



PARKS AND RECREATION COMMISSION MINUTES

Regular Meeting
Wednesday, May 21, 2003

CALL TO ORDER: The meeting was called to order by Chair Harrison at 6:10 p.m.

ROLL CALL:

PRESENT: Harrison, Cline, Jaime, Travers arrived at 6:15 p.m., Watkins, Whittaker arrived at 6:25 p.m. and Zussman

ABSENT: None.

STAFF PRESENT: Bob Roessler, Community Services Manager, Mike Taylor, Community Services Sr. Supervisor and Michelle Bell, Community Services Business Manager.

A. PRESENTATIONS AND PROCLAMATIONS: None.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS

Committee Assignments for Commission Members:

- ✓ Teen Assessment and Action Plan – Commissioner Cline reported that the plan is to enhance the present teen program. He also stated that their focus would be on support and ideas to create sub sessions throughout the City for teens. He talked about having formal discussions on a regular basis with various people who are presently working with teens. Commissioner Cline stated that the intent is to establish a Teen Council within the City to meet quarterly and discuss issues regarding teens. He talked about attracting the teens by using volunteers from Stanford University. He stated that the contacts are to find out how to get more in tuned with what the teens want and need. This committee is gathering the information from different user groups that work with teens and Commissioner Cline will compile a plan by the end of the summer.
- ✓ Skate Park – Mike Taylor, Community Services Sr. Supervisor, reported on the second design workshop held regarding the new Skate Park. Zach Wormhoudt, the architect presented schematic drawings that he designed based on the first design meeting that was held. There were 30 kids who attended and made several suggestions for changes of the design. On June 6th the architect will give staff the second set of designs. Staff will submit a staff report with the drawings at the June 18th Parks and Recreation Commission Meeting.
- ✓ Field Maintenance & Monitoring –None.
- ✓ Bayfront Park – Chairperson Harrison talked about an article in the Mercury News about the walkways at Bayfront Park.
- ✓ Measure “T” – Commissioner Zussman reported that he met with Art Morimoto, Supervisor Engineer, to discuss the status of all the projects. The environmental

impact study on the Burgess Master Plan will go to the Planning Commission on June 16th and then go to the City Council on July 29th for approval.

- ✓ Childcare Task Force- Commissioner Cline reported on the figure out the user groups, the programs before going back to the City Council. Survey was sent out to the schools to get some feedback. A consultant is compiling the information.

A. PUBLIC COMMENT #1:

Robin Holcomb, San Carlos representing Family Connections – gave a short presentation on Family Connections.

D. CONSENT CALENDAR

1. Approval of Minutes:

Approve the minutes of April 16, 2003. **Motion Commissioner Whittaker, seconded by Commissioner Travers and unanimously carried.**

E. PUBLIC HEARING – None.

F. REGULAR BUSINESS

1. Review of the Four-Month Trial Period of the Off-Leash Dog Hours at Nealon Park and Approval of a Three-Month Extension of the Morning Off-Leash Dog Hours at Nealon Park

Bob Roessler, Community Services Manager, presented the background on this item. He introduced Ron Fernandez, of Dog Owners Group of Menlo Area (DOGMA) who presented information regarding the organization. There is no off leash hours provided in the afternoon at Nealon Park. Mr. Roessler stated that staff is looking at alternative sites due to scheduled renovations for Nealon Park.

Approve extending the period of the Off-Leash Hours for ninety (90) days, which is until August 31, 2003. **Motion Commissioner Travers, seconded by Commissioner Cline and unanimously carried.**

2. Review Aquatic Programs Offered at City Operated Pools, Consideration of a Request from the SOLO Swim Program to Guarantee Lanes, and Approval of Fees for the Rental of Lanes at City Operated Pools.

Tabled to June 18, 2003.

3. Approval of a Modified Entry into the Proposed Instructional Pool at Burgess

Bob Roessler, Community Services Manager presented the background on this item.

Approve Scheme B pool entry to the proposed instructional pool at Burgess with a larger landing area below the stairs to enter into the pool. **Motion Commissioner Zussman, seconded by Commissioner Cline and unanimously carried.**

4. Recap of CPRS Conference

Commissioner Zussman reported on a presentation that he attended regarding public bathrooms in parks.

Approval of the Commission Newsletter

Commissioner Cline presented a sample form of a newsletter to the commissioners. Approve the sample newsletter as the standard format for future newsletters. **Motion Chair Harrison, seconded by Commissioner Whittaker and unanimously carried.**

5. Approval of the Revised 2002 Parks and Recreation Commission Annual Report Tabled to June 18, 2003.

6. Review, Receive and File the 2003 Field Closure Schedule

Bob Roessler, Community Services Manager presented the 2003 Field Closure Schedule.

Approve the 2003 Field Closure Schedule as presented. **Motion Commissioner Watkins, seconded by Commissioner Whittaker and unanimously carried.**

7. Appoint a representative to serve on the Belle Haven Community Needs Task Force

Approve the appointment of Commissioner Watkins as representative to the Belle Haven Community Needs Task Force. **Motion Commissioner Travers, seconded by Commissioner Whittaker and unanimously carried.**

G. WRITTEN COMMUNICATIONS – None.

H. INFORMATION ITEMS

**1. Bayfront Park – Summary of Next Steps
Tabled to June 18, 2003.**

I. PUBLIC COMMENT #2: None.

J. ADJOURNMENT: The meeting was adjourned at 7:44 p.m.