

# Memo

To: Parks and Recreation Commission  
From: Cherise Brandell, Community Services Director  
Date: 9/10/2010  
Re: Facilities Joint Use Agreement with Menlo Park City School District

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Council approval of the attached draft joint use agreement is one of the conditions required for the Menlo Park City School District to receive the City's \$500,000 contribution toward the Hillview School field upgrade.

Staff from both the School District and the City met several times in the spring to discuss issues and concerns with the existing agreement, which had not been updated in over 15 years. The resulting draft agreement includes several clarifications expectations between the parties that should improve processes for determining use, for scheduling and for maintaining the facilities.

The Commission's input on the draft use agreement is welcomed prior to taking to Council for final approval later in the fall.