



PARKS AND RECREATION COMMISSION

Mel Pincus, 1st District
Marico C. Enriquez, 2nd District
Neil Merrilees, 3rd District
Vacant, 4th District
Michael J. Cooney, 5th District
Henry Ruehl, Youth Commissioner

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Brenda Bennett
Executive Secretary
www.sanmateocountyparks.org

Parks and Recreation Commission Meeting

Thursday, August 1, 2013

4:00 p.m.

Board of Supervisors' Chambers
400 County Center, Redwood City

AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Oral Communications to allow the public to address the Commission on any matter not on the agenda. If your subject is not on the agenda, the Chair will recognize you at this time. Speakers are customarily limited to two minutes. A speaker's slip is required.
4. Agenda Amendments
5. Consideration of Minutes
 - A. Regular Meeting of February 7, 2013 (continued from June 6, 2013 meeting)
 - B. Regular Meeting of June 6, 2013
6. Correspondence and Presentations
 - A. Introduction of Parks Interns*
 - B. Fitzgerald Marine Reserve Video – Introduced by Superintendent Lombardi – Report Enclosed
 - C. Presentation on the 4H Million Trees Project* – Julien Levy
7. Director's Report*

Public records that relate to any item on the open session agenda for a regular Arts Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the office of the Department of Public Works and Parks, located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making those public records available for inspection. The documents are also available to be sent electronically by e-mailing bbennett@smcgov.org.

In compliance with the Americans with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when given three days' notice. Please call (650) 599-1393 (voice) or e-mail bbennett@smcgov.org. For the safety of those sensitive to airborne chemicals, please refrain from wearing chemically based products.

8. **Action Items**
 - A. Resolution Recognizing and Commending County Parks Staff*
 - B. Devil's Slide Trail Project
 1. Review and Receive Public Comment on 30% Concept Plans for Devil's Slide Trail Project
 2. Set August 29, 2013 from 7:00 p.m. to 9:00 p.m. as a Special Parks Commission Meeting to Review and Receive Public Comment on the 90% Devil's Slide Trail Plans
9. **Marina**
 - A. Harbormaster's Report
10. **Operations and Maintenance Activities**
 - A. Superintendent's Report
 - B. Volunteer Programs and Activities Report
11. **Support Services**
 - A. Bi-monthly Alternative Funding and Program Development Report
12. **Friends and Subcommittees**
 - A. Parks and Recreation Foundation*
13. **Commissioner Reports***
14. **Adjournment**

*Indicates that reports are verbal only



**COUNTY OF SAN MATEO
PARKS DEPARTMENT**



DATE: July 25, 2013

COMMISSION MEETING DATE: August 1, 2013

TO: Parks and Recreation Commission

FROM: Carla Schoof, Community Programs Specialist

SUBJECT: Report on the Implementation of Marine Protected Area Education Guidelines at Fitzgerald Marine Reserve

RECOMMENDATION:

Review and accept report.

BACKGROUND:

Program updates and items of interest to the Commission.

DISCUSSION:

The rocky seashore of James V. Fitzgerald Marine Reserve (FMR) in Moss Beach is the home to a community of diverse marine life. For decades, the tide pools at the Reserve have been of interest to biologists, preservationists, students and Pacific Coast enthusiasts. Recently Fitzgerald Marine Reserve was designated as part of the Montara Marine Protected Area (MPA). The function of an MPA is to conserve key marine life and habitats, preserve natural diversity, help rebuild depleted populations, protect geologic features and cultural areas, support research and education and offer recreational and economic opportunities.

The MPA designation ensures that the more than 300 species including invertebrates, fish, seabirds and marine mammals at FMR are protected and under a "no take" stipulation enforced by the California Department of Fish and Wildlife (DFW) and local agencies. In early 2013, stakeholders from the San Mateo County coast assembled as part of a state-wide Community Partnership Program and created the MPA Collaborative Group in order to identify the unique needs related to implementing the MPA Act locally. At the same time San Mateo County Parks had begun to evaluate how it could better educate the public about their role in protecting the resources at FMR. This included evaluating the materials schools receive prior to attending naturalist tours at the Reserve led by the Friends of Fitzgerald Marine Reserve, identifying information gaps, and assessing how San Mateo County Parks could better support the programs and volunteers with the Friends of Fitzgerald Marine Reserve who provide naturalist led tours at the Reserve.

Attached are the challenges faced by all stakeholders in effectively communicating the value of the Reserve, the solutions that are in the process of being developed and implemented. The Friends of Fitzgerald Marine Reserve have been involved in the process and continue to play a critical role in educating the public about the Reserve and how to protect it. In early June, the San Mateo Collaborative Group established MPA Educational Guidelines which will steer the efforts at Fitzgerald Marine Reserve. Recently the Friends and San Mateo County Parks met to discuss the implementation of the guidelines. At that time, San Mateo County Parks introduced some of the materials in draft form. The members of the Friends that were present at this meeting were unanimous in their approval and reception of the materials.

Fitzgerald Marine Reserve MPA Communication Plan

Challenge	Solution/Goal	Vehicle	Delivery/Status
<p>Despite signage, web information, and staff and volunteer presence, not all FMR visitors are aware of or adhere to the visitor guidelines; tide pool etiquette.</p>	<p>Develop communication materials to convey key messages and increase compliance with guidelines:</p> <ul style="list-style-type: none"> -Fitzgerald is a unique place in San Mateo County with diverse marine life that is protected. -Protected means no touching, picking up or taking. -Get the most from your visit to FMR by observing what the animals do and listening to the sounds they make. -Watch for the orange cones –and give harbor seals their space. -Join us -- become stewards of FMR resources to ensure they're available for others to experience. 	<p><i>This is Fitzgerald Marine Reserve</i> 14-minute video available for viewing before visiting Reserve</p> <p>Self-guided tour sheet</p>	<p>Video complete; viewer testing in progress.</p> <p>Near final draft Available Fall 2013</p>
<p>The current pre-tour video sent to schools scheduling FMR tour reservations was dated, showed a Southern California beach, and did not carry San Mateo County MPA Education guidelines.</p>	<p>Develop communication materials that are FMR focused and carry key messages as listed above.</p>	<p><i>This is Fitzgerald Marine Reserve</i> video link sent to teachers for viewing before visiting Reserve</p> <p>Revise print materials for teachers and chaperones</p>	<p>Fall 2013 for groups with reservations In progress</p>
<p>Enhance website information to reflect MPA Educational Guidelines</p>	<p>Post communication materials on website to provide information to visitors prior to visiting Reserve.</p>	<p><i>This is Fitzgerald Marine Reserve</i>, Self-guided tour sheet</p>	<p>In progress</p>
<p>FMR visitors are best messengers about what they experience and how to protect the resources they see during visits.</p>	<p>Create "Take Home" items that carry key messages about FMR.</p>	<p>Four-color stickers with messages that reinforce Observe, Listen, Watch, ie: -</p> <ul style="list-style-type: none"> - Watch Nudibranchs Dance Across Coralline -I saw seals lounge with their pups -Clams bore, but aren't boring -Watch out -- Kelp Crabs Pinch -I clapped watching the Chitons Clamp 	<p>Near final draft Available same time as Self-guided tour</p>

Fitzgerald Marine Reserve MPA Communication Plan

Educate schools about new materials	<i>This is Fitzgerald Marine Reserve</i>	Letters and emails introducing video and tips.	In progress
No ability to view shortened <i>This is Fitzgerald Marine Reserve</i> on site.	Install video viewing equipment, accessible platform at Reserve	On-site video equipment in visitor center secured behind doors	Funding being sought

Roll Out Calendar for FMR Visitor Education Program Materials

Communication Vehicle	Audience	Date/Time Process	Notes
Pre Video Survey: to assess visitor awareness of FMR protected status	All visitors willing to complete survey.	Dates in August with low tides	In progress
<i>This is Fitzgerald Marine Reserve</i> video and print materials	Schools with reservations	September 2013/Letters and email with special link	Post audience testing (in progress)
<i>This is Fitzgerald Marine Reserve</i> video	All FMR Visitors	September 2013	Post audience testing (in progress)
	Website		Post audience testing
Press Release announcing visitor information available at www.SMCoParks.org	Media	September 2013	
<i>Discover San Mateo County Parks</i> e-newsletter article re: visitor education materials.	Subscribers, volunteers	Fall newsletter (Sep-Oct.)	
Self-guided tour sheets	All Reserve Visitors	Fall	
	Website	Fall	
Take Home Items (Stickers) and “thank you” for returning self-guided tour sheets	All visitors	Fall	



**COUNTY OF SAN MATEO
PARKS DEPARTMENT**



DATE: July 24, 2013

COMMISSION MEETING DATE: August 1, 2013

TO: Parks and Recreation Commission

FROM: James Nantell, Interim Director

SUBJECT: Devil's Slide Trail Project

RECOMMENDATION:

1. Review and receive public comment on 30% concept plans for Devil's Slide Trail Project
2. Set August 29, 2013 from 7:00 p.m. to 9:00 p.m. as a special Parks Commission meeting to review and receive public comment on the 90% Devil's Slide Trail Plans

BACKGROUND:

The bypassed (Devil's Slide) section of Highway 1 and 70 acres of State right-of-way have become available for public access and non-motorized recreational use following the opening of the Devil's Slide Bypass Tunnel on March 27, 2013. The now closed section of Highway 1 is being converted by the County into a section of the California Coastal Trail that will be called the Devil's Slide Coastal Trail (Trail). Trail ownership of the bypassed section of Highway 1 is in the process of being transferred from the State of California to the County.

San Mateo County Parks is responsible for opening and operating the Trail within one year from the opening of the Devil's Slide Bypass Tunnel. The proposed Trail will be a paved, multi-use trail that will follow along the Pacific coastline using the old roadway connecting Pacifica and Montara with 1.3 miles of scenic views. Planned and permitted improvements include observation points, two unisex ADA-accessible vault toilets, park information kiosks, signage, trash and recycling receptacles, fencing and railing for visitor safety and protection, vehicle access barriers, drinking fountains, and mitigations to address environmental concerns such as bird blinds

CalTrans is completing a parking lot at each end of the future trail route that will also be deeded to the County to operate along with the Trail itself. The San Mateo County Board of Supervisors has approved \$1,991,525 in total one-time costs for improvements

for the proposed Trail. Funding for operating the trail, including two ranger positions is being proposed in the FY13/14 parks budget.

DISCUSSION:

The County has hired BKF Engineers to prepare the plans for the new Trail. The plans have been completed to the 30% conceptual level. The plans include the proposed overlooks, trail surfacing, accessibility improvements, signage, benches, and other trail amenities. They also address permitting requirements for environmental issues.

The Trail concepts were reviewed with the Devil's Slide Coastal Access Task Force on June 26, 2013. A public meeting was held on July 25, 2013 to present the plans and receive public comment. The plans and site photos were also placed on-line for public review at www.smcoparks.org/dstrailproject .

Staff is presenting the Devil's Slide Concept plans to the Commission for review and comment. Staff is also asking that the Commission take public comment on the plans. Commission and public comment will be incorporated into the process of developing the project to the 90% stage. The Commission and public can review the plans on-line at www.smcoparks.org/dstrailproject and additional materials will be presented at the meeting.

Staff is proposing the Commission hold a special meeting on August 29, 2013 at 7:00 p.m. to review the 90% project plans and receive public comment on them.



**COUNTY OF SAN MATEO
PARKS DEPARTMENT**



DATE: July 20, 2013

COMMISSION MEETING DATE: August 1, 2013

TO: Parks and Recreation Commission
FROM: Ed Hallett, Harbormaster, Coyote Point Marina
SUBJECT: Marina Activities Report

RECOMMENDATION:
Review and accept report.

BACKGROUND:
The following report is an update of Marina activities since our last Commission meeting.

DISCUSSION:
Dock 29 Update

Salt River Construction (SRC) arrived in the Marina, Wednesday July 17, to begin work. Their crane barge and tug are staged in the northern area of Basin II. The first phase of the project will involve the removal of the 26 pilings remaining from the former dock. The 12" x 12" x 50' concrete pilings will be extracted from the bay mud and bedrock by crane, loaded on a barge and later taken by water transportation to be recycled. Once the 26 existing pilings are removed, two guide pilings will be installed for the new gate entrance and ramp. The new docks and dock pilings are currently being fabricated for the second phase of the project expected to begin in September. Once the new docks are in place and the new pilings are driven, the third phase of the project will be the installation of the dock utilities. SRC has until mid-January of 2014 to complete the project. The new Dock is estimated to generate approximately \$125,760 annually. All 22 slips on the new dock are reserved and will be filled when the new dock has been completed and reopened.

Fuel Dock Update

The Board of Supervisors on July 23 authorized the adoption of plans and specifications for the Coyote Point Fuel Dock and Dock 10 Pile Replacement and Fuel Dock Piping Replacement Project and the call for bids to be received by August 13, 2013 at 2:30 p.m. Upon receipt of a qualified bid, a request to award the contract would be presented to

the Board of Supervisors. We anticipate that potentially the piling replacement and repairs to the fuel system could be completed before the close of the environmental window for construction period, which is November 30, 2013..

Currently using portable storage tanks, our tenants can obtain up to 50 gallons of fuel.

Boat Assists and Emergency Responses

The Harbor Office receives the largest number of calls for vessel and emergency assistance during the summer months. The gusty afternoon winds can prove challenging to both novice and experienced sailors and boaters. Whenever possible, the Marina Patrol boat will respond to incidents within a five mile radius of the Marina. Water related incidents can also include windsurfers, kite boarders and jet skis. On July 6, Harbormaster Hallett and Ranger IV DelCarlo responded to the Korean Airline incident at SFO. Initially it was unclear if the plane had crashed on the runway or just short of the runway and in the water. Upon approaching the scene, we noted the plane had hit the runway and there were no persons in the water. A SFPD patrol boat and SFO fire boat were patrolling the shoreline area of the runway searching for possible debris in the water. Menlo Park, Redwood City, Foster City and San Mateo Fire Districts also responded to the incident and used the launch ramp at Coyote Point Marina for staging.

Marina Staff

Park Ranger II Barry Chandler began his new assignment at Coyote Point Marina on Sunday June 9. He is currently being trained on Marina operations and maintenance routine. He has also started his boat training and rescue operations and has already assisted on several calls from boaters in distress.



**COUNTY OF SAN MATEO
PARKS DEPARTMENT**



DATE: July 26, 2013

COMMISSION MEETING DATE: August 1, 2013

TO: Parks and Recreation Commission
FROM: Scott Lombardi, Park Superintendent
SUBJECT: Superintendent's Report

RECOMMENDATION:

Review and accept report.

BACKGROUND:

This report covers park activities since the Commission's last regular meeting.

DISCUSSION:

District I

Coyote Point Recreation Area

- An Eagle Scout constructed and installed 2 stretching posts at each entrance to the Bay Trail
- Rotary Club volunteers cleaned up the area around the Merchant Marine Memorial, repainted the anchor and seating areas, and installed two interpretive panels. An Eagle Scout is installing a split rail fence,
- The June annual event "Dad and Me in the Park," hosted by the Fatherhood Collaborative, was held on June 15. There were about 700 participants.
- The Take a Kid Fishing project, an effort between Park staff and the CuriOdyssey, has started; funding support for the project was provided by a Parks Foundation grants
- Five different volunteer groups put in a total of 383 hours work on various projects including beach clean-ups, weeding, planting, and picnic table cleaning picnic tables.

Junipero Serra Park

- An Eagle Scout installed animal proof trash cans at De Anza, Oak Cove and the Meadow View playground.
- Another Eagle Scout built stairs and leveled the area for the De Anza picnic site #4 and added two yards of base rock to provide safer access.

Crystal Springs Trail

- An Eagle Scout installed animal proof trash cans at the south end vault restroom, Jepson vault restroom, Caltrans vault restroom and the San Andreas electric gate entrance.
- All of Sawyer Camp and the San Andreas Trails were mowed for fire prevention.

San Bruno Mountain

- Student Conservation Association crews did trail brushing at the Summit Loop Trail and mowed and brushed around the Day Camp.

District II

Edgewood Park and Natural Preserve

- Go Native is removing Harding Grass and other non-native species at critical locations, and should be finished in the next several weeks.
- Student Conservation Association crew and staff are brushing trails.
- Staff regraded and rocked selected sections of the following trails: Ridge Trail, Clarkia Trail, Franciscan Trail, Sylvan Trail, and the Oak Trail.
- Year of Edgewood events continue including several night hikes in both July and August. On July 21, a night event was held that included watching the sunset and the moon rise simultaneously on the western and eastern sides of Edgewood Park. The event ended with a hike along the Clarkia Trail to Canada Road.

Flood Park

- STEP interns are working with staff on maintenance through the summer season. The STEP Program is a San Mateo County Program that focuses on supporting and giving job opportunities to foster youth.
- The Kiwanis Club is sanding and re-staining all of the picnic tables.

Huddart Park

- Staff removed a large Madrone that had fallen across several sections of the Crystal Springs Trail and damaged a foot bridge. The bridge was also repaired on the same day.
- Thousands of Girl Scouts have been at the Park for the last three weeks. The groups have enjoyed using the park facilities and have been able to accomplish all their annual events.
- Volunteers are consistently scheduling projects at the Park, such as Eagle Scout Projects that have included replacing the horseshoe pits. Girl Scout groups have have rocked around BBQ pits, picked up tree limbs and pulled non-native weeds.
- CDC crews are doing fuel load reduction work at the entrance of Huddart Park. Several core days have cleared fuel from Kings Mountain Road to the gatehouse inside the park.

Wunderlich Park

- Staff continues to remove fallen trees throughout the trail system.

- Contactors are installing pavers at the Folgers Stable. The project should be completed in August.
- CDC crews continue fuel load reduction work within and around the park with the last few work days focused on Bear Gulch Road. The primary goals were to reduce ladder fuels and enable fire apparatus safe access toward the top of Bear Gulch and Skyline.

District III

Memorial Park Complex

- The utility bridge that crosses Pescadero Creek from the Sequoia campground to Huckleberry Flat is being retrofitted by Gonsalves and Stronck. The work is expected to be completed in the following weeks.
- The Department of Public Works is partnering with the Parks Department to conduct the annual maintenance of the sewer line network in the campgrounds, day use, and reservation areas. A jet truck flushes all of the sewer lines with pressurized water to clear debris as well as cut and remove all of the roots that clog the system.
- Staff safely rescued an injured horse and its rider from several miles deep within Pescadero Creek Park. Rangers were able to safely extract the horse from the tree and used a trailer to bring the injured horse and its rider to safety.
- Staff is coordinating with the Center for Ecosystem Management and Restoration on a grant funded project to study the water system to develop a strategy for optimum water use efficiency and provide insight into areas of the system which require improvements and upgrades.
- Staff serviced and upgraded the spray fields of the wastewater system.
- Langley Hill Quarry installed a new leech field this past May in Wurr Flat and will now work to bring the second leech field into operation. Once the original leech field is repaired, the septic line will lead to a diversion valve where staff can place one leech field into operation one year and then switch to the other field the next year thereby optimizing the leech field system and its percolating properties.
- The campground reached maximum capacity over the July 4th weekend and has been sold out every weekend thus far.

District IV

Fitzgerald Marine Reserve/Quarry Park/Pillar Point Bluff/Mirada East & West

- Developed a new "tide pool" educational video
- Developed new educational handouts explaining the significance of the MPA.
- Continued annual mowing operations and special mowing for 4th of July holiday.
- New intern started in District IV to help implement interpretive programs at FMR.
- Half Moon Bay Disc Golf holding pick up rounds at Mirada East-unapproved
- Two pianos were placed at Mirada West and Pillar Point Bluff for approximately two weeks for an unapproved fundraiser. Pianos have been removed.

San Pedro Valley/Sanchez Adobe

- Special event run at SPV.
- SCA Crew started in District IV- 3 weeks
- Brushing Hazelnut Trail-3.75 miles

- Installed new Memorial Bench in Trout Farm picnic area
- 4th of July mowing at SPV
- One incident at SPV on the 4th. Group of young kids in Trout Farm drinking and lighting off fireworks. No damage to park.
- Sanchez Adobe mowing
- Ranger Greg Escoto transferred into District IV from District II.
- Small vegetation fire just outside of park property. Embers posed potential threat to start fire in park. Pacifica FD contained fire.

District V
Maintenance

- Edgewood trail project.
- Removal of hazardous trees at Memorial-Tan Oak area.
- Water line repairs-Huddart shop.
- Completed mowing along CST & areas at SBMT & SPV.
- Staff attended Sexual Harassment training (Steve Rossi).
- Sign Shop-completed requests for CuriOdyssey, City of San Mateo, Tour de Peninsula, DPW and others.
- Sign Shop Intern-Ariana Ross started (San Mateo County's Summer Intern Program).
- Fabricated viewing pedestals for 'Historical' panels-Merchant Marine Overlook at CP.
- Sign Shop Upgrade project completed.
- Assisted with 'Take A Kid' fishing program-Coyote Point & CuriOdyssey.



**COUNTY OF SAN MATEO
PARKS DEPARTMENT**



DATE: July 25, 2013

COMMISSION MEETING DATE: August 1, 2013

TO: Parks and Recreation Commission
FROM: Carla Schoof, Community Programs Specialist
SUBJECT: Report on Volunteer and Community Programs

RECOMMENDATION:

Review and accept report.

BACKGROUND:

Program updates and items of interest to the Commission.

DISCUSSION:

Volunteer Activities

In the final quarter of 2013, volunteers contributed 9,967 hours to San Mateo County Parks exceeding the amount documented for the final quarter of 2012 by 1,861 hours. In total, volunteer hours for the 2012-13 reached 33,066 and exceeded the 29,528 hours reported last year. This is the largest number of volunteer hours recorded in the last four years and represents a great amount of support by the public who are invested in protecting the beautiful open spaces that make up San Mateo County Parks.

Upcoming Volunteer Days

Saturday, September 21—California Coastal Clean Up.

- Coyote Point Recreation Area, 10 a.m. After entering the park, follow the signs to the meeting location. Volunteers are encouraged to bring their own buckets to the clean-up. This event will be held in partnership with CuriOdyssey.

Saturday, November 2 – Ridge Trail Service

- Huddart Park, 8:30 a.m. In partnership with the Bay Area Ridge Trail Council, REI, and the Trail Center. The project will include widening the trail, improving tread and brushing the trail. Meet at the Archery Range on Kings Mountain Road in Woodside.

Community Activities

Streets Alive, Parks Alive: Quarry Park, May 5: Streets Alive, Parks Alive is a county-

wide effort championed by Supervisor Carole Groom which encourages cities to dedicate a day of outside activity by either closing streets to car traffic or scheduling activities in a community park. This year Take A Hike partnered with Streets Alive, Parks Alive to combine activities at Quarry Park in El Granada. In addition to the two hikes led by Park rangers, representatives from the Boys and Girls Club, the Half Moon Bay Branch of the San Mateo County Library, and San Mateo County's Pollution Prevention Program hosted activities for visitors. Golden Gate National Recreation Area rolled out its new Roving Ranger truck which carries a mini-library of park books and brochures, lounge area, sound system and an in-house weather-monitoring system.

Take A Hike: The 2013 season of Take A Hike has reached the mid-way point with three guided hikes remaining. The most recent hike was held on July 6 at Junipero Serra Park. In spite of the long holiday weekend, almost 60 hikers were welcomed by Supervisor Dave Pine before taking in the sights and sounds of the park. All hikes start at 9 a.m.

Date	Location
August 3	Coyote Point Recreation Area, San Mateo
September 7	San Bruno Mountain, Brisbane
October 5	San Pedro Valley Park, Pacifica

Summer Interns: This summer the Department is fortunate to have five interns assisting us with key projects. Interns Nabila Lerohl and Carla Chavez are assigned to community programs projects, including developing a stronger presence of the Take A Hike program via social media sites and developing materials to support our growing corporate volunteer program. Jan Lau is helping the Department to establish a process to track the status of capital projects and working with Ranger Mark Rogers in evaluating trail routes and names at Edgewood Park with the goal of improving trail flow and directional signage. Intern Ariana Ross is working with Ranger Ty Kang in the sign shop helping him design and print request the various print request that come to the sign shop, including signs, banners, stickers and magnets.

Student Conservation Association: The first of two crews have begun summer work in San Mateo County Parks. This year the crews have expanded in size with ten crew members and two crew leaders. The crews are composed of area youth, ages 16 to 18 years old, who work with park rangers to complete large scale projects. In San Pedro Valley Park, the SCA crew has been working on the Hazelnut Trail, improving tread, addressing erosion and trimming back overgrowth along the trail.

The second SCA crew is assigned to District II. The crew began its five-week stint in Edgewood doing finishing work to the trails that were cut by Parks staff. Once that work is done the crew will move on to other projects at Huddart, Wunderlich and Flood Parks.



**COUNTY OF SAN MATEO
PARKS DEPARTMENT**



DATE: July 24, 2013

COMMISSION MEETING DATE: August 1, 2013

TO: Parks and Recreation Commission
FROM: Cecily Harris, Development Consultant
SUBJECT: Bi-monthly Alternative Funding and Program Development Report

RECOMMENDATION:

Accept report.

BACKGROUND:

This report provides the Commission with information about Alternative Funding, Program Development and Project Management activities that have taken place since June 2013.

DISCUSSION:

1) Alternative Funding

- a) New Grant Applications: For June and July 2013, several State grant proposals were being considered for late summer and early submittal.
 - (i) County Parks is considering an application to California Department of Park and Recreation's Habitat Conservation Fund for a Wildlife Area Activities Project. This project application could be developed for Devil's Slide Trail or Fitzgerald Marine Reserve
 - (ii) County Parks is reviewing guidelines for the competitive *Climate Ready* California Coastal Conservancy grant program. We will likely apply for funding to improve public access and decrease erosion in the Surfer's Beach area.
 - (iii) Other State, regional and corporate grant and gift applications are being considered for capital improvement, habitat restoration projects and volunteer programs.

- b) Grant and Partnership Awards: During this time period, one State cash grant and two State partnership grants were awarded.
 - i) The California State Coastal Conservancy's *Explore the Coast* Grant

Program awarded \$15,000 for the Devils Slide Trail Ambassadors Program. These funds will match County staff time to develop and implement a new volunteer program modeled on the trail patrol at Edgewood County Park and Natural Preserve and equestrian patrol at Huddart and Wunderlich County Parks. Devil's Slide Trail Ambassadors Program volunteers will support Park Rangers with interpretation and safety, and provide visitors with information about rules and regulations. Park staff will develop a training manual, training workshop, and on-site mentoring protocols. Vests, daypacks, first aid kits and radios will be purchased. And a new Devil's Slide Trail brochure will be produced and printed.

ii) The San Francisco Conservation Corps (SFCC) secured additional grant funds from the California Conservation Corps Local Conservation Grant Program to underwrite a new crew to work at San Bruno Mountain State and County Park. The grant underwrites the full costs of a part-time crew, supplies, portable restroom, and acknowledgment sign. Working with County Park Rangers, the SFCC crew will restore trail tread, brush vegetation alongside trails, and perform other trail maintenance activities. County Parks will revise the existing Memorandum of Understanding with the SFCC for this project.

iii) The California Conservation Corps Monterey Bay (CCC) secured \$68,000 of *State Responsibility Fire Area* grant funds for fuel reduction and fire prevention projects at Wunderlich and Huddart County Parks. A seventeen-member CCC crew will work for four weeks to restore natural habitat and meet fire safety requirements. In Wunderlich Park along Bear Gulch Road, the crew will remove non-native vegetation such as French and Scotch broom and overgrown flammable invasive plants such as Poison Oak and Coyote bush. At Huddart Park, they will work along Richards Road and in the Toyon Campground. A start date is projected for August or September 2013.

c) Current Grantmaking Agency and Other Funding Partner Conversations

Up to \$10,000 in Peninsula Traffic Congestion Relief Alliance bike rack reimbursement funds have been made available for the purchase of bicycle racks in County parks. For each rack purchased, funding for two others becomes available. County Parks is now selecting the desired bike rack and the best locations.

d) Grant Management

A significant amount of my time is spent managing the grant portfolio. There are many submittals, narrative and financial reports, reimbursement requests and audits required by the grant makers in their loan or grant agreements. During this time period, a number of new construction projects are underway or in the queue such as Coyote Point Marina's Dock 29, Coyote Point Parks' Promenade Western Improvements, and Mirada Surf Phase III.

e) Grant Portfolio Management

The County prepares a Single Audit each year that reports activity in all federal grants. County Parks has eight executed federal grants at this time. Some State grants and loans are also being reviewed for year-end reports and audits.