



PARKS AND RECREATION COMMISSION MINUTES

Regular Meeting
October 15, 2003

The meeting was called to order by Chair Harrison at 6:09 p.m.

ROLL CALL:

PRESENT: Chair Harrison, Commissioners Cline, Silano, Travers, Watkins, Whittaker and Zussman (Vice-Chair)

ABSENT: None.

A. PRESENTATIONS AND PROCLAMATIONS: Chair Harrison expressed a desire to recognize pass commissioner, Tomas Jaime for eight (8) years of service.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS:

1. Committee Assignments for Commission Members:
Field Maintenance & Monitoring – Commissioner Silano stated that LaEntrada and Hillview have large holes that need repair, and Hillview has flooding on the fields. Community Services Manager, Bob Roessler stated that Hillview will get some work done on the irrigation system and some new sod, if there is money left over from Measure “T” projects. No field improvements are scheduled for LaEntrada.

C. PUBLIC COMMENT #1: None.

D. CONSENT CALENDAR:

1. **Approval of the Minutes:**
ACTION: Approve the minutes dated June 18, 2003 and September 17, 2003. **Motion Commissioner Travers, seconded by Commissioner Cline and unanimously carried.**

E. PUBLIC HEARING: None.

F. REGULAR BUSINESS:

1. **Chair Chillag of the Arts Commission reporting on their retreat held on October 12, 2003.**
The Commission received a brief overview of the topics and discussions at the Arts Commission Retreat from Chair Chillag, Chair of the Arts Commission. She stated that they would like to form an alliance with the Parks and Recreation Commission and other organizations for fund raising projects and to get an idea of the needs in Menlo Park for art. She also spoke about support from the Parks and Recreation Commission regarding Measure “T” projects and incorporating art into the projects.. She spoke further about artists that would do an art piece for material costs only. The Arts Commission would take the responsibility of finding an artist by soliciting an Request For Proposal or an Request

For Quotation. She also mentioned matching grants to neighborhoods that wanted an art piece. **NO ACTION WAS TAKEN.**

2. City approval of Red Ink Studios in the Park Theatre.

ACTION: The Commission approved to submit a letter of endorsement to the City Council, regarding Red Ink Studios being located at the Park Theatre in Menlo Park, since this is excellent advertisement for more artists to come to the City. **Motion Commissioner Whitaker, seconded by Commissioner Travers and unanimously carried.**

3. Nealon Park Dog Park Update.

Community Services Manager, Bob Roessler, gave a brief update on the City Council's approval of a Dog Park at Nealon Park, and he also spoke about the City Council's direction to look at other opportunities for more off-leash hours in other parks during their Priority Session in January or February of 2004.

ACTION: Approve Commissioner Cline to do some preliminary investigating on which other parks would be suitable for off-leash dogs. **Commissioner Cline volunteered and it was carried by consensus.**

4. Review the policy and procedures on maintaining the median strips in neighborhoods within Menlo Park.

Community Services Manager, Bob Roessler, stated that the median islands in the residential areas were established in parts of the City when the residents in that area wanted more landscaping than the City was willing to provide. The City then issued encroachment permits and the maintenance for these median islands was the neighborhoods responsibility.

ACTION: Staff to get a list of the median islands and report back to the Commission. **By consensus.**

G. WRITTEN COMMUNICATIONS: None.

H. INFORMATION ITEMS:

- 1. A list of and status of Measure "T" projects was distributed with the agenda packets.**

I. PUBLIC COMMENT #2: None.

J. ADJOURNMENT: The meeting was adjourned at 8:03 p.m. to their next regularly scheduled meeting on November 19, 2003 at 6:30p.m. at the Burgess Center at 701 Laurel Street, Menlo Park, CA.