

# Parks & Recreation Commission



## REGULAR MEETING AGENDA

**Date:** 5/22/2019  
**Time:** 6:30 p.m.  
**Arrillaga Family Recreation Center**  
**Cypress Room**  
**700 Alma St., 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. Presentations and Proclamations**

D1. Belle Have Child Development Center Program Presentation

D2. Update on the Community Services Department Operational Review and Strategic Plan

### **E. Regular Business**

E1. Approve the Parks and Recreation Commission minutes for the meeting of April 24, 2019 ([attachment](#))

E2. Appoint Parks and Recreation Commission Chair and Vice-Chair

### **F. Reports and Announcements**

F1. Commissioner Reports (Sarah Staley Shenk)

### **G. Informational Items**

G1. San Mateo County Final Environmental Impact Report for Flood Park ([attachment](#))

G2. Community Services Director's update and announcements ([Staff Report # 19-009-PRC](#))

### **H. Adjournment**

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public

can view electronic agendas and staff reports by accessing the City website at [www.menlopark.org](http://www.menlopark.org) and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at [menlopark.org/notifyme](http://menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 5/16/19)

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:** 4/24/2019  
**Time:** 6:30 p.m.  
**Arrillaga Family Recreation Center**  
**Cypress Room**  
**700 Alma St., Menlo Park, CA 94025**

### **A. Call To Order**

Chair Johnson called the meeting to order at 6:40 p.m.

### **B. Roll Call**

Present: Chair Johnson, Commissioner Baskin, Commissioner Lane and Commissioner Payne

Absent: Vice Chair Harris, Commissioner Palefsky and Commissioner Staley

Staff: Community Services Director Derek Schweigart and Community Services Assistant Director Adriane Lee Bird

### **C. Public Comment**

There was no public comment.

### **D. Study Session**

#### **D1. Park and Recreation Facilities Master Plan Draft Recommendations ([attachment](#))**

Derek Schweigart presented the Park and Recreation Facilities Master Plan Draft Recommendations.

### **E. Regular Business**

#### **E1. Approve the Parks and Recreation Commission minutes for the meeting of March 27, 2019 ([attachment](#))**

**ACTION:** Motion and second (Payne/Baskin) to accept the Parks and Recreation Commission meeting minutes of March 27, 2019, passes 4-3, Vice Chair Harris, Commissioner Palefsky and Staley absent

### **F. Reports and Announcements**

#### **F1. Commissioner Reports**

No report given

F2. Community Services Director's update and announcements ([Staff Report # 19-008-PRC](#))

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

**G. Adjournment**

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

Linda Munguia, Senior Office Assistant



**May 9, 2019**

**Flood Park Notice of Preparation - Revision to Flood Park EIR**

**Dear Flood Park Neighbors and Visitors,**

In May 2018, San Mateo County Parks published a Final EIR for the [Flood County Park Landscape Plan](#). Key concerns were raised by neighbors on the Draft and Final EIR about projected increases in traffic and parking demand, and in noise generated from concurrent park events. These concerns warrant further analysis and will be considered in a forthcoming Recirculated Draft of the EIR.

Pursuant to CEQA Guidelines, we welcome your comments regarding the proposed scope and content of the Recirculated Draft of the EIR as presented in the Notice of Preparation (NOP). The review period is from **May 8, 2019 - June 7, 2019**.

You can view the **NOP** specifying the additional analysis that will appear in the Recirculated Draft of the EIR and submit comments [here](#)

You can also provide comments to:

Samuel Herzberg, AICP, Senior Planner

County of San Mateo Parks Department

455 County Center, 4th Floor

Redwood City, CA 94063

Fax: (650) 599-1721

Email: [sherzberg@smcgov.org](mailto:sherzberg@smcgov.org)

For the most recent project information, visit the [Re-Imagine Flood Park](#) page.



# Notice of Preparation

POSTING  
ONLY

MAY 08 2019

TO: <u>State Clearinghouse, Office of Planning and</u>	FROM: <u>County of San Mateo</u>	
<u>Research; County Clerk - San Mateo</u>	<u>Parks Department</u>	BESZ DE LA VEGA
<u>County; and All Interested Parties</u>	<u>455 County Center – Fourth Floor</u>	
	<u>Redwood City, CA 94063</u>	

**Subject: Notice of Preparation – Recirculated Draft Environmental Impact Report**

The County of San Mateo as the Lead Agency is issuing this notice of preparation (NOP) of a recirculated portion of the Environmental Impact Report (EIR) for the proposed Flood County Park Landscape Plan, a project pursuant to the California Environmental Quality Act (CEQA). The purpose of this notice of preparation is to inform the public and responsible and interested agencies about the project, the significant new information, and intent to prepare a recirculated portion of the EIR pursuant to *CEQA Guidelines* Section 15088.5.

**Project Title:** Flood County Park Landscape Plan

**Project Applicant:** County of San Mateo Parks Department

**Project Location:** The project site consists of the 24.5-acre Flood County Park, located at 215 Bay Road in the City of Menlo Park in San Mateo County. This neighborhood park includes two County-owned parcels totaling 21.3 acres and two linear parcels owned by the City and County of San Francisco as part of its right-of-way for the Hetch Hetchy Regional Water System. These linear parcels bisect Flood County Park, on an east-west axis. The park lies entirely within the City of Menlo Park. The Town of Atherton is located adjacent to and southwest of the park, across Bay Road. The park is located about 20 miles to the southeast of San Francisco.

**Background:** The County of San Mateo Parks Department (Parks) published a Final EIR for the Flood County Park Landscape Plan (proposed project) on the County's Reimagine Flood Park website in May 2018. Key concerns raised by neighbors on the Draft and Final EIR related to 1) projected growth in park visitation and use resulting from improvements accommodated under the Landscape Plan, including traffic impacts and parking demand, and 2) noise generated on-site from concurrent park events. County staff believes that these concerns warrant further analysis of the proposed project. The CEQA Guidelines were also updated in December 2018, adding two issue areas to the Appendix G checklist of environmental issues when analyzing a project's environmental impacts: wildfire and energy. Therefore, the County will revise and recirculate a limited portion of the May 2018 EIR that will rely on more conservative assumptions with regard to park visitation (i.e., assumptions that will more effectively capture the increased use that may result from the project and the effects associated with such use) and that will explicitly address potential wildfire and energy impacts.

**Project Description:** The proposed project consists of a Landscape Plan for the long-term redevelopment of San Mateo County's Flood County Park. On April 7, 2016, the County Parks and Recreation Commission voted to approve this plan as the Draft Preferred Alternative for improving Flood County Park. The Landscape Plan evolved through a series of community outreach efforts designed to identify community values, preferred uses, and site layout preferences.

It is anticipated that implementation of the Landscape Plan would occur in three phases: Phase I, Phase II, and Phase III. The Phase I improvements are expected to be completed in approximately the first two years. Table 1 lists the proposed recreational facilities in the Landscape Plan and their anticipated phasing:

**Table 1  
Proposed Recreational Facilities and Phasing**

Phase	Improvements
Phase I	Baseball field replacement and bathroom
	Soccer/lacrosse field
	Two tennis courts
	Sand volleyball court replacement
	Basketball court
	Pump track
	Asphalt paths
	Adobe bathroom renovation
	Tree-lined promenade
	Drop off at playground area
	New utilities: water, electric, gas, greywater piping <sup>1</sup>
Phase II	Restrooms
	Demonstration gardens
	Playground replacement
	Individual picnic area renovations
	Gathering meadow (performance space)
Phase III	Conversion of adobe administrative building to open-air shade/market structure <sup>2</sup>
	Group picnic area renovations with shade shelters
	Completion of all pathways with exercise stations
	Gathering plazas
	Focal element (may incorporate existing water pump feature)

*1. Purple piping may be installed for the future use of greywater.*

*2. The adobe administrative building is seismically unsafe as an enclosed, inhabited building, but would be partially preserved as an open-air market structure.*

The largest recreational facilities would be sited in the northern portion of the park, where the existing ballfield would be reconstructed and the soccer/lacrosse field would be installed at the northeast corner, replacing the existing pétanque court and a portion of the existing tennis courts. The proposed

athletic field improvements (i.e., a reconstructed ballfield and new soccer/lacrosse field) would increase use of the park relative to existing conditions. Organized activities at the athletic fields would occur no earlier than 9 a.m. and no later than 8 p.m. No additional lighting that would enable nighttime use of athletic facilities is proposed as part of the Landscape Plan, although path lights that could be manually turned on and off for special events may be installed.

**Environmental Review Process:** As described above under *Background*, the County prepared a Final EIR in May 2018 that evaluated the environmental effects of the proposed project. Three issues were raised by the public that warrant recirculation of the EIR: 1) the projected number of visitors at Flood County Park and resulting impacts related to traffic and parking, and 2) the combined effect of noise resulting from concurrent park events. The County will also evaluate the project's impacts related to wildfire and energy, consistent with the updated CEQA Guidelines. Therefore, the recirculated portion of the revised EIR will include only those chapters that are contemplated to change based on the more conservative assumptions for future use of the park, as well as new chapters for wildfire and energy impacts. Accordingly, the recirculated portion of the EIR will include changes to the Executive Summary, Introduction and Environmental Setting, Air Quality, Greenhouse Gas Emissions, Noise, Traffic, and Alternatives chapters, and new Wildfire and Energy chapters. All other issues were adequately addressed in the May 2018 EIR and do not merit further analysis. Therefore, these issues will not be included in the recirculated portion of the EIR.

The recirculated portion of the EIR will augment the May 2018 EIR for use as an informational document by government agencies and the public to aid in the planning and decision-making process. The recirculated portion of the EIR, in combination with unchanged portions of the May 2018 EIR, will disclose the potential environmental effects of the project and identify possible ways to reduce or avoid potentially significant impacts.

**Public Scoping Process:** Pursuant to the *CEQA Guidelines* Section 15082, this notice of preparation provides sufficient information describing the proposed project with respect to revisions to the June 2018 EIR. Pursuant to *CEQA Guidelines* Section 15082(b), your comments regarding the scope and content of the environmental analysis must be submitted no later than 30 days after receipt of this notice. The public review period is from May 8, 2019, until June 7, 2019. Please send your comments no later than June 7 directly to:

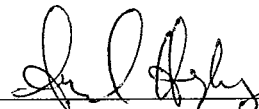
Sam Herzberg, AICP, Senior Planner  
County of San Mateo Parks Department  
455 County Center – Fourth Floor  
Redwood City, CA 94063

Fax: (650) 599-1721  
Email: [sherzberg@smcgov.org](mailto:sherzberg@smcgov.org)

Date

5/8/19

Signature



Title

Senior Planner, AICP, Parks Department

Telephone

(650) 363-1823





## STAFF REPORT

### Parks and Recreation Commission

**Meeting Date:** 5/22/2019

**Staff Report Number:** 19-009-PRC

**Informational Item:** 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

#### 1. Egg Hunt

On April 20, thousands of families descended upon Kelly Park and Burgess Park for Menlo Park's Annual Egg Hunt. In addition to the egg hunt, there were pictures with the Easter Bunny, face painting, bouncy houses, entertainment, crafts, and a candy guess. This free event was co-sponsored with Menlo Park Firefighters Association and the Menlo Park Fire Protection District.

#### 2. Senior Center Celebrations

On Friday, May 10th, the Senior Center celebrated Mother's Day and Cinco de Mayo. Well over 100 people attended this event. The program provided lunch, traditional Mexican music and even a mariachi band. Program Assistant, Airel Tinajero joined the mariachi band to showcase her singing talents. The families enjoyed this annual event. There was much dancing and celebrating to be had by all.

#### 3. Kite Day

Kite Day was held on Saturday, May 4<sup>th</sup> at Bedwell Bayfront Park from 12noon-3pm. Approximately 500 Families showed up to participate in the annual Kite Day festivities including face painting and a jumpy house. For \$8 combo, families received a kite, hot dog, drinks, and chips. It was perfect weather for kite flying. The event was sponsored and supported by West Bay Sanitary and Facebook.

#### 4. Teacher Appreciation Week

Teacher Appreciation Week was May 6<sup>th</sup> – 10<sup>th</sup>. This was a time to acknowledge and recognize the wonderful work that the teachers in our preschools and after school programs do. Along with the help of parents in each program, the staff received breakfast and lunch one day during the week. The parents baked and purchased many sweets and pastries. The children all drew cards or brought in flowers to tell their teachers "thank you" for a job well done.

## **5. Adult Summer Basketball League Registration**

Summer league for adult basketball returns for another season to the Arrillaga Family Gymnasium. Participants can put together a team of friends and family members. Games begin in late May. The City organizes three separate leagues Monday, Wednesday and Friday evenings starting at 7 p.m. All games are officiated by professional referees and consist of two 20-minute halves. The season concludes with playoffs for the top four teams each night of play. The cost for the league is split among team members and submitted by a team captain.

### **Upcoming Events:**

June 12 - 13<sup>th</sup> Annual Block Party

June 12 - August 27 - Summer Concert Series, Fremont Park, 6:30 p.m. - 8:00 p.m.

July 4 - Parade and Celebration, Noon - 3:00 p.m.

July 26 - September 20 - Menlo Movie Series

## **Analysis**

Analysis is not required.

## **Impact on City Resources**

There is no change in impact on City resources from these items.

## **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:

Natalya Jones, Recreation Supervisor

Reviewed by:

Derek Schweigart, Community Services Director