

# Parks and Recreation Commission

## SPECIAL MEETING MINUTES

Date: 11/19/2020

Time: 6:30 p.m.

Special Meeting Location: Zoom.us/join – ID# 911 6597 4358



CITY OF  
MENLO PARK

### A. Call To Order

Chair Baskin called the meeting to order at 6:31 p.m.

### B. Roll Call

Present: Baskin, Bryman, Diepenbrock, Harris, Johnson, Payne, Staley

Absent: None

Staff: Library and Community Services Director Sean Reinhart, Assistant Community Services Director Adriane Lee Bird

### C. Presentations

#### C1. Senior programming update

Recreation Coordinator Avidah Yaghmai-Samardar made the presentation ([Attachment](#)).

### D. Regular Business

#### D1. Approve the Parks and Recreation Commission minutes for the meeting of October 28, 2020 ([Attachment](#))

**ACTION:** Motion and second (Bryman/Payne) to accept the Parks and Recreation Commission meeting minutes of October 28, 2020, passed unanimously.

#### D2. Review/Update: Parks and Recreation Commission Agenda Calendar ([Attachment](#))

Assistant Community Services Director Adriane Lee Bird and the Parks and Recreation Commission reviewed and updated the commission agenda.

### E. Reports and Announcements

#### E1. Commissioner reports (Dayna Payne)

Commissioner Payne reported on the Kelly Park pickleball court signs and on the possibility of adding hand sanitizer at the handwashing stations at the parks.

#### E2. Update on Transportation Master Plan and Middle Avenue Bike Lane Project ([Attachment](#))

Assistant Community Services Director Adriane Lee Bird gave the Transportation Master Plan and Middle Avenue Bike Lane project update.

#### E3. Library and Community Services Strategic Plan 2020 and Beyond ([Staff Report #20-011-PRC](#))

Community Services Director Sean Reinhart gave the Library and Community Services Strategic Plan update.

E4. Library and Community Services department updates ([Staff Report #20-012-PRC](#))

Community Services Director Sean Reinhart gave the Library and Community Services department updates.

**F. Adjournment**

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

Linda Munguia, Senior Office Assistant

These minutes were approved at the January 27, 2021 Parks and Recreation Commission meeting.

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Parks and Recreation Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N- 29-20 issued March 17, 2020.

- How to participate in the meeting
  - Access the meeting real-time online at:  
[Zoom.us/join](https://zoom.us/join) – Regular Meeting ID 911 6597 4358
  - Access the regular meeting real-time via telephone (listen only mode)  
at: (669) 900-6833  
Regular Meeting ID 911 6597 4358

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website [www.menlopark.org](http://www.menlopark.org). The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information ([menlopark.org/agenda](http://menlopark.org/agenda)).