



PARKS AND RECREATION COMMISSION MINUTES

Regular Meeting
Wednesday, March 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 6:03 p.m.

ROLL CALL:

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

ABSENT: Whittaker

STAFF PRESENT: Community Services Director Brown, Community Services Manager
Roessler, and Senior Recreation Supervisor Mike Taylor.

A. PRESENTATIONS AND PROCLAMATIONS: Community Services Director Brown
shared with the Commission that department secretary Rosario Roldan has accepted a
position with the Police Department as a secretary. Her last day with the department will
be April 3.

Staff announced the annual California Parks and Recreation conference is scheduled for
March 20-22 in San Jose. Staff will be attending the three-day event.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS:

Chair Harrison passed out information regarding the committees (listed below) that were
formed at the February commission meeting. The purpose of the handout is to help
committee members organize their committee information. The handout asks for the
committee's mission and goals, the description of the committee's area of focus, principal
contacts, committee actions and problems with the project or program. Chair Harrison would
like each committee to report back to the Commission on what they've done since the last
Commission meeting.

Chair Harrison requested feedback on the document. Commissioners Cline and Travers
asked that they be able to apply the document to their committees before making any
comments on its use. All Commissioners agreed.

Teen Assessment and Action Plan: Will be discussed under F1 of this agenda.

Skate Park: None

Field Maintenance and Monitoring: None

Bayfront Park: Chair Harrison put together a folder of information on Bayfront Park. Staff announced a Study Session on April 1 to explore active recreation uses at Bayfront Park.

Measure T: Commissioner Zussman announced a meeting to discuss minor modifications to the pool locker room design. The meeting will take place Tuesday, March 25 at City Hall and will involve staff and members of the task force.

B. PUBLIC COMMENT:

Irene Searles, Menlo Park – Voiced her displeasure with the Chair of the Commission and his opinion on the proposed childcare center that was printed in the Almanac on Tuesday, March 18, 2003.

Amy Cheun, Menlo Park – Discussed the due process that was involved in the approval of the childcare center. Ms. Cheun stated that there was due process with the childcare center all the way back to the Measure T campaign. She gave a brief history of the public input process involved with the center.

D. CONSENT CALENDAR:

1. Approval of Minutes:

ACTION: Approve the February 18, 2003 minutes with one modification.

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

E. PUBLIC HEARING: None.

F. REGULAR BUSINESS:

1. Teen Summit Summary

Commissioner Cline discussed the Teen Summit in brief and allowed Senior Recreation Supervisor Taylor to summarize the day's events. Mr. Taylor summarized the public outreach for the Teen Summit and discussed the day's breakout sessions. He detailed the next steps in getting more involved in the teen community.

Chair Harrison would like to see a facility built on the West side in hopes that friction between teens from opposite sides of the freeway can be diminished. Chair Harrison would also like to foster better relationships between teens and the Menlo Park Police department. Mr. Taylor stated that the police were in attendance at the Summit and are willing to work with staff to better the relationship between the police and teens.

ACTION: None

2. Child Care Study:

Staff gave a brief report on the Council's desire to form a task force to review the childcare programs. Council will discuss the item at their March 25, 2003 meeting. The

appointment of a Parks and Recreation Commissioner will be made contingent on the formation of a task force.

Chair Harrison took nominations for the appointment to the childcare review task force.

ACTION: Appoint Commissioner Cline to the Child Care Review task Force contingent on the City Council approving the formation of the task force at their March 25, 2003 meeting.

Motion Commissioner Jaime, seconded by Chair Harrison and unanimously carried (5-0, with Commissioner Cline abstaining).

3. City Commission Liaisons:

There was discussion as to which Commissioners would serve as liaisons to the other Commissions.

Planning Commission – Commissioner Cline
Arts Commission – Commissioner Zussman
Bicycle Commission – Chair Harrison
Housing Commission – Commissioner Whittaker
Las Pulgas Committee – Commissioner Jaime
Library Commission – Commissioner Watkins
Transportation – Commissioner Travers
Environmental Quality Commission – Chair Harrison

ACTION: Approve the assignments of Parks and Recreation Commissioners to serve as liaisons to other City Commissions.

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

4. Commissioner Protocol:

There was discussion regarding the proper protocol for Commissioners when attending meetings and when speaking before other City Commissions and public groups. Chair Harrison stated that he felt the Chair of the Commission should share the information with the City Council when addressing the Council. Director Brown made the statement that if the Commission has taken no action on a specific item at a regular Commission meeting, Commissioners should not represent their opinion as one of the entire Commission.

ACTION: Approve the Commission policy regarding protocol that reads “Any Commissioner representing the Commission in a public forum must be speaking on behalf of a documented position of the Commission and be empowered by the Commission to do so.”

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

G. WRITTEN COMMUNICATIONS

Chair Harrison introduced an email from the San Jose Cyber Rays announcing their upcoming Women's soccer games.

Chair Harrison stated that Mya Jones requested information on adult sports leagues.

Chair Harrison read an email from Chris Olsen inquiring about having burrowing owls at Bayfront Park.

H. INFORMATION ITEMS:

1. Menlo Atherton Theater Update: April 8 is the next scheduled City Council meeting to discuss the negotiations for the Menlo-Atherton Theater.
2. Nealon Park Update: Meeting on February 20 and improvements are moving forward to Nealon Park.
3. Meeting Schedule – April-December 2003: A list of the scheduled Commission meetings was distributed to the Commission. The Commission decided to schedule the May and October meetings in the Belle Haven community.
4. Commissioner Cline shared his draft of a Commission newsletter. The draft newsletter will be brought to the April Commission meeting for approval.
5. Kite Day – Manager Roessler reported on the date of the Kite Day April 27) and stated that the role of the Commissioners will change this year. Staff will be present at the April meeting to discuss Kite Day and role of the Commissioners.

I. PUBLIC COMMENT #2

Ingo Lange, Menlo Park – Questioned the pool attendance numbers that were printed in the Almanac pertaining to the childcare center editorial and the comparison between the pool and the childcare facility.

J. ADJOURNMENT: The meeting was adjourned at 7:50 pm.