

Parks & Recreation Commission



REGULAR MEETING MINUTES

Date: 12/21/2016
Time: 6:30 p.m.
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

A. Vice Chair Stanwood called the meeting to order at 6:34 p.m.

B. Roll Call

Present: Vice Chair Stanwood, Commissioner Baskin, Commissioner Johnson, Commissioner Lane (arrived at 6:43 p.m.) and Commissioner Palefsky
Absent: Chair Harris
Staff: Derek Schweigart, Assistant Community Services Director

C. Public Comment

There was no Public Comment

D. Presentations and Proclamations

D1. Update on Community Special Events

Matt Milde, Recreation Coordinator, gave the Commission an update on the Community Special Events. He mentioned all the events the City organizes throughout the year, how successful each event is and their attendance.

E. Regular Business

E1. Accept Commission minutes for meetings of October 26, 2016 and November 16, 2016 ([Attachment](#)) ([Attachment](#))

ACTION: Motion and Second (Palefsky/Baskin) to accept the Parks and Recreation Commission meeting minutes of October 26, 2016; passes 5-0-2 (Chair Harris absent, one Commission vacancy).

ACTION: Motion and Second (Palefsky/Johnson) to accept the Parks and Recreation Commission meeting minutes of November 16, 2016 with changes to the Public Comment of Harry Ackley; passes 5-0-2 (Chair Harris absent, one Commission vacancy).

E2. Review proposal by the Menlo Park Little League for Burgess Park field improvements and provide general direction to staff ([Staff Report # 16-027-PRC](#))

Todd Zeo, Recreation Supervisor, gave the Commission a review of the proposal by the Menlo Park Little League (MALL) for field improvements at Burgess Park. Todd asked the Commission for

feedback on the various aspects of the project including the dugout resurfacing; tarp covers, shade structures and batting cage. After discussion, the following action was taken:

ACTION: Motion and Second (Johnson/Lane) to accept phase 1 of the proposal by the Menlo Atherton Little League and bring phase 2 back to the Commission at a later meeting once there is more information; passes 5-0-2 (Chair Harris absent, one Commission Vacancy)

- E3. Selection of commissioner to serve on Bedwell-Bayfront Park Master Plan consultant selection committee

ACTION: Motion and Second (Stanwood/Lane) to nominate Commissioner Palefsky to serve on the consultant selection committee for the Bedwell-Bayfront Park Master Plan; Commissioner Palefsky accepted the nomination; passes 5-0-2 (Chair Harris absent, one Commission vacancy).

F. Reports and Announcements

- F1. Commissioner Report (Tucker Stanwood)

Vice Chair Stanwood gave a report on the State of the City. He mentioned the highlights of the speech, the construction projects that will be happening in 2017 and the major issues the City has in front of it.

Commissioner Johnson gave a report on the meeting she attended regarding the CIP project at Jack Lyle Park. She mentioned the highlights and comments from the meeting regarding the restrooms being built at the Jack Lyle Park.

- F2. Community Services Director's update and announcements ([Staff Report # 16-028-PRC](#))

Derek Schweigart gave the Commission the Community Services Director's update and announcements.

G. Informational Items

- G1. Update on Parks Capital Improvement Projects ([Staff Report # 16-029-PRC](#))

Derek Schweigart gave the Commission an update on the Parks Capital Improvement Projects.

J. Adjournment

The Parks and Recreation Commission Meeting adjourned at 8:44 p.m.

Minutes prepared by Linda Munguia, Senior Office Assistant