



Meeting Date: November 19, 2013

TOWN OF MORAGA

STAFF REPORT

To: Park and Recreation Commission
From: Jay Ingram, Parks and Recreation Director
Subject: November Agenda Items

New Business

Item VIII. A. Appointment of Park and Recreation Commissioner to the Hillside and Ridgeline Steering Committee – (discussion/action)

The Town Council considered a Council Goal for 2013 to protect ridgelines and hillsides from development, consistent with Moraga Open Space Ordinance, at its September 25, 2013 meeting and directed staff to develop a draft Request for Proposals for consultant services to assist with review and possible update of the Town's existing regulations related to hillside and ridgeline protection. On October 23, 2013 the Town Council reviewed and approved a draft scope of work for the project. This includes a recommendation to form a steering committee, comprised of representatives from the Town Council and commissions, to assist with the project.

Steering Committee Charter

On November 13, 2013, the Town Council approved a charter for the Hillside and Ridgeline Steering Committee. The charter:

- Outlines the Committee purpose, to assist with the study and development of potential amendments to the Town's hillside and ridgeline regulations; and
- Identifies the composition of the six-member Committee to include two Councilmembers, two Planning Commissioners, and one representative each from the Park and Recreation Commission and Design Review Board; and
- Specifies the Committee's term, which would run until the end of February 2015, representing the one-year duration of the project from its expected early 2014 kickoff date.

At the November 13 meeting, the Town Council appointed Mayor Trotter and Councilmember Metcalf to the Steering Committee. Per the charter, the Park and Recreation Commission is requested to also appoint one member to the Steering Committee.

Project Scope/Request for Proposals

A Request for Proposals for consultant services was issued on November 12, reflecting the scope of work approved by the Town Council on October 23. Proposals are due on December 10, 2013 and it is expected that selection and contracting will take place in December and January, with project kickoff in early February 2014.

Recommendation

Appoint one member of the Park and Recreation Commission to the Hillside and Ridgeline Steering Committee.

Item VIII. B. Appointment of a Park and Recreation Commissioner to the Ad Hoc Facilities Planning Subcommittee – (discussion/action)

On Tuesday, October 22, the Town and Moraga School District governing bodies met to discuss the District's financial outlook and to consider establishing an Ad Hoc Facilities Planning Subcommittee to address community recreation issues, such as partnering on joint use of facilities and potentially improving existing sports fields. An agreement was reached to create an Ad Hoc Committee with two members of each body to participate with other representatives of stakeholder groups. A subcommittee Charter will be drafted and recommended for approval in the near future.

Ad Hoc Subcommittee Charter

The Town Council is scheduled to approve a charter for the Ad Hoc Facilities Planning Subcommittee Charter. The charter will:

- Outline the Committee purpose, to address community recreation issues, such as partnering on joint use of facilities and potentially improving existing sports fields.
- Identify the composition of the nine-member Subcommittee to include two Councilmembers, two Moraga School Board Members, three members of the Moraga Sports Alliance, and one member each from Campolindo High School and Saint Mary's College; and
- Specify the Subcommittee's term, which is anticipated to be six months starting in February of 2014.

Staff is requesting the Commission appoint one Park and Recreation Commissioner to serve. Mayor Trotter, Council Member Metcalf, School Board President MacNulty, School Board Member Simon are currently appointed. The subcommittee will also have three representative from the Moraga Sports Alliance, one from Campolindo High School and one from Saint Mary's College. Staff support will be provided by the Town of Moraga Parks and Recreation Director.

Recommendation

Staff requests that the Park and Recreation Commission consider appointment of one Commissioner to the Committee at its November 19 meeting.