

Parks and Recreation Commission



REGULAR MEETING AGENDA

Date: 6/23/2021

Time: 6:30 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 911 6597 4358

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 meeting real-time via telephone at:
(669) 900-6833
Meeting ID 911 6597 4358
Press *9 to raise hand to speak

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. 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).

Regular Meeting ([Zoom.us/join](https://zoom.us/join) – ID# 911 6597 4358)

A. Call To Order

B. Roll Call

- Welcome new Commission members
 - Aurora Brosnan
 - Peter Joshua
 - David Thomas

C. Public Comment

Under "Public Comment," the public may address the Parks and Recreation Commission on any subject not listed on the agenda. Each speaker may address the City Council 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 Parks and Recreation 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. Regular Business

- D1. Accept the Parks and Recreation Commission minutes for the meeting of May 26, 2021 ([Attachment](#))
- D2. Elect new Parks and Recreation Commission Chair and Vice Chair ([Staff report PRC – 21-013](#))
- D3. Review tennis court user feedback received during the tennis court day/time usage survey ([Staff report PRC – 21-014](#))

E. Informational Items

- E1. Department updates ([Staff report PRC – 21-015](#))
- E2. Parks and Recreation Commission tentative agenda calendar ([Attachment](#))

F. Commissioner Reports

- F1. Individual Commissioner reports (Commissioner Baskin)

G. Adjournment

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. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations. If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing. Any writing that is distributed to a majority of the City Council 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 by request by emailing the city clerk at jaherren@menlopark.org. 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. Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 6/18/2021)



REGULAR MEETING MINUTES - DRAFT

Date: 5/26/2021

Time: 6:30 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 911 6597 4358

A. Call to Order

Chair Baskin called the meeting to order at 6:37 p.m.

B. Roll Call

Present: Baskin, Bryman, Diepenbrock, Payne

Absent: Harris, Staley-Shenk

Staff: Assistant Library Services Director Szegda, Recreation Supervisor Zeo

C. Public Comment

None.

D. Regular Business

D1. Accept the Parks and Recreation Commission minutes for the meeting of April 28, 2021 ([Attachment](#))

ACTION: Motion and second (Payne/Diepenbrock) to approve the minutes as presented passed 4-0.

D2. Recreation scholarship pilot program ([Staff report PRC – 21-011](#))

Assistant Director Szegda made the presentation.

ACTION: Motion and second (Bryman/Diepenbrock) to recommend the pilot scholarship program to the City Council passed 4-0.

D3. Recommendation to implement a pickleball court at Nealon Park ([Staff report PRC – 21-012](#))

Recreation Supervisor Zeo made the presentation.

- Ron Friedman - The closest available pickleball courts are in Palo Alto's Mitchell Park. Prefer the availability of drop-in play, and courts dedicated to pickleball.
- JD Tappe – Painted pickleball lines can't be black. Limiting play to an hour won't work – players come and go on all 4 courts. Check with players before striping courts.
- Jim Carson – Objects to fee for key. Suggests waiving key fee at Nealon Park.

- Carol Dressler – Try making courts exclusively for pickleball until 3PM. Try waiving key fee for 6 months.
- Alison Elliott – Consult Palo Alto and Mountain View for ideas about how to manage courts and implement pickleball programs.
- Susan Erhart – Would like to see temporary striping at Kelly Park remain. Cross-town transportation barriers exist for Belle Haven residents.

ACTION: Motion and second (Diepenbrock/ Bryman) to recommend a 3-month trial program of pickleball to be installed at Nealon Park court #5. The trial program includes signs installed noting court use rules, pickleball to have priority, key required, and key holders will be notified of trial program. Reservation system to be blocked for court 5. Motion passed 4-0.

E. Informational Items

E1. Department update: COVID-19 recovery ([Staff report PRC – 21-010](#))

E2. Parks and Recreation Commission tentative agenda calendar ([Attachment](#))

By acclamation, the following were added to the tentative agenda calendar:

- June - Review tennis usage survey results
- Unscheduled – three month review of pickleball trial installation

F. Commissioner Reports

F1. Individual Commissioner reports (Commissioner Bryman)

Commissioner Bryman gave the report.

G. Adjournment

Chair Baskin adjourned the meeting at 8:18 PM

Nick Szegda, Assistant Library Services Director



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 06/23/2021
Staff Report Number: PRC-2021-013

Regular Item: Elect new Parks and Recreation Commission Chair and Vice Chair

Recommendation

That the Parks and Recreation Commission elect a Chair and Vice Chair for the 2021-2022 fiscal year.

Policy Issues

City Council Policy CC-01-004 was adopted in 1991 and outlines the procedures, roles and responsibilities of the City Council-appointed advisory bodies for optimal functioning. Amendments were made to the policy in 2001, 2011, 2013, 2017, 2019, and 2020.

Background

City Council Policy CC-01-004¹ requires commissions to elect a Chair and Vice Chair and to rotate those positions annually. The policy states that “The Chair and Vice Chair shall be selected in May of each year by a majority of the members and shall serve for one year or until their successors are selected.” Because of delays in City Council appointments of advisory body members, the elections of Chair and Vice Chair are taking place at the June 2021 meeting.

Analysis

The Parks and Recreation Commission Chair works with staff to set the agenda for the Commission’s meetings, and presides over those meetings. The Chair has often delivered the Commission’s semi-annual update to the City Council. The Vice Chair serves as Chair in the Chair’s absence. The Chair and Vice Chair are sometimes called upon to represent the Commission at ceremonial events.

Staff recommend that the Commission open the floor to nominations for Chair and Vice Chair. Staff will tally nominations and votes.

Next Steps

The new Commission Chair and Vice Chair will begin their duties at the July 2021 Parks and Recreation Commission meeting and will serve until May of 2022.

Prepared by:
Nick Szegda, Assistant Director of Library Services

Reviewed by:
Sean Reinhart, Director of Library Services

¹ <https://www.menlopark.org/DocumentCenter/View/11698/16-005-SC---Attachement-A---CC-01-0004-Commission-Policies-and-Procedures?bidId=>



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 6/23/2021
Staff Report Number: 21-014-PRC

Regular Business: Review feedback received from tennis court users during the tennis court day/time usage survey

Recommendation

Staff recommends that the Parks and Recreation Commission:

- Review the feedback received from tennis court users during the tennis court day/time usage survey
- Consider recommended changes to enhance tennis use at Nealon Park in response to the survey results

Policy Issues

The Parks and Recreation Commission advises the City Council on matters relating to programs and facilities dedicated to recreation in Menlo Park, including potential updates to community programs and facilities to meet changing community needs.

Background

Staff in April 2021 administered an electronic survey of Menlo Park tennis court users to gather data on the frequency, days of the week, and times of day when the City's tennis courts are in use. (Attachment A).

On May 26, 2021, based in part on the survey data, the Commission recommended restriping Nealon Park tennis court #5 to accommodate pickleball play¹. At that time the Commission determined that further review of the tennis court day/time usage survey results at a future meeting could potentially be beneficial in that it could lead to additional recommendations to enhance services to the community.

Analysis

The purpose of the survey was to gather data on the frequency, days of the week, and times of day when the City's tennis courts are in use. For this reason, the survey was administered to current tennis court users, asking them to report on their usage by days of the week, times of day, frequency of play, and most frequently visited tennis courts. The survey also included a free text field at the end for tennis users to submit their comments or feedback of their own volition.

282 responses were received from 550 surveys issued, a more than 50% response rate. An analysis of the free text comments indicated the following:

- The most frequent complaint was that there are too many private lessons (reducing availability for drop-in play)
- The second most frequent complaint concerned lack of on-demand tennis court availability in

¹ https://www.menlopark.org/DocumentCenter/View/28169/Staff-report_PRC_21-012_pickleball

general

- Nealon Park tennis courts are the most frequently used
- La Entrada and Kelly Park tennis courts are the least frequently used
- Weekends are twice as busy as weekdays
- Time of day for use is evenly distributed, with evenings slightly less busy

Because the majority of the feedback received concerned court availability, staff is evaluating options to further prioritize the availability of tennis courts for community members seeking opportunities for drop-in casual play. Potential options include:

- Limit reservations by private instructors to certain locations or times of day.
- Resume posting the daily court reservation listings on the City's website (this had been suspended during the pandemic stay at home order).
- Implement a time limit when others are waiting, and a system for users to track this onsite.
- Identify courts that can potentially be accessed without a key.

To reduce the potential for confusion between Nealon Park pickleball and tennis court users in regard to which sport has priority at any given time, staff recommends designating Nealon Park court #5 exclusively for pickleball between the hours of 8:00 am and 3:00 pm, designating private instructors and lessons to Nealon court #1, and designating Nealon courts #2, #3, and #4 for casual play by the general public.

Next Steps

Staff welcomes the Commission's input on selecting a court that could be accessed by walk-up users without a key. Kelly Park has the least frequently-used tennis courts, and is a suitable site for a trial keyless program.

Attachments

A. Tennis court day/time usage survey results

Report prepared by:

Todd Zeo, Recreation Supervisor

Nick Szegda, Assistant Director of Library Services

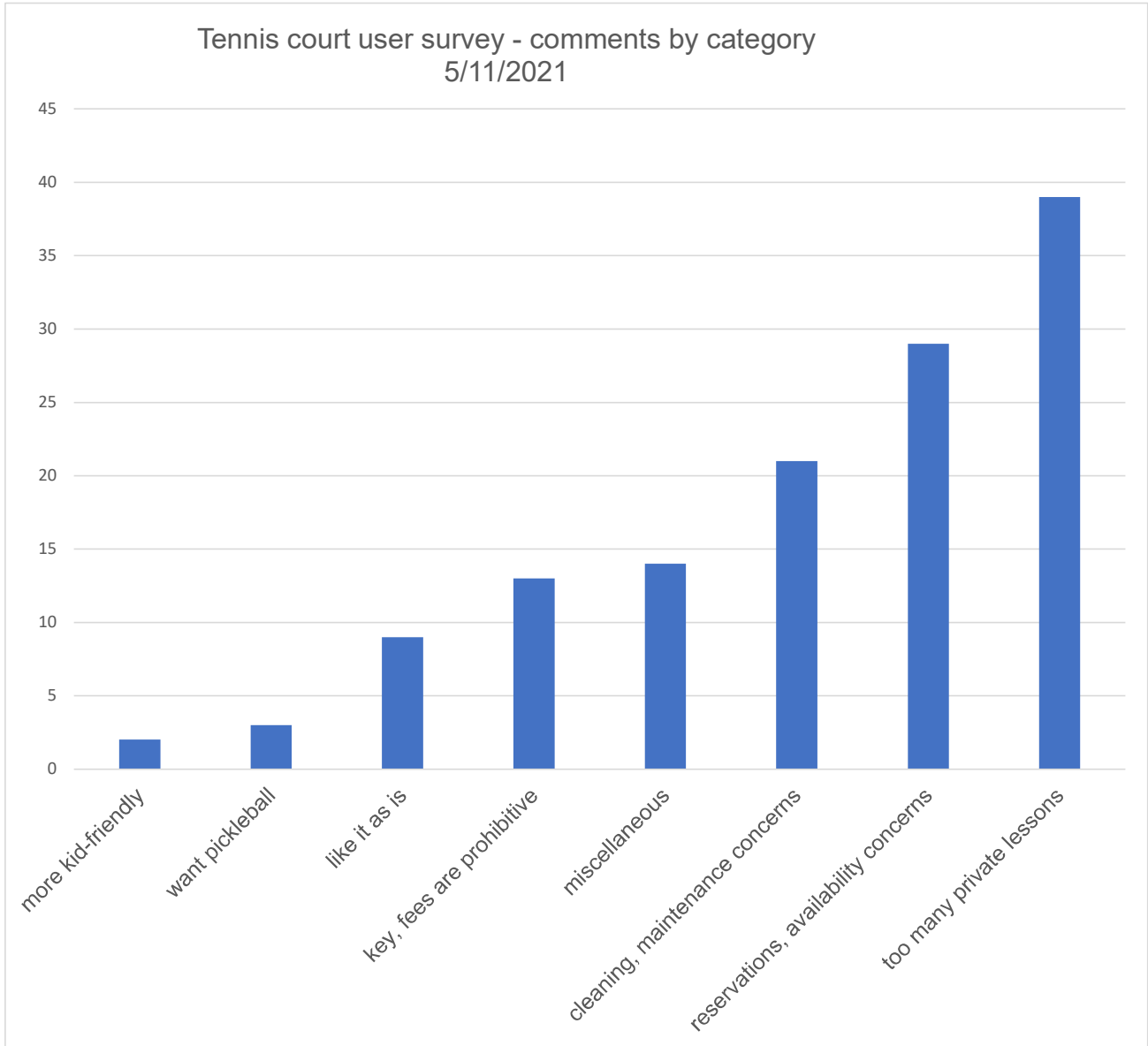
Report reviewed by:

Sean Reinhart, Library and Community Services Director

CITY OF MENLO PARK
TENNIS COURT USER COMMENTS

5/11/2021

more kid-friendly	2
want pickleball	3
like it as is	9
key, fees are prohibitive	13
miscellaneous	14
cleaning, maintenance concerns	21
reservations, availability concerns	29
too many private lessons	39
Total comments	130



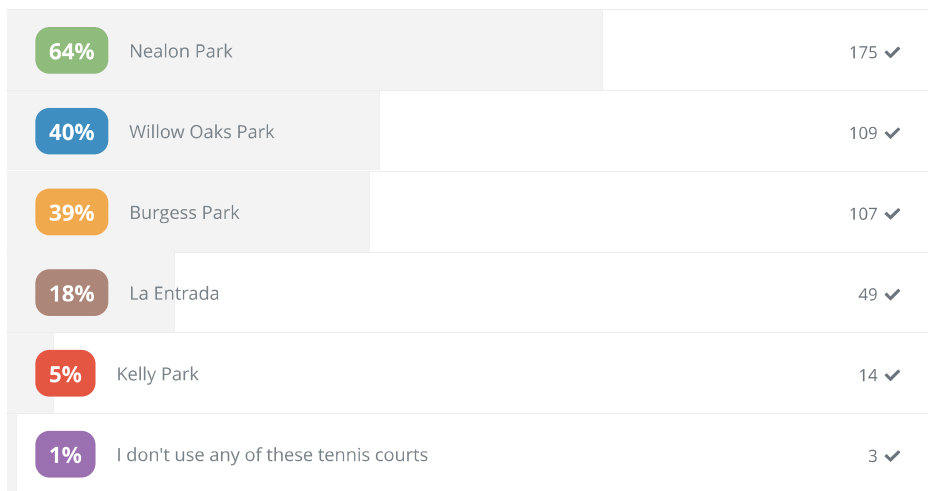
Tennis court use survey

Published 4/29/2021

Project Engagement

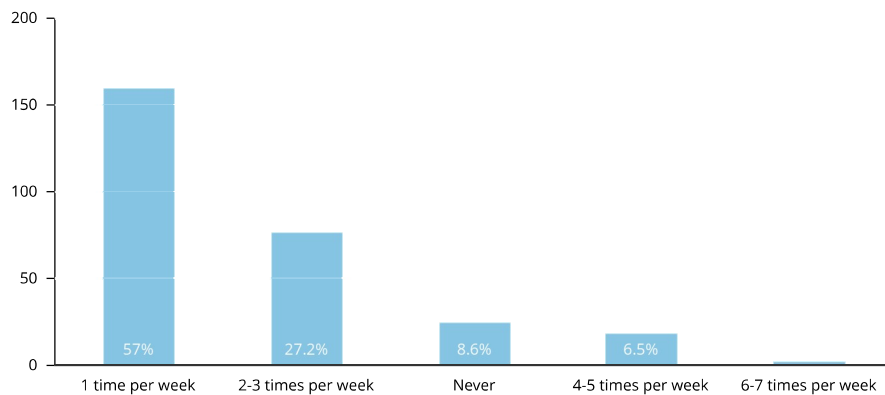
VIEWS	392	PARTICIPANTS	282
RESPONSES	2,007	COMMENTS	132
SUBSCRIBERS	92		

* 1. Which Menlo Park tennis courts do you use when you play? (Check all that apply)

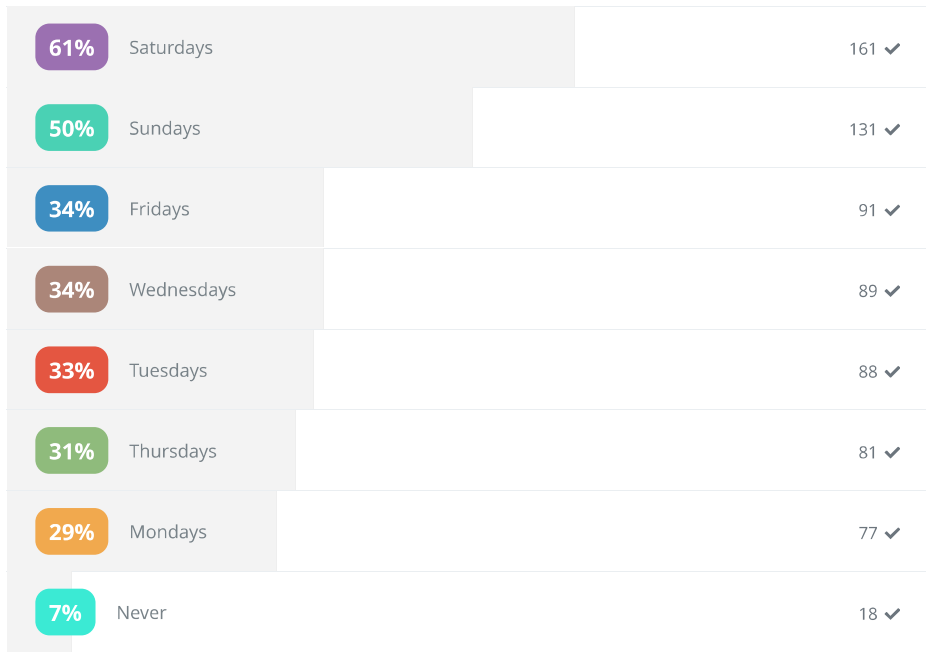


272 Respondents

* 2. How frequently do you use Menlo Park tennis courts?

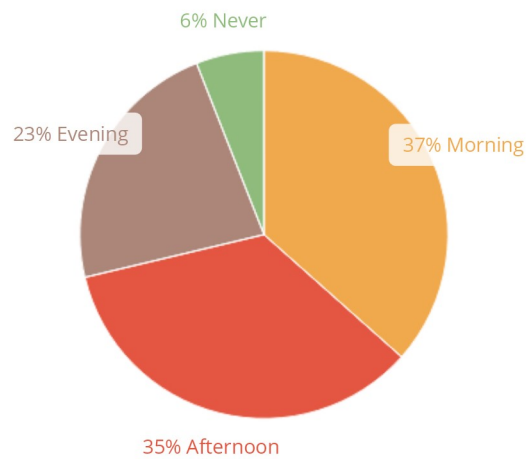


* 3. Which days of the week do you typically use Menlo Park tennis courts? (Check all that apply)



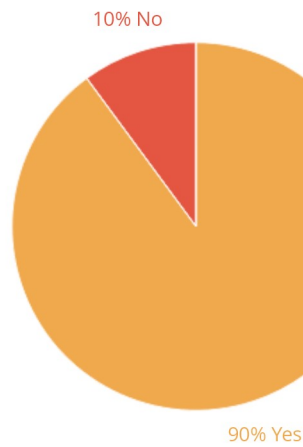
264 Respondents

* 4. What time of the day do you most often use Menlo Park tennis courts?



268 respondents

* 5. Are you a Menlo Park resident?



267 respondents

6. (Optional) Please share any additional feedback or suggestions to improve your experience using Menlo Park tennis courts.

Resurfaced Nealon courts are great - thank you! Good to see slowdown of private coaches - thanks if city has been involved in stemming this.

8 days ago

I don't like that Jim Heebner takes up a big portion of the courts at Nealon and then you also have reservations so it is difficult to get onto the courts - especially in the afternoons. Also, given Covid and the inability to play last year, I think you should have given 2020 key holders a pass or at least a discount for 2021.

8 days ago

We got our tennis key right before the lockdown. Since then, we have used the courts about 6 times. We are hoping to use it more this year.

8 days ago

Wish we had pickle ball. Wish they enforced the key. So many people ask to be let in, and however I am with let's them in. I worry that some instructors might not deserve to be there (Jim excluded)

9 days ago

We pay for a key but have become frustrated that there seem to be a lot of lessons being given that take up court time by people that don't have a permit to teach or reservations. We have begun looking elsewhere not even bothering to go to Menlo Park courts. Fortunately we have access to Stanford facilities.

9 days ago

2021 has been frustrating. In many cases the courts are packed and sometimes people just hang around and use the courts even without a key. There seems to be more lessons and it is hard to predict when a court would be available. Some sort of online calendar/booking system or live cameras would be awesome to see when courts are open, or at least more likely to be. It is a bummer to head over and see courts packed. Other times, there seem to be more empty but it's hard to predict. In any case, love the resurfacing!

9 days ago

It is great that courts are often accessible due to the key purchase policy.

9 days ago

The new Nealon courts are great but La Entrada and Burgess need to fix the huge cracks running through the courts. ALSO, it would be a nice gesture for City of MP to discount the keys for the next year for those of us who paid the non-resident rates and didn't get to use the courts for most of 2020.

9 days ago

I would like easier and cheaper ways to reserve. Like a \$5 charge to reserver for recreational residents.

9 days ago

More tennis courts needed

10 days ago

It'd be nice to have clearer postings of prior reservations (not as handwritten notes) or a more user-friendly calendar of reservations.

10 days ago

Is there a practice wall at any of the city courts??

10 days ago

It is great that we have these courts. It would be nice to keep up the La Entrada courts as you have with Nealon. Lights would be fantastic! Thank you!

10 days ago

It has difficult to get a court on the weekends especially at Nealon. I think it is a bad idea to allow all these tennis lesson companies (it's not just Jim Heebner any more there are several. Jim is fine). They take the 2-3 courts for 2-4 hours. That is ridiculous on the weekend.
We do like your tennis key program it at least filters most of the people out so we have a reasonable chance to get a court at Nealon. The courts are beautiful after the resurfacing we don't mind paying h to r fee as you keep them clean and lights working. If you can resurface Burgess or La Estrada that would be great!

10 days ago

At Willow Oaks, it would be nice if there were better lights on courts 3&2 as well as if there were lights at all on courts 1&4.

10 days ago

A reservation system would be nice as it is difficult to find an open court in the evenings. Or a live streaming web cam so you can look online to see if anyone is on the courts before you head over.

10 days ago

saw schools from outside menlo park reserving courts for use during COVID which seemed to disadvantage MP resident usage.

10 days ago

Don't charge residents for a key.

10 days ago

We were using the courts for Hillview tennis team. Now, we are at M-A, and coaching is at Paly and Sacred Heart, so we haven't been using the MP courts as much as we used to.

10 days ago

trash cans INSIDE that are not for balls, and maybe a water fountain closer

10 days ago

There are a LOT of people using the Willow Oaks courts for lessons on weekends. We have given up trying to play there on the weekend. It is unclear whether they have permits to do so. The courts were a godsend during COVID so thank you for opening them for us!

10 days ago

Didn't yet find time to play this yea.

10 days ago

When I tried playing at Nealon park at around 11:00 Friday morning, all the courts were full and some people were waiting for the next round. The tennis professionals were using 2 of the 5 courts, and it appeared that these courts were used pretty much all day for teaching. It would be great if you could limit use of courts for teaching to one court only.

10 days ago

Can you move the bench on court 3 (the one by the door) to at least 5-10 feet further so that way the players don't bump into it. All the other courts the bench is out of the way except this court. It is mounted to the ground.

10 days ago

willow oaks park very crowded!

10 days ago

We were mailed a key that could not open the tennis court doors... we tried calling and getting a new key but never got a hold of anyone.

10 days ago

Courts need to be cleaned more frequently - La Entrada

10 days ago

It would be great if there was a check in system so that people only use the courts for their allotted time.

10 days ago

The courts are usually covered with leaf and other junk. add a leaf blower to the court for cleaning. Also why there is a charge for the key? We already pay a lot of taxes and it should be covered. Reduce the pension benefits and give some more for our tax dollars, will you?

10 days ago

The tennis courts are great. Very well maintained. My one suggestion would be to create a system to note who is waiting for what courts -- one example is at some of the courts in Santa Clara they have a place to hang your racquet in the order you arrive if all of the courts are currently in use. This would be a nice addition to the Menlo Park courts because sometimes when it is busy it is difficult to figure out who has priority.

10 days ago

I have found players to be very polite with one another and helpful with finding an open court

10 days ago

We do not use the courts 1 x per week, but more like 1 x per month. (not given as an option) This is because most times when we go to use the courts they are filled with tennis lessons and we struggle most times we want to use the courts to find a court that is available. We use them less and less because it's so hard to find an open spot and then we end up driving all over Menlo Park to find a court.

10 days ago

Change locks to a combination so one doesn't have to bring a key. And provide residents a way to pay for the access online.

10 days ago

We have only been able to use the courts about once every 2 months. That's not because of any issues, just with timings of other commitments.

10 days ago

Access to La Entrada courts is not acceptable. The school campus closure should not impact access.

10 days ago

I have been VERY frustrated that other groups have locked up use of the courts from 3:00 PM-9:00 PM on many days...what is up with this?? Aren't the courts there for the use by residents??

10 days ago

The online reservation system is known for double booking and making mistakes (at Willow Oaks).

10 days ago

We always have to wait a long time because at least 2 of the 5 courts are being used for lessons. It is very frustrating

10 days ago

I used to have a key, but haven't bought one bc it's impossible to get a court! There are always lessons on 2 of them and people on the other courts. It's impossible to just go hit balls with my kids for 45 minutes.

10 days ago

Please fix the cracks at La Entrada which have been there for at least 3-4 years. It REALLY needs resurfacing.

11 days ago

Shouldn't have to pay to play.
Aren't our taxes enough?
I lost my key this year. They want to charge me full price to replace. Ridiculous

11 days ago

It would be nice to know if and when a court is reserved. Nothing worse than playing for 15 minutes and then someone shows up to say the court is reserved.

The interface / website for reserving courts is outdated and hard to use.

Too many instructors reserving courts for hours and teaching kids. There needs to be more balance

11 days ago

Love the new courts at Nealon

11 days ago

The tennis courts are great, and I really appreciate them being well maintained and reasonably available (except at certain times of day) thanks to requiring the key purchase to use.

11 days ago

Please move the bench on Nealon court #3. It is on a very dangerous location!!

11 days ago

The courts are pretty worn and there are several lights out at Willow Oaks. It would be nice to get those replaced

11 days ago

Can be difficult to get a court on Friday and weekends. Often courts are occupied by coaching. I think paid coaching should not occur at peak times, and should be limited to 1 court out of 4 at any time.

11 days ago

I'd love to see la entrada coyets resurfaced. The cracks have plants growing in them! Also if the balls could be emptied more regularly that would be great and encourage people to recycle

11 days ago

Middle courts are
Too frequently occupied by coaches and students.

11 days ago

Need a divider between courts 1 and 2 so one can be used for play while the other is used for lessons

11 days ago

Implementing the use of clocks on the courts do it's easier to tell how long someone will be.

11 days ago

The Burgess park courts are often in use with lessons so not accessible to residents from 3-9 pm on most week days. That is a little disappointing but I do support the tennis coaches needing to have courts to teach on. I just wish it was a little less time.

11 days ago

Last year, I paid for the tennis court key but could not use the tennis court because of the Pandemic. I believe that the City should reimburse us for the fee or give the key for 2021 and 2022 for free.

11 days ago

We use MA courts now. It works better for us. Thank you.

11 days ago

It is very annoying all the tennis lessons that take place. Sometime they are both courts from 3-9pm. That is way too long for them to be reserved and sometimes not highly utilized that way.

11 days ago

Better maintenance of courts

11 days ago

I would love if we converted some to Pickleball courts. Please!!!

11 days ago

Many times when we arrive at the tennis court, the courts were occupied by someone clearly taking tennis lesson from a coach. Can you please enforce the rules? Thank you!

11 days ago

In the past there was too much use of Nealon courts to do lessons

11 days ago

I really have enjoyed the facilities, courts are in good condition.

11 days ago

I obtained the key in fall 2020, and played only 4 times in October/November, but had an elbow injury and stopped playing. That's why I answered "never," about these 5 months. I am still recovering. I still have a key and I don't know if I should return it or if I can renew it next fall after I get better. I am assuming that there will be a notice when it comes to the time of renewal.

11 days ago

PLEASE move the bench on Court 3 (? the one closest to the door) at Nealon. Multiple people have crashed into it running for a ball. Putting it by the net might be better.

11 days ago

More frequent court cleanup - for those who are unfortunately inconsiderate and leave a mess. Newly finished courts are great. Thank you.

11 days ago

Both Burgess courts always seem to be taken on weekday afternoons by classes. Willow oaks courts are always being taken by tennis lessons as well on weekday afternoons. The teachers always arrive early and just sit on the court until their students arrive.

11 days ago

Would be great to have lights for all the courts at willow park. I noticed that the lights maintenance can be improved - takes too long to replace burnt out bulbs.

11 days ago

We always reserve the court.

11 days ago

The courts tend to get a lot of fallen leaves and dirt. Would be nice to have them maintained more frequently

11 days ago

Improve access to La Entrada during construction.

11 days ago

The key fees are too high

11 days ago

Often the Burgess courts are full w Kim Grant tennis when we would like to play there as Kim Grant seems to be able to reserve both courts every weekday afternoon. It would be great if you could limit her hours or limit her to 1 court so the general key holders could have access at least some afternoons!

11 days ago

All four Willow Oaks courts are often taken by lessons. All teachers there insist they've reserved the courts.

11 days ago

i pay for a key to the menlo park courts but rarely play at menlo park courts (other than M-A). There are too many teachers who teach at Willow Oaks. We have asked some of them for permits and have gotten into shouting matches. We have called the city to complain, but it's not worth it. We and our children have been yelled at by teachers who should not be taking our courts.

11 days ago

Would be great to have more tennis courts in Menlo Park- particularly at Nealon. Two of the courts are often taken up by tennis classes and they are frequently full.

11 days ago

Have sign ups online. This would eliminate waiting times.

11 days ago

I'd like to play more on the weekends but the courts are always full and I don't have time during the week. The online reservation system is a big barrier to usage.

11 days ago

We have rarely been able to use the La Entrada courts over the past year as the school gates are locked on weekends which prevents access to the courts. These courts should have a separate entrance that is accessible when the school gates are locked.

11 days ago

coaches take all the good courts

11 days ago

At the courts there should be signage on how to obtain a key. should be

11 days ago

I used to live in Menlo Park and now my daughter does.

Suggest:

1. Add the rule that one single person can't hold a court, especially if two or more people are waiting.
2. The fee for reservable courts should be reduced and especially to students with proper student IDs and who maybe taking lessons to get better at tennis.
3. People who bring their pets should be asked to leave their pets outside the gates of the courts and not allowed in.

11 days ago

Have a better court sign up or court waiting system so that everyone has a chance to get onto a court.

11 days ago

The courts at Burgess park are booked out from 3pm - 9pm every day during the week, so as working professionals we don't really get the opportunity to play on these courts during the week. That is frustrating because it is walking distance from our apartment and now we need to drive to other courts that are most likely also going to be full.

11 days ago

need more courts

11 days ago

I would love to see coaches required to reserve a court in order to play on one. Many times a coach will take a first come first serve court and will remain on it for multiple hours

11 days ago

Please maintain the court lights and fix the cracks in the courts. Cheaper to maintain the courts every year vs resurfacing the entire thing every 5 years.

11 days ago

All courts are frequently taken for hours, and are essentially unavailable for residential key holders, by instructors (both apparently authorized and not authorized by Menlo Park rec) particularly Kim Grant instructors. Jim Heebner has been at Nealon for years and I have no objection to his continuing, but for an 'outsider' to come in an use these as if she had been hired by a private club (taking % from her instructors) is WAY over the line....particularly when we who are residents pay taxes, AND are paying for a court key that cannot be used to get an afternoon court. The Menlo Park court system is NOT a private club. I must add that having public courts locked, so that the occasional child who just wants to hit around with a parent or other child can't get in, is way, way outside the spirit of the game and making courts available to everyone. I can't think of another place in the Bay area that locks its public courts. And, while traveling, I can't think of another town we have driven through and were looking for a place for a relaxing hit, that public courts are locked.

11 days ago

Love the courts. Please keep the fees and the locks as it helps reduce waits.

11 days ago

Hi! Thanks for survey. SO much busier this past year. The use of the courts now from Kim Grant tennis is a lot. They may only use 1 court but kept using so in big picture one less court at Nealon. Went at 7pm hoping it get court and got kicked off by Kin Grant. Crazy. Can't even go late evening. Also tons of independent lessons going on by private instructors all the time now. Yes I like the flexibility of just showing up last minute with the kids when time and just playing not having to plan ahead as for us would never happen then. Thanks for keeping courts in such good condition.

11 days ago

Would be great to have more trash cans for cans and old balls for example outside court 5. Frustrating with Kim Grant using courts for lessons at peak times when there are no courts available.

11 days ago

It would be nice if we could strike a balance between teaching pros and the general public trying to get in on the courts. Many times, early afternoon on Fridays or Sat AM, the courts are unavailable which is a bit disappointing.

11 days ago

often not clean

11 days ago

The key is too expensive otherwise we'd play more

11 days ago

Nealon Park courts in good shape now after resurfacing. I'm concerned that the courts are being rented out too much and there are rogue instructors there without reservations.

11 days ago

Often there are people coaching when they shouldn't be. And they stay there for hours . If we can minimize that, it would be great

11 days ago

Burgess courts are in need of serious resurfacing. I've slipped several times on some uneven spots of the court.

11 days ago

Put a "do not litter sign/pack your trash!" above each bench inside by each court.. ppl leave there garbage (empty ball containers, lids, bottles, old balls, wrappers). Blows around & don't want to touch especially with Covid.

11 days ago

The courts need a pressure wash every so often.

11 days ago

Court should unlock the courts. I play at Menlo Atherton High School because they are open and free.

11 days ago

new sun canopies over the benches and a trash can at every court would be a good idea. an online reservation system as the one used at Atherton to make free reservations for all courts, up to one week ahead would be nice.

11 days ago

love the courts and the lights!!! Thank you!

11 days ago

We enjoy playing on the courts when we manage to find an open one, but court availability is a big problem. On weekends it is very difficult to find an open court and you often wait at least an hour. Often times at least a few courts are taken up by private coaching sessions. There are simply not enough courts to meet demand. We usually end up having to play at a public HS instead. We will likely not be purchasing another annual key for these reasons.

I also find it a bit ridiculous that we have to pay an annual fee for an access key to the tennis courts. I can't think of a single city in the Bay Area that charges it's residents to access tennis courts - they are all open to the public. The City of Menlo Park has plenty of funding to offer these keys to residents at no cost.

11 days ago

it would be great to be able to sign up online so that you know if a spot is available. But of course, that would likely mean only regulars could play. Maybe a sign up at the court that day?

11 days ago

Use 2-3 times a year if that

11 days ago

Lessons and classes have chased me away recently. The lack of a restroom is a real negative. The fact that the permit for the gas stations was based on the requirement that they would allow park users to use their restroom without a hassle. I remember. Most have forgotten.

11 days ago

1. Provide an easy way to check ahead of time if courts are reserved.
2. Ask landscape maintenance personnel to exercise care so as not to blow debris onto the courts from outside the fence.

11 days ago

It would be nice to be able to reserve court like how atherton does it.

11 days ago

When someone reserves a court, the court number and time slot should be publicly disclosed. Also, the sequence of court numbers typically used for reservations should be publicly available.

11 days ago

We don't use the courts because there is anything wrong with them, we just can't get the kids to play on their own. The key is encouragement and summer is coming. Fingers crossed!! ;-)

11 days ago

I live in unincorporated Menlo Park (University Heights less than 1 block from La Entrada) and was required to pay the non-resident fee.

11 days ago

I'd love to see the courts resurfaced.

11 days ago

Never sure when I need a new key

11 days ago

Make a better system than the keys

11 days ago

I love the courts so much.

11 days ago

I feel there needs to be clock in clock out system. Many people don't stick to the hour rule and I have ended up waiting most of the times I go to play for a very long time.

11 days ago

Too many lessons taking up courts. Maybe simplify the reservations process for residents online or on mobile?

11 days ago

La entrada parking lot gates are not open on weekends, making it difficult to access. Burgess and willow oaks need new surfacing.

11 days ago

I never get to use them because courts always in use. Key was a waste of money 😞

11 days ago

The tennis courts are booked by schools, etc and I am unable to use them at times that are convenient to me. I am extremely unhappy with this situation.

11 days ago

Give resident rates to Ladera residents. And stop renting out to others for clinics because it's so disappointing to show up and not be able to play.

11 days ago

It is very hard to get a court
Willows impossible most of the time
Nealon only if i go Very early

11 days ago

I wish there were more courts. During the past year it's been hard to get a court!

11 days ago

i wished there was a way for me to know if any of the courts are available. i understand there's one court that you can reserve (for a fee), however that's too expensive for me weekly. So each time i visit the court with my friend (also menlo park resident) we're always anxious if its already full and we'd either have to wait for nearly an hour or so, or not play for that day.

If there's a way to even a) monitor the court via some check in system or b) enable all the courts to be reservable for free.

This would give the predictability and i am sure all tennis enthusiasts would appreciate this (no one would want to come with their family or friend) and have to wait nearly an hour to play...)

11 days ago

Courts are full as of lately, mostly reserved by Kim Grant and other teachers. Very limited opportunities for residents to use the courts if you do not reserve a week in advance. You used to be able to just drop by and there were always courts available.

11 days ago

Can we get some pickleball courts in Menlo Park?

11 days ago

The single court at Burgess has a lot of dead bounce spots since the resurfacing.

11 days ago

We have recently stopped playing at Willow oaks courts because they have been rented out to private coaches so much of the time that we end up in conflict with them. For court access.

11 days ago

More kids camps

11 days ago

It seems a lot of people are using the reserved courts for private lessons. That seems like a violation of the rules. This needs more enforcement.

11 days ago

More lit courts and later hours would be nice!

11 days ago

It's always very hard to find a court available and it seems like I can never get one. Is there a reservation system I'm not aware of ?

11 days ago

Nealon's courts are very nice. Burgess, Willow and la entrada need to be resurfaced.

11 days ago

It'd be great to have brooms to clean up the dead leaves and dust. Thanks!

11 days ago

I love the Menlo Park tennis courts!

11 days ago

7. (Optional) Would you like to receive the results of this survey? If so, please provide your name and email address. Thank you!

No data to display...

Library and Community Services



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 06/23/2021

Staff Report Number: PRC-2021-015

Informational Item: Department updates

1. Holiday closures. The City of Menlo Park observes the following holidays:
 - a. July 5, 2021 – Independence Day (observed)
 - b. September 6, 2021 – Labor Day

City facilities and services will be closed on the above dates. For information about specific facility closures, visit the [City of Menlo Park event calendar](#)¹.

2. Budget adoption. On June 22, the City Council is scheduled to finalize and adopt the city's fiscal year 2021-22 operating budget. Commissioners are encouraged to attend the June 22 City Council meeting, and to review:
 - a. City Manager's budget [transmittal letter](#)²
 - b. Library and Community Services [department budget proposal](#)³
 - c. June 22 budget adoption [staff report](#)⁴
3. Reopening plans. As vaccinations rise, the City of Menlo Park is preparing to expand access to city services and facilities, including opening the Main Library and Belle Haven Branch Library to indoor public access starting on Tuesday, July 6, 2021. The City Council authorized and the City of Menlo Park announced a 4-phase reopening plan. For up-to-date information and timeline for when the various City facilities are planned to reopen to indoor public access, interested parties are encouraged to review the [reopening website](#)⁵
4. Picnic area reservations. On May 29, the City of Menlo Park resumed accepting picnic area reservations for reservations starting July 1. The picnic areas at Burgess and Nealon Park are available for reservations. When there are no reservations, the picnic areas are available first-come, first served. For FAQs and to make a reservation, interested parties may refer to the [picnic areas website](#)⁶
5. Special event permits. On June 4, the City of Menlo Park started accepting permit applications for small-scale special events taking place on or after Aug. 1. Applications are now being accepted online through the Accela public access portal. Depending on the nature of the event, up to 60 days are needed for processing, which is why applications are being accepted now for events in August. For event qualifications, application deadlines and to apply for a permit, interested parties should refer residents to the [special event permit website](#)⁷

¹ Hyperlink: <https://www.menlopark.org/calendar.aspx>

² Hyperlink: <https://stories.opengov.com/menlopark/published/6tQNIIAoZ>

³ Hyperlink: <https://stories.opengov.com/menlopark/published/XrgdtpxEG>

⁴ Hyperlink: <https://www.menlopark.org/DocumentCenter/View/28400/M1-20210622-CC-FY-20-21-budget>

⁵ Hyperlink: <https://menlopark.org/reopening>

⁶ Hyperlink: <https://menlopark.org/picnic>

⁷ Hyperlink: <https://menlopark.org/292/Special-event-permits>

6. Youth Poetry Contest and Poetry Slam. On Friday, May 28th the Menlo Park Youth Advisory Committee hosted the "2021 Youth Poetry Slam!" Youth poets read their original poems on the theme "Under the Stars," followed by an open mic for all young poets to share their creative expressions. Contest winners received cash prizes provided by the Menlo Park Library Foundation. The event was attended by Mayor Drew Combs and San Mateo County Poet Laureate Aileen Cassinetta.
7. Summer Reading Adventure. On June 4, the City of Menlo Park launched the 2021 Summer Reading Adventure, [Treasuring Each Other](#)⁸ for kids, teens and adults. Participants can register and [log their progress online](#)⁹. Printed reading logs are available for Summer Camp participants. Incentive prizes, finishing prizes, raffles, fun activities for all ages. Prizes and giveaways are sponsored by Friends of Menlo Park Library.
8. Changing spaces. A number of changes to facilities and operations are in progress or recently completed in preparation the start of Menlo Park Community Campus (MPCC) construction. The Belle Haven Youth Center school-aged childcare program has vacated its old facility on the Onetta Harris Community Center (OHCC) campus, and is now located in beautiful new portable classrooms situated next to the Kelly Park athletic field and tennis/basketball courts. The Belle Haven Pool ceased operations on May 30 in preparation for construction of a new outdoor aquatics facility as part of the MPCC project. The Menlo Park Senior Center has vacated its old facility on the OHCC campus, and temporarily moved its base of operations to the Arrillaga Family Recreation Center, along with some auxiliary space for senior classes and activities in a newly refurbished wing of the Main Library.
9. Community reuse of surplus items. In preparation for vacating the OHCC campus facilities, various furniture, equipment and small items were identified that are no longer needed for city operations but which may be useful to community members and organizations. In line with the city's Zero Waste efforts, the city coordinated a community pickup process for neighborhood organizations and community members to claim and pick up surplus items for reuse. Direct outreach was targeted to organizations and residents located in the Belle Haven neighborhood. Organizations picked up surplus items by appointment during the week of June 14. Belle Haven residents were invited to pick up any remaining items at a community reuse day on June 19.
10. Annual turf renovation project. The main field at Burgess Park is closed for its annual field renovation and will reopen on Monday, July 26. The Little League Field and Field #9 (near the picnic areas) remain open and available for the public when not otherwise reserved.
11. Rediscovered local artwork. While making preparations to reopen to the public, library staff rediscovered a mosaic artwork in the Main Library basement. It's approximately 3' x 4' in size and is signed by the artist with the date 1981. The artwork has been sitting in a forgotten corner of the basement for decades, but it's in very good condition. On closer inspection, it quickly became clear that the artistry of the piece is high quality for the medium, and transcends the simple, child-friendly subject matter of two white owls by a babbling brook.

Librarian Michael Flanagan researched the history of the artwork and learned that the mosaic was created by a local artist, Thomas Hunt, who was well-known in local art circles back in the mid-20th century. He lived for a time at the Palo Alto arts colony owned by actress Marjorie Eaton during the 1940s-1960s, a portion of which property she bequeathed to Mr. Hunt when she passed. Based on

⁸ Hyperlink: <https://menlopark.org/SummerReading>

⁹ Hyperlink: <https://menlopark.beanstack.org>

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information from retired library staff, we believe that this piece was created specifically for Menlo Park Library in conjunction with a renovation of the children's room in 1981 or thereabouts.

The library team is making preparations to return this rediscovered local treasure to public display in the library. It's a unique and uniquely local find that we think the public will appreciate anew. See photo in Attachment A.

Report prepared by:
Sean Reinhart, Director of Library and Community Services

ATTACHMENT A

Mosaic by local artist Thomas Hunt, 1981



**City of Menlo Park Parks and Recreation Commission
2020-21 Tentative Agenda Schedule**

*Meetings are held virtually via videoconference at 6:30pm on the fourth Wednesday of the month
unless otherwise specified*

MEETING DATE	PROPOSED AGENDA TOPICS
January 27, 2021	<ul style="list-style-type: none"> • Covid-19 update: Indoor and outdoor sports leagues • MPCC project update • Diversity, Equity, and Inclusion update: Adaptive programming • LCS Strategic Plan Update: 2020 and Beyond • Pickleball pilot program update • Commissioner's Report - Staley-Shenk
February 24, 2021	<ul style="list-style-type: none"> • Intro by the YAC - presentation • Director's Report update on Pickleball/MPCC project/Aquatics update • Commissioner's Report - Baskin
March 24, 2021	<ul style="list-style-type: none"> • MPCC project update • Dedication program report – Public Works • Update on CIP projects • City council updates: cost recovery/reactivation • Director's Report – youth sports/outdoor sports update • Announcements – recruitment for commissioners • Commissioner's Report – Harris
April 28, 2021	<ul style="list-style-type: none"> • Council liaison report - Mayor Drew Combs • Safely and sustainably expanding public access to facilities and services • Karl E. Clark Park Storyboard • Commissioner's Report - Diepenbrock
May 26, 2021	<ul style="list-style-type: none"> • Recreation scholarship pilot program • Pickleball pilot program 6-month review • Department updates • Commissioner's Report - Bryman
June 23, 2021	<ul style="list-style-type: none"> • MPCC project update • Commissioner's Report - Baskin • Election of Chair and Vice Chair • Tennis usage survey results • Department updates
July 28, 2021	<ul style="list-style-type: none"> • Bedwell Bayfront Park Master Plan update • Review Aquatics programming • Public engagement – MPCC programming
August 25, 2021	<ul style="list-style-type: none"> • Parks Tour •
September, 2021	<ul style="list-style-type: none"> •
<i>Unscheduled future items (tentative)</i>	<ul style="list-style-type: none"> • <i>3-month review of pickleball trial</i> • <i>Inclusion Programs/Classes update</i> • <i>DEI initiative update</i> • <i>Parks and Recreation Facilities Master Plan update</i> • <i>Special Events update</i>