

COUNTY OF SAN MATEO
Parks and Recreation Commission Meeting
AND
Bicycle Advisory Committee Meeting
Thursday, August 6, 2015
4:00 p.m.
Board of Supervisors' Chambers
400 County Center, 1st Floor, Redwood City

MINUTES

Chair Pincus called the meeting to order at 4:00 p.m.

Commissioners Present: Cooney, Enriquez (Vice Chair), Okelo, Pincus (Chair)

Commissioners Absent: Merrilees

Staff Present: Arechiga, Bennett, Castillo, Duvall, Finley, Frazier, Hallett, Harris, Herzberg, Johnson, Jorquera, Rodgers, Schoof

Oral Communications

There were none.

Agenda Amendments

There were none.

Presentations

Introduction of Recently Hired Staff: Alberto Cruz, Fiscal Office Specialist, Rolando Jorquera, Management Fellow, Arlette Lopez, Park Aide-Reservations, Jordan Cunningham, Park Ranger II, Dennis (Corri) Frazier, Park Ranger II, Christian Duvall, Park Ranger II, Stephen Johnson, Park Ranger II, and Shane Rodgers, Park Ranger II*

Director Finley introduced the newly hired office staff personnel and park rangers to the Commission.

San Bruno Mountain Watch - Kris Jensen, Executive Director

Mr. Kris Jensen, Executive Director, San Bruno Mountain Watch, provided a short presentation on their evolving organization noting their continuing partnership with the County. He noted they would be redefining their education programs for a future launch and putting a moratorium on their current education programs until then. He reported on their native plant nursery efforts, their strong hiking programs, and their goal to

County of San Mateo Parks and Recreation Commission:

Mel Pincus, District 1 (Chair) | Marico C. Enriquez, District 2 (Vice Chair) | Neil Merrilees, District 3 | Meda O. Okelo, District 4 | Michael J. Cooney, District 5 |

County of San Mateo Parks Department:

*Marlene Finley, Director
Brenda Bennett, Executive Secretary*

acquire more land on the Mountain. He thanked the County for acquiring the sand dune lots in Daly City.

Student Conservation Association Summer Crew Activities

Ms. Rachelle Hedges, SCA GIS Intern, thanked the student crew for their hard work in County Parks. SCA summer crew members Mason Saia, Jason Romero, Mayra Yopez, Stephanie Rojas, Carmen Vescia, Daniel Pedreiro, and their crew leaders Julian Mireles and Jaden Wilkes collected data at five San Mateo County parks, an area of 5,282 acres and captured data for 870 drainages, 71 intersections, 200 trail signs, 300 trail maintenance needs, 14 trailheads, 55 miles of trails (about 10 miles of these were unmarked or social trails), 156 other data points (viewpoints, points of interest, bees, nests, etc.), and beta-tested a vegetation monitoring GIS application. The students provided the Commission with a lively and interesting Powerpoint presentation on their summer work achievements.

Green Valley Trail Project Update – Cecily Harris, Development Consultant

Ms. Harris introduced Ms. Margaret Henderson with Questa Engineering. Ms. Henderson provided the Commission with an update on the Green Valley Trail Project. A plan sheet “Site Overview” was provided to the Commission and copies were made available for the public. In response to inquiry from the Commission, Ms. Harris indicated that the plans and specifications were at 60% and the expectation was to have 100% plans and specifications sometime in December 2015.

There was no public comment.

Action Items

Review and Approve the Minutes of the June 4, 2015 Regular Meeting

Commission Clerk Bennett noted that the name “Hallett” should be added to the list of staff present on page 1 of the minutes.

Commission Action: M/S Okelo/Enriquez to approve the minutes with one correction on page 1 to add “Hallett” after “Finley” in the line beginning “Staff Present.”.

Motion carried 4-0 with Commissioner Merrilees absent.

Staff Reports

Director’s Report

Director Finley reported on the recent red flag condition imposed by Calfire that required parks be closed until it was lifted. She said that Chaparral Country Corporation was the new Folger Stable concessionaire and in addition to boarding services would offer public trail rides and riding lessons. She said a 54-inch SFPUC water line broke at Junipero Serra Park and the park would be closed in late September and October for replacement/repairs to be made. She said that a new portion of the Crystal Springs

Regional Trail, south of dam, would open one weekend each month for users. She also noted that Granada Community Services District had formed a Citizens Recreation and Park Advisory Committee, and the Board of Supervisors approved a Measure A funding agreement with the Pacifica Land Trust for the Pedro Point Headlands.

i. Coyote Point Yacht Club

The Commission received the written report.

Harbormaster's Report

There were no additions to the written report.

Parks Superintendent's Report

There were no additions to the written report.

Natural Resource Manager's Report

There were no additions to the written report.

Fiscal Officer's Budget Report

There were no additions to the written report.

Commissioner Okelo confirmed with staff that the Marina is an enterprise fund.

Park Planner's Report

In addition to the written report, Planner Herzberg reported that ABAG would consider the PCAs recommended by the County and there was follow up on the Portola Trail Committee.

Community Program Specialist's Report

Ms. Schoof reported on the process to get youth commissioner representation on the Commission.

Development Consultant's Report*

i. San Mateo County Measure A Grant Program Update

There were no additions to the written report.

San Mateo County Parks and Recreation Foundation Executive Director's Report

Executive Director Bott reported on the success of the Tour de Peninsula and noted that October would be her last Commission meeting as Executive Director. She said that she would bring another donation to the Commission for the County before she retired.

Commissioner Reports

Commissioner Okelo said he would like to see more countywide parks and recreation commission activities.

Adjourn as the County of San Mateo Parks and Recreation Commission

Chair Pincus adjourned the meeting of the San Mateo County Parks and Recreation Commission at 5:46 p.m.

Convene as the County of San Mateo Bicycle Advisory Committee

Chair Pincus convened the Commission as the County of San Mateo Bicycle Advisory Committee and called the meeting to order at 5:47 p.m.

Action Items

Review and Approve Bylaws for the San Mateo County Bicycle Advisory Committee

Ms. Ellen Barton, San Mateo County of Sustainability, said that the Commission acting as the Bicycle Advisory Committee (BAC) would need to adopt bylaws before considering the next item to request MTC funds.

There was no public comment.

Commissioner Okelo expressed concern about the wording of the proposed Bylaws and the need to have a larger representation of other groups on this committee.

Ms. Barton said that the last item on the agenda was to recommend to the Board of Supervisors the creation of a Bicycle and Pedestrian Advisory Committee to be supported by the Office of Sustainability.

Commissioner Action: M/S Cooney/Enriquez to adopt the BAC bylaws as presented.

Motion carried 3-0 with Commissioner Okelo abstaining.

Review and Recommend to the Board of Supervisors Authorization of a Request to the Metropolitan Transportation Commission for the Allocation of Transportation Development Act Article 3 Pedestrian/Bicycle Funding in the Amount of \$21,050 to the Office of Sustainability for the Bicycle Routes and Rules Project

Ms. Barton said she had no additions to her written report.

There was no public comment.

Commission Action: M/S Okelo/Enriquez to recommend to the Board of Supervisors authorization of a request to the Metropolitan Transportation Commission for the

allocation of Transportation Development Act Article 3 Pedestrian/Bicycle Funding in the amount of \$21,050 to the Office of Sustainability for the Bicycle Routes and Rules Project

Motion carried 4-0.

Review and Recommend to the Board of Supervisors the Establishment of a San Mateo County Bicycle and Pedestrian Advisory Commission

Ms. Barton said she had no additions to her written report.

There was no public comment.

Commission Action: M/S Okelo/Enriquez to recommend to the Board of Supervisors the establishment of a San Mateo County Bicycle and Pedestrian Advisory Commission to be supported by the Office of Sustainability.

Motion carried 4-0.

Adjournment

Chair Pincus adjourned the meeting at 6:02 p.m.