



# 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  
WORCESTER PARK  
LOS GATOS, CA 95030**

### MINUTES

**1. STUDY SESSION CALLED TO ORDER**

Steve Regan, Superintendent, provided a site walk of Oak Meadow Park.

**2. MEETING CALLED TO ORDER**

The Parks Commission Regular meeting was called to order at 6:20 p.m. by **Chair Fox**.

**3. ROLL CALL**

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

**Absent:** Commissioner Scott.

**Staff:** Matt Morley, Director of Parks and Public Works  
Steve Regan, Parks and Public Works Maintenance Superintendent  
Stefanie Hockemeyer, Recording Secretary

**4. APPROVAL OF THE MEETING MINUTES**

A. June 6, 2016 – Special Meeting

**MOTION: Motion made by Vice-Chair Buncic** to approve the June 6, 2016 Special Meeting minutes. **Seconded by Commissioner Corenson.**

**VOTE: Ayes: 6 / Absent: 1 (Scott)**

**5. VERBAL COMMUNICATIONS**

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

None.

B. Commissioners (information only, not for discussion)

Commissioner Corenson requested to add an agenda item to the October 3<sup>rd</sup> meeting regarding 'Pokeman Go' and what the Town's role may be in Town parks. The Commission agreed to agendaize the item to October 3, 2016.

Commissioner Gordon requested tree trimming for a tree located at the bridge near Balzer Field (between Miles Avenue and Old Town), which is impairing the path and the ability to see oncoming bicyclists.

Commissioner Deloumi commented that there is poison oak located at Blossom Hill Road, near the highway 17 portion.

**6. COMMISSION MATTERS**

A. Chairperson Report

Chair Fox provided an update on the Veteran's Memorial, which is scheduled for an Architectural and Site review for design.

B. Review Mission and Work Plan

Chair Fox spoke about the outline of the park survey criteria for items to report on, which includes lighting, pathways, cleanliness, general level of maintenance, and areas of improvement.

Chair Fox asked for additional input on criteria and to find a scope that can be agreed upon in order to survey the assigned parks between now and October, review at the next meeting, and provide the feedback to Council by the end of the year.

Discussion was made; Commissioners Brant and Gordon will email Mr. Morley their category ideas and formulas. Mr. Morley will create a template and email to all of the commissioners to begin utilizing.

➤ Survey Questionnaire

Mr. Morley provided the results of the 19 Parks Questionnaires collected on 4<sup>th</sup> of July. The Survey Monkey results may be used as informational postings on the Town's social media sites as a data point.

➤ Outreach Activities Accomplished

Chair Fox thanked Commissioner Gordon for her efforts in collecting the surveys at the 4<sup>th</sup> of July event at Oak Meadow Park.

➤ Articles & Social Media

Mr. Morley commented that staff regularly updates Nextdoor.com and the department Facebook page.

➤ Future Activities

Mr. Morley commented that return to school is in two weeks and Safe Routes to School is promoting biking and walking to school.

**7. DEPARTMENT REPORTS**

**Informational Items**

- A. New Student Commissioner  
Deferred to next meeting which is the official start date of appointment.
- B. Park Operations  
**Mr. Regan** provided an update on several of the parks operations.
  - On September 4<sup>th</sup>, part of the Los Gatos Creek trail will be shut down for one day to allow San Jose Water to replace a transmission pipe as a result of a vehicle accident.
  - Adopt a Highway program – volunteers have spent 5 weekends cleaning up.
  - Plaza Park – work will be done to repair areas of the turf.
- C. Capital Improvement Projects
  - FY16/17  
Mr. Morley provided an update.
- D. Upcoming Events  
Screen on the Green -September 30<sup>th</sup> at Oak Meadow Park – the movie Inside Out.
- E. Traffic and Parking around schools  
Mr. Morley commented that an assessment is in progress and a full report will be presented to Council in September.
- F. Bike and Pedestrian Master Plan (BPMP)  
Mr. Morley commented that the BPMP is being created and there will be a lot of opportunities for input and encouraged the Commission to provide input.

**8. COMMISSION/COMMITTEE MEETING REPORTS**

- A. Beautification Committee (Corenson)  
Commissioner Corenson provided an update on the booth at Spring into Green, Adopt a Park program, and an award given to Rootstock for beautiful plants in the planter box.
- B. Bicycle and Pedestrian Advisory Commission (Gordon)  
No report given – the next meeting is August 4<sup>th</sup>.

**9. ADJOURNMENT**

The meeting was adjourned at 7:20 p.m.  
Next Regular Meeting: 6:00 p.m., Monday, October 3, 2016 – 41 Miles Avenue.

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