



## PARKS AND RECREATION COMMISSION MINUTES

Special Meeting  
February 23, 2005

Chair Cline called the meeting to order at 6:10 p.m.

### ROLL CALL

**PRESENT:** Chair Cline, Vice-Chair Watkins arrived at 6:15, Commissioners Luder, Maurano, Robinson arrived at 6:13, and Whittaker

**OTHERS PRESENT:** Curtis Brown - Director of Community Services; Linda Munguia, Secretary; Aaron Johnson, Senior Recreation Supervisor; Lee Duboc, Council Member; and Kelly Fergusson, Council Member

**ABSENT:** Commissioner Silano

A. **PRESENTATIONS AND PROCLAMATIONS:** None

B. **COMMISSION VACANCIES, APPOINTMENTS AND REPORTS:** None

C. **PUBLIC COMMENT #1:**  
None

### D. CONSENT CALENDAR:

#### 1. Approval of Minutes:

Approve the January 19, 2005 minutes

**ACTION:** Approve the minutes for January 19, 2005.

**Motion Commissioner Luder, seconded by Commissioner Whittaker and unanimously carried.**

E. **PUBLIC HEARING:** None.

### F. REGULAR BUSINESS:

#### 1. Burgess Park Snack Bar Policy

The Commission reviewed the guidelines for the new snack bar at Burgess Park. Staff answered questions from the Commission regarding how much revenue the organization would generate.

**Action:** Adopt guidelines for snack bar at Burgess Park.

**Motion Commissioner Luder, seconded by Commissioner Maurano and unanimously carried.**

#### 2. Approve Annual Commission Calendar for 2005

Approval of the 2005 Park and Recreation Commission meeting schedule. The Commission received a 2005 Schedule of Meeting. Meetings will be held at Belle Haven in April, July, and November. Meetings will be held at Burgess Recreation Center in March, May, June, September, and October. No meeting will be held in August or December.

**Action:** Approve Annual Commission Calendar for 2005.

**Motion by Commissioner Maurano, seconded by Commissioner Robinson and unanimously carried.**

**3. Childcare Fees Discussion**

The Commission requested to send to Council the need to study completely the child care programs. The study will show how much it costs the City to run the programs and it will look at other ways to operate the programs that would not put a strain on the City's budget.

**Action: Motion by Commissioner Luder to table this item until a study is completed with number of kids, teachers, residents, non-resident and facility costs for each childcare program, seconded by Whittaker and unanimously carried.**

**4. Buy a Brick Program**

Commissioner Whittaker gave a brief overview of the research he had done on the "Buy a Brick" program. He showed the Commission a sample of what the brick would look like and the cost to make each brick. Commissioner Whittaker is looking at 1,000 bricks being sold through phone banks. Commissioner Whittaker hopes to make \$100,000 - \$150,000 from the program. The money received from the program will go toward scholarships which are still to be determined.

**Action: Motion by Commissioner Robinson to approve Commissioner Whittaker's concept, seconded by Commissioner Maurano and unanimously carried.**

**5. Horseback Riding at Bayfront Park**

The Commission reviewed the Menlo Park Municipal Code related to horses in City parks.

**Action: Motion by Commissioner Maurano to deny the request of horseback riding at Bayfront Park, seconded by Commissioner Luder and unanimously carried.**

**G. WRITTEN COMMUNICATIONS:**

Chair Cline presented the Park and Recreation Commission 2005 Action Plans. The top five priorities for the Commission are 1. Menlo Park Child Care – Work with City leaders and childcare experts to determine future plans for MPCC; evaluate options decided upon by past groups. Review, Audrey Seymour's, Assistant City Manager, task force studies and help drive a successful development of the programs and facilities. 2. Determine long-term plans for Bayfront Park – Work with City leaders and regional organizations such as Peninsula Open Space and Sierra Club to determine long-term plans for 160-acre landfill site. Previous developer task force plans should be used – and referenced – and all options exhausted to allow community members and City leaders to make good decisions based on solid research by the commission. 3. Measure T Re-Investment – Work with community to evaluate and oversee existing parks and programs recently improved under Measure T to ensure long-term realization of facilities and appropriate uses. 4. Teen Program – Re-invigorate teen program to bring together major teen ambassadors in Menlo Park to find creative venues and programs that serve broad base of 13, 14 years old. 5. Community Services Scholarship Foundation – Launch foundation, execute on brick program, and launch Phase II fundraiser to bring in business sponsorships and to broaden scholarship offerings to include higher education schooling and specialization colleges.

**Action: Approve Park and Recreation Commission 2005 Action Plans.**

**Motion Commission Luder, seconded by Commission Whittaker and unanimously carried.**

**H. INFORMATION ITEMS:**

**1. Measure T Update**

Curtis Brown, Community Services Director, gave a brief update on Measure T funded projects. Twelve bids were received for the Menlo Children's Center. A staff report is being prepared for the March 8, 2005 City Council meeting for the award of contract for the renovation of the former police facility.

**2. Off-leash Dog Areas Update**

No Update

**3. Director's Update**

Curtis Brown, Community Services Director, reminded Chair Cline and Commissioners Luder and Maurano about the Commissioner Training Workshop on Saturday, February 26 in Milpitas.

**4. Semi-Annual Commission Survey**

Curtis Brown, Community Services Director, reminded the Commission of the survey that was given to them at the last meeting on how the City staff can better serve them as a Commission and requested that they be returned to Business Manager Nancy Nuckolls.

**I. PUBLIC COMMENT #2:** None.

**J. ADJOURNMENT:** The meeting was adjourned at 7:40 p.m.