



**PARKS AND RECREATION COMMISSION  
MINUTES**

**Wednesday, April 20, 2011 at 6:30 p.m.  
700 Alma Street, Menlo Park, CA 94025  
Arrillaga Family Recreation Center**

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**ROLL CALL** – (Chair) K. Blythe, (Vice Chair) K. Breisch, C. Carlton, J. Cebrian

Absent – Andy Kirkpatrick, Nick Naclerio

Staff Present – Cherise Brandell, Community Services Director; Katrina Whiteaker, Recreation Manager; Todd Zeo, Recreation Coordinator; Ruben Nino, Assistant Public Works Director

**A. PUBLIC COMMENT #1**

Tyler Barker with Mid Peninsula Athlete Association brought to the attention that Kelly Field was lined only for soccer and not for football.

**B. CONSENT CALENDAR**

1. Approval of the Minutes dated March 16, 2011.

**Motion/Second (Blythe/Cebrian) to approve March Minutes with the following corrections:**

- Item E1 to include that Natalya Jones spoke about Menlo Children's Center and mentioned that the challenge in the past period was not to fill out an open teacher's position, with number of students rising.
- Item C1 to replace words "picnic areas and grass" with "woodchips and play structure that used to be at the park".

**Motion carried and unanimously approved.**

**C. REGULAR BUSINESS**

1. Tour of the newly renovated Arrillaga Family Recreation Center  
Public, Commission members and staff took a tour of the recreation center.
2. Ranger contract at Bedwell Bayfront Park – Ruben Nino and Dave Mooney

Ruben Nino reported that the City staff met with the Friends of Bedwell Bayfront Park to discuss the draft contract. The draft contract states that the park hours would remain the same, but the duty of opening, along with maintenance tasks such as cleaning the bathrooms and litter control, will be contracted out to a third party when the current contract ends in June. The general scope of the work is janitorial and informational. The staff proposed that the new contractor open the park in the morning, revisit the in midday, and close at night, for total of 5 hours per day. They would perform a monitoring type of service, as well as general maintenance. The current Ranger services cost the city about \$134,000 a year, as the city is

responsible for maintaining the park and expects the park's maintenance fund to be depleted in the next four years.

Nancy Borgeson with Friends of Bedwell Bayfront Park spoke in support of the options presented in draft contract, with an addition to have a ranger type of service on duty during the peak hours. Concerned about the visitors safety, Nancy Burgeson suggested that adequate emergency guideline boards be posted throughout the park and revisit the item within six months.

**Motion/Second (Blythe/Carlton) to approve the recommended contract with an amendment to discuss the issue in 4 months after the contract takes into affection. Motion carried and unanimously approved.**

3. Approval of draft Opt-In Gender Grouping Policy for youth basketball and approval of preliminary focus group dates

Discussion focused on the number of girls let to play on a boy's team. Staff explained that the proposed number is a starting point and could be modified throughout the policy making process. The staff proposed three focus group meetings, at different dates, to obtain an input from stakeholders.

Dan Lindbloom spoke in support of the commission's effort in conducting the issue. The draft policy is not ideal but is a good first step.

**Motion/Second to approve the draft policy and preliminary focus group schedule with an amendment to clarify the goals and value of the league. Motion carried and unanimously approved.**

4. Commission work plan – communication item

At the December, 2010 meeting, the Parks and Recreation Commission approved a four part work plan for the next two years, to develop and implement a Communications Plan with the user groups, including an annual report from those user groups. The staff will create a list of user groups and will bring the item back to table in June.

#### **D. REPORTS AND ANNOUNCEMENTS**

1. City budget and impacted Community Services Programs

On April 12, City Council approved a list of sustainable budget strategies that will bring the City's 11-12 fiscal year budget into balance. Council will act on the City Manager's proposed budget on May 24th.

2. Cost recovery report

In 2010, City Council approved a cost recovery policy that sets low, medium and high cost recovery levels for all City services. The commission reviewed the report. The chart summarizes Community Services programs, their cost recovery target per the Council policy and the current cost recovery level.

3. Flood Park

Menlo Park City Manager and Public Works Director met with County staff to discuss options under which the City would take over jurisdiction of the park and learned that the Park has many outstanding deferred maintenance needs. The annual budget for maintenance of Flood Park is about \$200,000 - \$250,000. City staff will continue to review pros and cons of accepting ownership of the Park, pending a final decision by the County Board, anticipated in May.

4. Field allocation process review

Staff explained that for the first year of the new field user group process things went very well overall. Eleven field groups were approved for field use. Currently, the programming is the spring season and the fields were allocated out to user groups at approximately 90% of full usage. The new round of approvals is in November.

5. New facilities update

Kelly Park has been open since Saturday, April 9th, and has already been used by four separate soccer user groups.

Arrillaga Family Recreation Center: Staff moved back in to the newly renovated AFRC on Friday, April 8 and were ready for classes to resume there on Monday, April 11. Grand opening Open House for the Rec Center is scheduled for June 4th.

Gymnastics Temporary Structure: Programming in the gymnastics temporary structure on the Burgess Field basketball court also began on April 11, just one week later than previously scheduled to allow time for the heating and electrical work to be completely finished.

Belle Haven Pool Opening: There may be a slight delay in opening the pool due to renovations including re-fiberglassing the pool surface, redoing the pool decks, installing lights in and around the pool, restriping the pool and replacing other fixtures.

## **E. INFORMATION ITEMS**

1. Report on Youth and Adult Sports

Todd Zeo presented the city's sports and recreational programs. The highlights for the season are youth sports camps and growing numbers of adult basketball and volleyball leagues. The challenges in the past period were mostly in scheduling and developing new programs at the new facility. Staff will prepare a cost-recovery statistics for a future meeting. Staff informed that the City Council approved to raise the fees for adult sports 2-3% and fields 13%.

2. Commissioner Reports

Kristi Breisch expressed a concern about the aquatics user group being selected in November, as they may not be able to assess the task and provide a valuable feedback on time.

## **F. PUBLIC COMMENT #2**

There were no comments.

## **G. ADJOURNMENT – the meeting adjourned at 9:10pm.**