

Parks & Recreation Commission



REGULAR MEETING MINUTES

Date: 9/28/2016
Time: 6:30 p.m.
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Chair Harris called the meeting to order at 6:43 p.m.

B. Roll Call

Present: Chair Harris, Vice Chair Stanwood, Commissioner Baskin and Commissioner Lane

Absent: Commissioner Palefsky, Commissioner Johnson and Commission Vacancy

Staff: Cherise Brandell, Community Services Director and Natalie Bonham, Recreation Supervisor

C. Public Comment

There was no Public Comment

D. Presentations and Proclamations

D1. Presentation to Facebook for Title Sponsorship of Community Services events and programs

Chair Harris presented Lauren Swezey from Facebook with a plaque for their sponsorship of Community Services events and programs. He mentioned all of the events and programs Facebook has sponsored in 2016 and the success of each event.

E. Regular Business

E1. Accept Commission minutes for meeting of July 27, 2016 and September 7, 2016 ([Attachment](#))

ACTION: Motion and Second (Stanwood/Baskin) to accept the Parks and Recreation Commission meeting minutes of July 27, 2016; passes 4-0.

ACTION: Motion and Second (Baskin/Lane) to accept the Parks and Recreation Commission meeting minutes of September 7, 2016; passes 4-0.

E2. Discuss and debrief commissioner parks tour from July

Cherise Brandell and the Commission discussed the parks tour from July. The Commission mentioned how they had the opportunity to speak with public users of the parks and hear their concerns. The Commission also discussed what they enjoyed from the parks tour.

- E3. Review and discuss commissioner work plan calendar for 2016-17 ([Staff Report# 16-143-CC](#)) ([Calendar](#))

Cherise Brandell and the Commission reviewed and discussed the commissioner work plan calendar for 2016-17. Following discussion, no action was taken.

F. Reports and Announcements

- F1. Parks and Recreation Commissioner report (Laura Lane)

Commissioner Lane reported how a detailed description of each class offered through the Community Services Department would be helpful for those enrolling themselves or their child in a class.

- F2. Community Services Director's update and announcements ([Staff Report# 16-018-PRC](#))

Cherise Brandell gave the Commission the Community Services Director's update and announcements.

G. Informational Items

- G1. Review and consider Community Services Department Food Allergy policy ([Staff Report# 16-019-PRC](#))

Natalie Bonham gave the Commission an update on the Community Services Department Food Allergy policy. She mentioned the process of creating the policy and why the policy was created. Following discussion, no action was taken.

- G2. Update on City's acceptance of a grant for fiscal year 2016-17 of up to \$270,000 from Silicon Valley Community Foundation to implement The Big Lift at the Belle Haven Child Development Center ([Staff Report# 16-020-PRC](#))

Natalie Bonham, Recreation Supervisor, gave the Commission an update on the City's acceptance of a grant for fiscal year 2016-17 of up to \$270,000 from Silicon Valley Community Foundation to implement The Big Lift at the Belle Haven Child Development Center. Following discussion, no action was taken.

H. Adjournment

Chair Harris adjourned the meeting at 7:55 p.m.

Minutes prepared by Linda Munguia, Senior Office Assistant.