



## COUNTY OF SAN MATEO

Parks and Recreation Commission



### **Parks and Recreation Commission Meeting Minutes Thursday, December 5, 2013**

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

Commissioners Present: Cooney (Chair), Merrilees (Vice Chair), and Pincus

Commissioners Absent: Enriquez and Ruehl (Youth Commissioner)

Staff Present: Finley, Bennett, Lockman, Lombardi, Herzberg, Schoof, Bruj, Lippert, DiLorenzo, Hogerheide, Lundgaard, Yang, Sentman, Holeton, Furniss, Cervantes, O'Brien

The Commission welcomed Marlene Finley, the recently appointed Parks Director. Director Finley expressed her enthusiasm to work with the Commission and staff in developing an even more robust and sustainable parks system with strong natural resource conservation. She noted that Commissioner Enriquez had met with her as he was unable to attend today's meeting.

#### **Oral Communications**

There were no public comments.

#### **Agenda Amendments**

Superintendent Lockman asked the Commission to consider adding a presentation from the Sheriff's Department about the Rifle Range at Coyote Point Park as Item 7.B.

The Commission by consensus approved the addition of that item.

#### **Consideration of Minutes**

Commission Action: M/S Pincus/Merrilees to approve the minutes for the regular meeting of October 3, 2013 as presented.

Motion carried 3-0.

## **Correspondence and Communications**

### **A. Introduction of Recently Hired Ranger Staff**

Superintendent Lombardi welcomed Director Finley and presented her with her Director's badge.

Superintendent Lombardi introduced each of the Ranger II staff recently hired and shared some of the highlights of the experience and skills each is bringing to County Parks. Rangers are Walter Bruj, Jack Lippert, Lisa Di Lorenzo, Louise Hogerheide, Ryan Lundgaard, David Yang, Brad Sentman, Miranda Holeyton, Chris Furniss, Joel Cervantes, and Kevin O'Brien.

### **B. Sheriff's Department Presentation on Rifle Range Improvements at Coyote Point Recreation Area.**

Sheriff Greg Munks said he was pleased to see the County was reinvesting in Parks. He said they had some ideas and funding to improve the Rifle Range operations. He said the priorities in order of importance for the Range have been safety, noise containment, and functionality. He introduced Captain John Quinlan.

Captain Quinlan said in 1999 the Sheriff's Office took over the operations and maintenance of the Coyote Point Rifle Range. He said this facility is used primarily during the day as a law enforcement training facility but also in the evening is available for publics. He said volunteers staff the evening sessions. He said they understood residents and users' concerns with the sound associated with the Rifle Range. He said interestingly they did a sound survey a couple of years before and the Golf Course produces more noise than the Range because of a propane cannon they use to scare geese away off the course. He said the Sheriff directed him to work with architects about two years prior to work on solutions for the Range to fit it more safely and aesthetically within the park setting and provided funding. He said they also needed to address ADA compliance. He said the Sheriff has secured an opportunity with the potential to put in an indoor pistol range. He said doing that would reduce noise by 80%. He said the other area would continue to be used for long rifle shooting for law enforcement training and for use by the Rifle and Gun Club. He said they would upgrade the restroom and walkway to meet ADA requirements. He noted additional landscape screening would be added.

Responding to questions from Commissioners Merrilees and Pincus, Sheriff Munks said that with the construction of an indoor pistol range, one-quarter of the entire Range would be enclosed, and would include a lead collection system. He said they were also looking for funding to put baffling overhead at the outdoor rifle range which would help the noise. Responding to questions from Commissioner Pincus, Sheriff Munks said reserves from his Department's budget would be used to pay for the exterior improvements including the ADA and grounds upgrades. He said the building and indoor range would be paid for by a private donor. He said every few years they make an effort to relocate the Range and have looked at other places but have not gotten positive responses to their inquiries. Chair Cooney suggested putting more into the existing site to improve it so they did not have to always be trying to relocate.

### C. Capital Projects Update

Superintendent Lockman said in the FY 2013-14 budget, there were 28 CIP projects and seven planning projects funded by Measure A funds. He noted that all the walkways, fingers and pilings for Dock 29 were in and the only structural element left to do was the gangplank from the shore to the dock. He said in the six weeks left for the project the electrical and other smaller components would be installed. He said it appeared the work would be completed in February which would allow for the return of larger vessels to the Marina. He reported the fuel dock pilings were installed and the fuel dispensing system would go out to bid in the spring with an expectation that system could be completed by early springs. He said the eastern shore improvements of the Promenade at Coyote Point was nearly finished. He said to prevent vehicles from accessign Pigeon Point fences and guardrails would be installed. He said construction of Devil's Slide would begin in December. He said work on the Folger Stable upper barn was expected to be completed in soon. He said the Memorial Park potable project was in the planning phases. He noted they were looking for partnerships such as KBoom to upgrade Friendship Park in the North Fair Oaks area and were looking to install a playground and potentially a restroom at Moss Beach. Other projects include a Memorial Park fuel storage and campground projects, Richards Road repair for emergency access, Toyon restroom project, and Woodside Store roof repair.

### D. Fitzgerald Marine Preserve Vegetation Management Plan

Planner Herzberg noted Parks had secured some California Coastal Impact Assistance Program grant funding for preparation of a San Vicente Creek Habitat Enhancement Plan and a Cypress Forest Management Plan. He reviewed the three proposed phases of the Creek Habitat enhancement. He said regarding a Cypress Forest Management Plan that staff was looking at five phases of implementation based on priority ratings for each tree as identified by the arborist and budget availability. He said the highest priorities were for the safety of visitors, forest health, and removal of non natives trees in the creek. He reviewed the identified dead trees that were proposed for removal. He said they would need to go through a Coastal Development Permit and environmental review process for both projects.

Commissioner Merrilees asked how many trees were proposed for removal. Commissioner Pincus asked if all of the cypress, non-native trees were proposed to be removed. Superintendent Lockman said in the creek corridor they were proposing to remove non-native trees and replace with native vegetation but on the bluff, they were proposing to preserve the non-native Cypress forest and remove dead trees and prune others.

Planner Herzberg said they were looking at potentially removing 200 dead or hazardous trees over a number of years. Chair Cooney noted that it appeared over-planting of the trees had affected their health. Planner Herzberg said they were seeking staff input to develop a plan and would hold public hearings related to permit application and environmental review.

Commissioner Merrilees noted the expense to prune Cypress trees. Superintendent Lombardi said professional tree limbers would be needed because of the height of the trees.

Commissioner Merrilees asked if all of the permitting process would cover all proposed phases of work. Planner Herzberg said that was correct.

## **Director's Report**

Director Finley said she had been visiting the parks over the past three and a half weeks and was pleasantly amazed to see the many projects going on in those parks. She said in addition to capital projects there were increased programming efforts such as the sunset tide pooling the previous evening at the Fitzgerald Marine Reserve, Take A Hike, new interpretive panels for Devil's Slide, and a self-guided laminate booklet for the Reserve. She noted the number of park rangers recently hired and thanked the Commission for supporting the creation of a Natural Resource Manager position for the Department. She said there was a great pool of applicants, and after all of the processes, expected to hire the person by the end of January . She said that Parks has strong partnerships with other agencies and noted Assistant County Manager Hollands efforts in that area. She said she was looking forward to 2014, the 90<sup>th</sup> anniversary of Memorial Park and investment strategies to improve the park and who would be part of that, and the opening of Devil's Slide.

## **Marina**

### **A. Harbormaster's Report**

Harbormaster Hallett welcomed Director Finley and thanked her for visiting the Marina. He thanked Superintendent for the updates he had provided on capital projects at the Marina. He said they hoped to have Dock 29 open to the public on February 1.

## **Operations and Maintenance Activities**

### **A. Superintendent's Report**

Superintendent Lombardi said he had no additions to his written report.

### **B. Volunteer Programs and Activities Report**

Community Program Specialist Schoof said she had no additions to the written report.

## **Support Services**

### **A. Bi-monthly Alternative Funding and Program Development Report**

Development Consultant Harris said they were seeking additional funding for the projects at the Reserve, noting competitive grant opportunities for habitat restoration.

## **Friends and Subcommittees**

### **A. Parks and Recreation Foundation**

Executive Director Bott said Director Finley has been at three Foundation events. She said they were sending out year-end donor letters highlighting a new Director and more rangers in the parks. She said Supervisor Horsley hosted a fundraising hike of Devil's Slide with the Foundation and Department. She said they hosted another hike for Foundation hikes. She said they allocated \$10,000 to Bicycle Sunday from the funds

raised by the Tour de Peninsula. She said they had more Tour sponsorships and riders this year.

### **Commissioner Reports**

Commissioner Merrilees said there were epic low tides at the Reserve over the Thanksgiving holiday, noting there were many visitors. He said staff and docents handled the visitors professionally and well. Superintendent Lombardi said this year staff prepared children-friendly activities to educate them before they actually got on the beach.

### **Adjournment**

The Commission adjourned the meeting in memory of Ranger Cornel Harper.

The meeting adjourned at 5:38 p.m.