



Regular Meeting Agenda

Parks and Recreation Commission

Bill Haskell - Commissioner
Craig van Keulen - Commissioner
LaRene Green - Commissioner
Mary Seehafer - Commissioner
Matt Wendt - Commissioner
Richard Scott - Commissioner
Ronald Locicero - Commissioner

Tuesday, August 15, 2017 7:00 pm

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

CALL TO ORDER

ROLL CALL ATTENDANCE

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Members of the public are entitled to address the Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

COMMUNITY SERVICES DIRECTOR REPORT

ADOPTION OF THE AGENDA

BUSINESS:

1. APPROVE THE JULY 18, 2017 MEETING MINUTES

Recommendation:

Approve Minutes.

2. INTERSECTION CAPACITY ANALYSIS REPORT

Recommendation:

Recommendations

1. Receive report on Morgan Hill Intersection Capacity Analysis study
2. Provide comments and recommendations for final draft of study

3. MORGAN HILL RECREATION AND COMMUNITY SERVICES DIVISION YOUTH AND TEEN REPORT

Recommendation:

Receive report on youth and teen activities and services provided by the Recreation and Community Services Division

4. UNMANNED AIRCRAFT/DRONE USAGE IN MORGAN HILL

Recommendation:

Adopt staff recommendation on unmanned aircraft/drone usage in Morgan Hill

5. COMMISSION WORK PLAN UPDATES

Recommendation:

Discuss and provide updates on Work Plan items.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

ADJOURNMENT

NOTICE

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Commission Chambers, and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Commission, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the Commission on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Commission.

Persons interested in proposing an item for the Commission agenda should contact a member of the Commission who may plan an item on the agenda for a future Commission meeting. Should your comments require Commission action, your request may be placed on the next appropriate agenda. Commission discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the Commission, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of Commission Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email cityclerk@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email cityclerk@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

DRAFT



Meeting Minutes Parks and Recreation Commission

Bill Haskell - Commissioner
Craig van Keulen - Commissioner
LaRene Green - Commissioner
Mary Seehafer - Commissioner
Matt Wendt - Commissioner
Richard Scott - Commissioner
Ronald Locicero - Commissioner

Tuesday, July 18, 2017 7:00 PM

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

CALL TO ORDER

ROLL CALL ATTENDANCE

7:00pm

Attendee Name	Title	Status	Arrived
Bill Haskell	Commissioner	Present	
Craig van van Keulen	Commissioner	Present	
LaRene Green	Commissioner	Absent	
Mary Seehafer	Commissioner	Present	
Matt Wendt	Commissioner	Present	
Richard Scott	Commissioner	Present	
Ronald Locicero	Commissioner	Present	

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

Minutes Acceptance: Minutes of Jul 18, 2017 7:00 PM (BUSINESS:)

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

COMMUNITY SERVICES DIRECTOR REPORT

ADOPTION OF THE AGENDA

Motion van Keulen, Second Locicero, 6-0

BUSINESS:

1. APPROVE THE JUNE 20, 2017 MEETING MINUTES

Recommendation:

Approve Minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Craig van van Keulen, Commissioner
SECONDER:	Ronald Locicero, Commissioner
AYES:	Haskell, van Keulen, Seehafer, Wendt, Scott, Locicero
ABSENT:	Green

2. INCLUSIVE PLAYGROUND PARTNERSHIP WITH THE MAGICAL BRIDGE FOUNDATION

Recommendation:

Make a recommendation to the City Council to move forward with an agreement with the Magical Bridge Foundation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Scott, Commissioner
SECONDER:	Craig van van Keulen, Commissioner
AYES:	Haskell, van Keulen, Seehafer, Wendt, Scott, Locicero
ABSENT:	Green

3. FRIENDLY INN CURRENT AND FUTURE USE REPORT

Recommendation:

1. Receive report on Friendly Inn Use;
2. Provide recommendation to City Council on proposed future use of Friendly Inn.

Received Friendly Inn update report.

Motion to recommend staff suggestions and add to it that it is important for the City to continue support a non-profit center and continue to support the existing tenants at the Friendly Inn.

Motion Haskell, Second van Keulen, 6-0

Minutes Acceptance: Minutes of Jul 18, 2017 7:00 PM (BUSINESS:)

RESULT: ADOPTED

4. COMMISSION WORK PLAN UPDATES

Recommendation:

Discuss and provide updates on Work Plan items.

Provided work plan updates.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

ADJOURNMENT

8:52 PM

Minutes Acceptance: Minutes of Jul 18, 2017 7:00 PM (BUSINESS:)



PARKS AND RECREATION COMMISSION STAFF REPORT

MEETING DATE: August 15, 2017

PREPARED BY: Karl Bjarke, Public Works Director

APPROVED BY: Chris Ghione, Public Services Director

INTERSECTION CAPACITY ANALYSIS REPORT

RECOMMENDATION(S)

Recommendations

1. Receive report on Morgan Hill Intersection Capacity Analysis study
2. Provide comments and recommendations for final draft of study

REPORT NARRATIVE:

The current Capital Improvements Program (CIP) includes a project to study high traffic volume intersections in Morgan Hill and provide recommendations for improving efficiency and safety. The scope of the study was to find ways to move vehicle traffic more efficiently through the intersections and to improve access and safety for bicyclists and pedestrians. Based on the available funding, five intersections were chosen for this study. They are:

- Condit Road & E. Dunne Avenue
- Butterfield Blvd. & Tennant Avenue
- Monterey Road & Main Avenue
- Butterfield Blvd. & E. Dunne Avenue
- Monterey Road & Tennant Avenue

The City sought the services of a qualified Traffic Engineering firm to prepare the study and issued a Request for Proposals. Of the proposals received, staff found Mott MacDonald (MM) to be the most qualified. The City Council subsequently awarded a contract to MM. Soon after they were given a notice to proceed, MM representatives met with the ad hoc bicycle committee that meets periodically to discuss bike and pedestrian matters affecting Morgan Hill to discuss the goals of the study. One member of that committee is Parks and Recreation Commission member Bill Haskell. Mr. Haskell is the City's representative at the County-wide Bicycle & Pedestrian Advisory Committee (BPAC). MM took notes from the meeting with the ad hoc bicycle committee to help them better understand the issues with each of the intersections.

MM now has an Administrative Draft Report for review. Staff would like to share the report with the Parks and Recreation Committee before it is taken to the City Council for adoption. MM will present their analysis and findings to the PRC and will be accepting comments for the final draft.

The Administrative Draft Report is available on the City's web page for review.

LINKS/ATTACHMENTS:

1. Muirhead public comment

Chris Ghione

From: D. Muirhead <doug.muirhead@stanfordalumni.org>
Sent: Monday, August 14, 2017 10:53 AM
To: Chris Ghione; Karl Bjarke
Cc: MHBTAG Lisa Aragon
Subject: Morgan Hill Parks and Recreation Commission Meeting August 15, 2017 Item #2: Intersection Capacity Analysis Report

Comments for

Morgan Hill Parks and Recreation Commission
 Meeting August 15, 2017
 Item #2: Intersection Capacity Analysis Report

Parks and Recreation Commission Members and Staff,

First, let me thank City Chief Engineer Bjarke for including bicycle and pedestrian facilities in the analysis and recommendations, as well as for his personal "field visit" to Lisa Aragon's advocacy group to solicit resident input.

I found the body of the report to be readable by those of us who are not traffic engineers. I do have some questions regarding the appendices.

Since I have recently been promoting the idea that reports should identify relevant professional standards, I note that several appear in the report:

- * Morgan Hill General Plan
- * California Manual on Uniform Traffic Control Devices (CA MUTCD)
- * 2000 Highway Capacity Manual, Transportation Research Board
- * 2009 Collision Data on California State Highways [SWITR?]
- * Caltrans Design Exception

From 2.7: Study Area Description, Operational Analysis

"The intersection traffic operations were evaluated based upon the level of service (LOS) concept. LOS is a qualitative description of an intersection's operations, ranging from LOS A to LOS F."

LOS measures impact on vehicles only. I have not heard anything recently about Multi-Modal LOS (MMLOS) which measures all transportation modes.

Appendix C contains Level of Service Description.

For Table 1: Intersection Collision Rates in the Study Area Description.

How do our intersections map to the Statewide average collision rate numbers of .55 or .35?

From Appendix B. Collision Data MHPD CFS EVENT LIST What is CFS? What is Call Type? What are Call Types 118x and 2000x?

Why only some have Case Number?

How do these relate to the numbers in Table 1?

I like Appendix A. Intersection Traffic Counts for the diagram of bike and ped activity, as well as the tables for heavy vehicles, bikes, peds.

Two intersections have significant pedestrian activity:

3. Monterey Road / Main Avenue

Attachment: Muirhead public comment (1365 : Intersection Capacity Analysis Report)

5. Monterey Road / W Edmundson Avenue - Tennant Avenue Of the five intersections studied, these are the two in built environments.

It would be interesting to know purpose of pedestrians. Monterey/Main has downtown commercial and a school nearby. Monterey/Tennant has the shopping centers and the #68/#168/#other_express bus stops.

For Recommended Improvements.

- 1) When creating one left turn lane, one through lane and one right turn lane. Can we put a mini bike lane between the through and right turn lanes? Can this have a bike detector so we do not have to enter traffic lanes to trigger detector?
See southeast side of Butterfield at Tennant for example.
- 2) When increasing pedestrian signal crossing times at all intersection crosswalks to meet CA MUTCD requirements. Which pedestrian signals do not have countdown timers as recommended in the 2014 MUTCD?
- 3) While Right Turn Channelization Islands are not recommended, drivers turning right from Tennant onto north Butterfield and from Tennant onto north Monterey are looking at traffic to left and not at corner where pedestrian waits to cross.
- 4) Good to note "High pedestrian activity during large special events in the downtown, such as the Mushroom Mardi Gras."
- 5) Any bike considerations when adding a second southbound left turn lane at Butterfield/Dunne?

Thank you for your consideration,
Doug Muirhead, Morgan Hill



PARKS AND RECREATION COMMISSION STAFF REPORT

MEETING DATE: August 15, 2017

PREPARED BY: Jennie Tucker, Recreation Manager
APPROVED BY: Chris Ghione, Public Services Director

MORGAN HILL RECREATION AND COMMUNITY SERVICES DIVISION YOUTH AND TEEN REPORT

RECOMMENDATION(S)

Receive report on youth and teen activities and services provided by the Recreation and Community Services Division

REPORT NARRATIVE:

The Recreation and Community Services Division strives to enhance the community's quality of life, public safety, and economy by providing high quality and diverse program opportunities for all ages. This written report is intended to give a brief overview of the services the Division provides to the youth and teens in the community. All programs offered to youth exemplify the 41 "Developmental Assets" that have a proven relationship to healthy youth development. The "Developmental Assets" are an integral part of all of the programs and services the Division provides.

Preschool

The Recreation Division offers a play-based preschool located at the Community and Cultural Center. Program goals are to provide students with social and academic skills to prepare children for Kindergarten. There are three different class options, based on age and days of the week desired. The new school year begins on September 5th. Both morning classes are currently full and the afternoon program has roughly 5 openings. We anticipate filling those by the beginning of the school year.

Youth Contract Classes

Three times a year the Division distributes an Activity Guide to all Morgan Hill residents that contain seasonal classes and programs. There are currently twenty different contract instructors that offer a variety of classes to the community:

- Art
- Karate
- Soccer
- Golf
- Tennis
- Basketball
- Ballet
- Hip Hop
- Lego Robotics

- Science
- Animation
- Indoor Soccer (Futsal)

Summer Camps

The Recreation Division works with contract instructors to offer specialty summer camps. Depending on the camp, there are half day and full day options. Some of the highlighted camps from this past summer were:

- Little Medical School Camp
- Spy Academy Camp (science)
- “Fizz” ical Phenomena and Che-Mystery Camp (science)
- Soccer Camp
- Robotics using Legos
- Minecraft Engineering using Legos

The Division also offered a brand-new swim camp run by in-house teammates. The camp was called Camp H2O and was based at the Aquatic Center for five weeks this summer. The average attendance was 18 campers which was a successful for the first year running the program.

Teens

Teen Center

Representing a partnership between the City of Morgan Hill and the Mt. Madonna YMCA, the Centennial Recreation Teen Center offers a safe and engaging environment for teens to make friends, participate in fun programs and activities, or just have a place to spend with their peers. Membership is free to all Morgan Hill teens age 12-18 and non-residents only pay \$10 for the year. Monthly and weekly activities are scheduled throughout the year.

Youth Action Council (YAC)

The Youth Action Council (YAC) is a group of teen leaders age 13-18 who voice the opinion of teens within the community and help organize and participate in local events. Potential YAC students go through an interview process and a weeklong leadership training during the summer. The leadership training (Youth Leadership Morgan Hill-YLMH) and YAC are both open to all teens 13-18 and give teens a sense of empowerment and a chance to contribute and serve the community. The 2017-2018 Youth Action Council has 26 teens that are all eager to start their term!



PARKS AND RECREATION COMMISSION STAFF REPORT

MEETING DATE: August 15, 2017

PREPARED BY: Jennie Tucker, Recreation Manager
APPROVED BY: Chris Ghione, Public Services Director

UNMANNED AIRCRAFT/DRONE USAGE IN MORGAN HILL

RECOMMENDATION(S)

Adopt staff recommendation on unmanned aircraft/drone usage in Morgan Hill

REPORT NARRATIVE:

Flying drones (unmanned aircraft) on public property in Morgan Hill is currently prohibited by the City's Municipal Code. Since some residents enjoy drone flying as a hobby and their use is gaining in popularity, the City is considering a change to the Municipal Code that would allow drone use under reasonable circumstances. The proposed changes would be brought to the City Council at the September 6, 2017 meeting. If adopted by City Council, the changes would take effect on October 27, 2017. City Staff have been working with the Police Department to determine the appropriate changes. The following changes are being proposed to the current Municipal Code:

Drone Definition: "Unmanned Aircraft" means aircraft, including, but not limited to, an aircraft commonly known as a drone, that is operated without the possibility of direct human intervention from within or on the aircraft.

Usage in Public Parks would be allowed with the following limitations:

- Users must comply with the regulations/guidelines outlined by the Federal Aviation Administration (FAA)
- Takeoff and/or landing unmanned aircraft must take place after 8 am and before 8 pm
- Users are not allowed to operate unmanned aircraft within the City to capture, record, or transmit any visual image or audio recording of any persons or private real property located in the City when the subject person or owner of the subject real property has a reasonable expectation of privacy (including, but not limited to, inside a private residence or office, inside a hotel room, and inside of an enclosed yard).

Usage in Public Buildings and Facilities, City Public Parking Lots, City Public Streets, and Sidewalks: Drone usage would remain prohibited in these locations except when approved as part of a facility rental or permit.

FAA Guidelines

One of the main guidelines the City will be following and enforcing with the updated municipal code is to follow the FAA regulations. In June 2016, the FAA amended its

regulations to regulate commercial drones while minimizing the risk to other aircraft and people on the ground. Operational limitations include: flying commercial drones under 400 feet, during the day, at or below 100 mph; requirement to yield to other aircraft; and prohibiting flying over people or from a moving vehicle. The FAA's regulations also establish minimum requirements for remote pilots in command including a certification/TSA vetting process and minimum age requirements. While hobbyists and recreational users are not required to pass a certification or TSA vetting process, they, along with all drone users, are required to register their drones with the FAA before taking to the skies.

Last year the FAA released a public awareness campaign to educate users on how to fly drones safely and responsibly. The public awareness campaign has a dedicated website: www.knowbeforeyoufly.org and is a resource to current and potential drone operators.

Other Municipal Ordinances

In addition to attempts to legislate at the state level, a few cities in California and elsewhere have adopted ordinances to regulate the use of drones within their jurisdictions. These ordinances either serve to address public safety considerations (see Beverly Hills example), or supplement existing laws (Los Angeles & Santa Clara). A few examples include:

- The City of Beverly Hills adopted an ordinance in October 2014, to prohibit the use of unmanned aircraft "to record or transmit any visual image or audio recording of any person or private real property located in the City under circumstances in which the subject person or owner of the subject real property has a reasonable expectation of privacy ... "
- The City of Santa Clara adopted an ordinance in August 2015, which prohibits flying drones over Levi's Stadium and within one half mile of the stadium, over Santa Clara University sporting facilities when in use, and over large special events in public parks and public facilities.
- The City of Los Angeles adopted an ordinance in September 2015, which included operating restrictions such as prohibiting model aircraft from interfering with manned aircraft, operating beyond the visual line of sight of the operator, nighttime operation, flight above 400 feet of the earth's surface, and flying closer than 25 feet any individual other than the operator or person involved with the flight, except during take-off or landing.
- The City of Menlo Park adopted an ordinance in August 2016, which prohibited the take-off and landing of drones in city parks except when in use by emergency services. The ordinance will leave it open for people to fly drones at designated park areas, but those areas do not currently exist. In addition, residents and businesses would still be able to launch drones on private property.

Community Outreach

A community meeting, to discuss and review these proposed changes will be held immediately before the Park and Recreation Commission Meeting on August 15, 2017 from 6:00pm-7:00pm at the City Hall Development Services Center in the Grand Conference Room.

FISCAL AND RESOURCE IMPACT:

There is no fiscal or resource impact from this request.



PARKS AND RECREATION COMMISSION STAFF REPORT

MEETING DATE: August 15, 2017

PREPARED BY: Chris Ghione, Public Services Director

APPROVED BY: Chris Ghione, Public Services Director

COMMISSION WORK PLAN UPDATES

RECOMMENDATION(S)

Discuss and provide updates on Work Plan items.

REPORT NARRATIVE:

The Parks and Recreation Commission finalized its Work Plan on May 16. The City Council approved the Work Plan on June 21, 2017. Commissioners may use this item to discuss and provide progress on Work Plan items.

The 2017/18 Fiscal Year Work Plan is attached.

LINKS/ATTACHMENTS:

1. PRC Workplan 1718 Final

Parks & Recreation Commission

FY 2017-18 Work Plan – Final – Approved by Council June 21, 2017

Project (Commissioner Responsible)	City Council Priority Supported	Start Date	Com- pletion Date	Staff Resources Required	Desired Outcome
1. Develop a Plan to Get Youth More Active in Parks and Recreation (Locicero)	Support Youth, Seniors and Entire Community	7/17	6/18	Recreation Manager (Minimal)	Plan for youth involvement.
2. Support Bicycle and Trails Coordination Effort (Haskell, Green)	Support Youth, Seniors and Entire Community	7/17	6/18	CS Director (Minimal)	Support the VTA Bicycle and Pedestrian Advisory Committee. Coordinate sub-committee working with community members on bicycle and trails issues with volunteer Bicycle and Pedestrian Advocacy Group.
3. Support efforts to create an inclusive playground (Locicero, Wendt, Scott)	Support Youth, Seniors and Entire Community	7/17	6/18	CS Director (Significant) CS Coordinator (Moderate)	Support the group that has formed for the creation of an inclusive playground in Morgan Hill. Support in the planning and fundraising efforts.
4. Support planning for updated operations at the Outdoor Sports Center (van Keulen, Haskell)	Support Youth, Seniors and Entire Community Maintaining Fiscal Responsibility	7/17	6/18	CS Director (Significant)	Support development of RFP for OSC operator. Provide recommendations on capital improvement projects.
5. Support the Planning for the CRC Health and Wellness Expansion Project (van Keulen/Seehaffer/Green)	Support Youth, Seniors and Entire Community	7/17	6/18	Recreation Manager (Significant)	Support planning for future health and wellness needs. Provide recommendations on proposals and designs.

Staff Resources Required: **0-50 hours = Minimal** **51-100 hours = Moderate** **100+ hours = Significant**

Attachment: PRC Workplan 1718 Final (1367 : PRC Workplan Updates)