surprised if we do another rapid assessment protocol in
213 the spring to see how many of these trees actually responded to our supplemental
214 watering. We're also making a plea to citizens to report trees that have drought
215 symptoms on them. We have included information in our press release about what to
216 look for.
217

218 Commissioner Hetterly: Would you encourage residents to water street trees that they
219 see in stress or would you prefer that they contact you and have you water them? I think
220 that's a (crosstalk).
221

222 Mr. Passmore: No, we definitely need help from property owners. Even with all the
223 supplemental actions we're taking, we're only going to water 20 percent of the street trees
224 max and park trees. We would love for people to step up and say, "I'm going to help this
225 tree through the drought." Hopefully the rains will help it from there.
226

227 Commissioner Hetterly: I think that's great. I have seen a lot of action on the various
228 lists in the last few weeks about concern about trees and the importance of watering them
229 and don't lose track when you're conserving water of what you need to do with the trees.
230 I do think that it would be helpful to include in any ongoing public outreach about that,
231 the importance of watering now, don't wait until the El Nino that may or may not come.
232 Just because we're close to winter doesn't mean they can make it that far. It's really
233 important that they water now. Thank you very much for coming tonight.
234

235 Chair Reckdahl: Commissioner Lauing.
236

237 Commissioner Lauing: Moving down the list, thanks for the report. Obviously you are
238 budgeting a certain amount of non-potable water for trees, and you're only getting to 20
239 percent. That raises the obvious question of do we need a Council memorandum to
240 double the amount of potable water we should buy so we can save 40 percent of the trees.
241 Do you understand basically my question? Is it a budget item, basically is what I'm
242 asking.
243

244 Mr. Passmore: No. I think the challenge is distribution of water, because we're under
245 State mandates to conserve water and to conserve potable water. Really we don't have
246 the infrastructure in place to effectively distribute non-potable water. We don't have the
247 pipelines, the distribution lines, the irrigation systems hooked up to non-potable sources.

248 Therefore, distributing by truck is a very inefficient method of getting water to trees.
249 That's our limit. It's just how many trucks can we put on the road to deliver water as
250 opposed to how do we efficiently use the non-potable sources that we have.

251
252 Commissioner Lauing: Okay. My follow-up question was actually for Daren as he
253 stepped to the microphone. Even pacing this and trying to cut back, I think it's 30
254 percent, so another obvious question, which I think I know the obvious answer, is we
255 can't really cut back more there to put more water on the trees. It's just a math equation.
256 Do you want to address that?

257
258 Daren Anderson: Yes, thank you. It's a great question. Yeah, 34 percent was our target
259 that we had to reach in potable water reduction. We realized from the get-go that we
260 were going to have an impact on trees if we made that uniform cut in turf areas where
261 there are trees. We made changes in those spots to irrigate once a month, thinking that
262 would sustain most of the trees. In some areas, it wasn't. Even though it may throw us
263 off our target of 34, we've increased irrigation in those areas to sustain those trees. In
264 some cases, it's one time a week. It very well may throw us off our ultimate goal of 34
265 percent reduction in potable. We do believe in sustaining the trees, knowing that it's an
266 asset that takes so very long to grow and sustain. It's so different from the ...

267
268 Commissioner Lauing: I'm stymied by those answers, so I think I'm done.

269
270 Chair Reckdahl: Commissioner Ashlund.

271
272 Commissioner Ashlund: Along the same line of questions. I was wondering the same
273 thing about the infrastructure Citywide for capturing gray water. I wasn't really thinking
274 in terms of rainfall as well. As far as that infrastructure being in place Citywide not just
275 for trees but for other plants as well, do you know if that's already being included in the
276 Comp Plan moving forward or is it even farther along than that?

277
278 Mr. Passmore: I think it's both, part of the Comp Plan and part of the
279 Sustainability/Climate Action Plan. Water is a key issue for our future and how are we
280 going to use our potable water. The future is probably one where we're using much less,
281 maybe no potable water, for landscape uses and conserving for our indoor uses, to solely
282 use potable for drinking purposes and sanitary purposes.

283
284 Commissioner Ashlund: You're saying possibly conserving to the level of not even
285 directing the water to save the trees?

286
287 Mr. Passmore: I'm saying that we're actively trying to identify non-potable sources for
288 landscape irrigation, whether that's recycled water, the water that's being taken out of the
289 ground for various purposes, gray water, rain water harvesting. There's a number of

290 different options that are being considered. I think you're going to see those explored
291 further in the Comp Plan and the Sustainability/Climate Action Plan.
292

293 Commissioner Ashlund: Great, thank you. The other question, as far as impact that
294 individual residents can have, we all know the shorter showers, eat less meat kind of
295 suggestion, but as far as the impact that the residents can make, how significant can that
296 be versus the larger scale water use? Statewide agriculture is by far the biggest. When
297 we come down to the level of the Palo Alto level and residents conserving water, okay,
298 I'm not watering my rose bushes, but am I going to make an impact on the redwoods, for
299 example. Is that too broad a question or does that relate to the individual?
300

301 Mr. Passmore: I think if everyone does their part, then we reach our goals as a whole.
302 Obviously one individual as compared to the population of California is fairly
303 insignificant.
304

305 Commissioner Ashlund: Will there be any sort of Citywide set goals for residents to
306 achieve? The park system has reached their water reduction goals. What about any sort
307 of collective goals resident-wise that we'll be tracking?
308

309 Mr. Passmore: The Utility tracks the Citywide reduction goal. I think we're about on
310 target to meet the State-set goals for water conservation.
311

312 Commissioner Ashlund: The State-set goals for residents and cities, is it all combined or
313 is it separated out, so we know?
314

315 Mr. Passmore: It's all combined.
316

317 Commissioner Ashlund: It would be interesting to see it separated out, I think, so
318 residents would have tangible goals. The City of Palo Alto highly competitive might be
319 worth looking into. Thanks.
320

321 Rob de Geus: Commissioner Ashlund, I just wanted to add that the Utilities Department
322 is doing a lot of work on this and supporting residents in different ways they can help
323 with the goals. I encourage you to go to their website. They have all sorts of tips and
324 advice for residents in how they can help. If you haven't been there before, I encourage
325 you to do that.
326

327 Commissioner Ashlund: Great, thanks.
328

329 Chair Reckdahl: Commissioner Crommie.
330

331 Commissioner Crommie: Hi. Walter Passmore, can I ask that you publish your
332 systematic checks on the trees so we know which ones you're watering Citywide? Can
333 you make that information public so it's transparent and helpful to other residents?
334 Where would we find you posting that?
335

336 Mr. Passmore: Yes, we can post that to the City website, to the urban forestry page, and
337 then follow up with our outreach outlets to let people know where to find that. The rapid
338 assessment, like I said, is probably going to be just that. We're not going to be
339 identifying individual trees. Instead we're probably going to be looking at a block-by-
340 block where our distribution would be the most efficient. We'll probably publish by
341 block and track it that way.
342

343 Commissioner Crommie: How soon can we see that?
344

345 Mr. Passmore: I'm hoping by next week.
346

347 Commissioner Crommie: Do you already have a site on your page where this
348 information is posted so it will be an update or is this going to be a new visual?
349

350 Mr. Passmore: No, this is a new graphic that we're going to put up.
351

352 Commissioner Crommie: We can look and see the whole City? We'll be able to see
353 documentation of the whole City, what you're doing?
354

355 Mr. Passmore: Yes.
356

357 Commissioner Crommie: In about a week?
358

359 Mr. Passmore: That's what I'm hoping for.
360

361 Commissioner Crommie: I think that's really important. Let me see my other. That's my
362 most important question.
363

364 Chair Reckdahl: Commissioner Crommie, I have a question. You want that information
365 so people know what trees not to water and what trees to water?
366

367 Commissioner Crommie: People can see where the work is being done and not freak out
368 that their neighborhood isn't getting any attention. So we can see the equity across the
369 City, that attention is being given to all parts of the City, and that on a block-by-block
370 basis, if we know where there's a cluster of trees and they're not getting any attention, that
371 can alert individuals.
372

373 Chair Reckdahl: Thank you.
374

375 Commissioner Crommie: How much of the increase in tree death is due to deferred
376 removal of trees? I assume with some of your limited resources you probably have not
377 kept up with the removal of dead trees. Any tree that was almost dead would have been
378 kicked over the edge in this drought. How much is that spike kind of due to deferred
379 attention? When things are good, we don't tend to want to do that.
380

381 Mr. Passmore: I would say very, very little is because of deferred maintenance. If we go
382 back to this graph, you can see the red line for limb pickups actually spiked back in 2010,
383 and it's been declining ever since. Limb pickups is one indicator of how much
384 maintenance may be deferred, because when we defer maintenance we tend to have more
385 broken limbs, more falling limbs. While that can be due to drought as well, you've seen a
386 decline in limb pickups, so I don't think it's a maintenance issue. It's primarily due to
387 drought.
388

389 Commissioner Crommie: How aware are you of the hotspots of neighborhood
390 communication in the City? I'll give an example. Midtown sends out lots of notices. I
391 happen to be on their list; I don't live in Midtown, but I just signed up for it. I think that
392 Commissioner Knopper has mentioned her part of town is very active. Can you do a
393 survey and figure out what parts of the City are not getting this message? We have many
394 dead zones in our City in terms of neighborhood communication. Those are probably the
395 neighborhoods in need of leafleting. We don't have active neighborhood associations
396 across the City at all. I think we need to kind of look at a per-neighborhood assessment.
397 I think it would behoove our staff to do some research on which neighborhoods have
398 active communication for all kinds of reasons. Maybe you go to a PAN meeting to figure
399 it out or the Palo Alto Neighborhood Association, you can ask the leaders of that to tell
400 you. I mean there should be some good ways to figure this out. I know my
401 neighborhood has almost zero communication going on. I haven't seen anything on tree
402 drought just as feedback. Where are you distributing the brochures, for example?
403

404 Mr. Passmore: The brochures have been distributed through our local workshops. If
405 people attend the workshop, they would receive a copy. Electronically, a lot of the
406 information has been distributed, but there's not been like a door-to-door type of
407 distribution effort. We are thinking of doing some more personalized action like you're
408 suggesting, possibly identifying all the trees that we're watering with some kind of a
409 ribbon or leaflet. I don't know, this is kind of a work in progress where we're trying to do
410 something now because we don't want to over-plan and under-act.
411

412 Commissioner Crommie: The last thing I just want to say, an example of an extreme
413 failure in tree health is in Monroe Park. Now that I have Daren Anderson, Peter Jensen
414 and Walter Passmore sitting here, I'd like to tell you that Monroe Park is in crisis. When

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415 I moved in that neighborhood 14 years ago, we had eight huge, beautiful, mature trees in
416 our parks. 100 percent of them died; 100 percent of them were removed. They were
417 replaced like a couple of years ago, the biggest ones of the replacements are now dead.
418 One of those has been removed; another one is dead and needs to be removed. We have
419 no shade coverage of the turf in Monroe Park. We have a shortage of trees in South Palo
420 Alto. We have a shortage of parks in our neighborhood. It's in crisis. All the redwood
421 trees at the back of the park are in extreme distress. It wouldn't surprise if within five
422 years all of them are dead. I just want someone in the City to really pay some attention to
423 that park that's in crisis essentially. There might be other people in the City who want to
424 give feedback. Lastly I will say when I personally called your office to ask about four
425 pines on my property that are owned by the City that are near death, I didn't receive any
426 callback. I made those calls two months ago. I made a series of calls; no follow-up
427 whatsoever. I don't even know what to do as a citizen about the four dying pine trees that
428 are on Miller Avenue right by the Wilkie Way pedestrian bridge. They've been dying for
429 a long time, and this might send them over the edge. I'm just ending with that personal
430 plea. Thank you.

431
432 Chair Reckdahl: This is troubling just because it takes a long time to grow a tree. If it's
433 brown turf, you can replace that. Even shrubs, you can replace that. A 40-foot tree you
434 just can't replace. It is troubling that we have issues. The trees that we lost, what
435 percentage of those are non-native and which percentage are native?
436

437 Mr. Passmore: Currently, our native population is less than 10 percent of the total.
438

439 Chair Reckdahl: Can you say are they doing better or worse or are they roughly the
440 same?
441

442 Mr. Passmore: I don't really know without looking at some specific numbers.
443

444 Chair Reckdahl: My question is, are these trees that are dying because of the drought due
445 to being chosen inadequately? Inappropriate trees at inappropriate locations. Now, will
446 this give us a chance to redo it and put something appropriate in that spot or was this an
447 appropriate tree at an appropriate spot and it's just purely lack of water that killed it?
448

449 Mr. Passmore: My general observation is that the trees that were appropriately sited and
450 native and adapted to local conditions like valley oak, we're not seeing much mortality.
451 We are seeing a lot of mortality in non-native pines, magnolias, camphors. Those are
452 species that probably weren't appropriate for local conditions without a lot of
453 supplemental water. I think ...
454

455 Chair Reckdahl: Are those trees still being planted by the City or are those trees no
456 longer planted by the City?



457
458 Mr. Passmore: No, none of those are planted anymore.
459

460 Chair Reckdahl: You mentioned also in the long run we want to get away from using
461 potable water for irrigation of any sort. This issue with the total dissolved solids in the
462 recycled water is a real issue for trees. Would we increase the use of non-potable water
463 in irrigation by reducing the TDS or would we do that by changing the tree selection to
464 something that can tolerate high TDS?
465

466 Mr. Passmore: I think we're talking about very long-term solutions. Obviously we're not
467 going to convert immediately to recycled water. Conversion would be conditional on the
468 trees being able to use that water effectively and to not have salinity buildup in our soils.
469 There's a number of ways to make sure that we're using that wisely. The other water
470 sources that I mentioned also need to be explored in much more detail. This is not a
471 change that's going to occur in the next year or two years. We're probably going to
472 continue having discussions about how do we budget our water use so that we protect our
473 urban forest, how do we try to minimize the number of trees that are dying and need to be
474 replaced. At the same time, we try to meet some very optimistic conservation goals.
475

476 Chair Reckdahl: What is our primary goal going on? Are we trying to go to more of a
477 native selection of trees so we don't have to water at all? Are we going to trees that can
478 tolerate high salt content?
479

480 Mr. Passmore: Native and drought-tolerant. We think it's the obligation of the non-
481 potable suppliers to bring down salinity levels to an acceptable amount so that we can use
482 it broadly. There's a lot of plans in place to do just that.
483

484 Chair Reckdahl: By plans, do you mean concrete plans or do you mean potential plans?
485

486 Mr. Passmore: As part of the distribution for the recycled water, Council tasked staff to
487 pursue sources for extending the pipeline, but also to reduce the salinity through a variety
488 of techniques. For example, one technique being considered is reverse osmosis. It could
489 be a fairly expensive technique, but potential is there to reduce the TDS down below the
490 level of our groundwater currently.
491

492 Chair Reckdahl: You also mentioned using the non-potable water right now. We don't
493 have a delivery system; we don't have pipes and we have to do everything by truck. Can
494 we get volunteers to drive trucks on weekends, for example? If Canopy wanted to
495 deliver, is that something that would even be allowed or is that not possible?
496

497 Mr. Passmore: It's possible. You're just talking about a very inefficient system.
498

499 Chair Reckdahl: I'm not talking about going forward; I'm talking about right now during
500 the drought. This would not be a regular, every Saturday they'd be watering for the
501 (inaudible).

502
503 Mr. Passmore: It's possible. There has been a very limited amount of use for the
504 groundwater stations where they're discharging for the basement construction.

505
506 Chair Reckdahl: Have you had any discussions with Canopy? Would they be interested
507 in staffing trucks on the weekend?

508
509 Mr. Passmore: Right now, Canopy does not have that potential to increase their capacity
510 to do that type of thing.

511
512 Chair Reckdahl: If volunteers were available, would you be receptive or is that
513 something that you're not interested in?

514
515 Mr. Passmore: I think there's a lot of challenges, but we're definitely receptive to
516 exploring any solutions at this point.

517
518 Chair Reckdahl: Finally, Daren, how are the open space trees doing? Have you done any
519 inventory on that?

520
521 Mr. Anderson: No, we don't have an inventory. We have ranger assessment from trails
522 by and large. There's a lot of sudden oak death that we've noticed and tree failures, much
523 in keeping with what Walter is describing. It's certainly affecting it. There is a much
524 higher degree of native trees. Lots of oaks are hanging in there, that aren't dying of SOD,
525 sudden oak death. Part of the work that Walter has done in the Urban Forest Master Plan
526 calls for developing plans to address SOD. That is long-term canopy coverage to make
527 sure if it's not signature historic oak, that it's something comparable, so that long term we
528 still have that beautiful canopy that our open space is famous for.

529
530 Chair Reckdahl: Thank you. Any more questions? Okay. Thank you, Walter.

531
532 **3. Discussion on New Online Procedure for Summer Camp Registration.**

533
534 Chair Reckdahl: Next up, we have Lacey Kortsen. She's going to be talking about the
535 new online procedure for summer camp registration. Lacey, come on up.

536
537 Rob de Geus: As Lacey comes up, I think you've all met Lacey now. Lacey Kortsen is a
538 Senior Community Services Manager. She oversees the Mitchell Park Community
539 Center, so she manages that center and many of our teen programs in the department, the
540 middle school athletic program and a number of other things, adult sports and those types

541 of things. She's here to talk about the summer camp registration process and the hope of
542 moving to a more efficient online system.

543
544 Lacey Kortsen: Hello, Commissioners. Thank you for having me here tonight. I'm
545 going to be presenting a proposal that a group of employees in CSD have been working
546 on to redesign our current summer camp registration process. Who here is familiar with
547 the draw? It's been around for a while. Everybody. Fantastic. I won't go into too much
548 detail. The draw is our current registration process for summer camp. Essentially it's the
549 first chance a Palo Alto resident has to sign up for a summer camp. They have to submit
550 an envelope with their registration form completely filled out by a certain date. After that
551 date, staff collect all the envelopes, kind of mix them up and randomize them, and then
552 redistribute them to staff on the date of the draw, and we register. It's a manual process.
553 We close down our community centers that entire day and all of our resources are
554 focused on getting all those draw registrations processed. It was very effective, and it's
555 helped to resolve a lot of issues we had in the past with long lines for summer camp. It's
556 worked for several years. Now, with some of the technology upgrades that we've had
557 recently along with just the desire to more effectively serve our customers, we think it
558 might be due for an upgrade to the draw process. With that, the committee was convened
559 and we did—let's do this one. There we go. A committee was convened. The first step
560 in this process was we wanted to do some research. We wanted to make sure that our
561 assumptions were accurate and based in reality. We sent out a survey to customers.
562 Before I get into what the survey results are, I just want to give you some data about our
563 summer camp registration. It is the heaviest period of enrollment for us. We have close
564 to one third of total registrations and \$1.2 million in revenue just in summer camps.
565 Outside of the registrations that are submitted for the draw, 77 percent of them were done
566 online. If you didn't get that first chance and submit an envelope to the draw, everyone
567 else, 77 percent of them, preferred online registration. When you look at the entire year
568 of registration, 76 percent of all those registrations were done online. We also recently,
569 in February 2013, upgraded our registration system to ACTIVE Net from Class.
570 ACTIVE Net is just a much more robust online system. We have several modules that
571 customers can use online beyond just registering for classes. They can do facility rentals,
572 look up facility availability. They can purchase memberships; they can refill those
573 memberships. There's several things that our customers now have access to that they
574 didn't before. That's just some background data on our business. The survey. Like I
575 said, we sent out a survey to over 2,200 customers. These are all customers that have
576 registered with us in the past two years, since we made that upgrade to ACTIVE Net. We
577 got 210—we recently got two more responses—responses. Some of the highlights from
578 that survey is that overwhelmingly 96 percent responded that if they were given an option
579 to register online or in person for a summer camp, they would prefer to register online.
580 In addition, we asked them to rank priorities that they had personally in a summer camp
581 registration process. Number one, again overwhelmingly, was having an online versus
582 in-person option. The ones that came up after that were convenience of process, and then



583 immediate notification if they got into a class or if they were put on a wait list. The draw
584 currently does not address those top three things. It was just another reason for us to
585 continue our research to validate our assumptions. Next you'll see we asked them if they
586 had registered with us online. 88 percent of them said they had. We asked them to tell us
587 about their experience, and 75 percent said it was a good experience. That was very good
588 for us to hear because a very important piece of successfully transitioning to having an
589 online option is that our online system is user friendly and it's efficient and effective.
590 This kind of validated that. The next thing we wanted to know was just more about when
591 we should open up the summer camp registration process. I'm not sure if you're familiar,
592 but it seems like municipalities and other nonprofit organizations are opening up their
593 summer camp registration earlier and earlier. We just wanted to make sure that that's
594 truly what the customer wanted. What we found out is that March is overwhelmingly the
595 most popular month for customers to be able to register for a summer camp. It's just
596 early enough, it's not too early. Also, if we did have an online option, they preferred to
597 have it on a weekday. If it was just going to be in person, they want it to be on a
598 weekend. That kind of makes sense just for people that are working and unable to come
599 in person during the week. The second survey that we sent out was to local
600 municipalities, so neighboring cities, Menlo Park, Campbell, all the way up to San
601 Francisco. We got 12 responses. Of those 12 responses, 10 of them said that they do
602 open up registration online and in person for the day of summer camp. The two that
603 didn't, one of them doesn't have an online option period. Their current system does not
604 support online registration. The other one actually opened up online registration at
605 midnight and then in-person registration at 8:00 a.m. the same day. Some other data
606 points that we got from them. If they feel their customers prefer the online registration,
607 80 percent agreed with that. It was split between when they open up registration,
608 February or March. The majority opened it on a Monday. Looking at all those different
609 data points that we discovered in our research, both of our own data and then the data that
610 we got from our customers and from neighboring cities, we felt like it was time for us to
611 move from the draw to offering an online option for our customers. We do note that
612 that's going to be a significant change from how we've done it in the past, and we don't
613 want to underestimate how that change will affect our customers. Some people get
614 intense anxiety over a process that's changing, especially when you have a camp that you
615 are dying to get your child into. Considering all those things, we kind of put the proposal
616 into three different buckets. The first one is education campaigns. We want to obviously
617 educate our staff to make sure that they know the system inside and out, can answer any
618 questions, understand what they customer goes through. Then educate the customer and
619 kind of over-communicate the change. Some of the things that we'll be doing is training
620 our activity supervisors on how to properly put classes into ACTIVE Net to provide for a
621 better search function. If they know that they're going to provide age exceptions, to make
622 sure they account for that in the entry. Also, ACTIVE Net will allow parents to actually
623 put their friends on their account even if they're not in the same household, so that they
624 can register for a class or a camp together. We'll teach our staff how to do that.



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625 Obviously our customer service staff, we want them to be on point, know everything
626 inside and out about this process, so that they can be super helpful for anyone that may
627 have questions. Next, you can see the very comprehensive outreach campaign to our
628 customers. We're going to do that in many different formats. People prefer to get
629 information in different ways, so we'll obviously do the email blasts and have a website
630 available with all the information. In addition, we'll send out packets in the mail, snail
631 mail. We'll also provide for workshops where people can sign up for appointments to
632 come and sit down with a camp concierge who will kind of show them how to set up a
633 wish list, which is the best way to do online registration with us through ACTIVE Net.
634 People, if they want that one-on-one attention, step-by-step, we want to provide that for
635 them. In addition, we'll have online tutorials, FAQs and registration checklists to kind of
636 just get them set up and ready. The City of Chicago's park district actually uses ACTIVE
637 Net as well, and they process several million registrations within minutes when they open
638 their summer camp registration. To account for that kind of load, they've also been doing
639 these education campaigns and have kind of done a lot of the work for us. This is just an
640 example of the FAQs they have, but they also have video webinars, screenshots,
641 checklists that customers can go through. We'll be kind of working with them to tag team
642 and create our education campaigns.

643
644 Chair Reckdahl: When you say ACTIVE Net, do you mean that you're using their
645 software on your computers or that you're using their software on their computers?

646
647 Ms. Kortsen: ACTIVE Net is a private company. They provide the software, and we're
648 just customers. The City of Chicago is a customer as well as Palo Alto and several other
649 cities in the area.

650
651 Chair Reckdahl: This is actually running on their computers. They're providing both
652 (crosstalk).

653
654 Ms. Kortsen: It's cloud-based.

655
656 Chair Reckdahl: Okay. Very good. Thank you.

657
658 Ms. Kortsen: The third bucket is just "day of" logistics, how are we going to manage in-
659 person, online. We have three kind of main goals that day. We want to anticipate our
660 customers' needs. We want to avoid long lines as much as possible. We want to provide
661 equal access for all of our customers. We've decided to have two in-person registration
662 sites, one in North Palo Alto, one in South Palo Alto, and consolidate our staffing
663 resources to those two locations. For those customers that may not trust their internet
664 connection or they don't have internet or a computer, we will have temporary computer
665 labs set up for that day where they can come in and log into their own account and go
666 through their wish list, which again is the best way to get into a class with ACTIVE Net,



667 and some other things that you see on there, other ideas we had for how we're going to
668 anticipate our customers' needs. This is kind of the timeline for implementation. The
669 first part is going to happen soon hopefully. It's a testing period for ACTIVE Net
670 functionality. There's a couple of features that were recently released that we want to
671 make sure do what they say they're going to do. It's kind of critical pieces in our plan. If
672 ACTIVE Net functionality does not live up to what it says it is capable of, then we
673 wouldn't proceed. That's going to happen in October, followed by staff education,
674 collateral for our outreach campaigns and camp concierge appointments, registration fair,
675 and then the registration day. I mean, it's not a small undertaking when you're
676 considering a change like this. We're not underestimating the amount of staff time that
677 it's going to take. This is just kind of an estimate of the different people that will be
678 involved and how involved they will be. While it is a big undertaking, we feel like it is
679 due. Staff want it, and customers want it. It's just now a matter of making sure that we
680 handle this the right way, do our due diligence and make sure that we over-communicate
681 to our customers. Any questions?

682
683 Chair Reckdahl: Commissioner Hetterly.

684
685 Commissioner Hetterly: Thank you, Lacey. That was a great presentation. I think that
686 your proposal is really well researched and thoughtfully developed. I do have some
687 questions and a concern. My first question is—they're mostly about the registering with
688 friends issue. You're saying that ACTIVE Net does have the capacity to allow you to
689 register for classes with friends by linking them to your account somehow. Does that tie
690 you then to that one friend for all your classes or can you sign up for this class with this
691 friend and that class with that friend?

692
693 Ms. Kortsen: It does not tie you to that person forever.

694
695 Commissioner Hetterly: The other question about that is how did you handle the
696 registration with friends under the old draw system?

697
698 Ms. Kortsen: They would put the registration forms in the same envelope.

699
700 Commissioner Hetterly: Okay, that's right. If either of them gets a spot, they both get the
701 spot. You allot two spots for that ...

702
703 Ms. Kortsen: Hopefully.

704
705 Commissioner Hetterly: ... one you would draw.

706
707 Ms. Kortsen: Right.

708

709 Commissioner Hetterly: My next question is about the automation. I think it makes a ton
710 of sense to do the majority of your registrations online even for the summer camps. I'm a
711 little concerned about switching from the lottery aspect of the draw to a first-come-first
712 serve approach. I know a lot of parents who set their alarm for 5:00 a.m. and sit on their
713 computer to get into their middle school sports class or whatever else it is that's a first-
714 come-first serve. I also know a lot of parents who are really bitter about that, because for
715 whatever reason their circumstances don't allow them to be sitting there at their computer
716 at that exact time when things open. It does create an inequity in access to those first
717 spots. I wonder if you guys thought at all about doing online registrations but having
718 your 5:00 p.m. deadline for, register by 5:00 p.m. to be in the lottery or the automated
719 draw. Then you do an automated placement of who goes where, similar to what you did
720 with the draw but without the manual effort.

721
722 Ms. Kortsen: Right. ACTIVE Net unfortunately doesn't provide that type of
723 functionality for a lottery, for a lottery system. That's automated; it would have to be a
724 manual, staff-run process.

725
726 Commissioner Hetterly: That's a bummer. I am really concerned about that. I think
727 you're going to get a lot of push-back from a lot of people about that feeling like an unfair
728 process. I'm not sure where you go from there. If there's something you can do to build
729 on what ACTIVE Net can do or if the only way to accomplish that randomness of
730 placement is by doing it manually.

731
732 Ms. Kortsen: There's a couple of things. The inequity of parents not being able to be
733 online at the time that registration opens, I think you're referring to our middle school
734 athletics registration system right now. In that, we open it at 8:30 on a weekday, so it is a
735 difficult time for a dual-working household or a single-working household to manage.
736 That's why when we went to this process we thought about that and we wanted to push it
737 up to 7:00 a.m. hoping that that would allow for people to be able to jump online if they
738 want to or come down in person and not have it affect them getting to work on time.
739 There's that piece. The other piece of it is it's going to be a mass amount of people
740 getting on at the same time and registering for a limited number of spots. It's kind of the
741 same way we do all of our other registration periods. It's online or in person. If they're
742 super anxious, they can always come down and stand in line. What we found with MSA
743 is that you have a better chance actually of getting in a class if you do it online yourself.
744 It's just kind of instantaneous. At the same time, it's going to be immediate response.
745 You'll know right away if you're in or on the wait list, so you can immediately go look for
746 your second choice and register. It's instantaneous, and so I feel like a lot of the anxiety
747 that we get from customers currently with the draw is not knowing if they're in that camp
748 or not and if they're going to have to change their plans. By the time they realize they're
749 on the wait list, the second camp that they would have registered for is already full.
750 There's pluses and minuses to either way you look at it.

751
752 Chair Reckdahl: Commissioner Crommie.
753

754 Commissioner Crommie: I just wanted to echo what Commissioner Hetterly said. I have
755 the exact same concern about going to a mad rush system. I guess there's two of us on
756 the Commission that are really concerned about that. My kids are older now; they're 19
757 and 15, so I'm not doing this. We were a heavy camp user. We did this every year. The
758 first year I moved to Palo Alto in 2001, I stood on the sidewalk all night to get into the
759 camps, because my neighbor took me under his arm and said, "You have young children.
760 You don't know anyone. Come stand on the sidewalk with me, and we'll stay here all
761 night and get into camps." That was my experience. I thought it was a huge upgrade to
762 go to the draw. I loved the draw. I do realize there are some issues like you said. When
763 you don't get in, you can't quickly maneuver with the draw, the point you just made. I
764 just think it's really sad to have this mad rush. I don't know what else to say about it. I
765 agree with Commissioner Hetterly that we need a software that can put people in a
766 reservoir for a couple of hours and then disperse it some way that is more equitable. I
767 would second that. You'll hear from your constituency if people don't like it. You're
768 hearing from two people now about just a heads up that some people might be
769 disappointed. The second thing I wanted to mention was the idea of the friends linking
770 themselves together. Do you put a limit on that? I know some classes only have 12
771 spots. Are you going to allow six friends to link themselves and take up half of that
772 class?
773

774 Ms. Kortsen: That's something that we haven't looked into at all. That's a good point that
775 you bring up.
776

777 Commissioner Crommie: Summer time really is a time for kids to branch out. I think it's
778 really a sad situation if cliques of friends are just wanting to recapitulate that in a camp
779 setting. I personally think it should be a limit of one friend and that's it. It shouldn't even
780 have to exist really, especially for the classes—again you'll have to remind me. I just
781 remember when my kid was young, it was the art classes that typically had a limit of 12.
782 Some of the really popular science classes at the Junior Museum did not have many;
783 maybe they're up to 15 students. You would probably know this. It is a really small
784 number, especially for a very well organized parent to network and fill that up. Let me
785 just make sure. The last point I'd make is I love your idea of helping people practice this.
786 I assume from your timeline that you allowed—tell me if this is right. Somewhere, like a
787 week ahead, can a parent go get a tutorial on how to use the website?
788

789 Ms. Kortsen: Several weeks. We'll that start two months before we actually have the
790 first day of summer camp registration open. It'll start with the summer camp registration
791 fair, and then we'll continue to take in-person appointments right up until the day that we
792 open registration.

793
794 Commissioner Crommie: Great, thank you.
795

796 Ms. Kortsen: You're welcome. Something too is we felt that concern too. That's why
797 we've been so hesitant with changing the draw. Our research and talking to our
798 customers has not reflected that concern. That was actually interesting to us. We wanted
799 to get a very wide range of feedback. 10 percent of all the surveys that we sent out is not
800 that high of a number, but overwhelmingly 95 percent said they would prefer an online
801 process, so we're just taking that into consider.
802

803 Chair Reckdahl: Was the question online versus not online or was the question random
804 lottery versus first-come-first serve?
805

806 Ms. Kortsen: It was a question of online versus in person.
807

808 Chair Reckdahl: I think that's kind of apples and oranges. The Commissioners aren't
809 concerned about the online issue as much as the fact that you have to be sitting at the
810 computer at 6:01 a.m. or whatever the cutoff time is; and if you're a half hour late, you
811 may miss the class; and that now you have that pressure. That's not the only way to do
812 something online. People may have misunderstood the question. If you say online
813 versus in person, people order stuff off Amazon all the time, I can order a class off Palo
814 Alto no problem. They don't realize the time pressure that may come with that. Do you
815 have questions?
816

817 Commissioner Ashlund: Yeah. My first question was do you plan to do any user testing
818 both of the people who will be new to this process for the first time as well as repeat
819 customers who have registered their kids for Palo Alto camps in the past?
820

821 Ms. Kortsen: Can you define user testing a little bit? Like user testing of the new
822 system, have them go through it and make sure it's ...
823

824 Commissioner Ashlund: Their feedback on the system as opposed to the training. The
825 user research is where you sit the user down and you put eight or ten users one-by-one or
826 whatever and you say, "Let's see how it goes." You sit there and record their problems.
827 It's standard practice on software design, so I was just wondering if we were able to do
828 something like that in the City before we get to the training point. I don't think you're
829 going to do away with the training point. If you could do that step first and just see
830 where the glitches are, sometimes it's the wording. Sometimes it's not just the software
831 bugs that you wish you could change, but it's actually a lot of times the wording that you
832 do have control over.
833

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834 Ms. Kortsen: When we first upgraded to ACTIVE Net, we did do that. We did user
835 testing, both of customers and then of our staff. Because the staff wasn't familiar with the
836 customer side of things, we wanted to watch them go through it. If staff can't understand
837 it, we know that our customers can't understand it. Yes, we will continue to do that.
838 We've done it repeatedly with like MSA. When we moved MSA to an online and in-
839 person registration process, it was the same thing. Absolutely, we'd want to see where
840 those bumps are.

841
842 Commissioner Ashlund: Thanks. The randomization factor, I've signed my kids up the
843 past couple of years for several camps that have used the system called Bunk1. It might
844 just be for sleepover camps as opposed to day camps. It does not have the randomization
845 built in. You do have to be online at a specific 12:00 noon on the certain day. Even this
846 most recent year, the system locked out. You could have been on there from day one and
847 they're like, "Oh, we're sorry." They're beholden to this Bunk1 software company. They
848 clearly don't have a lot of other choices, because at least three of the camps that my kids
849 have done have used that. The camp offices just apologize profusely for what Bunk1
850 does and doesn't do. If you're not already requesting ACTIVE Net—is that what they're
851 called? The customers' voices are important to the companies. I would request the
852 randomization feature. That feeling of dedicating your whole day and still getting locked
853 out of the system. It's not even set up to do randomization. It's first-come-first-serve, and
854 that's clearly a disadvantage to a lot of people. I'm not surprised we didn't see it in the
855 survey. I went through the survey myself, and it wasn't something that I really felt was
856 asked. I really felt the whole online versus offline hard copy, of course we want a line,
857 but I didn't feel that I was being asked the question do you want this to be first-come-
858 first-serve versus random. I just think if you haven't already asked the software
859 company, put in your future request. It's worth it to put in that request. If they don't hear
860 it from big clients, they're really not likely to offer it. If they are hearing it from a lot of
861 the cities, they might consider that in the future.

862
863 Ms. Kortsen: Thank you.

864
865 Chair Reckdahl: I do have the same concern about the first-come-first-serve, but I do like
866 the feature of immediate response. You know what camp you're in and, if you don't get
867 in that camp, you immediately can go to another camp. Two hours later, you know what
868 camps you have for the summer. With the draw, you would always have this uncertainty,
869 will I get into this camp. I do see the plus side of having the first-come-first-serve. I
870 would want to make sure that that's what the community wants and have an explicit
871 survey to say which do you prefer. Go ahead.

872
873 Mr. de Geus: Go ahead. I just had a thought.

874

875 Chair Reckdahl: Last year for the draw, what percentage of the course filled up after the
876 initial draw? Were most of them filled or just some of them filled?

877
878 Mr. de Geus: Yeah, the same ones. I would say less than 50 percent.

879
880 Chair Reckdahl: Fifteen?

881
882 Mr. de Geus: Fifty.

883
884 Chair Reckdahl: Five-zero?

885
886 Mr. de Geus: Less than 50 percent.

887
888 Commissioner Crommie: There's a lot of sports camps that won't fill up, so you really
889 need to ask the question like are 100 percent of your science camps filling up, what
890 percentage of your art camps are filling up. I think that's a better way to ask that.

891
892 Mr. de Geus: Yeah. What Commissioner Crommie is saying, there is some high impact
893 camps that are just very, very popular like zoo camp and there's only a handful of them,
894 and some of the art camps where you can only have 12 or 15 maximum kids. They are
895 very, very popular, and they fill up quickly. Even on the draw when we're doing this sort
896 of manual process, within a couple of hours of registering, they're filled up.

897
898 Chair Reckdahl: We don't have the capability of adding more of those popular camps?

899
900 Mr. de Geus: We try every year. We add funding; we add staffing. Some of them,
901 there's just a limit of space. Like zoo camp, we have one zoo. You can't add more zoo
902 camps. There's only so much space and time.

903
904 Chair Reckdahl: Could they make a bigger zoo? Just kidding.

905
906 Mr. de Geus: Yeah, we're working on that actually. I was going to say this is an
907 interesting challenge and problem. I think there's some history with it, because I ran the
908 Cubberley event when it was first-come-first-serve twice. I said, "There's got to be a
909 better way than this. This is crazy." Lacey's heard this story. We did a survey and asked
910 that question. First-come or random process, what do you think? We put out that survey,
911 and we got 500-plus responses, and it was like 49 percent said first-come-first-serve and
912 like 51 percent said some type of random process. We had some focus groups with
913 people on both sides and sort of tried to work through what is the solution here. The
914 conclusion was the draw, that's what was developed after that, a process that they felt
915 would be more fair and equitable. It was pretty clear because people that were disabled
916 or old or other things, that we can't sleep out all night on the concrete. We had 1,000

917 people in line by 5:00 in the morning. That was some years ago. Now, we're at a point
918 where we have faster and better technology, and most people have access to technology,
919 and we can provide access to those that don't. We do think it's time to think about doing
920 this, and it's the most typical way that cities do it. I think 90 percent or something of
921 cities do.

922
923 Commissioner Ashlund: First-come-first-serve?

924
925 Mr. de Geus: Yeah. An online system, first-come-first serve.

926
927 Chair Reckdahl: I think the best situation is that we have enough classes that it takes
928 hours to fill up and not minutes.

929
930 Mr. de Geus: Right.

931
932 Chair Reckdahl: If it takes hours to fill up and you snooze, then that's more
933 understanding. If it's like three minutes and all of sudden that class is full, that's really
934 high pressure.

935
936 Mr. de Geus: It's going to be even less than that. It'll be seconds. The way the system
937 works, it allows you to set up what camps you would like in your wish list, so you set up
938 your whole summer that way, then you just hit "sign me up for my wish list," and then
939 zip. Everybody's doing that, and so within seconds the highly impacted camps are going
940 to be filled up. The customer then will receive that notice, though, that you're on a wait
941 list or whatever. You can immediately then start searching and looking for something
942 else to put your child into. That's good and bad, I think. I mean it's good because we're
943 hearing from customers they like the self-service. The more self-service, they can have
944 control over things. That's a good thing. The immediate response is really good. There
945 is the other reality, and that is increased anxiety. One, that you see immediately that you
946 didn't get your child into that one camp that they really wanted. You have to then deal
947 with that and quickly look for another spot that's also filling up really quickly. Now, the
948 customer is trying to do that, or the parent or Palo Alto resident is trying to do that
949 rapidly, and that's going to create some anxiety, particularly the first couple of times
950 where it's new. I think that shifts some of the stress of this process of summer camp
951 registration to the parent, which I think is going to be difficult. The more we can
952 communicate and educate the residents about how to use the system and be familiar with
953 navigating the system and working through it, I think, will help a lot. This is a tough one
954 for me. I can see sort of both sides of it. I appreciate the work Lacey's done and the staff,
955 their thinking. We are hearing a lot from our residents that are signing up for classes that
956 online is preferred. The last thing I would say about the survey. The people that
957 responded to the survey are familiar with our system. I think 88 percent or something
958 had signed up before, and they know that it's a first-come-first-serve system. I'm not sure

959 that the people who responded to the survey that they didn't realize that that would be a
960 first-come-first-serve process if it's online. My sense is the majority probably would
961 have understood that.

962
963 Chair Reckdahl: Maybe I'm not typical, but if someone asked me online versus paper, I
964 would just think what am I using to sign up and not the registration style.

965
966 Mr. de Geus: Online randomized registration is pretty rare. You don't see it a lot.

967
968 Commissioner Ashlund: It just wasn't clear.

969
970 Mr. de Geus: Yeah.

971
972 Commissioner Ashlund: It wasn't clear from the survey.

973
974 Mr. de Geus: Right. We could have made it clearer.

975
976 Commissioner Hetterly: Can I just ask a ...

977
978 Commissioner Ashlund: No worries. It just wasn't clear at all from the survey. Our
979 established user base with the draw is used to the randomization. I do think we're going
980 to hit the biggest bump in that.

981
982 Chair Reckdahl: Commissioner Hetterly:

983
984 Commissioner Hetterly: I have a quick question. I don't know if you've already
985 answered it. If you're a family with multiple kids, can you sign them all up at exactly the
986 same time or do you have to do them sequentially?

987
988 Commissioner Crommie: It stores the information.

989
990 Ms. Kortsen: You can do it all at the same time.

991
992 Commissioner Hetterly: Your family account registers everybody all at once?

993
994 Ms. Kortsen: Yeah, as long they're in the wish list.

995
996 Chair Reckdahl: Commissioner Crommie.

997
998 Commissioner Crommie: First of all, I didn't understand the wish list system. I've done a
999 lot of online registration mostly for Girl Scout camps. For that, it opened at a certain
1000 time, and there wasn't a pre-wish list, so you just scrambled at midnight or whenever it

1001 opened. I've never used a system where you collected in a wish list. For those people
1002 who have collected it appropriately, there is that mini randomization process when they
1003 all hit enter at once, so you have 2,000 families doing that at once. I like that piece. I
1004 like that. I still would like to have the app fixed to have a more random process, but
1005 that's nice to know. One thing I forgot to ask last time is I know one way you can
1006 actually increase capacity for a limited venue like the zoo. I was looking through our
1007 prior calendars for the camps, and I noticed that none of the camps from my research start
1008 until at least two weeks after school is out. I asked someone about that actually, an
1009 administrator at the Junior Museum. She told me, "We don't start until two or three
1010 weeks after school is out because we have to train everyone." I think I had that
1011 information. I confirmed with her; I said, "I see that you don't start for a few weeks after
1012 school is out. Is that true?" She said, "Yes, it's true. This is the reason why" I think
1013 that is an opportunity for some improvement in terms of offering more classes at the
1014 Junior Museum. Of course, with it going under construction and everything, it's going to
1015 be a little bit different until that remodel settles out. The reason I think it's an untapped
1016 resource is because for the Junior Museum, you do have a CIT program. Those kids do
1017 need to go through some of kind training. It's not like you do for the other arm of the
1018 recreation camps. The other arm of the recreation camps seem to have more extensive
1019 training; I don't know exactly. You could say, like for the first two weeks when we
1020 haven't really done adequate training, that's when we would schedule experienced CITs.
1021 Many of the CITs are not in their first year; they are coming back again. I just wanted to
1022 throw that out on the table to maybe look at that. I think also parents sometimes want
1023 camps for right when school gets out. I think it would also help working families.

1024
1025 Mr. de Geus: Thank you, Commissioner Crommie. It is a challenge particularly with the
1026 change in the school calendar and the kids getting out earlier. Many of our camp staff are
1027 college students that are returning, so there's a challenge there. My understanding though
1028 is that it's about a week, not two or three weeks. I'll look into that, because if it's that
1029 long ...

1030
1031 Commissioner Crommie: Look into it. I looked really carefully, and I saw it was at least
1032 two weeks from my research.

1033
1034 Chair Reckdahl: Thank you, Lacey.

1035
1036 **4. Community Garden Ad Hoc Update Report and Recommendation.**

1037
1038 Commissioner Ashlund: I'm going to kick this off, if that's okay?

1039
1040 Chair Reckdahl: Yes, please.

1041

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1042 Commissioner Ashlund: Commissioner Crommie and I have prepared the report. I'm
1043 certainly not going to go through it all point for point; I'm going to summarize it in about
1044 five minutes. I can go slower if people have questions. We'll see. I'm going to try to go
1045 through the background, the history and how we got to this point, and then hand it over at
1046 that point to Commissioner Crommie to review our recommendations. Overall, we found
1047 that there is a disconnect between the community need, the demand for public gardens
1048 and the availability that's based on location. From the map of the three public community
1049 gardens, they're all three not only north of Oregon Expressway, but they're all three north
1050 of Embarcadero. They are Johnson Park, Eleanor Pardee and Rinconada gardens. In
1051 addition, we've listed out three that fall into the public-private partnership category.
1052 Gamble Garden is a nonprofit garden that is a partner with the City as listed on the City
1053 website. While they don't offer garden plots for rent, they do offer gardening instruction
1054 to the community as a whole. The Midtown Community Garden is privately owned land,
1055 but is managed by a nonprofit partner of the City, Acterra. That definitely falls into the
1056 public-private partnership category, because Acterra is a City partner. Lastly is Ventura
1057 garden which we're going to talk about in this report. At the real high level, the entire
1058 property at Ventura is City-owned land, both the buildings as well as the open space. The
1059 garden which is part of the open space is not City managed and not currently under City
1060 rules and regulations. The Ventura Community Garden is currently managed by PACCC
1061 which is the Palo Alto Community Child Care nonprofit that's a City partner. If you go
1062 way back to 1981, the City purchased the entire Ventura property and leased it to
1063 PACCC. In reality, it is just the buildings on that property that were leased to PACCC
1064 for community child care and office space and community use. The open space was
1065 retained by the City being responsible for all the open space at that site including the
1066 playing fields and the playground which make up what we call Ventura Park. It also
1067 includes what is now the garden. The garden wasn't created originally by PACCC; it was
1068 created and funded by the Ventura Neighborhood Association approximately in '93.
1069 Ventura Neighborhood Association requested funding to build the garden on that land,
1070 and funding was not provided, but they were allowed to build the garden on that land. At
1071 some point, PACCC assumed management of the garden using rules and pricing and
1072 regulations that are different from the City public gardens. We did look at who is
1073 currently renting the plots at the Ventura site. Two of them are the child care center
1074 onsite that PACCC runs called Sojourner Truth. Ten of the plots are rented by the
1075 Country Day Little School which is a tenant, a sublettor of building space by PACCC,
1076 that also provides child care. One which we believe might be the largest plot is rented by
1077 the Keys Middle School which is adjacent to the Ventura property, but it's unrelated to
1078 PACCC and unrelated to the City. There's additionally one Mountain View resident and
1079 the remainder of the 29 plots are rented by Palo Alto residents presumably most likely
1080 that are in close proximity to the Ventura area. The Ventura Garden application does say
1081 it's restricted to Ventura area neighborhood residents, but they don't enforce that
1082 restriction. In the lease which we've included after our report in this packet, it stipulates
1083 that the City pays for the water for all the open space at the site. PACCC pays just for the



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1084 water that the buildings use, so the child care centers that the building houses. PACCC
1085 pays for that water. The water for the open space, for the playing fields as well as the
1086 gardens is all paid for by the City. We looked at the lease and included that here, and
1087 specifically want to call your attention to page 31 of the lease. It's very near the back of
1088 your packet. Exhibit C for the guidelines for site usage specifically states that all other
1089 open space is subject to the same use conditions that govern the use of City parks in this
1090 class. At this point, I'm going to hand it over to Commissioner Crommie for
1091 recommendations. There's really a wonderful opportunity here as far as the educational
1092 use of those gardens. The preschools getting access to it are wonderful, but there's a bit
1093 of a breakdown as far as availability of that garden and transparency in the process about
1094 how the plots are available and how they're rented.

1096 Commissioner Crommie: Thank you, Commissioner Ashlund. I want to just take you
1097 through the recommendations. Commissioner Ashlund ended with Attachment C of the
1098 lease which shows that the open space should be governed by City guidelines. This park,
1099 this community garden is within the open space. Our recommendation is to bring this
1100 parkland which includes the Ventura Garden under City rules and regulations. Like I just
1101 said, it is supported by the lease. Another rationale is that we have a great need for public
1102 garden space in the southwest neighborhoods of the City. That is indicated when you
1103 look at the map that Commissioner Ashlund went over, that shows that our public
1104 gardens are on the north side of Embarcadero. We also need consistency with City rules
1105 and regulations on how this garden is managed. That is our primary recommendation.
1106 Within that primary recommendation, we recommend that we proceed by creating a clear
1107 timeline and a multiphase process. That's one thing we want to discuss with this
1108 Commission on how we should proceed. Commissioner Ashlund and I wrote out some
1109 steps which I'll just quickly go through, because I want to open this up to discussion as
1110 soon as possible. What we need to do to proceed is we need documentation of current
1111 garden dimensions and plot sizes. We need to determine who will manage this garden
1112 under City rules and regulations. We wrote in that we recommend that we first consider
1113 PACCC to manage this garden under City rules and regulations. They're the current
1114 manager, so it just seems logical to involve them. Again, make a timeline at which we
1115 designate how long we'll go into negotiation with them. If that doesn't work out, we
1116 thought we might recommend considering another nonprofit City partner. That's mostly
1117 with sensitivity to the workload that managing gardens produces for our staff. If there's
1118 no partner that's found within a certain timeline, we wouldn't recommend leaving the
1119 search for another nonprofit open to a year's time. We would recommend giving that
1120 some finite amount of time. Again, this is all predicated on it not working with PACCC,
1121 but we wanted to lay it all out. If PACCC doesn't work out nor another nonprofit, we
1122 would recommend that the City take over management of the garden. In concert with
1123 that, we do want to be sensitive to staff demands, so we would recommend that we have
1124 some additional City resources to manage gardens. Some of them, I think, should be the
1125 introduction of new web-based technology to help streamline communication with the



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1126 garden liaison. Each of our public gardens have a liaison, and that person does pick up
1127 quite a bit of work for staff. In return, I believe they might not be paying a garden rental
1128 plot fee. We need them to have all the information at their fingertips in a web-based
1129 format so they don't have to keep calling City staff to get information, which I've heard
1130 sometimes is the case. In addition, some kind of additional staff that might come in the
1131 form of hourly support. That really relates to bringing this garden under the City's
1132 regulations. In addition to that, we recommend obviously to revise the lease so it can
1133 state that there is a Ventura Garden. The Ventura Garden is not mentioned in this lease,
1134 even though this lease was last updated in 2013. This lease has been updated many,
1135 many times since the inception of this garden, but never mentions that this garden exists.
1136 We would want to have that visible in the lease. Two other points. As far as big picture
1137 and planning for our City resources, we would like to assess ongoing needs of expanding
1138 the community garden network, so that we do have geographical distribution of these
1139 gardens. Ventura would go a long way, but we also might certainly benefit by looking at
1140 some other gardens. We noticed that people who use the gardens tend to be clustered in
1141 that neighborhood. It's just a nice resource if we can provide that. Sort of a subtext of all
1142 this is that we hear we don't have land to do these things. A strong point I want to make
1143 is that here's a prime example of land. We have City-owned land with a community
1144 garden that is not on the radar of our residents. I just want to say that loud and clear to
1145 people who say we don't have resources. We do. The last point is that we would like to
1146 have this exercise, this endeavor help establish the rules for public-private partnerships
1147 for other community gardens. We see there is a deficit in institutional documentation and
1148 memory of how these gardens have grown up which is a natural occurrence, because it's a
1149 very hodge-podge system. There really is a deficit of documentation, so we don't even
1150 know how Johnson garden was formed for that neighborhood. Moving forward, there's
1151 two arms of moving forward. Should the City be managing other public gardens
1152 themselves? We certainly want to know how to do that, how to move forward with it.
1153 When we do these proposed public-private partnerships, we also want documentation for
1154 that. Now, I'd just like to open it up to questions.

1155
1156 Chair Reckdahl: Commissioner Knopper.

1157
1158 Commissioner Knopper: Thank you. You mentioned in your—thank you. Obviously
1159 you guys put a lot of thought and work into this, so thank you for that. You mentioned a
1160 wait list. Do you specifically have information on how many people are on a wait list of
1161 the four gardens for each specific garden?

1162
1163 Commissioner Crommie: Are you talking about our public gardens within the City?
1164 Which garden ...

1165
1166 Commissioner Knopper: No. Rinconada, Eleanor Pardee, Johnson and Ventura.
1167

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1168 Commissioner Crommie: Yes, we absolutely have data on that. Catherine Bourquin is
1169 our staff member who is the liaison with the managers of those gardens. She absolutely
1170 has information. We have set rules and regulations for those gardens on our
1171 Commission.

1172
1173 Commissioner Knopper: No, no. I'm asking how many people are wait listed. You said
1174 that ...

1175
1176 Commissioner Ashlund: That does change on a fairly regular basis.

1177
1178 Commissioner Knopper: Do you have that information, like, handy? How many people
1179 currently are sitting on—because your report is predicated on a lot of people that are
1180 waiting. I'm just wondering how ...

1181
1182 Commissioner Crommie: There's a nuance here. For instance, if you don't live near the
1183 north end of town ...

1184
1185 Commissioner Knopper: That's my next ...

1186
1187 Commissioner Crommie: ... you're not necessarily going to put yourself on a wait list.

1188
1189 Commissioner Knopper: That's my next question. Where do the residents reside who
1190 actually have plots? For instance, I live near Eleanor Pardee Park, and a lot of people
1191 probably don't live in and around Pardee Park who have their community plot. It's like an
1192 "a" and "b" question.

1193
1194 Commissioner Ashlund: I think that's a good question. If Cat could address that, but
1195 what we have found is generally people do live in pretty close proximity for the most
1196 part, but I'd really like to turn it over to Cat just for that.

1197
1198 Catherine Bourquin: I think we ...

1199
1200 Commissioner Crommie: She has the address list.

1201
1202 Ms. Bourquin: Not with me, but we did bring it up when we were working with the
1203 consultants on gardens.

1204
1205 Commissioner Crommie: I was at that meeting.

1206
1207 Ms. Bourquin: Exactly. There were a lot of—I think it's 94306 which is on the south
1208 side. There's quite a few, but we never ...

1209

1210 Commissioner Knopper: On the wait list?
1211

1212 Ms. Bourquin: No, no, not on the wait list. That are actually gardening at Rinconada for
1213 instance, who possibly if there was one on the south side might want to go on that side.
1214 There never was, so ...
1215

1216 Commissioner Knopper: Okay, that's what I'm trying to clarify.
1217

1218 Commissioner Crommie: Yeah, you have to understand—a point of clarification for that
1219 ZIP Code is it does run on a band in our City that also includes College Terrace. 94306 is
1220 not only south.
1221

1222 Ms. Bourquin: Okay, but it was close enough to the south side compared to 94303 and
1223 94301, which is a lot of them. Johnson has its own waiting list. I just sent an email out
1224 to the ones that are on there asking if they still wanted to be on it. We've never had that
1225 many vacancies at Johnson. They've been on it for two or three years.
1226

1227 Commissioner Knopper: There are open plots to be ...
1228

1229 Ms. Bourquin: Johnson, right now there ...
1230

1231 Commissioner Knopper: You said vacancy.
1232

1233 Ms. Bourquin: There is a couple right now, but there's like eight people right now on the
1234 waiting list for Johnson.
1235

1236 Commissioner Ashlund: You said some of them have been on there for two or three
1237 years.
1238

1239 Ms. Bourquin: Yes. But only Johnson. Everybody that wants a plot there lives within
1240 walking distance.
1241

1242 Commissioner Knopper: Right. Thank you. Have there been complaints to you? Since
1243 you're sort of the manager of the list, do you get complaints with regard to lack of access
1244 or specifically I live in the south and I have to work in Rinconada?
1245

1246 Ms. Bourquin: Do I get complaints that they have to go so far to get to the garden?
1247

1248 Commissioner Knopper: Correct.
1249

1250 Ms. Bourquin: No.
1251

1252 Commissioner Knopper: Thank you. With regard to the Ventura plot, 29 are Palo Alto
1253 residents and 13, 12 are of the immediate tenants, the preschool people, and then one is
1254 Keys School. Correct?

1255
1256 Commissioner Crommie: There's a humongous plot that's about four or five times the
1257 size of all the rest. Sometimes the absolute numbers don't make sense, because someone
1258 can have one plot which is the equivalent to five or six plots. We weren't able to get that
1259 information to map who has the plot and which plot it is.

1260
1261 Commissioner Knopper: I would imagine that would be difficult. I've been in that
1262 garden quite a bit. Do you have waiting lists for that particular area?

1263
1264 Ms. Bourquin: Not for Ventura. That's the child care.

1265
1266 Commissioner Ashlund: Cat doesn't manage the Ventura garden. PACCC does.

1267
1268 Commissioner Crommie: So we have no information.

1269
1270 Commissioner Ashlund: It is not managed by the City.

1271
1272 Commissioner Knopper: Can you kind of clarify—you want the garden—I'm just trying
1273 to sort of clarify ...

1274
1275 Commissioner Crommie: We want it to come under the City regulations.

1276
1277 Commissioner Knopper: Right. I guess my question is how are they running the garden
1278 that is not to your liking versus what the City's regulations would be with regard to the
1279 management? That's Question A. "B," why would you want another nonprofit to
1280 manage it potentially when the PACCC people are onsite and use it for their student
1281 population?

1282
1283 Commissioner Ashlund: Great, thank you. As far as how is PACCC running it, it's not a
1284 question of liking versus not liking. It's just a question of transparency in the City. As a
1285 Barron Park resident, as Commissioner Crommie is a Monroe Park resident, we're in
1286 close proximity, closest to Ventura. We weren't aware that it existed. On multiple
1287 searches on the internet, you cannot find out how to rent a plot at Ventura garden. You
1288 cannot find that it is City-owned land. Until we requested the lease and received the
1289 lease through staff, we couldn't even confirm that it was City-owned land and City-
1290 owned water. It's a wonderful resource, and it's being used for educational purposes.
1291 When City-owned land and City-paid water is being run by a nonprofit where the rules
1292 and regulations are not made available to the public, it's in violation with City rules and
1293 regulations.

1294
1295 Commissioner Knopper: But there are 29 Palo Alto residents that have—they have the
1296 majority of plots there, so somebody—if Palo Alto residents are being ...

1297
1298 Commissioner Ashlund: People know about it.

1299
1300 Commissioner Knopper: I'm not trying to be argumentative. I'm just trying to clarify ...

1301
1302 Commissioner Ashlund: No, no, no. It's okay. Ventura Neighborhood Association
1303 originally built that garden. It was intended to be neighborhood, and it still mostly is
1304 neighborhood and Ventura site tenants that are using it. It's just a matter that we have a
1305 wonderful resource that isn't available unless you know by word of mouth. Because the
1306 lease specifically says the City governs the open space, that land needs to be brought
1307 under City rules and regulations. We are in violation of the current lease. Because
1308 PACCC is managing it, it's not a lot of money, but PACCC receives the rentals for these
1309 plots. The prices aren't even consistent with our plots on the other gardens. Maybe they
1310 don't need to be. I just wanted to jump quickly to your second question about why
1311 another nonprofit. Absolutely the first choice—the City is very strapped for time and
1312 resources in managing the three gardens that they manage on the north side of Palo Alto.
1313 Absolutely PACCC would be a perfect partner to manage this as long as the City rules
1314 and regulations are being followed by the City land. It's simply a matter of policy and
1315 what the lease says and what the lease doesn't say. The lease being updated in 2013 does
1316 not mention that PACCC is renting these garden plots to anybody. There's no mention of
1317 the garden. It's simply a matter of clarity with rules and regulations and transparency for
1318 the policy. If that makes sense.

1319
1320 Commissioner Crommie: I'd like to follow up and say, Commissioner Knopper, you
1321 might know about the garden because your child goes to the Keys School, so you had a
1322 connection through a school. Those of us who live in the neighborhood know nothing
1323 about this garden. You asked what is the problem with what is happening. There's no
1324 problem per se with PACCC being the manager of this system. It's just that there's a
1325 problem with the rules that PACCC is using being outside of the rules that our City has
1326 developed on this Commission. Some of the rules are very unusual. One of their rules,
1327 which they actually don't seem to follow, is that only people in the Ventura neighborhood
1328 should have garden plots. That would be excluding some of the people who currently
1329 have plots. There's not a clear use of these rules. Also there's not good institutional
1330 memory, so that within PACCC there's no documentation, an oral tradition of what
1331 they've done. They just had a recent staff change, and they don't know what was done in
1332 the past. Within PACCC themselves, it's not documented. There's some issues there. I'd
1333 say those are the problems. In answer to your question of why do another nonprofit, I'd
1334 say we don't need to if we can work that out with PACCC. PACCC is an absolute ideal

1335 candidate to work this out with. We don't know that we would find another nonprofit to
1336 do this.

1337
1338 Commissioner Ashlund: Our first recommendation is to come to an agreement with
1339 PACCC and have the lease updated to reflect that accurately.

1340
1341 Ms. Bourquin: Can I make a comment? Things have changed since you started doing
1342 your ad hoc committee. Daren and I met with the new person. She got copies of the
1343 rules and regulations that we follow, and she has made them theirs. That part of it is
1344 done.

1345
1346 Commissioner Crommie: She can't do that until all those plots have been measured,
1347 because you charge on your gardens per square foot.

1348
1349 Ms. Bourquin: The fees would be the only issue the City would have to look into at this
1350 moment. As far as the rules and regulations, she's made it Palo Alto residents only.

1351
1352 Commissioner Crommie: If that's true, you have to grapple with the private schools that
1353 are using it. What you just said is not fully fleshed out. With the tenants that they have
1354 now at those gardens, they are not in compliance with our rules and regulations until we
1355 make accommodations as such. That statement is actually false.

1356
1357 Ms. Bourquin: True, but I was just saying that they have worked on the rules in trying to
1358 follow what we have going right now.

1359
1360 Commissioner Ashlund: Thanks. I'd like to continue.

1361
1362 Chair Reckdahl: Commissioner Hetterly, do you ...

1363
1364 Commissioner Hetterly: Do you want to weigh in on something?

1365
1366 Mr. de Geus: I don't know if it'll help. Just because we're going back and forth a little bit
1367 here, I want to be sure it's understood that PACCC didn't start this garden. It was started
1368 by the Ventura neighborhood many years ago. I don't know how long ago. This garden
1369 is serving some Palo Alto residents, and it was sort of happening in the background. I
1370 think PACCC just as good tenants were trying to provide support. They're willing to do
1371 whatever, I think, the City requires. We haven't asked them to do anything. They're very
1372 willing to have the garden be consistent with the other gardens. I think that's perfectly
1373 appropriate.

1374
1375 Commissioner Hetterly: I have several questions. One is also about the PACCC
1376 management. If there's a short answer to this, what does their management entail? They

1377 collect the rent. They keep the forms. Are they responsible for maintenance, for waste
1378 disposal, for coordinating work days, all the other things that happen in the management
1379 of the other City parks?

1380 Commissioner Crommie: The answer is no.

1381
1382
1383 Commissioner Ashlund: They do coordinate work days. The only mention of Ventura
1384 Garden on any City of Palo Alto partner website is requesting volunteers to help manage
1385 the garden. The City maintains the playing fields, but I don't think the City maintains or
1386 hauls away anything from the garden area. Is that correct?

1387
1388 Commissioner Hetterly: PACCC doesn't either?

1389
1390 Commissioner Crommie: No, no one does it. When I went to visit the site—this is an
1391 illustration—there was a gardener who was digging up the dirt around one of the trees
1392 near the garden to get that dirt for her own garden. It's not a highly regulated space.
1393 That's not to say that there aren't some very important uses going on in that garden, but
1394 there's not a regulation.

1395
1396 Commissioner Hetterly: I have some more questions. My next question is the rents,
1397 PACCC collects the rents, \$25 a plot it looked like. What do they do with that? That's
1398 supposed to cover their costs of management which is collecting the money?

1399
1400 Commissioner Ashlund: It doesn't go back to the City. What they do with it is
1401 presumably in exchange for the management. What we've heard through word of mouth
1402 is that in exchange for managing the garden they collect the rent, that small amount, for
1403 the plots. Yeah, but it doesn't go back to the City.

1404
1405 Commissioner Hetterly: It sounds like your goal of consistency in rules and access,
1406 certainly as far as rules, is well on the way to being achievable with the remaining
1407 question about the fees. Yeah?

1408
1409 Commissioner Ashlund: Actually our main concern is not consistency with the rules.
1410 That is a sub-goal of updating the lease to ...

1411
1412 Commissioner Hetterly: I'm getting to the other priorities.

1413
1414 Commissioner Ashlund: Okay, great.

1415
1416 Commissioner Hetterly: That, I think, seems like a problem that can be solved. The next
1417 question was about transparency. How do people know about it? How can they sign up
1418 for a plot? It does make sense for City-owned land, City-owned water, that there ought to

1419 be a City affiliation with this garden. I think it is important to move forward in some way
1420 to make that happen. Whether or not it can have different exceptions to the standards that
1421 apply to the other gardens is yet to be seen. I think that's very tricky because of the
1422 amount and type of users you have in that garden right now. You're talking about you
1423 have 12, it seems under your proposal—maybe this is incorrect—I gathered that you were
1424 proposing that the Country Day Little School, the Keys Middle School and the Mountain
1425 View resident be ejected from the garden in order to free up those spots for residents ...

1426
1427 Commissioner Crommie: No, not exactly.

1428
1429 Commissioner Hetterly: ... consistent with the City rules.

1430
1431 Commissioner Crommie: Do you want to clarify?

1432
1433 Commissioner Ashlund: Yeah. First and foremost, we want the lease updated to reflect
1434 the existence and the management and the rules of the garden. After it comes in
1435 compliance, those accommodations are to be determined. Once we have the City land
1436 under City rules and regs, then that is a relatively easy question. Since the building itself
1437 is leased to PACCC and these are all tenants, the child care are all tenants of PACCC,
1438 Sojourner Truth and Country Day. Country Day I assume is a nonprofit although that
1439 wasn't verifiable on the website, but they are a child care tenant on PACCC. Sojourner
1440 Truth are the only two. The majority of these 29 are Palo Alto residents. This isn't a big
1441 issue about who's renting the plots. It's ...

1442
1443 Commissioner Hetterly: My only question was whether you were interested in having
1444 plot use consistent with the rules in all of our other City community gardens in terms of
1445 resident requirements.

1446
1447 Commissioner Ashlund: What we put in our recommendations regarding that is that ...

1448
1449 Commissioner Crommie: It's under "C;" it's under "1C."

1450
1451 Commissioner Ashlund: On "1C" under recommendations, determine whether PACCC
1452 can assume management of the garden under the same rules and regs as the City's three
1453 existing public gardens with an accommodation for PACCC and nonprofit child care
1454 centers at Ventura to retain existing plots. We did not address Keys, because the
1455 fundamental issue is the lease and the ownership and the rules. We just didn't touch it.
1456 It's a private school; it's adjacent to the property. They're not renting the property. That's
1457 not for us to decide. That's a much later down the timeline decision.

1458
1459 Commissioner Crommie: Also, I wanted to point out that another aspect of compliance
1460 that might not be obvious is that our public community gardens have what is called a

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liaison, a person who is there to mentor other gardeners. Right now, we don't have that role being fulfilled at Ventura garden. That's another very critical aspect of the garden, especially given some of the practices that I saw going on at the garden. There's a vacuum there now. It's not that anyone did this on purpose; it has to do with institutional transitions of staff. There wasn't a backup plan for transitions between staff members. Maybe some people were doing more mentoring in the past. At some point, a Ventura Neighborhood Association was involved. That's a void.

Commissioner Hetterly: That's a question that you want to cover in terms of consistent operations across gardens. Okay. You may or may not entertain thoughts of grandfathering the current users who aren't residents. As far as the lease goes, it seems to me more important, if you're going to make this a City-affiliated garden, to make information about it publicly available. Changing the lease, I think, is a somewhat cumbersome process that doesn't improve transparency or awareness of the garden. I'm not sure I would put a ton of energy on that side of it. I would focus instead on community education and awareness of how it works.

Commissioner Crommie: That's number two on our recommendations.

Commissioner Hetterly: I'm working from my list. (crosstalk)

Commissioner Crommie: Okay. I just wanted to say it does tie back. We're very interested in that, in what you just said. The public communication is very critical.

Commissioner Hetterly: I would even go so far as to say I wouldn't bother with changing the lease unless you have to. I don't think it buys you much and it's a lot of effort. The next thing was expanded access. It seems to me your goal in elevating the visibility of this garden is to expand access, have better transparency and consistent rules. Right? Expanding access, it's full now and you have a wait list. We don't know how big the wait list is. Was it your sense that there's room for expansion of the site?

Commissioner Crommie: Absolutely. Again, that would be downstream, but there's a lot of land there. It's been expanded one time already, we were told anecdotally.

Commissioner Hetterly: I think that's worth pursuing as part of the Master Plan process and with City staff to figure out how much room there might be to grow in that location and what the impact would be on other uses of the City-used open space. Let's see. I think if you're looking at grandfathering all the current users and there's not room for expansion, then we're not buying a whole lot by getting the City involved in management of this garden, if we were to do that. It's a garden that's working, that people like. What you're missing is ...

1503 Commissioner Crommie: We don't know that for sure. I mean ...
1504

1505 Commissioner Hetterly: Wait a minute. What you're missing is the ability to compete
1506 for the plot. Right? Your access is limited because it's full and people don't know how to
1507 get into it. If and when there's turnover, then you're not filling it in an open and good
1508 way. That's something that you can focus on. I'm trying to evaluate where the return on
1509 investment is in terms of staff time in making this conversion. I think that's something
1510 that's worth thinking about for you all. The first thing I would do is investigate capacity
1511 for expansion. The transparency—I'll leave it at that. I think I made all my points.
1512

1513 Commissioner Ashlund: I do want to come back. We did consult with staff on this, and
1514 we do defer to staff and the City Attorney's Office on whether the City is out of—I don't
1515 know if compliance is the word—if the lease does need to be updated to reflect the
1516 current use of the land and the current financial arrangements.
1517

1518 Daren Anderson: Yes, thanks. We consulted the City Attorney specifically about the
1519 question of is it permissible or is it legally advisable to have a City garden run and
1520 managed and charged fees for a certain way and to have on City land another community
1521 garden with different rules and different fees. The City Attorney advised us we should be
1522 making it consistent. We should have them consistent. Regarding your lease question, it
1523 makes good sense to me to change the lease or at least bring this up at the expiration date
1524 of the current lease. The point behind that is the ambiguity that we're suffering under
1525 right now of when did this happen. It would be formalized and captured in a legal
1526 document which makes sense to me.
1527

1528 Commissioner Lauing: That was one of my questions. When is the lease up?
1529

1530 Mr. de Geus: Next year.
1531

1532 Mr. Anderson: I think it's June 2016.
1533

1534 Commissioner Crommie: It's like eight months from now.
1535

1536 Commissioner Ashlund: Yeah, I think it's 2016 as well.
1537

1538 Commissioner Lauing: Am I next?
1539

1540 Chair Reckdahl: Yeah.
1541

1542 Commissioner Lauing: Are you done?
1543

1544 Chair Reckdahl: Yeah. Commissioner Lauing.

1545
1546 Commissioner Lauing: Yeah. I don't think this is ready to take action on. I just want to
1547 add a couple of things to what Jennifer said. We now know when the lease is up. I don't
1548 think we should be taking action on it until the lease is up a year from now. There's
1549 already a lot of cooperation on the site with the City, and you can get a little bit more
1550 with a little bit of discussion as opposed to legal documentation. As I read the numbers,
1551 basically 98 percent of the people that are using these plots are either Palo Alto residents
1552 or go to school in Palo Alto. I certainly wouldn't want to take it away from the kids,
1553 which I know is being debated as yes or no or whatever. The biggest point is that you
1554 don't get any more plots which was Commissioner Hetterly's point. I totally support that
1555 idea, that we should be looking at expanding community gardens generally and in the
1556 south. I would say currently this is a very small problem that we don't have to go through
1557 legal changes. We need some research on more land. As was stated, 30 of the 43 plots
1558 are already being used by Palo Alto folks. The transparency, I think, can be better
1559 coordinated through Cat. That could solve that problem right there. Also, the press is
1560 here tonight, so everybody's going to know about it by Wednesday. Thank you.

1561
1562 Mr. Anderson: May I chime in on that? Catherine Bourquin and I met with the staff
1563 from PACCC, and they did agree and were amenable to the concept of advertising
1564 through our website. That's something we can move on an action item relatively quickly.

1565
1566 Chair Reckdahl: I have a question about the nonprofits. Are nonprofits eligible to get
1567 plots of land at other parks?

1568
1569 Commissioner Crommie: We wrote the rules and regulations, Commissioner Reckdahl.
1570 They are not.

1571
1572 Chair Reckdahl: They're not. It has to be an individual?

1573
1574 Commissioner Crommie: We wrote them on this Commission.

1575
1576 Ms. Bourquin: I inherited the program. With the gardens at Rinconada, like a housing
1577 authority, they get a plot there. I don't know if they're a nonprofit or not, but they don't
1578 pay.

1579
1580 Chair Reckdahl: Who's the housing authority?

1581
1582 Ms. Bourquin: The housing authority. There's some people, they get on a list through
1583 the housing authority, and then they have a plot there. I inherited that.

1584
1585 Commissioner Hetterly: They're individuals. They don't represent the authority?
1586

1587 Ms. Bourquin: Correct.

1588
1589 Commissioner Hetterly: (inaudible) they're not using the plot for the authority?

1590
1591 Ms. Bourquin: No, no, no.

1592
1593 Chair Reckdahl: They're not Palo Alto residents or they are?

1594
1595 Ms. Bourquin: They are. In Palo Alto.

1596
1597 Chair Reckdahl: How much maintenance do we do on the gardens? Daren or Peter, can
1598 you answer that question? On the gardens.

1599
1600 Mr. Anderson: On the City-managed gardens at Rinconada, yeah. A decent amount.
1601 Right now the infrastructure for the irrigation system is very old, and there are frequent
1602 repairs. Peter Jensen's heading up a project to replace that infrastructure. I anticipate
1603 there will be a significant drop-off in how much time out staff spends fixing main line
1604 breaks. A reasonable amount, it's not too disproportionate to where we deal with other
1605 irrigation spots in the City.

1606
1607 Chair Reckdahl: When people pay garden fees, where does that money go?

1608
1609 Mr. Anderson: To the general fund.

1610
1611 Chair Reckdahl: It doesn't go to the Parks Department? It goes to the general fund?

1612
1613 Mr. Anderson: Correct.

1614
1615 Chair Reckdahl: Then you get your funding through the Okay. We talked about
1616 having the nonprofit run it. Is that just because you don't want to change horses in
1617 midstream? If you're trying to get uniformity, it would make more sense to have Cat run
1618 it.

1619
1620 Commissioner Crommie: You're absolutely right about that. It's just trying to walk a
1621 fine line between staff feeling overburdened, PACCC already being there, this confusion
1622 over the schools. Right now, everyone's taking all these numbers very literally, beyond
1623 what they should be. You need to do a tour of the garden. Not all these plots are being
1624 used. We were given these numbers by someone who didn't know necessarily who was
1625 assigned to what plot. There's one plot, I'm telling you, that like takes up a fourth of this
1626 garden or a fifth of this garden. We think it's called one plot, so that in itself is very
1627 confusing. There's a lot that's not known right now about the availability of plots in this
1628 garden. Actually I take exception at those kinds of statements like should we open this

1629 up to more advertising that we wouldn't have some turnover possibilities to absorb
1630 another 12 residents into that garden. We don't really know how these numbers work.
1631 We really need our staff to figure that out. Our staff hasn't done that yet. This is very
1632 preliminary, so we can't really draw conclusions about capacity at this point.
1633

1634 Chair Reckdahl: Didn't we go through the gardens and shrink the plots recently?
1635

1636 Mr. Anderson: There was some reconfiguration done at Rinconada when we did the
1637 recent project to the Library and Art Center. There was an annex that was changed, and
1638 so some reconfiguration did happen. Also for very large plots in the past, as those
1639 gardeners have cycled out, some of them have been split into smaller sizes.
1640

1641 Chair Reckdahl: The path forward, is the ad hoc going to be working on this issue? Is
1642 staff going to be working? What's the next step?
1643

1644 Mr. de Geus: I think staff can take it from here. This wasn't really on our radar. It is
1645 now, and so we'll work closely with PACCC and the gardeners that are there and work
1646 our way to get it compliant with the rest of our gardens in the system. I'll be happy to
1647 come back to the Commission and provide updates. That's what I would suggest.
1648

1649 Commissioner Ashlund: I wanted to add. This is the current version of the lease that we
1650 received from staff. When it was most recently renewed in 2013, it was a two-year lease
1651 which expired August 2013. The previous terms were a five-year and a ten-year. We
1652 don't have documentation of whether this expired in another two-year term this past
1653 August, last month, or whether it's a three-year term. We don't have that information
1654 from staff. If it was another two-year term, it may have expired this past month.
1655

1656 Ms. Bourquin: Are you referring to Ventura? Is that what you're referring to, the
1657 Ventura?
1658

1659 Commissioner Ashlund: I'm referring to the lease of the Ventura property, yeah.
1660

1661 Ms. Bourquin: Donna Hartman from real estate said it's going to be expiring in June of
1662 '16.
1663

1664 Commissioner Ashlund: June of 2016?
1665

1666 Ms. Bourquin: Yeah. It's confirmation on that, yes.
1667

1668 Commissioner Ashlund: The terms aren't ...
1669

1670 Ms. Bourquin: The lease is basically for the buildings.

1671
1672 Commissioner Ashlund: The lease is for the buildings, not the open space.
1673

1674 Ms. Bourquin: Yeah, it's not for the open space land.
1675

1676 Chair Reckdahl: I think we can handle this offline though. The end result is staff will
1677 work this, and we will get an update.
1678

1679 Commissioner Crommie: Yes. I think our Commission for our ad hoc, I mean,
1680 sometimes our ad hoc committees do result in a recommendation from our Commission.
1681 I think sometimes that's a position of strength to get to do that. I don't know if we should
1682 decide immediately that we're not going to at some point take action on this item on our
1683 Commission. I mean, I just sort of wanted to open it up for some discussion.
1684

1685 Chair Reckdahl: I think my preference would be to let staff work it, and let's reevaluate
1686 this further and see if we want to act on it or whether everything's in a good situation.
1687

1688 Commissioner Ashlund: Can we have a timeline for follow-up from staff?
1689

1690 Mr. Anderson: Catherine and I are working on this one right now, so we'll continue in
1691 dialog. I think we've got pretty clear direction of transparency both from the Commission
1692 and from our City Attorney's Office on where we need to be. I think we can take steps
1693 for the transparency portion of having it posted on the website. The rules and regulations
1694 are already underway. I think in the next three months, we could have that part fairly
1695 well flushed through. Some of the other parts, I think, will lend itself to some public
1696 outreach, some meeting with the gardeners. That pertains to bringing it in alignment with
1697 what we charge at our other gardens and how that would transition with the Ventura site.
1698 That might take a little longer. I'd probably need some time to talk to PACCC about that
1699 and those gardeners before I committed to any timeframe for that portion.
1700

1701 Chair Reckdahl: Okay. Thank you. Let's move on. We are behind time, so let's move
1702 onto the next.
1703

1704 **5. Update on the Parks, Trails, Open Space and Recreation Facilities Master**
1705 **Plan.**
1706

1707 Chair Reckdahl: Isn't natural spaces in there too? In any case, Peter Jensen will be
1708 talking about the Master Plan.
1709

1710 Rob de Geus: I'll just kick it off. There isn't a whole lot to go over this evening. I just
1711 wanted to give the Commission an update. We did have a Study Session with the City
1712 Council on August 27th. Is that right, August 27?

1713
1714 Peter Jensen: 31st.
1715

1716 Mr. de Geus: Okay. End of August. We got some feedback from the Council Members.
1717 Some of you saw it. Chair Reckdahl was there, and thank you for speaking. I think that
1718 we learned that we did not have enough information to share with Council, didn't give
1719 them the full story of the path that we've been on as a Commission which has been pretty
1720 extensive and pretty deeply involved in this process. What we shared with Council was
1721 sort of too narrow of a perspective of where we've been and where we are. They shared
1722 their feedback, and it was very fair actually. We're taking some time to redo with the
1723 Council in another Study Session which is planned for November 2nd. A much more
1724 comprehensive report from MIG and a staff report as well. We're excited about that. In
1725 fact, the report that MIG prepared for the Study Session that we had has already been
1726 reworked considerably. The latest draft was yesterday, I believe. It's, I think, nicely
1727 written and much better and closer to what we need, what the Commission is looking for
1728 and the Council is looking for. Peter's going to, I think, talk a little bit about that. I
1729 would like to suggest that between now and that Study Session that either the ad hoc
1730 committee continue to meet to refine the presentation to the Council, because you've been
1731 so close to this. I think it's helpful to have us aligned with that presentation. I think this
1732 time it was staff sort of on our own there, and the Commission wasn't quite there with us.
1733 That's on us. We could do that with the ad hoc that's been meeting. By the way, thank
1734 you for doing that. That's Chair Reckdahl, Commissioner Lauing and Commissioner
1735 Hetterly, have been meeting with us these last couple of months on this. We could do
1736 that or we can have a special meeting with the full Commission between now and the
1737 Study Session. I mention that because the next regular meeting is October 27th, I think.
1738 That's like a week before the Study Session with Council. I'm eager to have sort of some
1739 more time with the Commission on the Parks Master Plan particularly before the next
1740 Study Session. We can talk more about that after Peter shares just a little bit about the
1741 latest report we've got from MIG.
1742

1743 Mr. Jensen: Yes, as Rob was alluding to, the Council wanted to see a lot more
1744 information on the process that we've been going through as well as a detailed breakdown
1745 of where we're actually going and how the Master Plan will be put together and the
1746 recommendations that we've made. The newest draft of that report is much more
1747 detailed. It has a lot of information on how we get to that final destination, which I know
1748 that some of the members of the Commission here have definitely had questions about.
1749 Just in general I feel very positive about what we are producing for the Council report,
1750 but I think it also will help solidify the direction that we're going in and tells the story all
1751 the way to the end. We've been, I think, getting to that process but, I think, we want to
1752 see it now. That's kind of what this does. I am excited to see that that is going along and
1753 looking forward to working with the ad hoc and then also coming back to the

1754 Commission at the end of next month before we do our Study Session with the Council
1755 again to discuss those more and to lay out that whole thing so everyone can see it.
1756

1757 Commissioner Hetterly: I just have a quick question about the survey. How are you
1758 feeling about survey responses?
1759

1760 Mr. Jensen: Survey responses, I haven't received an update from MIG in about a week.
1761 We were past 200 responses already. There still is further outreach that City staff can do
1762 to bolster those numbers. We're feeling pretty good about the response that we're getting
1763 so far.
1764

1765 Commissioner Hetterly: When does it close?
1766

1767 Mr. Jensen: We were looking at doing it at the end of this week. Because of our
1768 response to the Council, we're going to keep it open for another two or three weeks.
1769

1770 Mr. de Geus: Just anecdotal feedback. The people that are participating, they like the
1771 money piece and having to make choices about where to invest. That seems to be
1772 somewhat effective. I look forward to seeing the summary response. I do hope we get
1773 quite a few more than 200. The other thing that is important to mention is we do have a
1774 stakeholders meeting this week, on Thursday evening, the 1st. The meeting is not going
1775 to be so much about working the priorities or getting into recommendations. The
1776 stakeholders group hasn't come together as a group for some time, largely because we
1777 took a couple of steps back and did more data and outreach. They've been engaged, come
1778 to different community meetings and some of the specific focus groups meetings we've
1779 had during that process. We really think it's important to give them an orientation as well
1780 as where we are at and what we've discovered through the process and the building of the
1781 matrix and the areas of focus and sort of talk through those things and allow them to ask
1782 questions, share with them the variety of reports that are on the website, so that they can
1783 really do some homework and some harder thinking before our workshop, so they come
1784 really ready to help us out with the prioritization and recommendation exercise. That's
1785 the focus for the stakeholder group meeting this Thursday. Hopefully some
1786 Commissioners can be there. I think we decided on a couple of Commissioners to be ad
1787 hoc to the stakeholders committee, but I can't remember who that is right off the bat.
1788

1789 Commissioner Hetterly: We did. I think it was Commissioner Crommie.
1790

1791 Commissioner Crommie: I went to the original meeting. I know I'm on that ad hoc.
1792

1793 Commissioner Hetterly: It might have been Pat.
1794

1795 Commissioner Crommie: I forget who the second person was.

1796
1797 Mr. de Geus: I think we have the documentation of that. I'm sure we can find it.
1798

1799 Commissioner Crommie: For the stakeholders meetings, was it Keith? Okay. We can
1800 always have three too.
1801

1802 Commissioner Ashlund: I was at the first one, but I'm out of town this Thursday night. I
1803 can't attend.
1804

1805 Mr. Jensen: The meeting is at 6:30 at the Embarcadero Room at the Rinconada Library.
1806 If you haven't been in that room yet, it's one of our beautiful, new public spaces. It's
1807 always good to have more meeting spaces and use that room.
1808

1809 Commissioner Crommie: I have a question. Are you opening it up at some point? Is this
1810 time for questions? Are you ...
1811

1812 Chair Reckdahl: Are you done? Yes, go ahead.
1813

1814 Commissioner Crommie: Can you review with me what the ad hoc committee on the
1815 Master Plan's goals are? You mentioned it's comprised by Commissioners Hetterly,
1816 Reckdahl and Lauing. I'm a little bit confused. I know they were formed when we were
1817 looking over some of the document. I just need clarity, because I want to make sure that
1818 a lot of these issues are still coming to the full Commission, which is what we decided as
1819 a Commission. Sometimes when this work gets taken offline, we lose the transparency
1820 on the whole Commission. This is a really important topic. I don't quite get what the ad
1821 hoc is doing. Can you review what those goals are, of that ad hoc? Whoever is in
1822 charge, whoever is the staff liaison to that ad hoc.
1823

1824 Mr. de Geus: I don't think we established specific goals. I don't think we've done that for
1825 any ad hoc committee specifically, other than you're going to be involved with the
1826 stakeholder committee and follow that process along. With this particular one, it was
1827 more recent, and it was focused primarily on the criteria. We did the principles, and then
1828 there was sort of the next filter which is the criteria. The Commission and staff, I would
1829 say, was not satisfied with the initial first sort of draft and even second draft of that. We
1830 said we could use some help working with a few Commissioners on redefining those.
1831 That was very helpful. Actually I think we're in a much better place with the criteria.
1832 That's how it was formed. I think it was pretty much limited to that, so this does expand
1833 a little more if we're going to (crosstalk).
1834

1835 Commissioner Crommie: I guess that's what I want to know. I kind of understood why
1836 we formed them, and they reported back to us with a report. Tonight, we didn't even get
1837 a report on anything for this agenda item, so I feel a little bit in the dark. I just want to

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1838 make sure that something hasn't just been taken offline with that ad hoc that's not
1839 transparent to the rest of the Commission. I don't think it's a good thing to have a 30-
1840 minute agenda item on something this important with no report, unless I missed it in my
1841 packet.

1842
1843 Mr. de Geus: No. Maybe it's not clear, but there isn't a whole lot to report, I guess is
1844 what we're saying. We had the Study Session with Council, and we're taking a step back
1845 and going to redo it.

1846
1847 Commissioner Crommie: I wasn't at that Study Session with Council, so it would have
1848 been really nice to document what came from that to our Commission. I can go back and
1849 watch the tape, but usually we get some kind of information exchange when things like
1850 that happen.

1851
1852 Mr. de Geus: I think every other meeting we've had an update report. We didn't have
1853 one today. We're just giving you the verbal report of what occurred. I didn't think that it
1854 was an especially good use of our time to write that all up, but rather focus on the return
1855 to Council and rewriting the report so that it's more closely fitting to what the Council
1856 needs. The Commission's going to see that report as well, and we'll be sharing that report
1857 with you at the next meeting. My hope would be that the Commission and I would
1858 recommend that the ad hoc, maybe that's a redefining of what the ad hoc committee's
1859 doing. That's ...

1860
1861 Commissioner Crommie: That's what I want definition on.

1862
1863 Mr. de Geus: If we do that, work with staff in our preparation for going back to Council
1864 on the November 2nd, it'd be very helpful for staff if the ad hoc committee would be
1865 willing to do that. We could then meet over the next few weeks and then on the 27th
1866 even sort of dry run the Study Session with Council the week before we go to Council for
1867 feedback from the full Commission. You'd have the report, of course.

1868
1869 Commissioner Crommie: I think that ad hoc—what is the name of that ad hoc
1870 committee?

1871
1872 Mr. de Geus: I don't know that we have names for ad hoc committees.

1873
1874 Commissioner Crommie: We do. We have a name for every ad hoc committee on the
1875 Master Plan.

1876
1877 Mr. de Geus: We have a topical name.

1878
1879 Commissioner Knopper: Master Plan Stakeholders Group.



1880
1881 Commissioner Crommie: We have Master Plan Survey Ad Hoc. We have Master Plan
1882 Stakeholders Ad Hoc. We had a third. We were very careful in how we divvied this up.
1883 I can't remember the name of the third ad hoc. Someone here who's on it. I was on the
1884 Master Plan Survey Ad Hoc with Stacey Ashlund.
1885

1886 Mr. de Geus: Let's call it the Master Plan Council Study Session Ad Hoc.
1887

1888 Commissioner Crommie: Then I think we should open it up and make sure—I don't
1889 think it's a good policy to form an ad hoc for a certain purpose which was served. Again,
1890 I'm not asking for a space on this myself. I'm not doing that. I think if it's a new ad hoc
1891 for a new purpose, we should at least go through the exercise of opening it up and make
1892 sure that everyone who wants to be on that has a chance. I guess I defer to our Chair of
1893 our Commission on that.
1894

1895 Chair Reckdahl: Right now we have three of us. You have no interest in being on the ad
1896 hoc?
1897

1898 Commissioner Crommie: At least I now know what this ad hoc is. I really have been
1899 confused about what the new role of this ad hoc is and what the name of it is. Can you
1900 just summarize that and then we can open it up?
1901

1902 Chair Reckdahl: We don't have a name. The name is that we are helping the staff work
1903 on the Master Plan for the Council, the presentation for the Council and the final report.
1904

1905 Mr. de Geus: I did name it.
1906

1907 Female: (inaudible)
1908

1909 Mr. de Geus: Right. Up until now, we've been talking about the criteria with the ad hoc,
1910 which is what it was formed for. I think I brought it up for this very reason, that it would
1911 be helpful to have the ad hoc continue with a little bit of a different focus to help us get
1912 ready for the Study Session. That's completely transparent in my view.
1913

1914 Commissioner Crommie: It's called the Master Plan Council Presentation Ad Hoc?
1915

1916 Mr. de Geus: Sure, that's fine.
1917

1918 Commissioner Crommie: We really do always name our ad hocs. We really do.
1919

1920 Mr. de Geus: They have a topic that they focus on. Right?
1921

1922 Commissioner Crommie: Is there anyone else who wants to be on this? It just seems like
1923 we should form it tonight.

1924
1925 Chair Reckdahl: Stacey, are you interested?

1926
1927 Commissioner Ashlund: No.

1928
1929 Chair Reckdahl: We have three interested and three on it. We'll keep the status quo then.
1930 Do you guys have anything else to add for the Master Plan?

1931
1932 Mr. de Geus: I have nothing more to add.

1933
1934 **6. Other Ad Hoc Committee and Liaison Updates.**

1935
1936 Chair Reckdahl: Do we have any ad hoc updates?

1937
1938 Commissioner Hetterly: Daren's going to do an update on the dog park situation.

1939
1940 Daren Anderson: Thank you so much. I'll give you a real quick update on where the ad
1941 hoc committee's at working on the shared-use dog park concept. This'll be a brief update.
1942 In October I'll bring a staff report. We'll discuss this more fully and get the
1943 Commission's feedback on how we best meet the City's dog park needs. A quick recap
1944 on what the Commission has done on dog parks. In 2010, the Commission had a policy
1945 that said we should be looking for dog recreation areas every time we do a park
1946 renovation. That has not resulted, as we all know, in any new dog parks. We said we
1947 should take a holistic look rather than a piecemeal approach. As every renovation
1948 arrives, let's look holistically. Along came the Parks Master Plan which does exactly that
1949 and it will do that. It's looking at our entire park system and giving advice on where we
1950 best should locate these dog parks. However, the ad hoc said in the interim would it
1951 make sense to do a six-month pilot study to look at a shared-use concept. Shared use
1952 being some place where we've got a partially fenced off or a fenced off area—typically it
1953 ends up being athletic fields—where it's already partially fenced and large where dogs
1954 can exercise. This issue was discussed with the Commission on September 23rd, 2014.
1955 The Commission advised the ad hoc should move forward looking at a proposal
1956 including outreach to neighbors, user groups and the strategy for evaluating how this
1957 criteria might work and metrics of success. The ad hoc committee met with a small
1958 group of stakeholders from the newly organized Palo Alto dog owners group representing
1959 300 dog owners in Palo Alto, and met separately with the athletic field users or some
1960 stakeholders from them to figure out their interests and concerns. The athletic user group
1961 explained that they're concerned that the off-leash activity, should it take place in an area
1962 where teams are practicing and competing, would pose a threat to the safety of kids
1963 playing soccer and baseball. Primarily dogs digging holes, kids turning ankles or balls

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1964 taking bad hops out of those holes and injuring players. They were also slightly
1965 concerned about gradual deterioration of playing conditions should there be dogs
1966 exercising and playing on soccer fields or baseball fields and perhaps there being dog
1967 feces that might not be picked up. The representatives from the dog owners group
1968 explained, not surprisingly, that there's a shortage of dog parks in Palo Alto and that we
1969 need more desperately and that ideally they would have spaces for small dogs as well as
1970 large areas where big dogs could really open up and run. Staff hosted a community
1971 meeting on July 30th, 2015 to collect feedback on this concept of shared dog parks. We
1972 brought locations after the ad hoc committee and staff had analyzed what places would
1973 lend themselves to having sensible shared use facilities. There were really three that
1974 jumped out. That's Greer, Hoover and Baylands Athletic Center. There were hours that
1975 also we proposed as Monday through Friday, 8:00 a.m. to 10:00 a.m. It was a well
1976 attended public meeting; approximately 75 people attended. The vast majority of
1977 participants were dog owners advocating for additional parks. A small number of the
1978 participants were neighbors to one of the three parks, saying that they were very
1979 concerned that we would have more off-leash activity. The primary concern is
1980 confrontations between their children and off-leash dogs and an increase in unpicked-up
1981 dog feces. There were also a small group of people mentioning their concerns that the
1982 off-leash activity would have a negative impact where the sports teams practice and
1983 compete. In general, the dog owners were not satisfied with the proposed hours and
1984 locations. Several people had pointed out that if we went with what we were proposing,
1985 that would be 8:00 a.m. to 10:00 a.m., we would be excluding a large majority of park
1986 users or dog walkers that aren't available at that time; they're either working or busy. To
1987 be fair, it really had to have a.m. and p.m. hours. We also heard that you really need dog
1988 parks all over. The idea that we'd have one pilot really seemed to draw a lot of frustration
1989 from folks. Because the need is so great, one little spot is just insufficient, and we needed
1990 to find spaces in a number of areas to make it successful. One participant also pointed
1991 out the City of Mountain View had recently added several dog off-leash areas and
1992 suggested we look into that. After the community meeting, the ad hoc committee and
1993 staff did some additional research. We started by verifying the amount of use we have at
1994 those three sites we talked about, Greer, Hoover and Baylands Athletic Center. By use, I
1995 mean scheduled recreation activities, soccer, baseball, etc. We met with our recreation
1996 staff and found out where the conflicts would be, specifically looking at the a.m./p.m.
1997 thing. It would be a conflict at Greer and Baylands Athletic Center, where we have
1998 evening athletics taking place. That would be a challenge. Hoover would also be if it
1999 was inside the baseball field, but there's also turf at Hoover outside that baseball field that
2000 seemed to be the area where we'd have the least conflicts with the user groups. We
2001 researched how the City of Mountain View has experimented with their shared-use dog
2002 parks. The City of Mountain View started a pilot program in June 2014 and made it
2003 permanent in May 2015. I spoke with one of the staff that managed that and got it off the
2004 ground and did some of the public outreach. He explained that the success of the
2005 program really depends on who you're talking to. His experience was that if you ask the



2006 dog owners, they're loving it. It's going extremely well. Many other residents aren't so
2007 happy with the program. Only one of their nine sites is on an athletic field, that is a
2008 shared use with an athletic field. The other eight are unfenced, passive recreation areas,
2009 passive turf. One of the sites is fenced off; that's the Shoreline Park dog park. The other
2010 ones that they added in 2014 are all unfenced, so dogs could meander in and out of the
2011 area without any fence to contain them. Lack of fencing has caused some issues for
2012 them. They said that the dog owners frequently stray outside the confines of the off-leash
2013 area or end up treating the entire park as an off-leash site. There were a number of
2014 complaints during the pilot program. The major ones focused around the people not
2015 observing the hours or days, dog owners coming on days where they weren't supposed to
2016 be there off-leash. The other concerns were from parents whose dogs had approached
2017 their children. Mountain View hired a security firm, CLM, to do security at two of the
2018 parks. They also have a partnership with Silicon Valley Animal Control Authority to
2019 help with the enforcement of these rules. The staff also pointed out that their Park and
2020 Recreation Commission did not recommend doing any pilot off-leash shared-use sites.
2021 Instead, they had recommended a permanent dog park, but their City Council had said
2022 that they would like to go ahead and proceed with the pilot for one year, and they did so.
2023 When they came back and had done analysis on their one-year pilot, shared it with their
2024 Parks and Recreation Commission, the Commission said, "We need to do more. We need
2025 more enforcement, and we need to analyze this for an additional year." Their City
2026 Council did not agree and said, "We're going to go ahead and make it permanent right
2027 now." They did so in May of 2015. That's the initial outreach we've got from or learning
2028 lessons from the City of Mountain View. Our ad hoc committee working on this,
2029 because of some of the challenges we learned from that public outreach, the desire to say
2030 a.m. is not going to be enough. You really have to have more. One site's not enough;
2031 you need to have more than that. The ad hoc committee and staff started to investigate
2032 opportunities for permanent dog parks that could be implemented soon without
2033 necessarily spending too much money and not having to wait for the Parks Master Plan to
2034 be completed. We sat together, talked through some different options that staff had been
2035 thinking about as had our Commissioners on the ad hoc. We came up with three sites
2036 that we think are going to be viable options. That is, they'll be fairly low cost to put up
2037 the necessary fencing to secure it. We can't think of too many obstacles in them. It
2038 would not have to necessarily wait for the Parks Master Plan to be completed. These are
2039 still preliminary; there still has to be some additional ideas fleshed out. I'll give you just
2040 an example. One of them is Mitchell Park dog run. It's about .5 acres, but there's a
2041 significant amount of passive turf adjacent to that area that, with a minimal amount of
2042 fencing, could almost double the size of that dog run. We could have a fairly large dog
2043 run where large dogs could kind of open up and get a real run in. Another idea was at El
2044 Camino Park. We'd originally looked at a dog park being on the north side of El Camino
2045 that was closest to San Francisquito Creek. We found out that because of creek setbacks
2046 that was not a viable option. However, there is undeveloped portions of El Camino Park
2047 on the south side. This is closest to Red Cross. It's undeveloped; there's nothing on it



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2048 except for some underground utilities that pertain to our Utilities Department. We
2049 thought that might be a viable option. We looked into what kind of size approximately
2050 we could have if we fenced off this. It's about .77 acres which would be our biggest
2051 existing dog park. You could get a fairly sizeable dog park out of that. There are a
2052 couple of nuances that we still need to flesh through. That is, Stanford may have an issue
2053 with this. There's some conversation about perhaps a pathway going through there.
2054 Right now I'm working with the Planning Department to look into that and see if this is a
2055 viable option. One last site similar to this one and that we've got a few hoops we need to
2056 go through, but the Colorado substation. This is adjacent to Greer Park on the Colorado
2057 side. It's a utility site, and there's a large landscaped area. It's just under an acre in size
2058 actually, passive turf, not used for anything but aesthetics. We had thought at one point
2059 could we fence that off and could it be a dog park. We're having preliminary discussions
2060 with Utilities right now to see if they'd be amenable to that. It could be another viable
2061 option for something we could implement sooner rather than later. There's no other uses
2062 for that site identified or planned right now. That's where we're at right now with the ad
2063 hoc. I'll defer to Commissioner Hetterly and Knopper if they have anything else to add to
2064 that. Again, we look to come back next month with a staff report with some of this more
2065 fleshed out. Thank you.

2067 Commissioner Hetterly: I don't have anything to add. That was a very detailed report.
2068 I'd just reiterate it's not a discussion item tonight; it's just an update. You got a detailed
2069 preview of what will be in the staff report for full discussion next month.

2071 Chair Reckdahl: Okay, thank you.

2073 Commissioner Crommie: I mean, I have a comment on some of the material you said.
2074 Because it is not on the agenda, I guess I have to withhold it which sort of begs the
2075 question of why we got that beautiful report when we can't respond to it. I think we do
2076 have to keep with our goal of noticing ad hoc presentations on our agenda. It would be
2077 lovely to get to respond to that presentation.

2079 **V. COMMENTS AND ANNOUNCEMENTS**

2081 Chair Reckdahl: Comments and announcements?

2083 Commissioner Crommie: Before we left ad hocs, I didn't get to say we do have a Lucy
2084 B. Evans Ad Hoc Committee. We have not really been able to do anything on it, because
2085 we've been waiting for a presentation from Mr. Aiken. Our last meeting was with him,
2086 and then the next step was for him to come and do a presentation which we haven't had
2087 yet. I do want to point out there's a very important community outreach meeting taking
2088 place on the Lucy B. Evans Interpretive Center. Can staff remind us? Commissioner
2089 Ashlund and I think it might conflict ...



2090
2091 Commissioner Ashlund: We think it's this Thursday, October 1st.
2092

2093 Commissioner Crommie: Yeah. It might conflict with the stakeholders meeting.
2094

2095 Rob de Geus: It's tomorrow, the 30th, 6:00 at the Lucy Evans Center.
2096

2097 Commissioner Ashlund: It is tomorrow.
2098

2099 Commissioner Crommie: I just want to make sure I get that in my notes. It's
2100 Wednesday, the 30th at 6:00 p.m. I wouldn't ...
2101

2102 Commissioner Ashlund: It's at the Interpretive Center.
2103

2104 Mr. de Geus: Yes.
2105

2106 Commissioner Crommie: I will get to go. Commissioner Ashlund won't be in town, but
2107 if anyone else from the Commission wants to go, I think that would be really great to
2108 have someone else there.
2109

2110 Mr. de Geus: I had two announcements I was going to mention. That one that
2111 Commissioner Crommie just mentioned. We did have a Commission recognition,
2112 Commission and Boards recognition event on September 12th. Those that couldn't
2113 attend, I've got a little gift and it's in the box right here. You can pick that up as you
2114 leave. It was a nice event at Mitchell Park. There's also an interesting event happening
2115 out of our Office of Human Services. We'll be doing a little more work across the
2116 department. Their Commission is doing a variety of things, doing a veterans summit this
2117 Friday which you may have seen or heard about. It's Friday afternoon. I think there still
2118 may be some seats available if you're interested in doing that. The Commission's
2119 focusing on a couple of things. One of the things is ending veteran homelessness. It's a
2120 big issue around the country, and it's an issue here in Palo Alto too. It's estimated that
2121 there are 40 homeless veterans in Palo Alto actually. Proportionately our county has
2122 more veteran homeless folks than around the country. There's some people coming from
2123 the White House actually that work on this topic; they're going to be speaking on Friday
2124 afternoon. It starts at 1:00. I just thought you should be aware of that. I can send you a
2125 link so you can get a little more information. If you are interested, I can make sure you
2126 can get into that event. Peter.
2127

2128 Peter Jensen: *Aurora*, the sculpture in front of City Hall, is being replaced with a new
2129 sculpture. If you didn't notice on the way in, we're dismantling it. The new sculpture
2130 will be installed October 8th. It's called *Rondo*. Right now it's on display at Cal
2131 Berkeley. Associated with that, the planting that's going to go back into the circular

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2132 planter out there on October 17th, which is a Saturday, there will be a volunteer planting
2133 day. I will be leading that. I will also be discussing some of the things you heard about
2134 trees today. Trees and water, plants that are adequate with those trees. We'll be doing
2135 planting and I'll be doing a demonstration of installing a drip irrigation system. That's
2136 happening on October 17th. October 24th, there's a volunteer tree planting day that I'm
2137 working on with Canopy and the Barron Park Homeowners Association along the Bol
2138 Park pathway next to the veterans construction site there. That will be on October 24th.
2139 That's a Saturday as well from 8:00 'til noon. We'll be planting 60 trees on that day. If
2140 you'd like to attend either one of those, please feel free.

2141
2142 Chair Reckdahl: I had a question about El Camino Park. When is it scheduled to open?

2143
2144 Daren Anderson: We're scheduled for November. It's looking like mid-November. We
2145 just got the sod in today, so it's going to be establishing. Got a few last amenities like
2146 trash cans and recycling totes coming in. I should have a firmed up date coming soon.
2147 We'll probably do a grand opening. I'll be sure to send it to you guys right away.

2148
2149 Chair Reckdahl: Bowden Park, what's the status on that?

2150
2151 Mr. Anderson: I'll have to get back to you on that. I don't have a date for that.

2152
2153 Chair Reckdahl: Monroe Park, is that (crosstalk) Council.

2154
2155 Mr. Anderson: Monroe Park, we're going out to bid right now.

2156
2157 Chair Reckdahl: What?

2158
2159 Mr. Anderson: We are going out to bid. The contract has gone to Council, so we're
2160 waiting for approval.

2161
2162 Chair Reckdahl: Magical Bridge, how's the durability? Has there been any problems
2163 with the new ...

2164
2165 Mr. de Geus: That's been a big challenge for us. A good challenge in some ways,
2166 because it's such a successful playground. It's very, very popular. With popularity comes
2167 additional challenges of trash, of bathroom maintenance and equipment, just wear and
2168 tear. The need to invest more time and resources to support that new asset we're
2169 discovering is very much needed. We don't have all of those resources, so we're working
2170 hard on that, Daren and his staff in particular, and working with the Friends group who
2171 are still contributing a lot. They're there and helping. It's something that we're going to
2172 be asking for in the budget probably to support some additional maintenance costs for
2173 that new playground.

2174
2175 Chair Reckdahl: Last thing. I went out to Byxbee. I hadn't been out there for a month or
2176 so. A lot of stuff going on. They've gone through and almost the whole park now is
2177 being redone including the part over by the poles. That whole park that has been open for
2178 years, now they're putting new soil on it. Was it early 2016, we're going to open the
2179 whole thing or is it mid-2016?

2180
2181 Mr. Anderson: I believe they're wrapping up the prep right now. What they did was
2182 bring it back into compliance. It had settled near the pole fields. It was significantly,
2183 almost 5 feet depressed from where it needs to be per the regulations to manage the
2184 landfill. They brought that back up, and they've hydroseeded and put down straw wattles
2185 to prep it for the storm that'll be coming hopefully November-December.

2186
2187 Chair Reckdahl: They've hydroseeded?

2188
2189 Mr. Anderson: Mm-hmm. Significant portions. It's coming along very nicely.

2190
2191 Chair Reckdahl: I noticed they put like burlap on that slope right by the parking lot.

2192
2193 Mr. Anderson: Yeah. That'll help a lot with that erosion. Brand new soil brought in like
2194 that will not hold well when the storms hit. Those are the measures, hydroseeding and
2195 put down that.

2196
2197 Commissioner Lauing: Let me piggy-back on that. It was just in time for the eclipse. I
2198 went up there for the eclipse. There were hundreds of citizens in the dark by the poles. It
2199 was awesome. You couldn't get a parking spot in the no parking areas. It was just
2200 absolutely terrific to see at night time all these people using our parks. Yeah, good job.
2201 There was no moon, but everybody had fun in the park.

2202
2203 Chair Reckdahl: That's it. Go ahead.

2204
2205 Mr. de Geus: I just had one more. I wanted to do a shout out to Commissioner Lauing
2206 for his support of our interview process for the new Assistant Director. We're down that
2207 very important key position in the department plus two superintendants which has been
2208 challenging with all the stuff going on. Commissioner Lauing made himself available for
2209 two days, two afternoons, one full day and then an afternoon which was today, to
2210 interview seven or eight candidates. We appreciate that very much. We have a couple of
2211 good candidates that we're looking at and hope to make a decision soon.
2212

2213 **VI. TENTATIVE AGENDA FOR OCTOBER 27, 2015 MEETING**
2214

2215 Chair Reckdahl: Did we want to consider moving it up a week to give us an extra week
2216 between the meeting and the Council meeting?
2217

2218 Rob de Geus: We could do that. That might be helpful. I don't know how ...
2219

2220 Chair Reckdahl: What do people think about it? October 20th versus October 27th.
2221

2222 Mr. de Geus: Actually I have to be at another committee meeting on the 20th. The
2223 Finance Committee meeting, I will be at.
2224

2225 Commissioner Crommie: I'm out of town on the 20th as well.
2226

2227 Chair Reckdahl: Okay. Let's keep it the 27th then. What's on the list?
2228

2229 Mr. de Geus: I think we have a dog park report.
2230

2231 Commissioner Crommie: Yeah, I vote for dog park to come back.
2232

2233 Mr. de Geus: Yeah, the staff report.
2234

2235 Chair Reckdahl: The agendized staff report.
2236

2237 Mr. de Geus: Obviously the Parks Master Plan will be on there.
2238

2239 Commissioner Hetterly: We'll probably have a website (inaudible).
2240

2241 Mr. de Geus: A website update.
2242

2243 Chair Reckdahl: We had mentioned last month about possibly having the Junior
2244 Museum. Is that in the cards or do you think that's going to be a slower rolling ...
2245

2246 Mr. de Geus: I'll have to check with the team on that to see if they're ready to come back.
2247

2248 Commissioner Crommie: It might not hurt to come back to Byxbee Park since so much
2249 is going on. It'd be nice to just get a report periodically.
2250

2251 Mr. de Geus: Byxbee Park, okay.
2252

2253 Commissioner Crommie: If we don't have other, more pressing matters.
2254

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2255 Commissioner Ashlund: The bulk of that agenda is going to be on the Master Plan,
2256 planning for the meeting with Council. Is that correct?
2257

2258 Chair Reckdahl: The meeting on Council is going to be just a few days later, so we'll
2259 basically say what we think will be on it. We won't be able to do major changes. We
2260 may be able to polish it up here and there. We have to submit it ahead of time, ten days
2261 ahead. Don't we?
2262

2263 Mr. de Geus: Yeah. The packet for the Council for the 2nd will already have gone out,
2264 and it'll be public. You'll all see that. Of course, (crosstalk).
2265

2266 Chair Reckdahl: We won't be able to change it, but we ...
2267

2268 Commissioner Hetterly: How early would we have to meet if we were to have a special
2269 meeting to discuss that and still get it (inaudible)?
2270

2271 Chair Reckdahl: Two weeks.
2272

2273 Mr. de Geus: Within the next couple of weeks. We'll get something on the calendar right
2274 away.
2275

2276 Chair Reckdahl: The last time we mentioned something about an auditor fee study.
2277 What ...
2278

2279 Mr. de Geus: I don't have anything to report on that just yet. The auditor is doing a fee
2280 study on ...
2281

2282 Chair Reckdahl: When is that going to be done?
2283

2284 Mr. de Geus: They usually take about three months to do their audit, and they're
2285 probably six weeks in. I can check to see if there's anything to report.
2286

2287 Chair Reckdahl: Do you have ...
2288

2289 Mr. de Geus: November, we might want to talk about the November meeting. I think it
2290 lands the week of Thanksgiving. We'll probably want to move it out or up.
2291

2292 Chair Reckdahl: Yeah, we should not have it Thanksgiving week.
2293

2294 Mr. de Geus: Everybody's calendars get filled up so quickly; it might be good to make a
2295 decision this evening.
2296

2297 Chair Reckdahl: Do we want to pencil it in a week early?
2298

2299 Catherine Bourquin: Why don't I just send an email out with some dates? Just so I can
2300 check and see if a room's available.
2301

2302 Chair Reckdahl: Okay.
2303

2304 Mr. de Geus: That works.
2305

2306 Chair Reckdahl: The other option is leap frog the other way and just have an early
2307 December meeting and not having anything late December. Just split the difference. The
2308 Master Plan may be driving us if the Council wants certain stuff done.
2309

2310 **VII. ADJOURNMENT**
2311

2312 Meeting adjourned on motion by Commissioner Hetterly and second by Commissioner
2313 Ashlund at 10:00p.m. Passed 6-0.