



## PARKS AND RECREATION COMMISSION MINUTES

Wednesday, April 21, 2010 at 6:30 p.m.  
700 Alma Street, Menlo Park, CA 94025  
Burgess Recreation Center

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### CALL TO ORDER

**ROLL CALL** – (Chair) J. Tooley, (Vice Chair) K. Blythe, K. Breisch, J. Cebrian, A. Kirkpatrick, P. Maurano

Absent: N. Naclerio

Other Present: Cherise Brandell, Community Services Director  
Matt Oscamou, Senior Civil Engineer  
Alejandro Vilches, Community School Director  
Katrina Whiteaker, Recreation Services Manager

### A. PUBLIC COMMENT #1

Philipp Kopish with Boy Scouts of America, Troop 109, spoke about installing a permanent orienteering course at Bedwell - Bayfront Park. Mr. Kopish asked the commission for permit to design and install the course.

**Motion / Second (Tooley / Breisch) to approve the presented request. The commission took a vote and motion passed 5:0.**

Daniel Kopish with Boy Scouts of America, Troop 109, spoke about installing 53 markers for the orienteering course at Bedwell - Bayfront Park as a part of his Eagle Scout project. Mr. Kopish would design and install an informational board that would describe the course.

**Motion / Second (Blythe / Kirkpatrick) to approve the presented request. The commission took a vote and motion passed 5:0.**

### B. CONSENT CALENDAR

1. Approval of the Minutes dated [March 17, 2010](#)

**Motion / Second (Maurano/Cebrian) to approve the minutes of March 17. Passes 4-1 with Breisch abstaining.**

### C. REGULAR BUSINESS

1. Update on new gym construction - Presentation by Matt Oscamou, Sr. City Engineer

Matt Oscamou reported that the new gym construction is well on its way and is content with the progress. The installation of solar panels was discussed in the past, and the staff is working on a cost analysis, as directed by the City Council. Matt informed that there are ways other than solar panels to meet some of the "green" goals, in terms of energy efficiency. Katrina Whiteaker said that recreational projects at the Arrillaga Family Gym are planned for the fall. The schedules will go through changes accordingly with the timelines for the new gym and Kelly filed.

Matt Oscamou gave updates on the Kelly Park Improvements Project. The corrections of the guy wires should be finalized this week and the project will be ready for marketing and bid process. The construction should start by the end of June.

## 2. Update on the Community School – Alejandro Vilches, Community School Director

Alejandro Vilches has been the director since 2008. Alejandro explained that the school offers support services to students, families and minorities. The school is guided by the Peninsula Partnership for Children, Youth and Families, the City of Menlo Park and the Ravenswood City School District. Alejandro pointed out that the school goal for the next year is to have more teachers involved and raise the APR scores above 700. The scores are at 658 this year, and 35 students were accepted to charter or private schools which is the best result in the past 10 year. Currently, 150 students are using the services. The school staff is working on making Belle Haven a center for high school preparation, to give the parents choices and information on further education.

## 3. Burgess Pool [RFP](#) timeline – Katrina Whiteaker, Community Services Manager

Katrina Whiteaker presented the RFP timeline and said that the contract with the pool operator started in 2006 and will expire in 2011. Katrina reported that the staff is working on the RFP. It should be issued in July. The potential contractors will have 9 weeks to prepare for the bid.

- What is the ideal outcome?  
The expectation is to have a quality provider that would offer quality services at lower costs.
- Is there an amount of rent that you are expecting? Katrina explained that the rent would have to cover the costs but the amount has not been determined yet.

## 4. Recreation facilities utilization report – Katrina Whiteaker

Katrina Whiteaker passed out the report which is an overview on recreation facilities. Katrina explained that youth sports use the Burgess Gym and parks. The same programs utilize only 10% of the gym (there are other programs that are using it). Adult sports use about 40% of the gym hours. The gymnastics program uses the gymnastic center and 28% of the Burgess (basketball) gym time. The goal with expanding the gymnastics program is to offer more classes during the peak time and to increase the capacity. Objective is increased utilization of the facilities. Katrina said that the focus is on the full cost recovery and revenue increase in gymnastics and other programs.

## D. REPORTS AND ANNOUNCEMENTS

### E. INFORMATION ITEMS

#### 1. Specific Plan

E-mail from Thomas Rodgers.

#### 2. Budget

Cherise Brandell informed that City Council members gave a preliminary direction on how they want the budget shaped. Staff reports showed that the city is 1.8 million short and through some internal cuts we were able to bring it to 1.2 million. Other options were on the Council to decide. What impacts the Community Services Department were closing the Senior Center for about 300 hours per year, eliminating a position at Belle Haven Child Development Center and Onetta Harris Community Center (MCC). We offered taking Menlo Children's Center to full cost recovery which would impose 18% fee increase. Staff report on the City Council Meeting Agenda for May 4 will include the future of MCC.

## F. PUBLIC COMMENT #2

## G. ADJOURNMENT The meeting was adjourned at 8:45pm.

Submitted by Jelena Gaines