



PARKS AND RECREATION COMMISSION MINUTES

Regular Meeting
January 19, 2005

Vice-Chair Watkins called the meeting to order at 6:15 p.m.

ROLL CALL

PRESENT: Vice-Chair Watkins, Commissioners Luder, Maurano, and Robinson

OTHERS PRESENT: Curtis Brown - Director of Community Services; Bob Roessler, Community Services Manager; and Linda Munguia, Secretary

ABSENT: Chair Cline, Commissioners Silano and Whittaker

A. PRESENTATIONS AND PROCLAMATIONS:

Staff presented and welcomed Heyward Robinson to the Commission. Commissioner Robinson stated he is happy to be part of the Parks & Recreation Commission and that he has been an active resident of Menlo Park for 4 years.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS: None

C. PUBLIC COMMENT #1:

Ernst O. Meissner, Menlo Park, who addressed the Commission regarding Horseback Riding at Bayfront Park at the December 15, 2004 meeting, requested that the letter he submitted to the Commission be included in the minutes of December 15, 2004.

D. CONSENT CALENDAR:

1. Approval of Minutes:

Approve the December 15, 2004 minutes

ACTION: Approve the minutes for December 15, 2004 with a modification on item C.

Motion Commissioner Luder, seconded by Commissioner Robinson and unanimously carried.

E. PUBLIC HEARING: None.

F. REGULAR BUSINESS:

1. Choose a new Chair and Vice Chair for 2005

Commissioner Luder moved to extend the terms of Chair Cline and Vice-Chair Watkins for one more year. **Motion Commissioner Luder, seconded by Commissioner Maurano and unanimously carried.**

2. Create and approve an Annual Commission Calendar for 2005

Director Brown requested the Commission create an annual calendar for 2005. The Commission discussed the best months for breaks and also how often the meetings should be held in Belle Haven.

Action: Motion by Commissioner Luder to not hold a Commission meeting in the month of August and to allow staff to create the calendar; seconded by Commissioner Robinson and unanimously carried.

3. Hamilton Park Project

The Commission approved the final design of the Hamilton Park Project. Hoag Land Design gave a presentation with the changes and recommendations of the Commission. Bioswales were added to the park and site plan. The park design was modified slightly to accommodate the bioswales. The park's central feature will be a gazebo that will feature seating, a game table, low-level lighting, trees, planting and a flexible small-gathering space. Several play equipment structures were presented to the Commission including The Rock, The Ridge, Spider Net, Lattice Ladder, Single Bay Swings, Blocks, Spring Toys and Tunnels. Fencing will also be added in the play area per the Commission recommendation.

Action: Motion by Commissioner Luder to choose Spider Net, Lattice Ladder and Tunnels as the play equipment for the Hamilton Park Project, seconded by Robinson and unanimously carried.

4. Training Workshop – California Association of Commissioners & Board Members

The Commissioners volunteered to attend the training. Commissioners Luder and Maurano volunteered to attend. Commissioner Luder recommended staff call Chair Cline to seek his interest in attending the workshop.

G. WRITTEN COMMUNICATIONS:

The Commission received an invitation from Mayor Winkler and Mayor Pro Tem Jellins to share the results of the Commissions recent discussions about their 2005 goals and priorities with the City Council. The Commissioners will be attending the February 22, 2005 City Council Meeting where Chair Cline will give a brief presentation to the City Council.

H. INFORMATION ITEMS:

1. Measure T Update

Manager Roessler gave a brief update on Measure T funded projects. Burgess Park – The Little League field will be opened on April 9, 2005. Sod will be put on the soccer field in March and open 3 months after. The skate park will open mid April. The picnic areas will open mid April or May. Burgess Pool – Construction has just started and will be completed January 2006. Effective January 18, 2005, the showers were closed. Alternative shower areas will be e-mailed to the Commissioners. Nealon Park – The grand opening will be on January 29, 2005 from 9 – 11 am. The Commissioners will receive an invitation. Ivy Drive – The construction is complete and the grand opening is being set for mid February. Staff will let the Commissioners know when a date is set. Menlo Children's Center – Construction is set to start in March or April. The Center should be completed by March 2006. The Commission will receive the final staff report prepared by Audrey Seymour to the Council regarding Child Care. La Entrada Field – The baseball field should be done by the end of the month. New fencing and dugouts were added to the field.

2. Update Buy a Brick Project

No Report

3. Nealon Park Dedication

The Commission received an update of the Nealon Park dedication. The dedication will be held on January 29, 2005 from 9 – 11 am.

4. Director's Update

Curtis Brown, Community Services Director, gave the Commissioners a survey on how the City staff can better serve them as a Commission and requested that they send them to Business Manager Nancy Nuckolls by the February meeting.

5. Off-leash Dog Areas

The Commission received an update on the off-leash dog areas in Menlo Park. At the January 4, 2005 meeting, the City Council voted to pass the ordinance that allows the Council to designate off leash areas at City parks by approval of a resolution. The Council would like more information from the residents who use Willow Oaks Park. The City Council will discuss Willow Oaks Park at the February 8, 2005 meeting.

6. Parks & Recreation Commission Budget Process Direction

The Commission requested to place the Child Care program feasibility on the February 16, 2005 Parks and Recreation Commission agenda.

I. PUBLIC COMMENT #2: None.

J. ADJOURNMENT: The meeting was adjourned at 7:55 p.m.