



PARKS AND RECREATION COMMISSION MINUTES

Regular Meeting
January 21, 2004

Chair Harrison called the meeting to order at 6:06 p.m.

ROLL CALL

PRESENT: Chair Harrison, Vice-Chair Zussman, Commissioners Cline, Silano, and Watkins. Commissioner Whittaker arrived at 6:15 p.m.

OTHERS PRESENT: Mayor Lee Duboc; Curtis Brown - Director of Community Services; and Bob Roessler - Community Services Manager.

ABSENT: Commissioner Travers; Former Chair Harrison left at 6:20 pm

A. PRESENTATIONS AND PROCLAMATIONS: Chair Harrison resigned from the Parks and Recreation Commission effective January 21, 2004. Vice Chair Zussman presented Chair Harrison with a plaque in appreciation of his dedicated service to the Menlo Park Parks and Recreation Commission and to the youth in the community. Mayor Duboc expressed her appreciation for Chair Harrison's service on the Commission and in the community.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS:

Item FI taken out of order at the request of Chair Harrison. Unanimously approved.

F1. Choose a new Chair and Vice-Chair for 2004 (Item moved to just before Public Comment #1 at the request of Chair Harrison)

Chair Harrison opened the nominations for the Chair of the Parks and Recreation Commission for 2004. Commissioner Cline nominated Commissioner Zussman; Commissioner Silano seconded the nomination. No other nominations. Unanimously approved 4-0 with Commissioner Zussman abstaining. Chair Harrison opened the nominations for the Vice-Chair of the Parks and Recreation Commission for 2004. Chair-elect Zussman nominated Commissioner Cline; seconded by Commissioner Watkins. No other nominations. Unanimously approved 4-0 with Commissioner Cline abstaining. (Commissioner Whittaker arrive later in the meeting)

1. Teen Assessment and Action Plan- None

2. Skate Park – None

3. Field Maintenance – Commissioner Silano was contacted by AYSO about future Measure T related work at Hillview and La Entrada schools. AYSO showed some interest in contributing towards the expense of the improvements at the two schools. AYSO also expressed concern about the La Entrada School field being used as a parking lot for school functions. Mayor Duboc recommended that a sub-committee be formed to meet with La Entrada School officials to discuss the matter. Commissioner Whittaker will work with Manager Roessler to meet with school and AYSO officials.

4. Bayfront Park – Commissioner Cline reported on the developer interviews for the Bayfront Park project. Members of the City Council, Parks and Recreation Commission and staff interviewed four developer firms. The four firms presented varying proposals that included a combination of golf courses, multi-use sports fields, a baseball/softball only complex and restaurants. After the interviews, the firms were narrowed down to three. The three firms will now work with the Engineering Division to further develop their plans by expanding on their original proposals. The Engineering Division will present the next steps in the selection process at a later date.

5. Measure T – Measure T projects will be discussed in H1.

C. PUBLIC COMMENT #1: Lindsay Bowen, 17 Yerba Buena, Los Altos, CA, 94022 – requested that the project pages for the Measure T projects currently on the City's web site be documented from the start of the project to their current status.

D. CONSENT CALENDAR:

1. Approval of the November 19, 2003 Minutes:

ACTION: Motion by Commissioner Whittaker and seconded by Commissioner Cline to approve the November 19, 2003 Parks and Recreation Commission minutes.
Unanimously approved 5-0.

E. PUBLIC HEARING: None.

F. REGULAR BUSINESS:

1. Item moved to just before B1

2. Approval to remove the locks off the gates at Belle Haven Tennis Court

Manager Roessler gave a brief report outlining the background of the locks at the Belle Haven tennis court. Repairing vandalism to the locks, gate handles and gates has been a consistent job since the court was built. Staff requested that the locks be removed from the gates to help prevent future vandalism to the gates.

Action: Motion by Commissioner Whitaker to remove the locks from the gates at the Belle Haven tennis court; seconded by Commissioner Watkins. Unanimously approved 5-0.

3. Annual Commissioner Calendar

Director Brown requested the Commission create an annual calendar for 2004. The Commission discussed the best months for breaks and also how often the meetings should be held in Belle Haven.

Action: Motion by Vice-Chair Cline to not hold a Commission meeting in the months of August and September and to hold Commission meetings in Belle Haven in the months of March, June and September; seconded by Commissioner Whittaker. Unanimously approve 5-0.

4. Review and approve the responses to the three City Council questions.

The Commission discussed the responses to the City Council questions that were addressed at the Commission's retreat on January 13, 2004. Minor additions were approved. The Commission responses will be forwarded to the City Manager's office on Friday, January 23, 2004.

G. WRITTEN COMMUNICATIONS: None.

H. INFORMATION ITEMS:

1. Measure T Update

Manager Roessler provided the Commission with information related to the Measure T projects. Chair Zussman requested that two additional columns be added to identify the “estimated beginning date” and the “estimated ending date” of the projects. This will be added on all future Measure T updates.

2. Field Closure Schedule

Manager Roessler briefly discussed the field closure schedule for 2004. He stated that the schedule was done in collaboration with the Public Works Department. Roessler also stated that the schedule may change throughout the year and is dependant on the respective project’s schedules.

3. Review the Menlo Park Survey Results as they relate to the Community Services Department

Staff gave a brief overview of the survey process and results. Director Brown stated that the survey results are just a small portion of the information the City Council will consider when providing staff with budget direction.

I. PUBLIC COMMENT #2: None.

J. ADJOURNMENT: The meeting was adjourned at 8:01 p.m. to their next regularly scheduled meeting on February 18, 2003 at 6:00 p.m. at the Burgess Center at 701 Laurel Street, Menlo Park, CA.