



PARKS AND RECREATION COMMISSION

MINUTES

Regular Meeting

October 15, 2008

6:00 p.m.

Burgess Recreation Center

701 Laurel Street

Menlo Park

Call to order 6:10

ROLL CALL

PRESENT: (Chair) Naclerio, (Vice Chair) Kirkpatrick, Kelly arrived at 6:20, Blythe, Maurano, Breisch, Tooley and Watkins.

OTHERS PRESENT: Community Services Director Barbara Santos George and Jelena Gaines.

A. PRESENTATIONS AND PROCLAMATIONS

1. Barbara George presented the CSD Halloween Hoopla Event and handed out the event flyers to the commissioners. She also presented the success of ongoing activities at OHCC, mentioning the Mouse Squad Program and PJ Jam Movie Night.
2. Barbara pointed out the importance of new ideas for the OHCC programs, which would involve children and parents into more activities.

B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS

SUB COMMITTEE REPORTS

1. *Burgess Gym and Gymnasium – Nick Naclerio*
Chair Naclerio mentioned that the Environmental Report is expected in May 2009, and added that the construction work for the new Gym could be ready to start in July 2009. Barbara George added that the elevations of the new Gymnastics Center are currently being considered; also she shared with the commissioners that the Gym building will start as soon as all the required permits are obtained.
2. *Playing Fields – Andy Kirkpatrick and Kelly Blythe (not present)*
Kirkpatrick raised a question on proposal for Kelly Park Improvement Program, and its eventual presentation to the City Council. Barbara explained that there will be a joint presentation, also mentioned that more work on the staff reports is needed. Therefore the detailed proposal could reach the City Council in early December. Paula mentioned the Burgess Reconfiguration and expressed a concern about the park's usage and how will the reconfiguration affect the number of its users.

Kelly Blythe arrived at 6:20

The Commission discussed the turf and grass issue, when Kirkpatrick pointed out that grass fields could limit the park usage to soccer only. Barbara George added that Ruben Nino, acting Public Works Director, is in negotiations on this matter.

C. PUBLIC COMMENT #1 (*Limited to 30 minutes*)

Mary Kenny

Commented on the usage of the Dog Park. Mentioned that the park users have a donation fund and all the funds are used for the cleaning services, four times per week (March through November).

D. CONSENT CALENDAR

1. *Approval of the Minutes dated July 16, 2008 and September 17, 2008*

The Minutes from July 16, 2008 and September 17, 2008 Parks and Recreation Commission are unanimously approved.

E. PUBLIC HEARING

None.

F. REGULAR BUSINESS

1. *User Fee Study - Barbara George*

Barbara George, Director of Community Services, explained that according to the Chad Wolford and Associates Fee Study, there is 50 percent cost recovery for the park and recreation programs. She added that the Study is to determine the Master Fee Schedule; also the commission will be presented the copy on November 18, 2008.

2. *Buy a Brick – Barbara George*

Barbara George presented the status of Buy a Brick Project. She mentioned that the initial idea was to install the bricks at the Burgess Pool entrance. She mentioned the Gym entrance as a possibility. Kirkpatrick proposed Kelly Park with the current construction work as a possible location. Patricia Watkins noted that the bricks were always supposed to be at Burgess Park. The Commission agreed with Chairman Naclerio to present the proposals to the City Manager, Glen Rojas. Director of Community Services, Barbara pointed out that it is important to honor the donors' wishes and bring the project into the realization.

3. *Priority Project Meeting*

Kristi Breisch and Jim Tooley will represent the commission at the Project Priority Meeting October 23. The purpose will be to do an overview of current projects and discuss the priority setting process, as well as to decide the project priorities.

4. *Commission Retreat*

The Commission agreed to schedule the Retreat for February 7th, at the Gate House, if possible. The goal is to discuss the project planning for the next year.

G. WRITTEN COMMUNICATION

Email from Margaret Roberts, City Clerk.

H. PUBLIC COMMENT #2

None

J. ADJOURNMENT at 7:20 pm