



City of Mountain View

Agenda

Parks and Recreation Commission and Urban Forestry Board

*Commissioners Cornes, Naegele, Wolter,
Vice Chair Hepfer and Chair Herbach*

Wednesday, June 8, 2016

7:00 PM

Senior Center - 266 Escuela Avenue

1. CALL TO ORDER

2. ROLL CALL

Commissioners Thida Cornes, Helen Wolter, Katherine Naegele, Vice Chair Paul Hepfer and Chairperson Jonathan Herbach

3. MINUTES APPROVAL

3.1 [16-543](#) Approval of Minutes

Recommendation: That Parks and Recreation Commission approve the May 11, 2016 minutes.

Attachments: [05-11-2016 PRC Minutes](#)

4. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Commission from acting on non-agenda items.

5. UNFINISHED BUSINESS - None

6. NEW BUSINESS

6.1 [16-547](#) Heritage Tree Appeal-Middlefield Median Eucalyptus

Recommendation: Deny the appeal and allow the eucalyptus tree to be removed.

Attachments: [Staff Report](#)
[ATT 1 - Alta Plans](#)

6.2 [16-544](#) **Off-Leash Area Program Update**

Recommendation: Review update on the Off-Leash Area Program and provide a recommendation to the City Council with the following addition:

Increase the hours at Bubb Park Off-Leash Area to Monday through Sunday from 5:00 p.m. to sunset for a six-month trial period.

Attachments: [Staff Report](#)

[ATT 1 - Off-Leash Area Sign](#)

[ATT 2 - 11-18-2015 Proposal for Bubb Park OLA](#)

6.3 [16-545](#) **Fiscal Year 2016-17 Parks and Recreation Commission Work Plan**

Recommendation: Review and provide input on the Fiscal Year 2016-17 Parks and Recreation Commission Work Plan and forward to the City Council for approval.

Attachments: [Staff Report](#)

[ATT 1 - FY 2016-17 \(draft\) Workplan](#)

[ATT 2 - Council Policy A-23](#)

7. COMMISSION/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS

No action will be taken on any questions raised by the Commission at this time.

8. ADJOURNMENT

Adjourn to the Regular meeting of Wednesday, July 13, 2016 at 7:00 p.m. in the Senior Center, 266 Ecuella Avenue.

AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Commission Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Executive Assistant at (650) 903-6400 or community.services@mountainview.gov.
- Interested persons may review the agenda and staff reports at the City Clerk's Office, 500 Castro Street, City Hall, Third Floor; the Friday afternoon before each meeting or soon thereafter; or online at <http://laserfiche.mountainview.gov/Weblink>; and they are available during each Commission meeting.

SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990

- Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Community Services Department at (650) 903-6400 48 hours in advance of the meeting to arrange for assistance. Upon request, in advance, by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format. Also upon request, in advance, an assistive listening device can be made available for use during the meeting.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.

SPECIAL NOTICE—Any writings or documents provided to a majority of the Parks and Recreation Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's Office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



City of Mountain View

Senior Center
266 Escuela Avenue

Minutes - Draft

Parks and Recreation Commission and Urban Forestry Board

*Commissioners Cornes, Naegele, Wolter,
Vice Chair Hepfer and Chair Herbach*

Wednesday, May 11, 2016

7:00 PM

Senior Center - 266 Escuela Avenue

1. CALL TO ORDER

Chairperson Herbach called the meeting to order at 7:06 p.m.

2. ROLL CALL

Present 3 - Commissioner Thida Cornes, Vice Chair Paul Hepfer, and Chairperson Jonathan Herbach

Absent 2 - Commissioner Katherine Naegele, and Commissioner Helen Wolter

3. MINUTES APPROVAL

Motion - M/S Cornes/Hepfer - To approve the April 13, 2016 minutes.

Motion carried by the following vote:

Yes: 3 - Commissioner Cornes, Vice Chair Hepfer, and Chairperson Herbach

Absent: 2 - Commissioner Naegele, and Commissioner Wolter

4. ORAL COMMUNICATIONS FROM THE PUBLIC - None

5. UNFINISHED BUSINESS - None

6. NEW BUSINESS

Commissioner Wolter arrived at 7:10 p.m.

6.1 Heritage Tree Appeal-1180 Judson Drive

Parks Section Manager presented the 1180 Judson Drive Heritage Tree Appeal and recommended to deny the appeal.

M/S Herbach/Cornes - To deny the appeal as staff recommended

Motion carried by the following vote:

Yes: 2 - Commissioner Cornes, and Chairperson Herbach

No: 1 - Vice Chair Hepfer

Absent: 1 - Commissioner Naegele

Abstain: 1 - Commissioner Wolter

6.2 Update on Fayette Park, Project 13-36

Senior Civil Engineer Anne Marie Starr presented the Update on Fayette Park, Project 13-36.

M/S Cornes/Herbach - To request staff/City Council follow the City's standard park design process within the constraints of the SFPUC.

Motion carried by the following vote:

Yes: 4 - Commissioner Cornes, Commissioner Wolter, Vice Chair Hepfer, and Chairperson Herbach

Absent: 1 - Commissioner Naegele

M/S Herbach/Wolter - To request staff to advocate inclusion of hydration stations per Parks and Open Space Plan within the SFPUC constraints.

Motion carried by the following vote:

Yes: 4 - Commissioner Cornes, Commissioner Wolter, Vice Chair Hepfer, and Chairperson Herbach

Absent: 1 - Commissioner Naegele

M/S Wolter/Herbach - To direct staff work with SFPUC to use natural turf over artificial turf when possible.

Motion carried by the following vote:

Yes: 2 - Commissioner Wolter, and Chairperson Herbach

No: 1 - Vice Chair Hepfer

Absent: 1 - Commissioner Naegele

Abstain: 1 - Commissioner Cornes

6.3 Annual Water and Sewer Main Replacements, Projects 14-21 and 14-22, Heritage Tree Removal Mitigation

Principal Civil Engineer Lisa Au presented the Tree Removal Mitigation on Annual Water and Sewer Main Replacements Project.

M/S Wolter/Hepfer - To approve staff recommended Heritage tree removal mitigation.

Motion carried by the following vote:

Yes: 4 - Commissioner Cornes, Commissioner Wolter, Vice Chair Hepfer, and Chairperson Herbach

Absent: 1 - Commissioner Naegele

6.4 Community Services Department Proposed Budget for Fiscal Year 2016-17

Senior Management Analyst Brady Ruebusch presented the Community Services Department's Proposed Budget for Fiscal Year 2016-17.

Commission's feedback:

1. Downtown trash cans replacement budget – Possibility of using trash cans with separate receptacles for recycling materials.

2. Additional play equipment for children's play areas at special events, and shared a type of play blocks called Big Blue Block Sets.

7. COMMISSION/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS

Commissioner Herbach asked about the Pickle Ball issues and staff answered Commission's questions.

Commissioner Cornes shared about an article that was in the Voice regarding Heritage tree removal of commercial developments. She further stated that she and Commissioner Herbach have received an email from a citizen, and she responded to the citizen.

8. ADJOURNMENT

At 9:25 p.m., the Chairperson Herbach adjourned the meeting to the next Parks and Recreation Commission and Urban Forestry Board meeting to be held on Wednesday June 22, 2016 at 7:00 p.m. in the Senior Center, 266 Escuela Avenue.



MEMORANDUM

Community Services Department

DATE: June 8, 2016

TO: Urban Forestry Board

FROM: Bruce Hurlburt, Parks and Open Space Manager
J.P. de la Montaigne, Community Services Director

SUBJECT: Heritage Tree Appeal – Middlefield Median Eucalyptus

RECOMMENDATION

Deny the appeal and allow the eucalyptus tree to be removed.

FISCAL IMPACT – None.

BACKGROUND

Article II, Protection of the Urban Forest, Sections 32.22 through 32.38 of the City Code, was established to preserve large trees within the City which are growing on private or public lands. The preservation program contributes to the welfare and aesthetics of the community and retains the great historical and environmental value of these trees. The Parks and Open Space Manager, under the authority granted in the Code to the Community Services Director, has been designated as the enforcement agent in this matter. Under the Code, there are specific criteria for removal. The determination on each application is based upon a minimum of one of the following conditions. The decision maker shall consider additional criteria, if applicable, in weighing the decision to remove a Heritage tree, with the emphasis on the intent to preserve Heritage trees.

1. The condition of the tree with respect to age of the tree relative to the life span of that particular species, disease, infestation, general health, damage, public nuisance, danger of falling, proximity to existing or proposed structures, and interference with utility services.
2. The necessity of the removal of the Heritage tree in order to construct improvements and/or allow reasonable and conforming use of the property when compared to other similarly situated properties.

3. The nature and qualities of the tree as a Heritage tree, including its maturity, its aesthetic qualities such as its canopy, its shape and structure, its majestic stature, and its visual impact on the neighborhood.
4. Good forestry practices such as, but not limited to, the number of healthy trees a given parcel of land will support and the planned removal of any tree nearing the end of its life cycle and the replacement of young trees to enhance the overall health of the urban forest.
5. Balancing criteria: In addition to the criteria referenced above which may support removal, the decision maker shall also balance the request for removal against the following which may support or mitigate against removal:
 - a. The topography of land and effect of the requested removal on erosion, soil retention, water retention, and diversion or increased flow of surface waters.
 - b. The effect of the requested removal on the remaining number, species, size, and location of existing trees on the site and in the area.
 - c. The effect of the requested removal with regard to shade, noise buffers, protection from wind damage and air pollution and the effect upon the historic value and scenic beauty and the health, safety, prosperity, and general welfare of the area and the City as a whole.

Also within Code Section 32.31, an appeals process has been included that states:

“Any person aggrieved or affected by a decision on a requested removal . . . may appeal the decision by filing a written notice of appeal with the city clerk stating the grounds for the appeal, and paying the requisite appeal fee, as established by council resolution, within ten (10) calendar days after the notice of the decision is posted or mailed.”

HERITAGE TREE REMOVAL REQUEST

An application to remove a Heritage-sized red ironbark eucalyptus (*Eucalyptus sideroxylon*) was received on April 14, 2016. The application was submitted by Hugh Louch, agent for Alta Planning + Design (Alta). The criterion for removal listed on the application was: “The Eucalyptus is proposed for removal to accommodate a new bicycle and pedestrian pathway.” Staff visited the site to observe the tree and reviewed the design plans. A decision to approve removal of the tree was posted on April 18, 2016.

An appeal was filed by Mr. Anthony Wu. The appeal letter states in part: “I urge you not to sacrifice a Heritage tree for a biking lane. What is the purpose to build a biking route? Please make a minor change of your crossing plan, if the city really insists to build it. Removing trees is an expensive action environmentally and financially.”

When evaluating Heritage Tree Removal Applications, staff looks to see if the reason(s) for removal on the application match what is observed in the field. If the reason(s) meet the criteria, staff looks to see if issue(s) regarding the tree(s) can be reasonably mitigated. Based on an inspection and evaluation of the improvement project and the red ironbark eucalyptus, the appeal should be denied.

Background

In 2015, Google submitted a plan to the City of Mountain View for bicycle and pedestrian improvements called “The Rails.” The plan will improve safety and connectivity for pedestrians and bicyclists commuting through the greater Monta Loma Neighborhood area. The project encompasses an area from Farley Street to San Antonio Road and Montecito Avenue to Rock Street in the north.

The Rails provides improved bicycle lanes, improvements to several intersections, crosswalk lighting, and a new crosswalk at Middlefield Road from the terminus of Rock Street across to Victory Avenue (Attachment 1). This new crossing impacts one Heritage eucalyptus tree in the median of Middlefield Road and is the topic of the appeal.

ANALYSIS

The red ironbark eucalyptus is a healthy specimen. It is one of two red ironbark eucalyptus trees planted in the median. The medians were landscaped in 1971, but neither tree is shown on the plans. Staff estimates both trees were planted in the late 1970s and are approximately 40 years old. The tree closest to Victory Avenue is the one under discussion.

The new crossing on Middlefield Road requires installation of an 85’ long transition zone in the center median of Middlefield Road because the terminus of Rock Street and Victory Avenue are offset from one another. The eucalyptus tree in the median is in the footprint of the transition zone and cannot be preserved. In his letter, the appellant asks several questions that staff discussed with Alta during the design.

Use the existing crosswalk at Independence Avenue.

The appellant notes there is an existing crosswalk at Independence Avenue and Middlefield Road 500' to the east that can be used for crossing Middlefield Road. Cyclists using this crosswalk would proceed down Thaddeus Drive to Emmons Drive to Alvin Street and then connect with Victory Avenue.

The concern is cyclists will not use this route, but instead, ride against traffic on Middlefield Road to connect with Victory Avenue because it is a shorter, more direct route. This presents significant safety concerns for cyclists and vehicles. Drivers exiting Middlefield Road to Thaddeus Drive will not be looking for bicycles riding in the wrong direction. Drivers turning right from Victory Avenue onto Middlefield Road will be looking left at oncoming traffic and not looking right for bicycles riding against traffic. Use of the Independence Avenue crosswalk for this use leaves a strong potential for accidents.

Move the crosswalk several feet west to preserve the tree.

There are several considerations taken into account in designing the crossing. On the north side of Middlefield Road, at the terminus of Rock Street, there is a Heritage carob tree on the east side and a Heritage redwood tree on the west side that constrain where the crossing can be located. Alta moved the crosswalk as far to the west as possible while still preserving the redwood. Moving the crosswalk further west to preserve the eucalyptus would require removal of the redwood.

Staff asked Alta why the crosswalk could not be placed in a more diagonal layout instead of at 90 degrees with Middlefield Road. Staff's logic was doing this would shorten the landing area in the median and allow for preservation of the eucalyptus tree. Unfortunately, placing the crosswalk on a diagonal increases the amount of time pedestrians are exposed to traffic and also puts their backs toward oncoming traffic. Placing the crosswalk at 90 degrees shortens the exposure to traffic and allows pedestrians and cyclists to view oncoming vehicles. Designing the crosswalk on a diagonal is not a safe alternative.

Construction of a safe crosswalk for the project will require removal of one red ironbark eucalyptus. If approved, staff will require the planting of two ginkgo biloba trees in the Middlefield Road median located between Independence Avenue and Rengstorff Avenue to replace the canopy being lost.

SUMMARY

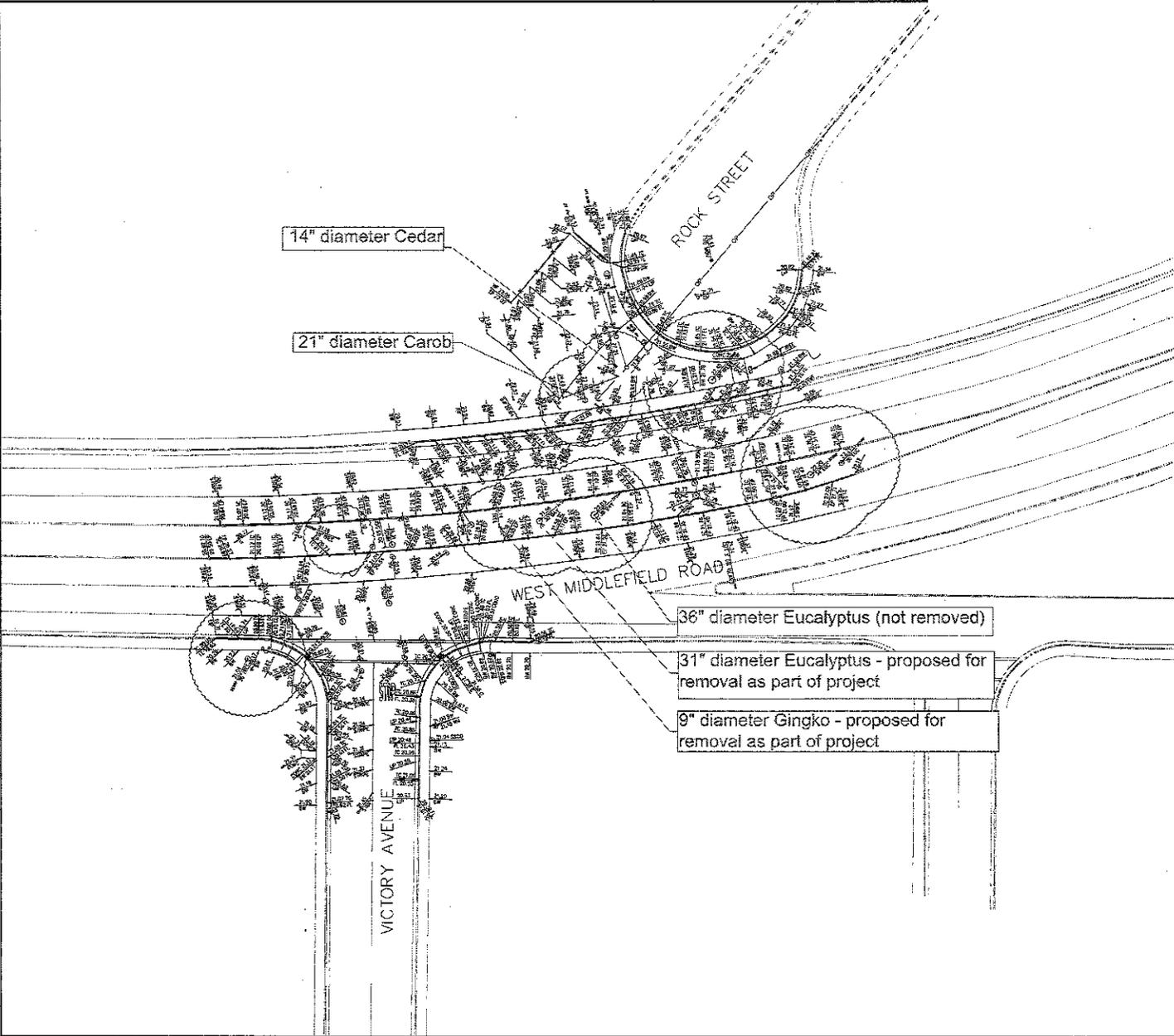
Staff is of the opinion the red ironbark eucalyptus tree is in good health. It is in conflict with pedestrian/bicycle crosswalk improvements. Staff investigated design alternatives in an effort to preserve the tree. None of the alternatives proved viable. Staff recommends the appeal be denied and the tree be removed.

BH-JPdIM/CV/7/CSD

231-06-08-16M-E-1

Attachment: 1. Alta Map

ATTACHMENT 1



Survey



San Antonio Station -
Bicycle Improvements
Mountain View, California

REVISIONS

NO.	DATE	ITEM

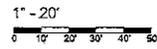
REGISTRATION:

DESIGNED:	LD
REVIEWED:	BZ
DRAWN:	LD
DATE:	12/28/2016
PROJECT NO.:	

San Antonio Station
-
Bicycle Improvements

SURVEY - INSET 5

SHEET NO.



V-1-02



MEMORANDUM

Community Services Department

DATE: June 8, 2016

TO: Parks and Recreation Commission

FROM: Bruce Hurlburt, Parks and Open Space Manager
J.P. de la Montaigne, Community Services Director

SUBJECT: Off-Leash Area Program Update

RECOMMENDATION

Review update on the Off-Leash Area Program and provide a recommendation to the City Council with the following addition:

- Increase the hours at Bubb Park Off-Leash Area to Monday through Sunday from 5:00 p.m. to sunset for a six-month trial period.

FISCAL IMPACT – No fiscal impact.

BACKGROUND

Mountain View faces the challenge of meeting the needs of many diverse user groups with a limited amount of park open space. Finding locations for dedicated, fenced, off-leash dog parks proved challenging as much of Mountain View's open space is on school district property or abuts residential property. Posted, unfenced, off-leash areas (OLA) have been adopted as a way to allow for multiple uses of limited park open space.

On May 26, 2015, the City Council passed a motion to permanently adopt the Off-Leash Dog Area Program and directed staff to modify the existing ordinance as appropriate. The Council also included the following additions:

- a. Enhanced signage.
- b. Clear demarcation of boundaries.
- c. Increased enforcement at Bubb Park.

- d. Increase hours at Whisman Park OLA to include weekends.
- e. Include Rengstorff Park seven days a week during park hours.

Enhanced Signage

Permanent signs were designed and installed (Attachment 1) in prominent locations at each OLA. Each sign covers the rules and hours of operation and has a map showing the boundaries of the OLA.

Information on the OLA Program is also easy to locate on the City webpage. Users can type “dogs,” “off-leash,” or “dog park” into the search bar or use “How do I...” at the top of the webpage with dogs listed under “Learn about” or they can click on the “Parks, Trees, Trails” icon. All these routes take the user to the information on the OLA Program. Users can click on each OLA and a map of the area is displayed.

Clear Demarcation of Boundaries

Signs at each OLA site and information on the City webpage clearly define the boundaries of each OLA. Staff has not installed permanent boundary stakes to date as they have not found a product that fits aesthetically in the park system.

Increased Enforcement at Bubb Park

From May through October, the Ranger stationed at Cuesta Park is assigned to make periodic patrols of the Bubb Park OLA. During the pilot period in 2014-15, Bubb Park OLA received the most complaints (20) from the public. This past year (2015-16), the number of complaints has reduced significantly (3).

Increase Hours at Whisman Park OLA to Include Weekends

Weekend hours were added to the signage at Whisman Park and the information on the webpage was updated.

Include Rengstorff Park Seven Days a Week During Park Hours

The OLA at Rengstorff Park is located along the east side of the tennis courts. Permanent signs were installed and the OLA webpage information was updated.

OLA OVERVIEW

One year after being formally adopted, the program is working well. Staff continued to keep a log during the past year with 11 entries noted compared to 59 during the pilot. The 11 concerns fell into several categories:

- Dog owners failing to comply with OLA hours and days (4).
- Dog's off-leash in nondesignated areas (2).
- Dogs approaching park users and not under voice control of the owner (2).
- Dog owners being unresponsive when asked to leash their dogs and comply with the OLA rules (3).

Concerns reported per OLA

	2014-15	2015-16
• Bubb Park	(20)	(3)
• Cooper Park	(3)	(1)
• Cuesta Park	(15)	(3)
• Cuesta Annex	(3)	(1)
• Eagle Park	(2)	(1)
• McKelvey Park	(0)	(0)
• Whisman Park	(4)	(2)
• Rengstorff		(0)

Two parks, Bubb and Cuesta, registered the most concerns again, though significantly fewer than during the pilot. The OLA at Cuesta Park is available for use all day long, seven days a week. Cuesta is a heavily used park, popular with families and joggers. This, combined with daily use by dog owners, continues to create conflicts between park users and dog owners. Using the Ranger stationed at Cuesta Park to talk with dog owners at both Cuesta and Bubb has helped reduce complaints.

Staff noted five additional concerns registered at school sites this year. Concerns were raised at Monta Loma, Landels, and Stevenson sports field by parents when dogs were off leash while children were playing sports. Staff forwarded this information to Silicon Valley Animal Control Authority so animal control could visit these sites.

Request for Additional Hours and Days

At the November 18, 2015 Parks and Recreation Commission (PRC) meeting, a group of residents presented a proposal to request additional days and hours for the OLA at Bubb Park (Attachment 2). The PRC voted to place the topic on a future agenda.

The current hours for the Bubb Park OLA are Monday through Friday from 6:00 a.m. to 10:00 a.m. The residents noted that many of them work and are not able to utilize the morning hours. Their request is to add evening hours from 5:00 p.m. to sunset similar to the Whisman Park OLA. Additionally the residents would like to add weekend hours from 5:00 p.m. to sunset. Their proposal calls for a six-month trial period.

Many residents wanted to see the program expanded to have more parks, days, and hours when surveyed during the pilot period. When the Council adopted the program, they attempted to address this desire by adding weekend hours at Whisman and opening a new OLA at Rengstorff Park.

Expansion of afternoon hours and weekends could be challenging for some sites as the “shared” areas are used by the public and youth and adult sports leagues. This is especially true at the Eagle and McKelvey Park OLAs. Eagle has limited space and is used evening and weekends for soccer practice as well as pickup games of soccer and Frisbee for adults. McKelvey sees evening and weekend use for both spring and fall seasons of baseball.

Soccer games and practice are scheduled for the field at Bubb School but the turf area at Bubb Park is not scheduled for these activities. Evening and weekend hours could potentially be accommodated at the Bubb Park OLA.

SUMMARY

Mountain View’s OLA Program “shares” park space that is utilized by both the public and dog owners. The program is working as noted by the reduced number of concerns registered during the first year of operation. The program relies on dog owners being responsible and abiding by the rules. The majority of dog owners seem to be able to do this. Unfortunately, a small minority of dog owners continue to flaunt the rules making use of some OLAs difficult for the public which reflects poorly on all dog owners.

Staff is continuing to work with our Rangers and Silicon Valley Animal Control Authority to work on OLA rule compliance by dog owners.

ALTERNATIVES

- Do not recommend additional hours and days for Bubb Park.
- Extend the proposed hours and days for Bubb Park for one year to gather sufficient information.

BH-JPdIM/CV/7/CSD
231-06-08-16M-E

Attachments: 1. Off-Leash Area Sign
2. 11-18-2015 Proposal for Bubb Park OLA

cc: File copy



CITY OF MOUNTAIN VIEW

Off-Leash Areas (OLA) for Dogs:

Whisman Park

(6 AM - 10 AM) (5PM - SUNSET)

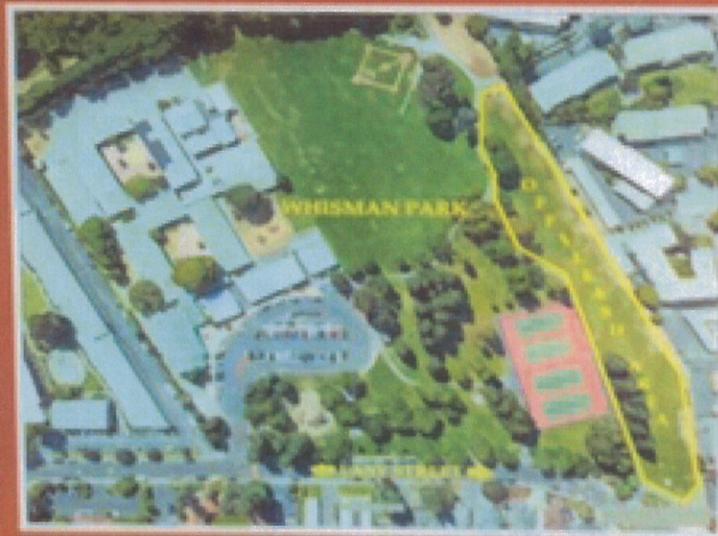
Monday - Sunday

OLA Information: www.mountainview.gov/parks

OFF-LEASH AREA (OLA) RULES

Please abide by the following rules so everyone can enjoy this facility:

- Leash all dogs unless in the designated off-leash area.
- Owner is responsible for the dog's behavior and any damage caused by the dog.
- No person shall have more than two(2) dogs in a posted off-leash area at one time.
- "Field Closed" areas include people and dogs.



- Dogs must be watched at all times.
- Dogs must be under voice control at all times.
- Poop happens...when it does, pick it up.
- All dog bites must be reported immediately to Silicon Valley Animal Control Authority. (SVACA) at (408) 764-0344

Attachment 2

Proposal for a Trial Extension of Off Leash Hours at Bubb Park

To the Mt. View Parks and Recreation Commission:

We, the undersigned, are a group of Cuesta Park residents and neighbors who have historically taken our dogs to Bubb Park for exercise and socialization. **We would like to propose that for a 6-month trial period off leash hours at Bubb Park be extended to weekdays and weekends from 5:00pm to sunset, also adding the morning hours on weekends.**

Besides socializing our dogs, we humans have also socialized and become friends. Since many of us work during the day, we would meet during the evening hours before dark during the week and on weekends; usually between 5:00pm – 7:00pm.

Since the OLA One Year Trial Period ended and was made permanent, and the off-leash hours remained restricted to 6am – 10am weekdays, we believe the complaints about Bubb Park during the 1-year trial program have been greatly reduced or eliminated. During this period to the present, most of us stopped going to Bubb, using Cuesta Park or other dog-friendly areas.

Currently there is very little activity at Bubb Park in the late afternoon and evening hours. Some days it is deserted except for a few parents and children in the two play areas. Organized soccer or baseball/softball activities are all in the Bubb School fields; none take place in the Bubb Park area. Occasionally there is a Dad or Mom playing soccer with their son or daughter. Usually they are at the Barbara St. end of the park away from the off-leash area. The park is a shared resource. We monitor new dogs and their owners, encouraging them to control their dogs and not let them go into the play areas.

During the OLA Trial at Bubb and for many previous years, we are unaware of any incidents where humans or children have been attacked, bitten, knocked down, or otherwise bothered by the dogs. In fact, many parents bring their children over to meet one or more of the dogs. Children are curious, delighted and intrigued by our dogs. We enjoy helping parents teach timid children how to best approach dogs and that they are not scary. We do our best to make these meetings safe and fun for the kids and parents and to promote neighborly relationships and friendships. Some parents bring their children and the family dog with them to the park.

In summary, given the current light use of Bubb Park, and the excellent track record at Bubb regarding dog incidents with people or other dogs, **we propose that for a 6-month trial period off leash hours at Bubb be extended to weekdays and weekends from 5pm to sunset, also adding the morning hours on weekends.**

Sincerely,

Vera Kark Norabelle Michelle Woodbridge Olivia Chapman Thompson
Richard Woolley Janet Brewer Chelsea Denise Shine Bill Shine Bailey
Chris Higgins Bentley Cari Aves Joel Aves Buddha Scott Savino Nya
Dana Glusovich Sheila Hutchinson Daisy Mae Wendy Yee Sable
Craig Ferrara Stephanie Ferrara Obi Karen Yoshioka Steven Ted Sanford Mogul

Wendy Yee Richard M. Woolley
Janet Brewer Chelsea ❄️
Vera Kark Norabelle

~~Jefferson~~ Obi ❄️

Bill Shine Bailey

Denise Shine

M Woodbridge + Olivia ❄️

DANA "COOL ROCK" GLUSOVICH
Craig Ferrara

Missy D'Allo, Eddie Gussardi + Cass

~~Case~~ + BUDDHA

Sheila Hutchinson + Daisy Mae

Chris Higgins (+ Bentley)

Chrysan Thompson (+ OLLIE)

Adam Kye (Butters)

Scott Savino (NYA)

Jenna Hagnere



MEMORANDUM

Community Services Department

DATE: June 8, 2016

TO: Parks and Recreation Commission and Urban Forestry Board

FROM: Champika Valencia, Executive Assistant
J.P. de la Montaigne, Community Services Director

SUBJECT: Fiscal Year 2016-17 Parks and Recreation Commission Work Plan

RECOMMENDATION

Review and provide input on the Fiscal Year 2016-17 Parks and Recreation Commission Work Plan and forward to the City Council for approval.

BACKGROUND AND ANALYSIS

City Council Policy A-23, "Work Item Referral Process for Council Advisory Bodies and Councilmember Committees," requires the Parks and Recreation Commission and Urban Forestry Board to prepare an annual work plan and submit it to the City Council for review and approval. This report includes the draft work plan for Fiscal Year 2015-16.

NEXT STEPS

The Commission's proposed work plan will be presented to Council at the September 6, 2016 Council meeting.

PUBLIC NOTICING – Agenda posting.

CV-JPdIM/3/CSD
231-05-24-16M-E

- Attachments: 1. Fiscal Year 2016-17 Draft Work Plan
2. [Council Policy A-23 – Work Item Referral Process for Council Advisory Bodies and Councilmember Committees](#)

PARKS AND RECREATION COMMISSION AND URBAN FORESTRY BOARD WORKPLAN
Fiscal Year 2016-17

Title & Description	Key Milestones	Date (per milestone)	Current Status Notes
<i>On-going Work Items</i>			
A. Elect Two Commissioners to Arbor Day Committee		October 2016	
B. Election of Officers (Chairperson and Vice Chairperson)		January 2017	
C. Review and Provide Input on Parks In-Lieu Fees Recommendations		April/May 2017	
D. Review Annual CSD Operating Budget		May 2017	
E. Review and Provide Input on Annual Work Plan		June 2017	
F. Acknowledge Cuesta Tennis Center Operator Annual Report			A report will be sent to the Commission via-email or presented at a meeting
G. Acknowledge Mountain View Trees Annual Report			A report will be sent to the Commission via-email or presented at a meeting
H. Acknowledge Friends of Deer Hollow Farm Annual Report			A report will be sent to the Commission via-email or presented at a meeting
I. Acknowledge Friends of R-House Annual Report			A report will be sent to the Commission via-email or presented at a meeting
J. Acknowledge Friends of Stevens Creek Trail Annual Report			A report will be sent to the Commission via-email or presented at a meeting
K. Review Heritage Tree Appeals			Ongoing/as needed

PARKS AND RECREATION COMMISSION AND URBAN FORESTRY BOARD WORKPLAN
Fiscal Year 2016-17

Title & Description	Key Milestones	Date (per milestone)	Current Status Notes
L. Recognize Youth Sports Organizations			Ongoing/as needed
M. Naming of Parks			As needed
<i>FY 2016-17 New Work Items</i>			
1. Updates on Trail Usage Following 1-year implementation	One-year review	October 2016	Commission reviewed March 2015 Council approved June 2015 Implemented September 2016
2. Review and Provide Input on Castro Median Redesign Plan	Commission to review and provide input	October/November 2016	
3. Review Financial Assistance Program (FAP) Implementation Results after a Year	One-year review	November 2016	Commission reviewed November 2014 Council approved March 2015 Implemented September 2015
4. Review and Provide input on Plaza Usage	Commission to review and provide input	February/March 2017	
5. Review and Provide Input on Parks Restrooms Policy	Commission to review and provide input	March/April 2017	
6. Review and Provide Input on Annual Council Goals	Commission to review and provide input	May/June 2017	
7. Review and Provide Input on Nexus Study of Commercial Usage of Open Space and Parks	Commission to review and provide input	Spring/Summer 2017	

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Title & Description	Key Milestones	Date (per milestone)	Current Status Notes
<i>Capital Projects</i>			
1. Review and Provide Input on Shoreline Master Plan			Commission reviewed and provided input on the Shoreline Master Plan in October 2015
2. Review and Provide Input on Wyandotte Park Conceptual Plan		Depend on Council adoption of CIP budget	
3. Review and Provide Input on Evandale Mini Park Conceptual Plan		Depend on Council adoption of CIP budget	
4. Review and Provide Input on Community Garden and Shoreline and Latham Conceptual Plan		Depend on Council adoption of CIP budget	Commission reviewed in March and June 2015 Council Approved in June 2015
5. Review and Provide Input on Public Works Department Capital Projects Related to Parks and Trails			As needed

CITY COUNCIL POLICY

SUBJECT: WORK ITEM REFERRAL PROCESS FOR COUNCIL
ADVISORY BODIES AND COUNCILMEMBER
COMMITTEES

NO.: A-23

PURPOSE:

To establish a policy governing the process for how Council advisory bodies and Councilmember committees are authorized to work on items.

POLICY:

All work items of Council advisory bodies and Councilmember committees are to be authorized by the City Council or, in some instances, by the Mayor and Vice Mayor, as described below.

1. Council Advisory Bodies Work Item Referral Process:
 - a. All Council advisory bodies are required to annually prepare work plans that are submitted to the City Council for review and approval. This will generally occur in the late spring/early summer in order to integrate with the Council's priorities. In some instances, as determined by the City Manager in consultation with advisory body staff, work plan approval less frequently than every year may be permitted if the advisory body's work items are multi-year items.
 - b. During the course of the year following work plan approval, if a topic is raised that is within the advisory body's purview but is not on the approved work plan, and receives majority support from the advisory body members that the advisory body wishes to review the topic, and it is determined by the City Manager in consultation with advisory body staff that preparation for such review would have a minimal staff resources impact, then, after consultation, the Mayor and Vice Mayor can jointly authorize the work item for the advisory body.
 - c. If the Mayor and Vice Mayor do not jointly authorize the work item, then the advisory body can request authorization from the full City Council.

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- d. Any topic that is not on the approved work plan that would have a significant staff impact in preparing for the advisory body's review shall require authorization from the full City Council.
 - e. Advisory body members are to remain mindful of the City Council's priorities and the limited staff resources that are available for new work items throughout the year.
2. Councilmember Committees Work Item Referral Process:
- a. Councilmember committees are not required to have formal work plans approved by the City Council.
 - b. Generally, work items will be specific and direct referrals from the City Council.
 - c. However, committee chairpersons can agendaize a new topic that is within that committee's purview if, in consultation with committee staff and the City Manager, it is determined that preparation for such review would have a minimal staff resources impact.
 - d. Additionally, any committee member can request at a committee meeting a new topic that is within that committee's purview for review at a future committee meeting. Subsequent to the request and if supported by a majority of the committee, the topic will be agendaized for a future committee meeting if it is determined by the City Manager in consultation with committee staff that preparation for such review would have a minimal staff resources impact.
 - e. Any topic that would have a significant staff impact in preparing for the committee's review, as determined by the City Manager in consultation with committee staff, shall require authorization from the full City Council.

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- f. Committee members are to remain mindful of the City Council's priorities and the limited staff resources that are available for new work items throughout the year.

Effective Date: November 20, 2012, Resolution No. 17733

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