



## **PARKS AND RECREATION COMMISSION MINUTES**

**Wednesday, April 24, 2013 at 6:30 p.m.**

**City Council Chambers  
701 Laurel Street, Menlo Park, CA 94025**

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Meeting was called to order at 6:30 p.m.

**PRESENT** – K. Blythe, J. Cebrian (Chair), T. Cecil, K. Cox, M. Palefsky, J. Tooley, N. Zasslow

Others Present – Derek Schweigart, Community Services Assistant Director

### **A. PUBLIC COMMENT #1**

There were no public comments.

### **B. CONSENT CALENDAR**

**B1.** Approval of minutes dated February 27, 2013

**ACTION:** Motion and second (Cebrian/Tooley) to approve the minutes of February 27, 2013 passes unanimously.

Commission members spoke about the format of the action minutes.

### **C. REGULAR BUSINESS**

**C1.** Introduction of newly appointed Parks & Recreation Commissioners

New commission members spoke about their involvement with the community.

**C2.** Review Work Plan item #1 - Relations between City and Menlo Park School Districts

Commission members said they would like the opportunity to review the ongoing joint agreements with the school districts.

### **D. PRESENTATION**

**D1.** Review Community Services Department Service Delivery Program Matrix – Rentals, Contracts, City Services

Commission members advised that no changes be made to the current department practices and strategies for service delivery models.

### **E. REPORTS AND ANNOUNCEMENTS**

**E1.** Community Services Department Customer Service Standards

Derek Schweigart presented the Customer Service Standard Policy. Commission members were interested to see how the policy would be implemented with the contractors.

### **F. INFORMATION ITEMS**

**F1.** City Council adopted Master Fee Schedule for Community Services FY 2013-14

Commission members would like to hear how the proposed changes impact programs such as the Belle Haven After School Program and other Belle Haven programs.

**G. PUBLIC COMMENT #2**

There were no comments from the public.

**H. ADJOURNMENT: 8:30 p.m.**

Minutes submitted by Jelena Gaines