



## **PARKS & RECREATION COMMISSION AGENDA**

**Regular Meeting**  
**Wednesday, July 23, 2014 at 6:30 PM**  
**Arrillaga Family Gymnastics Center**  
**501 Laurel Street, Menlo Park, CA 94025**

---

### **CALL TO ORDER**

**ROLL CALL** – Cebrian, Cecil, Cox (Chair), Harris, Palefsky (Vice-Chair), Stanwood, Tafoya

### **A. PUBLIC COMMENT (Limited to 30 minutes)**

Under “Public Comment,” the public may address the advisory body on any subject not listed on the agenda within the jurisdiction of the Commission. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information. The public may address the Commission regarding items listed on the agenda during the consideration of each item.

### **B. REGULAR BUSINESS**

- B1.** Approval of minutes for the June 25, 2014 meeting ([attachment](#))
- B2.** The purpose of this meeting is to tour parks and community centers in Menlo Park and to familiarize commissioners on amenities and uses they provide to residents. The tour will include a tour of Nealon Park and its Off-Leash Dog Area, Willow Oaks Park and its Off-Leash Dog Area and Jack Lyle Park. The public is welcome to join us on the tour if they wish to do so but must provide their own transportation. No action will be taken by the Commission while on the tour.
- B3.** Adjourn for the tour. Times are approximate.
  - 1. Tour of Nealon Park, 800 Middle Ave – 6:45 p.m.
  - 2. Tour of Jack Lyle Park, Middle Ave and Fremont St – 7:15 p.m.
  - 3. Tour of Willow Oaks Park, Willow Road and Coleman Ave – 7:45 p.m.

### **C. REPORTS AND ANNOUNCEMENTS**

- C1.** Community Services Department Director’s Update and Announcements ([attachment](#))

## **D. INFORMATION ITEMS**

**D1.** City Council Proclamation for “July Parks and Recreation Month” ([attachment](#))

## **E. ADJOURNMENT**

This Agenda is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at <http://www.menlopark.org> and can receive e-mail notification of agenda and staff report postings by subscribing to the “Notify Me” service on the City’s homepage at [www.menlopark.org/notifyme](http://www.menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting Derek Schweigart, at (650) 330-2200. (Posted 7/17/14)

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission’s consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the Menlo Park Library, 800 Alma Street, Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk’s Office at (650) 330-6620.



## PARKS & RECREATION COMMISSION DRAFT MINUTES

Regular Meeting  
Wednesday, June 25, 2014 at 6:30 PM  
Arrillaga Family Gymnastics Center  
501 Laurel Street, Menlo Park, CA 94025

---

The meeting was called to order by Chair K. Cox at 7:00 p.m.

### **ROLL CALL:**

Present: Cebrian, Cecil, Cox, Palefsky, Stanwood

Absent: Harris, Tafoya

Staff: Noreen Bickel, Community Services Manager; Cherise Brandell, Community Services Director

### **A. PUBLIC COMMENT (Limited to 30 minutes)**

There was no public comment

### **B. REGULAR BUSINESS**

**B1.** Approval of minutes for the May 28, 2014, meeting.

**ACTION: Motion and second (Palefsky/Cebrian) to approve the minutes of May 28, 2014. Motion passed with all present Commission Members in favor.**

**B2.** Review and Comment on the Overview of Community Services Budget for Fiscal Year 2014-2015

The Commission commented on a possibility of a public-private partnership in case the Gymnastic program is chosen for outsourcing, and asked to be involved in the process.

**B3.** Review and Discuss Cost Recovery Results for Fiscal Year 2012-2013

No discussion followed the analysis in which the Community Services Manager mentioned that all 14 Community Services Department programs met the cost-recovery goal set by the Menlo Park City Council.

**B4.** Review and Approve Commission Quarterly Update to City Council

**ACTION: Motion and second (Cox/Cecil) to approve the "Movies on the Paseo" Friday nights in the summer, and amend the memorandum to be presented to City Council. Motion passed with all present members in favor.**

- B5.** Nomination of a Commission member to serve as a representative on the General Plan Advisory Committee for potential Council appointment on August 19, 2014

**ACTION: Motion and second (Cox/Cecil) to appoint James Cebrian to serve on the General Plan Advisory Committee. Motion passed with all present members in favor.**

## **C. REPORTS AND ANNOUNCEMENTS**

- C1.** Update from the subcommittee in support of Arts Programming

Following discussion, the members would like to look into:

- Including arts in the commission's purview and renaming the commission to Menlo Park Art, Parks and Recreation Commission
- Gather information and identify locations in town for potential public art presentation
- Discuss funding source to support public art program

Tucker Stanwood will join Kristin Cox and James Cebrian on the Arts Programming subcommittee as a third member. The staff agreed that next step is to research other cities' protocol for handling public art.

- C2.** Commission consideration to form subcommittee in support of Bedwell-Bayfront Park

**ACTION: Motion and second (Cebrian/Cox) to form a subcommittee with members Cebrian, Palefsky and Tafoya in support of Bedwell-Bayfront Park work-items. Motion passed with all present members in favor.**

## **D. INFORMATION ITEMS**

- D1.** Noreen Bickel provided an update to the Commission. No discussion followed.

## **E. ADJOURNMENT – 8:05 P.M.**

Prepared by: Jelena Gaines

# Memo

**To:** Parks and Recreation Commission

**From:** Derek Schweigart, Community Services Manager  
Noreen Bickel, Community Services Manager

**Date:** July 23, 2014

**Re:** Director's Update and Announcements for July 2014

---

## **1. Adult and Youth Sports**

This summer, the City partnered with Hi-Five Sports, National Academy of Athletics, Kidz Lover Soccer, Jim Heebner Tennis, Euro Tennis, Emerald Hills Golf Course and Skyhawks Sports Academy to offer a variety of sports based camps for kids ages 4-14. The sports camps included such popular sports as baseball, basketball and soccer, as well as new sports like lacrosse, cheerleading, flag football and even the iconic dodge ball to ensure there is a camp for every child's interest. The camps were held at Hillview Middle School with its brand new turf field, Burgess Park and the Arrillaga Family Gymnasium to provide a variety of locations to parents and participants. In total this summer, we are offering 38 weeks of summer camp that include 11 different sports.

## **2. Gymnastics**

Summer is usually a period of lower enrollment for the Gymnastics Program with family vacations and the variety of outdoor summer camping options. During this time, staff has the opportunity to clean the gym, inspect equipment and replace what is worn out. This is also when the program offers gymnastics clinics to participants, provide gymnastics workshops to summer day camps and to train and develop the staff. On Friday, July 18<sup>th</sup>, we will host our first developmental clinic of the summer. The children in the developmental level clinic will be working on basic skills on all the apparatus. Also, the boys and girls teams are continuing to prepare for their competitive seasons that are rapidly approaching.

## **4. Onetta Harris Community Center**

The Sky's the Limit summer tween camp continues to be popular with participants. This summer the camp has been full with 17 participants with many still on the waitlist. Some of the highlights have included field trips to the Great America (Water Park), Movies and the San Francisco Zoo. The camp has been well received by both the teens and their parents. Rentals of the community center multipurpose room continue to be popular, as is the Gymnasium which is booked Monday to Friday between the hours of 5:30pm to 8:00pm. When it isn't

booked with rentals, the Gym is available for drop-in basketball and the summer camps.

#### **5. Belle Haven Child Development Center**

On June 17<sup>th</sup>, all of the 57 graduating children of BHCDC visited the Menlo Park fire station in Belle Haven. The fire fighters of Engine 77, led by Captain Steve Balestrieri, were very welcoming to all the children and teachers. They provide the program a tour of the entire station including the fire house, the fire engine and their rescue boats. They explained to the children what their job entails from saving people in burning buildings to rescuing cats. Then they provided the children a lesson on what to do if they were inside of a burning building. The highlight for the children and teachers was the opportunity to shoot water out of a real fire hose and to receive their own fire fighter hat to take home. Thank you Menlo Park Firefighters from Engine 77!

#### **6. Special Events**

Fourth of July Parade & Celebration was held that included a parade down Santa Cruz Avenue and a festive celebration at Burgess Park. There were nearly 4,000 participants in attendance to enjoy inflatable games, live music, food, giant hamster balls, laser tag, face-painting, and so many other family activities. Our 60 event staff & volunteers did a tremendous job setting up the park to make it look festive and putting in over 400 cumulative hours. Live music was provided by Mustache Harbor who rocked the park with smooth groove hits from the late 70's to early 80's. Facebook generously sponsored the event.

The City of Menlo Park and Menlo Swim and Sport partnered to host the 3rd annual Menlo Park Kids Triathlon on Saturday July 12, 2014. The event drew nearly 400 kids ranging in age from 5-15 years old. The older age groups competed early in the morning covering longer distances and each age group thereafter performed shorter and shorter distances culminating with the 5 year olds swimming 50 yards and bicycling 1 mile. Every participant received a t-shirt and a medal, while the top 5 finishers in each age division won an engraved wood plaque. Each year the event has grown by more than 20% and we expect the same again next year.

# Proclamation

## JULY 2014 IS PARKS AND RECREATION MONTH

**WHEREAS**, Parks and Recreation makes lives and communities better now and in the future; and

**WHEREAS**, residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during nonschool hours; it promotes the arts, it increases social connections, aids in therapy and promotes lifelong learning; and

**WHEREAS**, residents value their parks for access to outdoor spaces for children and adults to play and be active, to exercise and participate in group sports; and

**WHEREAS**, parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural and cultural resources in our community; and

**WHEREAS**, 92% of Menlo Park residents have visited a neighborhood or City park in the past 12 months including children, youth, families, adults, seniors, businesses, community organizations, and visitors, and benefit from the wide range of parks, trails, open space, sports fields, tennis courts, facilities and programs including gymnastics, sports leagues, fitness classes, arts classes, child care and more provided by the City of Menlo Park; and

**WHEREAS**, nearly 90% of people participating in Menlo Park recreation and social services programs and facilities rate them "excellent or good", well above the national benchmark; and

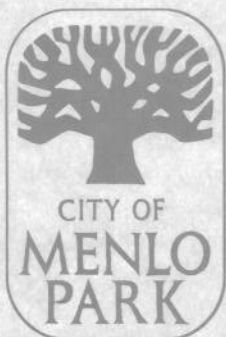
**WHEREAS**, the City of Menlo Park recreation and social services programs serve over 300,000 participants annually; and

**WHEREAS**, the City of Menlo Park celebrates achieving nearly 1.75 million participant hours at our Menlo Park recreation and community services facilities; and

**WHEREAS**, the Menlo Park City Council urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods; and

**WHEREAS**, July is Parks and Recreation Month nationally.

**NOW, THEREFORE, BE IT RESOLVED**, the Menlo Park City Council hereby proclaims July 2014 as Parks and Recreation Month and, in doing so, urges all its citizens to use and enjoy its parks, trails, open space, facilities, and recreation opportunities.



  
Ray Mueller, Mayor

**Parks  
Make  
Life  
Better!**