



PARKS AND RECREATION COMMISSION MINUTES

Regular Meeting
Wednesday, February 19, 2003
6:00 pm.
Burgess Recreation Center
701 Laurel Street, Menlo Park

CALL TO ORDER: The meeting was called to order by Chair Harrison at 6:15 p.m.

ROLL CALL:

PRESENT: Commissioners Cline, Jaime, Travers, Watkins, Whittaker, Zussman, and Chair Harrison.

ABSENT: None.

STAFF PRESENT: Community Services Director Brown, Community Services Manager Roessler, and Secretary Roldan.

A. PRESENTATIONS AND PROCLAMATIONS: None.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS:

Commissioner Cline reported on the Teen Summit, which was held on Saturday, February 15, 2003.

Chair Harrison reported on the meeting he attended for the Commission Chairpersons and Vice Chairpersons on February 18, 2003. He stated that the meeting was a good way to meet the other Commissioners and to exchange ideas on how they conduct their meetings. He encouraged the Commissioners to get more involved with City Council and to attend their meetings. He also stated that he would like the Commission to submit a status report of the Parks and Recreation projects to the City Council at least three times a year.

Commissioner Zussman suggested having Parks and Recreation Commissioners attend other commission meetings and to bring back information to share with the Commission.

C. PUBLIC COMMENT: None.

D. CONSENT CALENDAR:

1. Approval of Minutes:

ACTION: Approve the December 18, 2002 Minutes as presented.

Motion Commissioner Jaime, seconded by Commissioner Zussman and unanimously carried.

E. PUBLIC HEARING: None.

F. REGULAR BUSINESS:

1. Election of the Chairperson and Vice-Chairperson:

ACTION: Director Brown conducted the election for the Chairperson.

Motion Commissioner Jaime to nominate Tom Harrison for Chairperson, seconded by Whittaker and unanimously carried.

ACTION: Chairperson Harrison conducted the election for the Vice Chairperson.

Motion Commissioner Whittaker to nominate Stuart Zussman for Vice Chairperson, seconded by Commissioner Jaime and unanimously carried.

2. Adoption of the 2002 Annual Report:

Bob Roessler, Community Services Manager, provided information as presented in the draft 2002 Annual Report.

The following task forces were created to work on the Community Service Department projects for 2003. The task forces will bring their suggestions and information to the March 19, 2003 meeting for further discussion.

- ◆ Teens – Commissioners Cline, Jaime and Watkins
- ◆ Skate Park – Commissioners Travers and Whittaker
- ◆ Field Maintenance – Commissioners Jaime, Whittaker and Zussman
- ◆ Bayfront Park – Commissioner Cline and Chair Harrison
- ◆ Measure “T” Projects – Chair Harrison, Commissioners Travers and Zussman

Curtis Brown, Director of Community Services, stated that staff will type the annual report once the information is received from the Commission.

ACTION: Approval of the 2002 Parks and Recreation Commission Annual Report

Motion Commissioner Zussman, seconded by Commissioner Whittaker and unanimously carried.

3. Adoption of the Commission Mission Statement and 2003 Goals:

Commissioner Zussman reported on the January 29, 2003 Mini-retreat and the creation of the Commission’s draft mission and goals for 2003.

ACTION: Adopt the 2003 Commission Mission Statement and 2003 Goals.

Motion Commissioner Cline, seconded by Commissioner Travers and unanimously carried.

4. Discuss Softball Fields in Burgess Park Design: Bob Roessler, Community Services Manager, provided an overview on the background/analysis of the Burgess Park Master Plan.

DAVE CROWDER, MENLO PARK, Vice-President - representing the Menlo Atherton Little League, spoke in support of keeping the softball fields at Burgess Park.

LINDSAY BOWEN, PORTOLA VALLEY, representing Seuron League, spoke in support of keeping the softball fields at Burgess Park.

KERRY BRADFORD, ATHERTON, President -representing Menlo Atherton Little League, spoke in support of keeping the softball fields at Burgess Park.

DAVE DENIER, MENLO PARK, field commissioner, spoke in support of keeping the softball fields at Burgess Park.

Bob Roessler, Community Services Manager, stated that he needed direction from the Commission in order to make his recommendations to the City Council.

ACTION: Approve the staff recommendation to keep the baseball field at Burgess Park.
Motion Commissioner Whittaker, seconded by Commissioner Zussman and unanimously carried.

ACTION: Commision support of a concession area being built within the restroom/storage facility of Burgess Park. The Little League expressed interest in utilizing the concession stand if one were to be built.

Motion Chair Harrison, seconded by Commissioner Travers and unanimously carried.

G. WRITTEN COMMUNICATIONS – None.

H. INFORMATION ITEMS:

1. Bayfront Park Update: No update was provided.
2. Pool Update: No update was provided.
3. M/A Theater Update: Community Services Director Brown stated that staff will either present an update in the form of a memorandum to the City Council on March 18, 2003 or staff will submit a staff report requesting direction on the joint use agreement.
4. Nealon Park: Community Services Manager Roessler announced that the City of Menlo Park is hosting a meeting regarding improvements for Nealon Park, on Thursday, February 20, 2003 at 7:00 p.m. – Little House Senior Center.

I. ADJOURNMENT: The meeting was adjourned at 8:10 p.m.