



School/City Liaison Committee Draft Minutes



School/City Liaison Committee Meeting Wednesday, September 10, 2003

Palo Alto Unified School District (PAUSD)
District Office Room A
25 Churchill Avenue
Palo Alto

DRAFT MINUTES

Representing the City of Palo Alto

Jim Burch, Council Member
Dawn Calvert, Superintendent of Recreation
Eric Christensen, Supervisor of Recreation Programs
Emily Harrison, Assistant City Manager
Yoriko Kishimoto, Council Member
Patrick Larkin, Recreation Services Manager
Gayle Likens, Transportation Dept.
Lt. Mark Venable, Police Dept.
Sgt. Scott Wong, Police Dept.

Representing Palo Alto Unified School District (PAUSD)

John Barton, Liaison Chair & School Board Member
Mary Frances Callan, Superintendent
Robert Golton, Deputy Superintendent
John Tuomy, School Board Member

The meeting was called to order by Chairperson Barton at 10:08 a.m.

1. Oral Communications

There were no oral communications.

2. Approval of Minutes – June 25, 2003

Ms. Kishimoto requested changing “restricting” to “cautioning” on Page 12, last paragraph. She then moved to approve the minutes, which were approved unanimously.

3. School Opening – Traffic Safety

Ms. Harrison introduced Mark Venable from the Palo Alto Police Department, who oversaw school traffic; Gayle Likens from the Transportation Department; and Sgt. Scott Wong, also of the Palo Alto Police Department. Ms. Harrison said these people wanted to discuss how the first two weeks of the new school year had been going, while focusing on the new corridor at Terman.

Mr. Venable said mornings at the Terman site went very smoothly during the first week of school. In the afternoons, however, there was a tremendous influx of cars, which was greater than the roads could handle. Thanks to a collaboration between PAUSD, the PTA, the Police Department and Traffic Engineering, the number of vehicles was not only mitigated, but the traffic patterns were adjusted to what are expected to be the long-term traffic patterns there. Sgt. Wong and his team had been on site helping cars move through the light patterns and ensuring the safety of students. Traffic Safety had done an excellent job in adjusting the lights. They changed the time sequences and added an "all red" cycle allowing full pedestrian access.

Dr. Callan said the District appreciated the addition of the "all red" cycle.

Ms. Kishimoto asked how long the "all red" cycle would be in effect each day.

Ms. Likens responded that it was in effect for about a half hour.

Mr. Venable said that in an overall sense, things were working well.

Ms. Likens said the school community had done a lot to encourage walking and biking to this school site, with 52% of kids coming to school in a way other than one student per car.

Mr. Barton said he believed the number was even higher, at 70%, with 22% of kids coming as the only kid in the car.

Ms. Likens said this had helped tremendously in reducing traffic coming to the school.

Mr. Barton said it was crucial to keep pushing this, because it would get kids into the habit of transporting themselves to the area and would be continued during their years at Gunn.

Ms. Likens said Gunn was also experiencing an increase in bicycle ridership along Arastradero this year, which was very unusual.

Mr. Burch said that in terms of "pushing" the alternative means of transportation, he hoped the students were getting a lot of positive reinforcement. He said that if it really worked, then it ought to be done even more.

Ms. Likens said a flyer went out to Terman parents, which had been collaborated upon by the City, the PTA and PAUSD. It gave suggestions for transportation to school and safety tips for walking or biking. She said the City would continue to work with the school. The adult crossing guards had really helped in giving people a sense that it was safer to cross the road. She said people in the Hills had even asked for additional guidance and help on safe biking down Arastradero and across Foothill Expressway. She felt the community was really engaged.

Ms. Kishimoto asked how the rate compared with other middle schools.

Ms. Likens said she hoped to get that information from Jordan and JLS this year as well, adding that she had heard there were 300 bikes parked at Jordan.

Mr. Burch suggested having some sort of competition between the schools, possibly using bar charts.

Mr. Barton said he heard the size of the bike cage at Terman had to be doubled during the first week of school.

Ms. Kishimoto stated that some people were concerned about the corner where they had to step on the brakes.

Ms. Likens said she believed the “all walk” phase had helped that. Before this, with the regular “walk” phase students had to cross Arastradero then congregate on the one southwest corner, then cross again. There were too many kids there.

Mr. Burch said that one afternoon as school was getting out he was told that a crossing guard had not reported yet.

Mr. Venable said as soon as the Police Department heard about a crossing guard not showing up, they sent out one of their officers to cover the intersection.

Dr. Callan said she met Lynne Johnson, the Police Chief, and that it was a very positive thing that had happened. She said she also appreciated the replacement of the sidewalk along Churchill, after it had accidentally been removed, by the first day of school. She also had noticed after school at about 3:30 that on Churchill across Alma, some of the Paly students were riding their bikes all over the street instead of remaining in the bike lane. She said she had to stop and tell the kids they had to get over into the bike lane and suggested the police issue tickets to some of them to help get the point across.

Mr. Tuomy noted that it appeared many of the same crossing guards were returning this year.

Sgt. Wong said this was true, with about a 60% return of previous crossing guards and that four additional locations had been added because of the new school. He said the Police Department had stressed that the schools needed to phone in to Dispatch as soon as possible if a crossing guard was absent, adding that he never heard about the absence at Terman.

Mr. Tuomy said it was good to have many crossing guards from the previous year, because they knew the kids, the crossing and what to watch for.

Sgt. Wong said the Police Department used to have trouble finding committed people who were willing to come back.

Mr. Tuomy asked what the job paid.

Sgt. Wong said he thought they earned about \$8 to \$10 per hour.

Ms. Harrison added that the City contracted these positions as City employees.

Ms. Kishimoto extended her thanks to the PTA for working closely with the District in regard to traffic safety.

Sgt. Wong noted that Gunn had taken a very proactive step to reduce traffic along Arastradero as well.

Mr. Burch identified the GoFast Committee.

Ms. Likens said the parking lot had been increased and that there was no parking problem in the Georgia/Green Acres neighborhood. There was also very little traffic, making the year start off very differently from the way the previous year began. There were still drop-offs happening at the gate at Georgia and some other issues to deal with, but she said a tremendous job had been done.

Ms. Kishimoto asked about the ridership of the shuttle.

Ms. Likens said there were a few students riding the shuttle to and from Terman and that there was a capacity problem in the afternoon. The first shuttle leaving Gunn was frequently full, so kids leaving

Terman had to wait a half hour for the second bus to come, which tended to get filled too but there was some space. There was also the 88 bus, which made a big loop up Arastradero to Colorado.

Mr. Tuomy asked if the 88 was the same bus Gunn kids had always used to get to Middlefield.

Ms. Likens said it was and that it stopped at Terman in both directions, but that the attendance area for Terman was somewhat different.

Mr. Barton said he had noticed a huge difference in the traffic on Meadow in the mornings. It had been typically backed up from JLS through Alma and El Camino Way in both directions, however this year he hadn't seen any congestion.

Mr. Venable said this was exactly what the Police Department wanted to know, because there should be less arterial traffic across the train tracks and Alma.

Mr. Barton asked if there were any comments from the public.

Terri Blackburn said her son was one of the kids who biked to Terman and that there was too much going on at the four-way stop. She asked if kids could go down one more block, maybe down to Cologne. When it rained, she wanted to know how Terman kids would get to school if the buses were already full. She said that when it rained, her son would be taking the bus and she did not want him waiting an extra half hour in the rain. Aside from this, she said she wanted to thank everyone for the maps, the police presence, and four-way stops.

Sgt. Wong said that because of the new school opening, crossing guard locations would need to be reevaluated to make sure they fulfilled the count requirements. Some of the crossing guards along El Camino would probably be maintained, because there were so many kids biking and walking. The ones along Alma Street, however, might be impacted.

Ms. Kishimoto asked if another shuttle was needed and if this would have to be brought to the Council for more funding.

Mr. Tuomy suggested saving that question until Item 5 on this meeting's agenda had been reached.

Mr. Barton thanked everyone for their hard work on traffic safety for the opening of school and beyond.

Mr. Tuomy said it could have been a disaster.

Mr. Barton thanked whoever predicted the need to the all pedestrian cycle in advance.

Mr. Burch commended everyone for working together to anticipate problems and design solutions for them.

4. Discuss Goal-Setting for Three Main Priorities

Mr. Barton reminded the group that at the May meeting, they had three priorities for the foreseeable future of the group. These were traffic safety for kids going to and from school, athletic fields, and pressure on students/student stress. Originally, in June, the group was going to start to elaborate on these items and highlight specific things to be worked on. Then some issues around Terman came up, so the June meeting was used for that. He said this would be mostly a brain-storming session, but that there were things to do and the group members could bring those items back to their respective agencies.

Ms. Harrison introduced Dawn Calvert and Patrick Larkin of the Parks and Recreation Department, and Eric Christenson who was responsible for the City's athletic programs.

- **Athletic fields**

Ms. Kishimoto said it appeared there was fairly significant progress this year because of Mayfield. She suggested that since there were only three months left in the year, the group concentrate on traffic safety, given the tremendous success of getting the rate up to 68% at Terman. The group could figure out how a successful technology transfer could be made from Terman to the other schools and prepare for the following fall.

Mr. Tuomy asked Ms. Kishimoto if, because of Mayfield, she was suggesting that athletic fields be removed as one of the group's goals.

Ms. Kishimoto said she did not want to suggest the goal be removed and that she was open to Mr. Tuomy's ideas. She asked what Mr. Tuomy would suggest, given the short time left in this year for the committee.

Mr. Tuomy said he believed a committee like this obviously could not accomplish anything in one year. He hoped that the members continuing next year could use these goals to help focus the group, continuing to work on these goals for the next two or three years. Because of this, he said he was hesitant to remove the athletic fields goal.

Mr. Burch agreed.

Ms. Kishimoto said she did not suggest removing it as a long-term goal.

Mr. Tuomy said one of the issues was installing the new alternative turf on some of the school fields. If any funding was available, it could also be installed at Mayfield.

Ms. Harrison said that as part of the budget, the Council approved an overall Capital Improvement Program project for alternative turf. The City had conceptually agreed that, if PAUSD would pay the additional cost for alternative turf over the amount Stanford was providing to create the Mayfield fields with natural grass, alternative turf could be installed there. The City would then look at additional sites. One of these sites was El Camino, because there was a proposed utilities project which might provide the resources for the change to alternative turf, however there were many other issues that could prevent this. Another possible site would be Cubberley, although neighborhood issues might cause complications. A third possibility was Greer Park.

Mr. Tuomy said the only site reflecting PAUSD's interests would be Cubberley in terms of property ownership.

Ms. Harrison said the City would not be interested in putting resources into the sites that are still under lease. This was part of the City park system.

Mr. Tuomy said the football field was not part of the City parks.

Ms. Harrison agreed.

Mr. Barton then asked if the City would take down buildings to do this if the land it purchased had no fields to begin with.

Mr. Tuomy said the City had no fields that it had purchased, adding that the District was trying to convince the City to purchase some fields but that it had refused.

Ms. Harrison said that as soon as the City raised the issue of Cubberley, the neighborhood association immediately became extraordinarily interested because the discussion focused on both fields and lighting.

Mr. Burch added that in extending the use of a playing field, lighting would be necessary, and there were houses next to the field.

Mr. Barton said he was glad this issue was being discussed, because alternative turf and lighting had to be linked, so there was no point in installing the alternative turf if there would be no lighting.

Ms. Harrison said that from the City's standpoint, the Greer field was least apt to become extraordinarily controversial from both the lighting and the turf perspective.

Mr. Burch said there were ways to light one area without lighting an adjoining area.

Mr. Barton said the City's obligations under CEQA were different from those of the School District, which were somewhat simpler. He then pointed out that as a parent of a new football player, he believed fields needed to be made available in the evenings, because most people are not available to attend football games during the day and attendance at the games brings in money for athletic programs at the schools. As a result of using alternative turf and lighting, the fields could get much more use.

Mr. Tuomy said he thought the City had been just talking about soccer fields.

Mr. Barton said he didn't see why the alternative turf could not be used on football fields.

Mr. Tuomy said one of the possibilities was the Cubberley football field, so in terms of the City/School Liaison Committee, this could be the focus.

Ms. Harrison said that if the group was agreeing to look at Cubberley for the alternative turf, she thought the City could provide graphs and goals representing what the community could look at.

Mr. Tuomy said all the District was concerned about was long-term capital improvements. The Cubberley lease would be coming up this coming year and needed to be officially renewed.

Ms. Harrison said the City had an extender on it.

Mr. Tuomy said so far nobody had extended it.

Ms. Harrison thanked him and said she would take the issue back to the City.

Mr. Tuomy said the lease needed to be officially renewed and that it could not just be assumed. He said the District's concern was that long-term property improvements made it difficult to change the use of the property if the District had to invoke the clause involving the District's need to take the site back to use for a high school. He added that he would hate to see the field turned into anything else and that he lived near it and thought it was a great use. He added that he wished new grandstands and lighting could be installed to make it a really nice field.

Mr. Barton said he wondered if the group should be thinking about one of the two high schools as well. The Sports Boosters were already raising money and when the all-weather track was installed at Paly, some wiring conduits were installed for potential future lighting. He also said the high school fields were hard to share with the community because they were so heavily used.

Mr. Tuomy said that when the District spoke with the high schools about sharing properties with the community, it was like talking to a brick wall. The properties were booked very heavily during the week and were only available to the community on weekends. He suggested that if the high schools wanted lighting, they should put it in themselves.

Ms. Harrison said the group did not need to talk about shared use, but the City would like to learn from the District's successful lighting installation, once completed.

Mr. Barton said that if one of the high schools did lighting, it could be used as a model. He added that there was reason for the District to do lighting before the City does because of CEQA issues.

Mr. Tuomy said he would like to see Cubberley as one of the test sites.

Mr. Burch said that whenever a field was added or the use of an existing field was increased, everyone would benefit.

Mr. Barton asked Ms. Harrison what the City planned to do on Mayfield and what kind of schedule was in place.

Mr. Harrison said she was not familiar with the plan and asked if Mr. Barton was asking about the site plan.

Mr. Barton asked what was proposed to go there.

Mr. Burch said the City planned to install two full soccer fields and one smaller practice field. There would be a scoping meeting to discuss it.

Mr. Barton asked if the plan included parking, restrooms, and a maintenance shed.

Mr. Burch said that it did.

Mr. Barton then asked if Stanford was willing to pay for the facility.

Ms. Harrison said the only item not being paid for by Stanford was the artificial turf.

Mr. Barton confirmed there was a meeting on Oct 7th for scoping this project. He then asked if this could happen a year from now if there was money.

Mr. Burch said that it could.

Mr. Tuomy said this could happen sooner, because they had already budgeted the money for the difference.

Ms. Harrison said State grant money for another project was being moved to this project.

Mr. Barton confirmed that there would be a model for field lighting in a year or less, so someone could then measure how far the light reached.

Mr. Tuomy said Poway had huge banks of lights and there was no spillover, with the light just shining on the field.

Mr. Barton clarified that the group was discussing Cubberley with lights and the alternative turf, and that Mayfield would be a model for lighting. He added that the District also had to take another \$1.8 million out of its budget, so there was no money to do this immediately, however there was private fund-raising going on for the District's projects.

Mr. Tuomy then observed that in terms of fields, Mayfield had begun and the District has nothing to do with it.

Ms. Harrison said the City would keep the District updated on the status of Mayfield on an ongoing basis.

- **Traffic safety for kids going to and from school**

Ms. Kishimoto said the question was how a successful technology transfer could be made from Terman's model to the other schools in the District. And the more immediate issue was the crowding on the shuttles and planning for rainy days.

Mr. Burch asked what the cost was to add a shuttle.

Ms. Likens said the District's share would be \$40,000 to \$50,000 of the total \$90,000 to \$100,000 total cost per year for an additional shuttle. The City would need to determine whether it was truly cost effective, because crowding was not an issue in the morning. With the staggered start times, if the first shuttle was full of Gunn students, the Terman students could wait and use the second one. Because of Terman's attendance area boundaries, most kids were walking and biking, so there were not a lot of kids riding the shuttle. A few were taking the 88 and a few were waiting for the second shuttle.

Mr. Tuomy asked how far the shuttle actually took them, theorizing that it might be only about five blocks.

Ms. Likens said the route had been changed for this year, because it did not need to pass through Barron Park any more to serve JLS. Now Alma and the railroad tracks were the attendance area boundary. The buses were going straight up Arastradero, back to El Camino through the Ventura neighborhood, so it was really the Ventura neighborhood that was served. These were the kids living East of Alma and electing to go to Terman. This is why the same level of demand did not exist at Terman as at Gunn. Therefore, adding another bus might not be necessary.

Mr. Burch asked if during the rainy season, a larger shuttle could be used. This way there would still be one driver, but the shuttle would have a larger capacity.

Ms. Likens said having a larger shuttle would require working with the City's operator. It would not be easy just to pull another shuttle, but she would see about it. She then said that in the short term, one item that came up during the Terman Back to School Night was that Terman was opening a study hall after school. So some kids could go there while waiting for an available bus in the afternoons on rainy days, thus making a more productive use of their time. She said the City would look at what it would take to add another shuttle and that they wanted to track the use of the current shuttle.

Mr. Tuomy asked what the current usage was for the Ventura kids now.

Ms. Likens said she did not have numbers for the morning route, but that in the afternoon there are usually four to six kids waiting for the bus.

Mr. Barton said Terman kids were not really using the bus according to survey results, but that Gunn kids were using it. He then asked if Terman kids were not really using it because their parents did not want them to or maybe it was too crowded.

Ms. Likens said that on Monday, Wednesday and Friday, Gunn had a 3:10 p.m. dismissal, while on Tuesday and Thursday, they finish at 2:12 p.m. On Tuesday and Thursday, the first bus leaving Gunn was at 2:15 p.m., while Terman finished at 3:10 p.m., so there would be no crowding for Terman kids, since they got out an hour later. On Wednesday, Terman got out early and there was no bus at all until 2:12 p.m.

Mr. Barton said that most of the people present probably walked to school in the rain when they were kids and that his son had done so as well. He suggested it may help to encourage people that walking to and from school in the rain is not the end of the world. He added that on rainy days, the presence of crossing guards is all the more important, because it clearly is more dangerous.

Ms. Harrison summarized by saying it appeared the type of things the group wanted updates on included: a successful technology transfer from Terman in regard to reducing single-occupant vehicle traffic in the morning; the shuttle and how it was working, especially in inclement weather; and crossing guard allocation and how that was working.

Dr. Callan stated the City/School Traffic Safety Committee, including Kathy Durham, had done a wonderful job.

Ms. Harrison said they should get the credit for the technology and that they had done all the work.

Dr. Callan said they realized the Churchill issue and gotten it fixed. She said she thought the School/City Liaison Committee needed an update from them, because they were probably the most on top of this.

Mr. Barton asked if Nixon kids were being bused to Garland, and if so when they left and what the buses did after leaving Garland.

Dr. Callan said PAUSD was charging for the busing from the Hills.

Dr. Golton said Building for Excellence was leasing at least one of the buses, but that a bus might be available at the end of the year.

Mr. Burch asked Dr. Golton what the buses did when they got to end of their route in the morning.

Dr. Golton said that depended on the time the route was completed.

Mr. Barton said he would talk to Dr. Golton more later about this topic.

Ms. Kishimoto mentioned the work the City was doing on the school commute corridors.

Mr. Barton asked if a PAUSD representative was sitting in on the traffic committee.

Ms. Harrison said a small group had been hand-selected by Steve Emslie.

Mr. Barton asked if Augie Lavagnino was on this committee.

Dr. Golton said that he was. He added that Henry Lum was also a member of this group and that he had met with Mr. Lum the previous week.

Dr. Callan said it was unfortunate this small group was not combined with the larger School/City Traffic Safety group, because this was a very effective committee.

Ms. Harrison said the Charleston corridor and the school commute corridor were two separate issues. If updates were needed on those items for this group, they could be provided.

Mr. Barton said he wanted to make sure the Charleston corridor issue was being worked on.

Ms. Harrison said some of the aspects the City was looking at were speed of traffic, number of bicyclists, how long people waited, and so forth. This would be coming to the Council for discussion and review on September 22, 2003. This was also on the mandated Council completion for January, so it was in process.

Mr. Barton said this was why he wanted to be sure Mr. Lavagnino was there, so he could report back to Dr. Golton.

- **Pressure on students/student stress**

Ms. Calvert asked Mr. Larkin, who was at the Youth Council meeting (in place of Bobbi Ross, Supervisor for team programs) to report on what happened this summer in terms of working with the City's youth, then describe plans for fall.

Mr. Larkin said the City collaborated with PAUSD on the two-week long Future Author's Camp at Cubberley Community Center, which was comprised of 35 middle school students. In the morning portion of the camp, organized by Barbara Lancon, they did curriculum with two PAUSD teachers for two hours. In the afternoons, the Recreation Department took kids on field trips related to the morning topics. As an example, the kids learned about haiku one morning, then they went to the Japanese Friendship Garden in San Jose that afternoon for a more holistic approach to the program. The other camp was Summer Survivor Camp at Palo Alto High School, which made it rather challenging, but successful. There were about 40 middle school students. They did activities that helped them learn to communicate and work better as a team.

Mr. Barton asked what made this camp challenging.

Mr. Larkin responded that heat made it very challenging, as there was not much shade and it got very hot. They pitched tents for shade, but the Palo Alto parents were very concerned about the heat, so the Recreation Department also offered popsicles. Band nights (bands of teenagers performing for teenagers) and a summer concerts series were also offered. There were three to four bands per night at the band nights, which averaged 105-135 in attendance, making this an ongoing success for the Recreation Department. There was one middle school dance over the summer, which was attended by about 80 kids. Mr. Larkin explained that it was very hard to market, since the kids were not in school at the time. About 50 kids participated in break dance practices, with the high school kids teaching the middle school kids, leading to a contest at the end. The Recreation Department also worked with Youth Community Services (YCS) Summer Service Camp. The group worked on service projects throughout the community, going out to different service areas and working for the elderly, the homeless, and environmental issues. The kids were very engaged in this and loved it, making it an ongoing success for them. Throughout the year, two day camps were offered for younger kids at Foothill Park. They also offered one for five year old preschoolers and one for children under five. Camp Explorer, which was new this year, was also offered to kids age 6-11. In terms of student stress, the first Youth Council meeting was September 8th. The new President was Peter Hahn, a senior at Paly. The elections for Vice President, Secretary and Treasurer would occur at the retreat taking place in two weeks. One of the main tasks they wanted to perform this year as part of the Youth Master Plan was a stress reduction workshop. It would be similar to the one held the previous year, which would cover sleep disorders. The group worked with several non-profit groups last year on this project, with Lucille Packard Children's Hospital playing an integral part in this. Another issue of interest this year was eating disorders (including anorexia, bulimia, obesity, as well as nutrition). The Children's Hospital will be assisting with this project as well. Stanford researchers and other

professionals were also coming in to help establish the program. The Youth Council was working with PAUSD on the Drug and Alcohol Prevention Committee for Middle and High School students. On September 19th from 7:00 p.m. to 10:00 p.m. at Mitchell Park, a Resource Night would be hosted. About ten different organizations, such as Palo Alto Medical Foundation, Children's Hospital, YMCA, and Palo Alto Police Department, would be hosting booths offering kids resources. There would also be a teen band night and a middle school dance that night. About 100 – 150 kids were expected to attend the Resource Night, and about 250 would attend the dance.

Dr. Callan said both high schools had built into their WASC plans stress and homework-free holidays. When one of the District's high school students tragically passed away this summer, the District brought in any assistance the kids needed at Gunn.

Mr. Barton said that clearly the City and District were doing some great things, however for the "Ready, Set, Relax Night", his kids did not get the night off from homework. He was disappointed both as a Board member and as a parent. The Board needed to be more clear about what it wanted and the information needed to be disseminated in time for people to plan ahead. If these nights were to be planned twice a year, he suggested that one might be designated for kids to stay home with their families and the other could be tied to an event such as the Winter Carnival that used to be hosted by the City.

Dr. Callan said the schools were never involved in the decision to do the "Ready, Set, Relax" program. The principals were not informed until the start of the school year. She added that the District was open to the wonderful ideas suggested by the community, however the principals needed to be involved earlier. In this case, the Board was not informed by the City until its last meeting in June and the principals of the schools involved got just seven days' notice. League sports, for example would be affected by this, meaning games would have been cancelled.

Mr. Barton said the City and District needed to do a better job. He also said he liked the idea of one of the "Ready, Set, Relax" nights being coordinated with an event the City was already doing, so more families could attend.

Ms. Harrison said this was not exactly a City event, since it was the brainchild of the Human Relations Commission and was endorsed by the City Council. She added that the Commission would receive feedback about planning further ahead, adding that the City also had to scramble to rearrange its schedule around the day the Commission selected for its first "Ready, Set, Relax Night".

Dr. Callan said the principals really liked the idea but needed to be involved sooner. She recommended getting a group of principals together to discuss how the needs of the kids and the community could be met.

Mr. Tuomy said that the problem with the homework-free night was that many of the high school teachers had a set curriculum, so if there was no homework one night, it would be doubled some other night to make up. He said there was a handful of teachers who refused to be told how to teach. He said homework-free nights were a great idea, but that more than just homework loads need to be changed.

Dr. Golton said that was very well said. Palo Alto schools offered many advanced placement courses that were tied to required curriculum. These programs were evaluated according to how the students did. He then suggested that one solution might be to not give homework anymore.

Mr. Tuomy suggested limiting kids to two Advanced Placement (AP) classes each term.

Dr. Golton said there should be ways to help students deal with stress, rather than simply taking the stress away.

Mr. Barton said that in the abstract, he agreed with Dr. Golton and Mr. Tuomy. As an instructor at Stanford University, he had to change his curriculum every week based on what was going on in the classroom. If there was a teacher in the District who was so focused they could not tweak their curriculum for one night, then they should not be teaching at PAUSD, because they were not responding to the needs of the students.

Mr. Tuomy said that was a discussion for a different meeting. A lot of changes needed to be made because this had been a big part of the reform movement as reflected in the WASC reviews. He added that Dr. Golton was right in that a way to deal with stress had to be found.

Dr. Callan said part of the problem was that homework was assigned for the whole year on the first day of school. So the problem for the homework-free night was that homework was not necessarily assigned on that night, but that it was due the next day. She suggested that this was a wonderful opportunity for kids to learn time management.

Mr. Larkin said one of the Youth Council's issues was time management. Many kids did not know time management. A student might have five AP classes, but not know how to balance priorities. This was not a skill they were learning in school.

Mr. Burch asked where the role models in this society were for good time management. He added that if stress was going to be relieved, another event should not be planned, because this would add its own stress. Things need to be taken off kid's plates, rather than added.

Dr. Callan suggested having a day of meditation.

Mr. Tuomy said kids and families needed to know that stress management was not part of the curriculum and never would be.

Mr. Burch said time management was an individual thing.

Mr. Barton said that in this society, Palo Altans were always doing too many things at once. And since these were the role models of Palo Alto's youth, the kids thought they had to be the same, thus signing up for five AP courses.

Mr. Burch pointed out that the community was proud of its high-achieving kids. The numbers of PAUSD kids getting into ivy league schools were published in the local papers, making this a measure of the community's success.

Ms. Calvert said one of her biggest issues with her staff was time management. Many had five or six years of college but still could not manage their time.

Mr. Larkin added that they wanted to please everyone, but in the meantime, they were overloaded and were therefore not pleasing themselves. He said it was actually very sad, but that this was just the way it was and he did not know what could be done. He suggested having the high schools incorporate something into their life skills classes, if there were any.

Dr. Callan said she did not think there were.

Mr. Tuomy said too many kids waited until the last minute to do too many things. This caused them to fail themselves and their parents, which led to the suicides that had occurred.

Mr. Burch mentioned that in a previous meeting, Mr. Tuomy had said kids logged onto the internet late at night, thinking they were finding their own ways to relieve stress, while actually adding to it.

Mr. Larkin said that not just Palo Alto was dealing with this. The Santa Clara School District was also trying no-homework nights to reduce stress.

Ms. Kishimoto said she had heard that this was also a growing trend in colleges.

Dr. Callan said there was even stress in elementary schools, citing one kindergartener who had memorized the complete times tables. Today's kindergarteners, she said, were adding and subtracting up to 20 and reading.

Mr. Barton said he supported the "Ready, Set, Relax" nights, but was also intrigued by time management education. He wondered if time management education could be a part of any of the joint summer camp programs.

Mr. Larkin said the members of the Youth Council were taught time management, adding that it was hard to teach. The City offered its staff a time management training program. Over the summer, the Recreation Department worked with the HR Training Department and the School District, so this might be something to look at in terms of collaboration.

Mr. Barton said the drug and alcohol awareness project needed to continue. On National Public Radio this morning, it was announced that underage drinking cost the nation \$56 billion each year. People needed to realize underage drinking was not just a personal issue, but that there was a societal cost to it as well.

Mr. Burch pointed out that the importance of time management was to make time for oneself.

Mr. Barton said he would support a limit on the number of AP courses students could take in a semester, because time management should not be about squeezing in more AP courses. He said after school sports were a huge part of learning time management because they provided a disciplined structure. Students had to manage their time well if they participated in after school activities.

Ms. Kishimoto said that during the Terman discussion much was said about the culture of play, and she congratulated Terman for developing that culture.

5. Terman Middle School Re-opening: Hardscape and Public Access Issues

Mr. Barton said PAUSD appreciated the Council's approval of the concept, however there were concerns regarding the time schedule. The end of November did not work for the District, as it was too far out. The District was doing all it could to provide the City the information it needed in order to help this progress as quickly as possible. At the previous night's Board meeting, a special meeting was scheduled for Monday night at 6:00 p.m. in the City Hall lobby. At this time, the Board would approve the revisions to the EIR necessary for the City's Staff Report.

Ms. Harrison said the City needed more than this, including detailed plans.

Mr. Barton said all of that was coming.

Mr. Burch asked if this meeting was being held in the lobby of City Hall to make a public statement or put pressure on the City Council.

Mr. Barton said Mr. Burch was correct.

Mr. Tuomy asked what it was that would take so long.

Ms. Harrison said she met with the Planning Department staff the day before and they had scheduled a special meeting for September 15, 2003. Assuming they had everything they needed from the District by the end of the current week, they would assemble a staff report. The meeting first had to be noticed, however.

Mr. Tuomy said to start with the noticing.

Ms. Harrison said ten days' notice was required.

Mr. Tuomy suggested that since Ms. Harrison already knew when the meeting would take place, it could be noticed right away.

Ms. Harrison said that was correct and that the meeting would be noticed that very day. She said the City staff would start work at the October 15, 2003 Planning and Transportation Commission meeting.

Dr. Callan and Mr. Barton said PAUSD was told this meeting would be held on September 28, 2003.

Ms. Harrison said the City had not even started the staff work yet because it had not gotten the necessary information from the District.

Dr. Callan and Mr. Barton said the City would have everything if needed from the District by the end of the week.

Ms. Harrison said she could talk again to the Planning staff, but they were required to do a certain amount of work.

Dr. Callan said the District was doing its part in four days.

Mr. Tuomy asked why the City could not start without an EIR.

Ms. Harrison said the Planning Department would have to take what the District gave them and do a Negative Declaration, so City staff work would be required.

Dr. Callan said PAUSD's concern was that this meant it would be a month. She then suggested a different timeline, adding that last October, 11 months ago, District staff had started this process. Larry Thomas, Principal at Terman, was asked what his bottom line was and he had given it. The District started the school year with the belief that the kids, who were citizens of this community, would have appropriate play areas. She and the Terman parents were very disappointed, because they had done everything possible, then the plan the City adopted was not the plan they wanted.

Mr. Burch said he had been told by some members of the School Board that either plan was acceptable.

Dr. Callan said they would live with it, but that the basketball season started in November. This could not be changed and the kids needed courts. District staff was currently working double time to get everything done. In three days, the EIR would be done. She said that because the kids' needs were critical, the staff was dropping other projects. The District was told that after the September 24th meeting, it would take two months to bring the item back to the City Council. If this was not approved so work could start in November, the courts would not be ready in time, since cement could not be poured in the rain in January. This would tell the kids they did not get a basketball season this year and that they had to wait until next year for courts. She then reiterated that the District had worked for 11 months on this and that everyone, including Mr. Thomas, was concerned. She said PAUSD

wanted the City Council and the Planning Department to say they would show the kids they are important. This was a terrible civics lesson for the kids because the District had signed an agreement and it was still in process a year later.

Mr. Barton suggested walking through the process that would get results as quickly as possible. He began by asking why this had to go to Planning.

Ms. Harrison said this was the law.

Mr. Barton said he could accept that.

Ms. Harrison said it was also the law that this would require a Park Improvement Ordinance and that this ordinance would require a second reading ten days after the first reading.

Mr. Tuomy said the group needed to know all these laws and why nothing could be done in parallel.

Mr. Barton and Ms. Harrison then determined that the Terman Specific Plan amendment and the Negative Declaration might both go to the Planning and Transportation Commission on September 24, 2003.

Ms. Harrison said the verbatim minutes would then be forwarded to the Council, along with the Park Improvement Ordinance. She added that it was a purely legal document, so as soon as the City got the information it needed from the District, it would start working on it. Environmental impact was part of the Terman Specific Plan, so all of that information was needed before it could go before the Planning and Transportation Commission in order to do a Negative Declaration. On November 24, 2003, the Terman Specific Plan amendment, the Negative Declaration and the Park Improvement Ordinance might go to the City Council for the first reading, with the second reading on December 8. It then required a 30-day waiting period before it went into effect, because, as required by law, it left the option of referendum open to the community.

Mr. Barton asked if, once the amendment was passed, the project could be put out to bid.

Ms. Harrison said that it could.

Mr. Barton asked if it would save time to have the Planning and Transportation Commission and the City Council meet together.

Ms. Harrison said the Council already had other issues on upcoming agendas, including the Charleston corridor.

Mr. Tuomy suggested that this Terman topic might not take a long time.

Ms. Harrison said that every time it had come up before the Council, it was the major item of the night and had taken at least two hours. She added that in addition to the school community, the Greenacres neighborhood desired to be heard on this. There were many people with strong feelings about the issue of dedicated park land and they had a right to be heard.

Mr. Tuomy then said the other issues coming up before the City Council must be more pressing, but that there would not be any closure on them.

Mr. Barton said the group should focus on the timeline. He then restated that the Planning and Transportation Commission would first meet to discuss this on September 24, 2003.

Ms. Harrison said she had spoken to the Planning Department that day. They had not yet seen anything from the District, so once they saw what the District had, they might feel more comfortable. As of now, they thought this September 24 meeting date might be too optimistic.

Dr. Golton said the District needed a specific list of what the City wanted.

Ms. Harrison she said she had spoken with John Lusardi, Jeff Young and Steve Emslie, who said they had cleared four other projects off their desks and were ready to meet and work on this.

Dr. Callan reiterated that it had been 11 months, so she was very pleased to hear this.

Mr. Burch said he did not accept her statement. He said she made it sound as though the District had been working on this for eleven months, while the City had been doing nothing.

Dr. Callan said that was how it felt to her, because meetings between the City and the District began 11 months ago.

Mr. Tuomy suggested maybe the City Council itself had not worked on it for 11 months.

Mr. Burch said no decision was made until Monday night as to what the plan would be. There were problems to work through and the District could not simply plan additional tennis courts and put them next to homeowners.

Mr. Tuomy said this actually could be done.

Mr. Burch disagreed. He said people were saying they would sue if this was done and asked if the District would be willing to sign a waiver and back up the City financially when it was sued.

Mr. Tuomy then asked if Council members did not make decisions because the City was afraid of being sued, adding that now he knew why they got nothing accomplished.

Mr. Burch disagreed.

Mr. Barton said the District would have to ask the City to expedite wherever possible. It sounded as though construction might not start until 2004. This did not work for him as a School Board member, however this schedule would have to be used while the School Board discussed additional options.

Mr. Tuomy said the City had a good-sized staff and questioned why, the City could not move something like this through any faster. It did not make sense to him.

Mr. Burch explained that there were requirements, like the 30-day waiting period between the Council's approval and the start of construction.

Mr. Tuomy said he understood the 30 days, but that it seemed to be going on the City Council's agenda in November, which he found interesting because it was a couple of weeks after an election.

Ms. Kishimoto said she did not believe this had anything to do with it.

Mr. Tuomy said he was not saying Mr. Burch was responsible for this.

Mr. Burch said he rejected this as a concept.

Mr. Tuomy said he did not think Mr. Burch set the agenda, but rather the Mayor and Vice Mayor were responsible for this task.

Mr. Burch said he rejected the accusation. He then said that, regardless of what anyone claimed happened 11 months ago or 5 months ago, this group was here today and wanted to make this work as fast as could legally be done. The City was not about to break any City or State laws to accomplish this.

Mr. Tuomy asked if it would help if the School Board came to every City Council meeting and spoke about why these basketball courts were needed for the kids, like Ed Power did when he wanted the yacht harbor dredged.

Mr. Burch suggested being realistic about the goal.

Mr. Tuomy said that maybe the City needed to be told what was important.

Mr. Burch pointed out that Mr. Power still had not succeeded in having the yacht harbor dredged.

Mr. Tuomy then suggested having more than one person speak at all the City Council meetings.

Mr. Burch said that if Mr. Tuomy was implying that power was what was needed to get something done, then this meeting was not needed because this group was intended to be cooperative.

Mr. Tuomy said it was not, that the City sent out a threat and that was it.

Mr. Burch said if it was going to come down to threats, this group would have to be dissolved again, and he did not want this to happen.

Mr. Barton said his frustration was that in May an aggressive timeline was discussed that would have the new basketball courts in by the start of school. The first hearing at the Council was held in August and the second, with the first vote, was last week after school had opened. He said his fear was that the District would be delayed again and that construction would not start until spring.

Ms. Harrison said she had made it clear to the Planning staff that there was no option to reschedule. The Planning staff usually took a year and in this case she has asked them to jam 12 months of work into one. They were moving all of their other projects aside to work on just this.

Dr. Callan asked how it could take 12 months to do something like this.

Ms. Harrison said a plan change normally took that amount of time. All other projects were being moved aside to work on nothing but this.

Mr. Tuomy asked what precisely the Planning Department was doing.

Ms. Harrison said she was not the Planner and did not know.

Ms. Kishimoto said that in the Terman Specific Plan, it was noted that the Terman Working Group met about 56 times.

Mr. Tuomy said that did not mean anything came out of those meetings.

Ms. Kishimoto said the reason for the amount of discussion was the need to take into consideration the overall City, especially the Southwest Palo Alto quadrant, the park space, recreation, and schools.

Mr. Tuomy said there had been a vacant school site at the time and that it was no longer vacant.

Dr. Callan said it was frustrating that to stripe a court and add two new courts would take a 12-month process to approve. This would make the community be known as one that took 24 months to build two full basketball courts. She said she did not think the community wanted to be known for this.

Ms. Kishimoto said it was too bad this had not been discussed by this group in January.

Dr. Callan said the District was doing what it was told to do last January. The District met with the groups it was told to meet with.

Mr. Burch said all that was happening was that people were spouting blame at one another. This would not get them anywhere.

Dr. Callan asked how the group could move forward.

Mr. Barton asked if 30 days meant 30 business days or 30 calendar days.

Ms. Kishimoto said she believed it was 30 calendar days.

Dr. Callan said that was the District's understanding.

Tom Ashton, a Palo Alto resident, said he did not think the District understood that there were some things written in the law that the City had to abide by. Some of those things could not be avoided. He said he had spoken to someone in the Planning Department two weeks ago about a project he was interested in. The person told him that he had 15 projects backed up. So everyone had problems with the Planning staff. He added that the Planning staff was down from the beginning of the year.

Mr. Barton again suggested that Planning and Transportation meet on September 24, 2004 and hoped that this could be done in one meeting.

Ms. Harrison said she never committed to that.

Mr. Barton agreed, but said that even if this could not go before the Council until September 24, it did not matter.

Ms. Harrison agreed.

Mr. Barton continued by saying the second reading would be ten days later on October 8. He then said the School Board had an ability to waive the two-meeting rule with a two-thirds vote.

Mr. Burch said the City Council did too.

Ms. Harrison said that did not apply in this case.

Mr. Barton continued by saying that after the 30-day waiting period for potential referendum, construction could begin on January 7, 2004. Assuming it would take 30 – 45 days to build, the potential finish date would be February 15, 2004. At this time, basketball season would be over. Assuming this was the case, he said there would be a serious problem. He then asked Mr. Christensen about the basketball program.

Mr. Christensen said he was responsible for the basketball program and it would be difficult, but there would be a program.

Mr. Burch asked if there were any other facilities available.

Mr. Christensen said that if there was no outdoor space, the staff would have to improvise with the best they had and tell the kids this was the best they could do. Games might need to be moved to other locations. Terman might have to play home games at Jordan, for example, so they could get practice space. And practices would have to be scheduled differently than they were currently advertised, which would then mean this was no longer an after school program.

Mr. Tuomy said it would not be after school sports if practice could not happen at the kids' school sites. He added that this would be because the District could not move its item up on the City Council agenda, since they had more important work.

Dr. Callan said the other issue regarding Jordan was that there were 950 students there and Jordan did not have the court space to support the Terman players. She said there would be no place for the Terman kids to play basketball.

Mr. Tuomy asked Mr. Barton if he was approving the schedule he was discussing.

Mr. Barton said he was not.

Dr. Callan said Mr. Barton was looking at it as the City's offer to the District.

Mr. Tuomy then said maybe the basketball program should not be offered, since it would not really be a program.

Mr. Burch said that might be a possibility.

Mr. Tuomy said this was about the kids in Southwest Palo Alto. They might not get a program because the Terman Specific Plan had to keep tennis courts for tennis players, some of whom lived in Southwest Palo Alto.

Mr. Burch said Mr. Tuomy could look at it that way, but he chose to say it simply did not work.

Mr. Tuomy said that if Mr. Burch was satisfied with looking at it that way, that was fine.

Mr. Burch said he was not satisfied with it, but he was a realistic person. The District had a beautiful, functioning school. He then asked if having one planned item (the basketball courts) not happen, was the end of the world, when people are dying.

Mr. Tuomy said it was a big deal.

Mr. Burch said the group was talking as if without basketball one year, the roof would fall in.

Mr. Tuomy said they were not there to talk about people dying. They were supposed to be talking about things that were in this committee's realm to solve. He told Mr. Burch that if, as a City Council member, he had no way to do anything about this, that was fine.

Mr. Burch said not to put words in his mouth and that he wanted the group to find an alternative.

Ms. Kishimoto said there was no way to have the courts ready by November 1, 2003.

Dr. Callan told Ms. Kishimoto the District had no problem with the September 24, 2003 deadline. The District had hoped it could be done in one meeting and that the City Council would do it the following Monday if it was agendized now. It would then come to the Council from the Planning Commission on September 29, 2004, if everything, such as the Plan amendment and the Park Improvement Ordinance, was being done now, and that the District would offer staff to help with this. She said she also knew the City needed verbatim minutes and offered to have the District arrange and pay for this

and have the minutes turned around in 24 hours. The following Monday after that meeting, the City Council could be presented with them at the meeting of September 29, 2003, with the second reading on October 6, 2003. This would then start the 30-day waiting period, so the building could start November 6, 2003. With this timetable, the kids could have basketball courts after the first month of the season in December 2003. She added that she understood the City staff could not get the minutes turned around quickly enough and that was fine.

Ms. Kishimoto said putting this through the Planning Commission was not a perfunctory process. They could not be ordered to approve this.

Mr. Tuomy said the Council could override the Planning Commission's decision.

Ms. Kishimoto agreed, but said the Planning Commission must first give its professional opinion.

Mr. Barton said he understood that all the steps had to occur and were important, but said he wanted to be sure the steps necessary were in the fastest possible order. He also stated that the School District was willing to assist with the staff work to accomplish this.

Mr. Burch said Dr. Callan's completion date of December 1, 2003 was a different date than the one the Council had been given before and that this would change Mr. Barton's original timetable.

Dr. Callan said she was just suggesting one way to do this.

Ms. Kishimoto said that to have a December 1, 2003 completion date, the first reading would have had to be held last week.

Mr. Burch asked if it really took 45 days to construct the basketball courts.

Mr. Barton said he was including potential weather delays, so this was the maximum time needed.

Ms. Kishimoto said one reason this was such a struggle now was that there was a rush when the Joint Agreement was signed. It was not made clear how the joint use was going to happen when the it was signed.

Mr. Tuomy said he knew Ms. Kishimoto wanted to redo the Joint Agreement, but that it was done.

Dr. Callan suggested the Planning and Transportation Committee meet on September 24, 2003, which was the soonest it could be agendized. On September 29, this would go to the City Council for two readings. The second reading could be held during a special meeting at the end of that week.

Mr. Tuomy said there had never been talk of a special meeting, but that if everything was covered in an agenda, he wondered why the City could not have a special meeting.

Dr. Callan then asked if, when there had to be two readings at the City Council, how many days apart they had to be.

Mr. Tuomy said there had to be ten days between the first and second reading.

Dr. Callan suggested having the Planning meeting on September 24, 2003, with a special Council meeting on September 25. Ten calendar days later, on October 6, the second reading and approval could take place. Then after the 30-day waiting period, construction could start on November 6 and potentially finish on about December 15, or as early as December 1. Someone would be paid by the District to come to the City council on September 24 and take verbatim minutes which would be available within hours.

Ms. Harrison said this was a very generous offer.

Mr. Burch asked what the staff's first task would be after the District delivered the necessary information to the Planning Commission.

Ms. Harrison said that since she was not a Planner, so she could not tell the group what the Planning Commission had to do in order to prepare a specific plan change.

Mr. Burch observed that the assumption was that the City could do their work in ten days.

Ms. Harrison said she had asked the Planning staff if they could finish by the 24th. Mr. Emslie was trying to involve everyone and she did not believe they sounded confident, so she did not know if this would be possible.

Mr. Burch asked how much had to be accomplished in that time and whether or not the change to the Terman Specific Plan was involved.

Ms. Harrison said that assuming the Planning Commission had everything they needed, they would have to do the environmental review and the analysis of the Terman Specific Plan change. Then they would have to review the Specific Plan and consider the impact on the City's tennis players. She added that there was apparently a problem with the EIR prepared when the school took over the Terman site from the Jewish Community Center, since usage patterns were not reassessed for the school. Some environmental work would take time.

Mr. Burch said that assuming this went to the Planning and Transportation Commission on September 24, this would all be possible.

Ms. Harrison said the potential delay came not from the Planning and Transportation Commission, but rather the City Council and the two required readings. She added that because of the rush, the work would not be done in the City's usual quality way, but rather a very slipshod way.

Dr. Callan told the group that PAUSD had called its attorney, who said it was possible to do this by saying the Specific Plan was being amended to add the two basketball courts. This way, the courts could be installed now. The year-long process to review the project could be started next year, after the courts had been installed.

Ms. Harrison said that with all due respect, she had heard the District's attorney's thoughts on how the City could do its land use planning and she was going to stick with the City's attorney.

Mr. Tuomy said he did not think the District's attorney's advice could be taken to court, so the District would be forced to go with the advice of the City's attorney as well.

Ms. Harrison said she had not had time, but would make every effort to move the Planning and Transportation Commission meeting up. One way would be for the District to sponsor the verbatim minutes. Another way would be to hold a special meeting as Mr. Burch indicated. Yet another would be that the Council agree the City staff would not do the level of staff work it normally did to bring a land use decision of this magnitude before the Council. It could possibly be done on an oral report basis. She noted that, ironically, some of the projects being delayed would be the Churchill Avenue traffic-calming issue.

Mr. Tuomy said this would not have to happen if a special meeting was held.

Ms. Harrison agreed.

Mr. Tuomy said the Board did this all the time and asked if it would be that difficult for the City Council.

Ms. Harrison responded that there were challenges with nine Council members in finding a date they were all available, adding that a campaign was going on.

Mr. Tuomy said that was, of course, secondary to their business as City Council members.

Ms. Harrison agreed and said she would poll the Council members.

Mr. Tuomy suggested having a special meeting at one of the Council members' campaign events.

Ms. Harrison said she needed to give the District some feedback as well, saying the City jammed through a Park Improvement Ordinance for part of the improvements the District wanted at Terman. This action was still haunting the City regarding the gate across the parking lot. She still heard comments suggesting the City did not look carefully enough at it. Because of this, she was concerned about doing this quickly, then finding out it was not done correctly.

Dr. Callan said this plan did nothing but add two basketball courts, which added to the community. The District was adding to a park, and the surrounding community liked this plan best.

Mr. Barton said staff on both sides did not have all the information they needed. He then informed the group that Dr. Golton has just called the people who would be doing the City's verbatim minutes. They told him it would be a three- or four-day turnaround, so the schedule had to be adjusted slightly.

Mr. Burch suggested the District plan to have the necessary documents for the City to get started on Monday.

Mr. Barton then suggested that Ms. Harrison and either Dr. Golton or Dr. Callan, and possibly Mr. Burch and himself work together to keep everyone informed.

Mr. Tuomy said the Board members still thought they gave up too much of Cubberley.

Mr. Burch said that if Mr. Tuomy was going to keep bringing up Cubberley, there might as well not be any meetings at all. He said Mr. Tuomy was just coming up with old wounds, and this was what people were fighting wars about all over the world.

Mr. Tuomy said this discussion did not involve Cubberley, because this was part of the land swap. The District wanted to have the swap in order to get use of this Terman property.

Mr. Barton said the District would work on drawings and the Environmental Impact Report (EIR), then get it all to the City as soon as it was ready.

Ms. Harrison suggested that as soon as all the information was available from the District, the City and District get together with the Planning staff to create a timeline for this and see how fast it could possibly be done.

Dr. Golton suggested meeting that afternoon.

Ms. Harrison said she appreciated that, but that she had other plans.

Dr. Golton said he needed Ms. Harrison to tell him what the City needed. He believed there were three items. The first of which was an EIR, and an unapproved copy would be available at the following evening's Board meeting.

Ms. Harrison said she would have the Planning Director call Dr. Golton in the afternoon and review what exactly what they needed, so the District could do its staff work.

Mr. Barton confirmed that Ms. Harrison would call Dr. Golton about exactly what was required from the District. The District would then immediately schedule a meeting of District staff, including Planning staff, Mr. Burch, and himself, to go over the schedule again. The District would do anything it could to help, including transcribing minutes and getting outside planners. The District had an obvious interest in getting this done as soon as possible. He said that because the architect was already on board and had worked on the site, it would not take long to do this. It would be very important that the instructions they receive were crystal clear.

Ms. Harrison said she would contact Mr. Emslie immediately and suggested meeting on Monday, September 15, in her office at 10:30 a.m.

Dr. Callan said the Board would set a meeting so they could approve everything the City needed.

It was agreed that the next meeting of this committee would be October 9, 2003 at 9:00 a.m.

Adjournment at 12:25 p.m.