



## PARKS AND RECREATION COMMISSION MINUTES

Wednesday, May 18, 2011 at 6:30 p.m.  
700 Alma Street, Menlo Park, CA 94025  
Arrillaga Family Recreation Center

Meeting was called to order at 6:30pm.

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

**Not Present** – C. Carlton

**Other Present** – Cherise Brandell, Community Services Director; Katrina Whiteaker, Community Services Manager; Pearce Wagner, Gymnastics Program Coordinator;

### A. PUBLIC COMMENT #1

**1. Kurt Lange** spoke about renting Kelly Field in spring. Mr. Lang said that he missed the November meeting, when the applications for the field usage were taken, which impacted his program. He would like to keep using Nealon Park for softball practices and Kelly Park for soccer and softball in future.

Commissioner Kristi Breisch asked the staff for a report about the groups that used the fields in the past. Katrina Whiteaker commented that this group was not approved but could use the fields. Currently the group does not have the priority of use, but could resubmit their application. The applications for field use are accepted twice a year.

**2. Shannon Pekary** of East Palo Alto spoke about using Kelly Field for youth soccer practices. His group is interested in placing 6 teams at Kelly Park, however, since the field use fees went up to \$50 they won't have financial means to support the program. Shannon is concerned that the overall participation will plummet because the fees are high. He added that the new way of splitting the fields in half for practices has made the fee rise multiple times than in the past. Shannon asked the commission to address the issue of field pricing in the Belle Haven area.

Commissioner Kristi Breisch asked the present staff to clarify the field costs. Katrina Whiteaker explained that most of the city fields are split in different areas to accommodate multiple groups, based on high demand. The renovated design of Kelly Park allows the field to split in two areas, to accommodate two groups at the same. The City charges \$25 per area for practices and \$25 for the entire field for games. The fees were based on cost analysis and approved by the City Council.

Kristi Breisch asked that the field pricing be placed on the agenda prior to Master Fee Schedule approval.

**3. Tyler Barker** with Mid-Peninsula Athletic Association spoke about signage at Kelly Field. Mr Barker explained that his group was approved to use the field for football; however, the Kelly Field was not lined for football.

### B. CONSENT CALENDAR

1. Approval of the Minutes dated April 20, 2011

**Motion/Second (Tooley/Cebrian) to approve the Minutes dated April 20 with the amendment to Item A. Public Comment: Commission asked that staff schedule a discussion about the Kelly Field signage.**

### **C. REGULAR BUSINESS**

1. Commission elections – policy change

**Motion/Second (Naclerio/Cebrian) to approve the option one: Have a vote to extend the current chair to May 2012.**

**New Commission Chair election will be on June agenda.**

1. Discussion of Aquatics User Group

At the Commission's April meeting a concern was raised about the Aquatics User Group schedule. The Commission's concern was that if the Group is formed in November, as mentioned at previous meetings, there may not be time for the User Group to assess the information by February. There were some logistical questions raised, as to who would form and manage the group and what kind of information is expected from it. Staff reassured that the Program Administration item of the contract includes the User Group.

The pool operator is scheduled to provide an annual report by January 30<sup>th</sup> to staff, which would be presented to the Parks and Recreation Commission. The Aquatics User Group could be formed in the same fashion as the Field User Groups in the past. Commission members were concerned about the transparency of the process and considered creating an on-line forum for the pool users and community to point out their opinion.

**Motion/Second (Kirkpatrick/Tooley) to have the Staff develops a Communications Plan with the Aquatics User Group.**

1. Discussion of results of Youth Basketball League Opt-in Policy and approval of process next steps

At the April meeting, the Commission approved the draft opt-in policy for gender grouping of participants in the City's youth basketball program. Staff convened meetings with stake holders to reach out and gather an input before moving on with the policy process. Staff reported that participation in meetings with stakeholders was low and two of the three scheduled meetings were canceled. Given these results from the meeting, staff recommends the Commission take action on one of the following next steps:

1. Continue with the process as planned
2. Change the draft policy as suggested (eliminate the "cap" of two girls per team) and continue with the process as planned
3. Do not move forward with a process based on these results and keep the league rules as currently written

**Motion/Second (Tooley/Kirkpatrick) to approve the option number one: Continue with the process as planned.**

1. Continuing discussion of Commission Work Plan Item #1 – User Group Communications

The Commission members discussed possible ways to communicate with presented user groups. They came up with a strategy to engage one of the user groups and create a generic process which could be applied to other user groups. All members stressed the importance of clear communication between the Community, User Groups, Commissions and the City. They agreed that the process would focus not only on the current achievement and downfall of each program area, but would also work on long-term development.

Motion/Second (Kirkpatrick/Blythe) that staff to develop a generic process of communicating and forming user groups, starting with the Youth Basketball League.

## **D. REPORTS AND ANNOUNCEMENTS**

1. Facilities update

**Gymnastics Center:** There is currently a ten-month construction schedule which would tentatively allow an opening of the new gymnastics facility next March or April. The feedback on the Temporary Gymnastics Center is positive. Pearce Wagner, Gymnastics Program Coordinator, is working on the programming plan for the next year.

**Belle Haven Pool:** The pool opening will be delayed by several weeks, currently scheduled for July 8.

**Flood Park:** City staff would continue to review pros and cons of taking on the Flood Park, pending a final decision by the County Board, which was anticipated in early May.

2. Budget update

Increases in expenditures for Community Services are generally associated with the costs of the new facilities, including the Arrillaga Family Gymnasium and the renovated Arrillaga Family Recreation Center as well as the Menlo-Atherton Performing Arts Center (PAC). Costs for the gymnasium and recreation center include the costs of utilities and staffing needed to cover the increased capacity at both buildings as well as the additional hours the facilities are open. Increased expenditures for the Community Services Department are also attributable to the loss of State pre-school funding with the State's across-the-board 15% cuts to state subsidized pre-schools, which includes the City's Belle Haven Child Development Center. The 15% cut represents a loss of approximately \$145,000 to the Center.

## **E. INFORMATION ITEMS**

1. Gymnastics – Pearce Wagner, Program Coordinator

Pearce started the presentation with a brief history of the program. The gymnastics program started in 1962 and has been a cost recovery program for the past 20 years. It is set up for preschool age classes and developmental level gymnastics. Since its relocation into the temporary building, a few refunds were requested, overall feedback from the users is positive.

2. Emerging Trends in Recreation – Katrina Whiteaker, Recreation Services Manager

Katrina started the PowerPoint presentation with data on current social trends, national and local demographic statistics.

3. Commissioner reports

There were no reports at this meeting.

**F. PUBLIC COMMENT #2**

There were no public comments.

**G. ADJOURNMENT**

The meeting was adjourned at 8:50pm.

Minutes submitted by Jelena Gaines.