



REGULAR MEETING AGENDA

Date: 7/25/2018
Time: 5:30 p.m.
**Senior Center
Ballroom**
110 Terminal Ave., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Public Comment

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda. 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.

D. Study Session

D1. City Playground Replacement Project

E. Regular Business

E1. Approve the Parks and Recreation Commission minutes for the meeting of June 27, 2018 ([attachment](#))

E2. Parks and Recreations Facilities Tour

The purpose of this meeting is to tour parks and recreation facilities in Menlo Park and to familiarize commissioners on amenities and uses they provide to residents. The tour will include parks and recreation facilities located in the Belle Haven neighborhood which include the newly renamed Karl E. Clark Park, Hamilton Park, Kelly Field and the Belle Haven Campus. The public is welcome to join the Commission 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.

Adjourn the meeting prior to the tour. Times are approximate.

Onetta Harris Community Center and Menlo Park Senior Center, 100 Terminal Ave., 6:30 p.m.

Kelly Field, 100 Terminal Ave., 7:00 p.m.

Hamilton Park, 545 Hamilton Ave., 7:30 p.m.

Karl E. Clark Park, 313 Market Place, 7:45 p.m.

F. Reports and Announcements

- F1. Commissioner Reports
- F2. Community Services Director's update and announcements ([Staff Report # 18-013-PRC](#))

G. Adjournment

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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 City Clerk's Office, 701 Laurel St., 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



REGULAR MEETING MINUTES **DRAFT**

Date: 6/27/2018
Time: 6:30 p.m.
Arrillaga Family Gymnastics Center
Multi-purpose Room
501 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Johnson called the meeting to order at 6:34 p.m.

B. Roll Call

Present: Chair Johnson, Vice Chair Harris, Commissioner Baskin, Commissioner Palefsky, Commissioner Payne and Commissioner Shenk (arrived at 6:37 p.m.)

Absent: Commissioner Lane

Staff: Recreation Supervisor Todd Zeo

C. Public Comment

There was no public comment received.

D. Presentations and Proclamations

- D1. Review and provide feedback on the Aquatics Contractor Annual Report
([Staff Report # 18-009-PRC](#))

Founder and CEO of Menlo Swim and Sport Tim Sheeper gave the Aquatics Contractor Annual Report to the Commission. He mentioned the programs offered at the Burgess pool and the Belle Haven pool and he gave the program participation statistics. He also mentioned the operating challenges the company faced in 2017 and the changes made for 2018.

- D2. Presentation on the 2018 Park and Recreation Trends

Todd Zeo gave the presentation on the 2018 Park and Recreation Trends.

E. Regular Business

- E1. Approve the Parks and Recreation Commission minutes for the meeting of May 23, 2018
([attachment](#))

ACTION: Motion and second (Shenk/Palefsky) to accept the Parks and Recreation Commission meeting minutes of May 23, 2018; passed 6-0-1 (Commissioner Lane absent)

- E2. Discuss and prepare for the City parks and facilities tour scheduled for July meeting

Todd Zeo and the Commission discussed and prepared the City parks and facilities tour scheduled for the July meeting. Some of the parks and facilities mentioned were the Onetta Harris Community Center, Senior Center, Belle Haven Pool, Kelly Park, Hamilton Park and Karl Clarke Park.

- E3. Review and approve the Commission quarterly report to the City Council and the proposed Commission Goals for 2018-2020 ([Staff Report # 18-010-PRC](#))

Todd Zeo and the Commission reviewed and discussed the Parks and Recreation Commission Work Plan Goals for 2018-2020.

ACTION: Motion and second (Baskin/Payne) to accept the Commission quarterly report to the City Council and the Commission Goals for 2018-2020; passed 6-0-1 (Commissioner Lane absent)

F. Reports and Announcements

- F1. Commissioner Reports (Lane)

Commissioner Lane was absent. Chair Johnson gave an update on Nealon Park.

- F2. Community Services Director's update and announcements ([Staff Report # 18-011-PRC](#))

Todd Zeo gave the Community Services Director's update and announcements.

G. Informational Items

- G1. Playground Update ([Staff Report # 18-012-PRC](#))

Todd Zeo gave the Playground Update.

H. Adjournment

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

Linda Munguia, Senior Office Assistant



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 7/25/2018

Staff Report Number: 18-013-PRC

Director's Report: Community Services Director's update and announcements

Recommendation

Staff recommends that the Commission receive the Community Services Director's update and announcements.

Policy Issues

City policies are not affected.

Background

Fall sports opportunities for kids and adults

The fall sports season is starting with lots of opportunities for children and adults to participate including soccer, lacrosse, baseball and more! Many of the City approved sports field user groups will kick off their fall seasons soon.

The Menlo Atherton Adult Soccer League (MAASL), is a friendly recreational women's soccer league. Player skills range from beginners to highly experienced, ages range from 23 to 65 years old, and people are friendly and inclusive. New players are always welcome. Players sign up individually and are placed on a new team for the season. Two games are played per week Saturday mornings and weekday evenings. For more information, visit the Menlo Atherton Adult Soccer League [webpage](#).

Xtreme Baseball is designed for children who love and respect the game. Most participants live in Menlo Park or Palo Alto, ages from 9 to 14 years old. Xtreme teaches the fundamental physical, mental and emotional aspects of baseball. Their goal is to prepare players to earn roster spots and get significant playing time as high school student athletes. Xtreme is intended to compliment community baseball programs, not replace these experiences. Preparing children to play at the next level necessitates additional training, broader competitive experiences and team continuity. Teams are led by experienced coaches who know how to teach, motivate and inspire young athletes. Many of the coaches grew up in the local area, played college or professional baseball and have experience coaching at local high schools or at the college level. For more information, visit the Xtreme Baseball [webpage](#).

Menlo Atherton Lacrosse Grizzlies is a volunteer community-based 501(c)(3) lacrosse club dedicated to providing education and team experience for youth lacrosse players in the Menlo Park and Atherton communities. Their mission is to work with boys and girls in a positive coaching environment that helps foster a desire and passion for lacrosse. They are dedicated to developing lacrosse skills, good sportsmanship, teamwork, accountability and respect in a healthy and fun environment. They have teams at U8, U10, U12, and U14 featuring players with several years' experience to first-year players as well as

offering free clinics for new players in the summer. For more information, visit the Menlo Atherton Lacrosse Grizzlies [webpage](#).

Annual 4th of July Parade and Celebration

This year's event was a tremendous hit and well received by those that attended. The event started with parade of parents and their children walking, biking or in their wagons down Santa Cruz Avenue displaying patriotic colors of red, white and blue. The celebration continued at Burgess Park after the parade from Noon-2:30 p.m. There were carnival games, jump houses, rock walls, crafts, face painting, tot lot, putt-putt golf, disco dome, food and live music performed by Mustache Harbor. One of the popular attractions that was added a few years ago was the addition of food trucks. Of course many families brought picnic lunches to enjoy the festivities and the warm weather.

Menlo Park Summer Concert Series

The Summer Concert Series is off and running with a number of great bands for the community to enjoy. The concerts are enjoyed by all ages and a great way to engage with the Menlo Park residents. Families can picnic, dance, and visit with friends and neighbors while listening to a wide variety of music. The concerts are held on eight Wednesday evenings during the months of June-August downtown at Fremont Park. Three additional concerts are held at Kelly Park in August. Each concert is 6:30-8:00 pm. Genres range from rock, retro to top 40 dance/pop, blues, jazz, latin, salsa, tribute bands and a variety of cover music.

Menlo Movie Series starts on July 27

The Menlo Movie Series is one of Menlo Park's newest and most popular community events. Launched in 2014, the Menlo Movie Series features a fun and free alternative to expensive movie theater outings. It provides an opportunity to bond with Menlo Park families as well as provide memorable experiences for everyone from toddlers to grandparents. The weekly event features movies of all genres including animated, adventure, sci-fi, comedy and more! This year we are hosting the movie series in Burgess Park and encourage everyone to grab a chair, blanket and a picnic and enjoy a free community movie night with friends and family. The first featured movie will be Despicable Me 3 (2017) and will be shown on July 27. Movies start at approximately 8:45 p.m.

Menlo Park Senior Center honors new U.S. Citizens

Menlo Park Senior Center honored its new U.S. Citizens on Wednesday, July 18 with an All-American lunch, patriotic music, certificates and swag. This year, 14 of the Senior Center members managed to pass the citizenship test and become "American." Eleven of those who were still alive were able to participate in the festivities. Families and friends gathered in the Senior Center's dining hall to cheer on as each name was called out, and awards were distributed. Free Citizenship classes are taught twice a week by a senior peer volunteer to those interested.

Senior Center Walkathon

The Senior Center Walkathon Fundraiser is scheduled for August 3. This is one of the Senior Center's biggest fundraising event and this year the Senior Center is including an intergenerational twist to the event by collaborating with Menlo Madness Summer to provide the seniors with walking buddies. The event runs from 10:00 a.m. to Noon. It's a great event to promote health and wellness among seniors as well as encouraging volunteerism by the youth in the camp.

Parks and Recreation Facilities Master Plan Update

The master plan project continues to move along with a number of intercept activities being conducted to get input from the community. Staff and consultants have been present during the weekly Concert Series, 4th of July Celebration, Onetta Harris Community Center, Gymnastics, Pools and neighborhood association

meetings. The project team is working hard to achieve 500 survey responses at the mid-point of the engagement process. The next opportunity for the community to provide feedback in the process will be at the City Council Meeting on August 6 when staff and the consultants will provide the Council with an update during a study session and also get general feedback on the project thus far. We have made contact with over 1,000 people through various community events, intercept activities, focus groups and surveying. For more information visit the project page at menlopark.org/mymenloparks .

National Night Out

National Night Out is an annual nationwide event that encourages residents to get out in the community, holding block parties and getting to know their neighbors as a way to encourage crime prevention. It's a great way to promote community-police partnerships and enjoy a Menlo Park summer evening surrounded by friends and family! This year's events are being held on Tuesday, August 7, 6:00-9:00 p.m. throughout Menlo Park. The City will have an informational booth to promote the Parks and Recreation Facilities Master Plan at the event being hosted at Hamilton Park in Belle Haven.

Upcoming Events and Meetings (Mark your calendars)

- City Council Meeting on August 6, 2018 – Parks and Recreation Facilities Master Plan Study Session, July Parks and Rec Month Proclamation and Presentation, Commission Quarterly Report and Approval proposed Two-Year Work Plan, BHCDP Contracts and Self-Evaluation Report.
- Commissioners Workshop – October 20, 9am-1pm (breakfast at 8:30) in Belmont.

Analysis

Analysis is not required.

Impact on City Resources

There is no impact on city resources.

Environmental Review

Environmental review is not required.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

None

Report prepared by:
Derek Schweigart
Community Services Director