



# TOWN OF LOS GATOS

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## PARKS COMMISSION MEETING

**MONDAY, AUGUST 1, 2016**

**5:45 PM STUDY SESSION  
6:00 PM REGULAR MEETING  
OAK MEADOW PARK, SITE #3  
233 BLOSSOM HILL ROAD  
LOS GATOS, CA 95032**

### **AGENDA**

**1. STUDY SESSION CALLED TO ORDER**

A. Park Tour

**2. BUSINESS MEETING CALLED TO ORDER**

**3. ROLL CALL**

**4. APPROVAL OF THE REGULAR MEETING MINUTES**

A. June 6, 2016

(Attachment 1)

**5. VERBAL COMMUNICATIONS**

A. Public Speakers (*Three minute time limit per speaker for subjects not agendized.*)

B. Commissioners (information only, not for discussion)

**6. COMMISSION MATTERS**

A. Chairperson Report

B. Review Mission and Work Plan

- i. Survey Questionnaire
- ii. Outreach Activities Accomplished
- iii. Articles & Social Media
- iv. Future Activities

**7. DEPARTMENT REPORTS**

**Informational Items**

- A. New Student Commissioner
- B. Park Operations
- C. Capital Improvement Projects
  - i. FY 16/17
- D. Upcoming Events
- E. Traffic and Parking around schools
- F. Bike and Pedestrian Master Plan (BPMP)

**8. COMMISSION/COMMITTEE MEETING REPORTS**

- A. Beautification Committee (Corenson)
- B. Bicycle and Pedestrian Advisory Commission (Gordon)

**9. ADJOURNMENT**

Next Regular Meeting: Monday, October 3, 2016 – 41 Miles Avenue, Los Gatos, CA

**Attachment:**

- 1) Minutes of Regular Meeting – June 6, 2016

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Parks and Public Works Department at (408) 399-5770. Notification 48 hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [29 CFR § 35.102-35.104]**



# TOWN OF LOS GATOS

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## PARKS COMMISSION MEETING

**MONDAY, JUNE 6, 2016**

**5:45 PM STUDY SESSION  
6:00 PM REGULAR MEETING  
WORCESTER PARK  
LOS GATOS, CA 95030**

### MINUTES

**1. STUDY SESSION CALLED TO ORDER**

Steve Regan, Superintendent, provided a site walk of Worcester Park.

**2. MEETING CALLED TO ORDER**

The Parks Commission Regular meeting was called to order at 6:00 p.m. by **Chair Fox**.

**3. ROLL CALL**

**Present:** Chair Fox, Vice-Chair Buncic, Commissioners Corenson, Deloumi and Huang.

**Absent:** Commissioners Clemm, Gordon, Scott and Tavana.

**Staff:** Matt Morley, Director of Parks and Public Works  
Steve Regan, Parks and Public Works Maintenance Superintendent  
Shelayne Hammack, Parks and Public Works Project Coordinator  
Stefanie Angulo, Recording Secretary

**4. APPROVAL OF THE MEETING MINUTES**

A. April 11, 2016 – Regular Meeting

**MOTION:** Motion made by **Vice-Chair Buncic** to approve the April 11, 2016 Special Meeting minutes. **Seconded** by **Commissioner Corenson**.

**VOTE:** Ayes: 4 / Abstain: (1) Deloumi / Absent: (3) Clemm, Gordon, Scott, Tavana.

**5. VERBAL COMMUNICATIONS**

A. Public Speakers *(Three minute time limit per speaker for subjects not agendized.)*

None.

B. Commissioners (information only, not for discussion)

None.

6. **COMMISSION MATTERS**

A. Chairperson Report

Chair Fox provided an update on the Veteran's Memorial, which has been narrowed to two designs. The item will be presented to Town Council on June 21, 2016.

Chair Fox follow up on the Public Comments from the April 11, 2016 Parks Commission meeting regarding concerns at Fairview Plaza.

Mr. Regan provided the follow-up that staff has done at Fairview Plaza.

- Staff met with PG&E after the last meeting and authorized to start the design project to install electrical conduit for the light poles and irrigation. The project is now underway.
- Residents have adopted a new bench which will be installed.

B. Review Mission and Work Plan

- Survey Questionnaire
  - Staff responded to all individuals who completed the survey questionnaire.
- Outreach Activities Accomplished
  - Chair Fox and Commissioners Buncic, Corenson and Reza attended the Spring into Green event.
- Articles & Social Media
  - Parks and Public Works are now active with a webpage, Facebook and Twitter.
- Future Activities
  - 4<sup>th</sup> of July event will be held at Oak Meadow Park from 11:00 a.m. to 4:30 p.m., with a table for the Parks Commission.

7. **DEPARTMENT REPORTS**

**Informational Items**

A. North 40 Specific Plan

Representatives, Don Capobres with Grosvenor, and Wendi Baker with SummerHill Homes, provided the Commission with a brief history and information on the North 40 project. A Joint Study Session will be held on June 15, 2016 in the Town Council chambers.

B. Outgoing Student Commissioner - Caitlin Huang

**Mr. Morley** thanked **Commissioner Huang** for her time and service on the Parks Commission this past year.

C. Park Operations

**Mr. Regan** provided an update on several of the parks operations.

- Staff has been active in controlling vegetation in open space throughout town.

- New playground equipment replacement parts will be installed in June at Oak Meadow Park and Blossom Hill Park.
- Fairview Plaza electrical design project will be complete by the end of summer.
- Commented on the positive effects of Biochar has had on turf and re-growth of redwood trees.
- No updated water/drought guidelines have been provided by San Jose Staff will soon increase all turf irrigation to 3 days per week throughout the summer.

D. Capital Improvement Projects

- FY 15/16
- FY16/17

**Mr. Morley** provided an update on the projects included in Council's direction at the first hearing of the budget. Council asked for staff to come back to them with a solution on capital projects which prioritize health and safety items. With that, there is a project to re-do tennis courts, and to do some work in providing an extra \$1M to the Street Resurfacing project. Final direction will be given at the June 21<sup>st</sup> Council meeting.

E. Upcoming Events

- i. 4<sup>th</sup> of July  
Item previously discussed.

F. Parks Questionnaire feedback  
Item previously discussed.

G. Traffic and Parking around schools

**Mr. Morley** commented that the Town continues to do outreach and data collection and a report will go to the Council in the fall and also provided an update on the beach traffic pilot closure report that was presented to Council on June 7<sup>th</sup>.

H. Bike and Pedestrian Master Plan (BPMP)

A study is getting kicked off currently, and staff will continue to hear more about it in the summer and fall.

**8. COMMISSION/COMMITTEE MEETING REPORTS**

A. Beautification Committee (Corenson)  
No meeting was held. The next meeting is June 21, 2016.

B. Bicycle and Pedestrian Advisory Commission (Gordon)  
No report given.

C. Outreach Feedback Committee (Buncic/Fox/Huang)  
**Chair Fox** suggested the commission set a goal to provide feedback to Town Council on park safety, and to narrow the scope to five bullet points related to safety. This will be discussed at the Park Commission meeting on August 1, 2016.

**Commissioner Deloumi** requested that one of the bullet points be titled ‘Safety’.

**9. ADJOURNMENT**

The meeting was adjourned at 7:36 p.m.

Next Regular Meeting: 6:00 p.m., Monday, August 1, 2016 – Oak Meadow Park

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