



**PARKS AND RECREATION COMMISSION
Minutes of Regular Meeting of December 5, 2018
City Council Chambers, One Twin Pines Lane, Belmont, CA**

CALL TO ORDER: 7:02 PM.

ROLL CALL

Commissioners Present: Block, Bortoli, Cotten, Foehr, Fox, Hosmer Raddavero, Mittelstadt, Michaels

Staff Present: Parks and Recreation Director Shearer, Office Assistant II Gonzalez

PLEDGE OF ALLEGIANCE

Led by Chair Mittelstadt

COMMUNITY FORUM (Public Comments)

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

Commissioner Foehr announced the variation of swag from other cities.

Commissioner Hosmer announced the Belmont Historical Society is looking for docents on Saturdays.

Commissioner Michaels complimented the department for hosting the Teen Zone.

Commissioner Bortoli announced the Parks and Recreation Department hosted a Volunteer Appreciation Social at the Senior and Community Center.

Commissioner Mittelstadt announced that he, Commissioner Bortoli and Director Shearer attended a Flood Management Plan rendition, which may impact designs for Twin Pines Park and Hidden Canyon Park.

CONSENT CALENDAR

November 7, 2018 Draft Minutes

ACTION: On a motion by Commissioner Foehr seconded by Commissioner Bortoli the minutes were unanimously approved.

ITEMS OF BUSINESS

Pump Track Review

Commissioner Block provided a presentation of the pump track history, imagery, overview, and the next future steps. Block explained how a pump track is operated, the approximated size ranges, and alternative landscape options around the track. Block highlighted the community benefits of a pump track: for all ages, recreational activity, inexpensive cost, volunteer opportunity, safe environment, and engaging the cycling community. Block shared the criteria of potential locations: space, accessibility, parking, visibility, shade, impact on the neighborhood, water access, and cost. Block provided a list of

the next following steps: request to move as a priority, continue to evaluate potential locations, obtain feedback, and consider a pilot program.

Community Public Comments:

- Belmont Residents Jennifer Lien and Ken Lien are opposed to a pump track at the Hallmark Drive location.
- Belmont Residents Todd Dunning, Steve Sunwoo, and Sophie Sunwoo were in favor of the bike pump track.

Commissioners asked questions and comments about the presentation:

- Commissioner Hosmer reiterated that the Commissioners are not presuming a location yet.
- Commissioners Fox, Foehr, Michaels, Cotten, and Mittelstadt thanked Commissioner Block for the presentation.
- Commissioners Fox, Foehr and Cotten expressed an interest in having a pump track in Belmont.
- In response to Commissioner Michaels, Block agreed it would be a good idea if other cities or counties have open space for a pump track.
- Commissioner Bortoli suggested having a portable pump track.
- Commissioner Michaels inquired how much it cost to own a portable pump track.
- In response to Commissioner Hosmer, Commissioner Block stated the potential locations are still in the exploration stage.
- Commissioner Hosmer stated the Commission should spend more time on finding a location.

Parks and Recreation Commission Priorities and Project Update

Director Shearer explained the priority list of future and current projects. Shearer requested the Parks and Recreation Commissioners to review the list and determine by vote if any of the items on the list should be removed. Shearer received input from the Parks and Recreation Staff on additional project suggestions that were also included on the list. Shearer shared the list will be updated and then Parks and Recreation Commissioners will forced rank items for the January Commission meeting.

Commissioners asked questions and comments about the priorities and project update:

- Commissioners Mittelstadt and Block suggested in combining Parks and Open Space Master Plan and Park and Open Space Design standards.
- Commissioner Mittelstadt suggested relocating fire suppression to facility improvements.
- Commissioner Mittelstadt suggested to locate Hidden Canyon, Wakefield Park and San Juan Canyon trail to Parks and Open Space Master Plan Project.
- Commissioner Michaels suggested in grouping the parks together as a project.
- In response to Commissioner Bortoli, Director Shearer stated the 85% completion of the Twin Pines Master Plan is just the plan, not the improvements.
- In response to Commissioner Cotten, Director Shearer stated Prop 68 could provide per capita grant funds for approximately \$200,000 for other projects. Shearer shared the Belmont Creek Flood Control Agency had submitted an application for grant funds to help stabilize Belmont Creek in Twin Pines Park.
- In response to Commissioner Michaels, Director Shearer stated there is a City of Belmont Hazard Mitigation Plan for Water Dog Lake. Shearer will follow-up with Public Work to see if dredging is an action item for Water Dog Lake.
- Commissioner Block suggested to move Public Art Master Plan to small project.
- Commissioner Block suggested to get a proposal for a Solar Roof at the Belmont Library.

- Commissioners Block and Foehr expressed an interest in a Volunteer Coordinator position.
- Commissioner Foehr suggested relocating Archery to the big project list.
- Commissioner Fox suggested to add Hallmark Park upgrades to the list.
- Commissioner Hosmer expressed worry of consolidating Park Improvement Projects into the Master Plans.
- In response to Commissioner Raddavero, Director Shearer stated an ADA ramp at Cipriani Park entrance could constitute a large project.
- Commissioner Michaels suggested to begin with the Master Plans and then address the rest of the projects.

Director Shearer will regroup the project list and ask Daniel Ourtiague, Parks Manager, to rank the maintenance projects.

Update on 2018 Pilot Off-Leash Hours at Barrett Community Center

Director Shearer provided a summary behind the pilot program of the Off-Leash Dog hours at Barrett Community Center. After hearing from the community, Shearer shared a proposal from staff: extend time in the morning by 30 minutes, extend summer evening hours by 1 week, extend the pilot program for 1 more year, and Parks and Recreation Staff will seek volunteers for additional clean up support for dog waste.

Commissioners asked questions and comments about the update:

- Commissioners Raddavero, Hosmer, Michaels, Cotten, Bortoli, Block, Mittelstadt agreed on the staff recommendations.
- Commissioner Foehr suggested extending morning hours until 9am.
- Commissioner Michaels suggested tracking the dog owners in the mornings.
- Commissioner Michaels suggested having monthly clean-up days and dog activities.
- Commissioner Bortoli suggested having weekly clean-up days
- In response to Commissioner Block, Director Shearer stated the proposed extended evening hours are due to low lighting, and our parks are closed from sunrise to sunset.
- Commissioner Block suggested having a campaign of signage to encourage dog owners to pick up their dog waste.
- Commissioner Block suggested keeping track of the city maintenance to maintain the field.

ACTION: On Motion by Commissioner Cotten, seconded by Commissioner Fox, the Parks and Recreation Commission unanimously recommended the Staff Recommendations to move forward to City Council and City Manager.

OTHER BUSINESS / UPDATES

Department Reports

Director Shearer announced the Redwood Grove picnic had 73 rentals between beginning of March and of October of last year.

Director Shearer shared department updates:

- Fall and Winter Activity Guides are out and are taking registrations.
- Holiday Craft Faire was successful with music, crafts, and entertainment.
- New Website will be launching Monday, December 10th.
- Parents Night Out will be this Friday.
- Santa at the Fire House and Toy Drive will be on December 13th.

- Holiday Poetry and Caroling at the Manor House will be on December 18th.
- Volunteer Outreach Involvement Community Events Services (V.O.I.C.E.S) had volunteered at Second Harvest Food Bank.
- Floor refinishing at the Lodge, Senior and Community Center, and Sports Complex will be starting soon.
- New flooring will be installed at Barrett Teen Zone, Offices, Parks and Recreation Office, Lodge lobby and Room 4.
- In preparations for winter the Park Maintenance staff have started to clean roofs, gutters and drains.
- Staff delivered 19 trees for the Tree Give Away.

Shearer shared the Sports Complex redesign is continuing and were able to resize the soccer fields, and now the pitchers mound will be dirt all year round. The U 19 field dimension has changed so now 2 U 12 games can play side by side. Twin Pines Master Plan is moving ahead, and the committee is having a meeting next week. There are 2 finalists for the Barrett Community Center Master Plan design, and council members on the subcommittee will be selecting 1 firm.

ADJOURNMENT: 8:45 PM.

Brigitte Shearer
Parks and Recreation Director