



## PARKS AND RECREATION COMMISSION AGENDA

**Regular Meeting**  
March 15, 2006  
6:00 p.m.  
Burgess Recreation Center  
700 Alma Street

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This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: 03/8/2006)  
Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission/Committee meetings,  
may call the Community Services offices at (65) 330-2200.

### **6:00 p.m. REGULAR MEETING**

**ROLL CALL** – (Chair) Watkins, (Vice Chair) Cline, Luder, Maurano, Robinson, Silano, and Whittaker

#### **A. PRESENTATIONS AND PROCLAMATIONS**

#### **B. COMMISSION VACANCIES, APPOINTMENTS AND REPORTS**

#### **C. PUBLIC COMMENT #1 (*Limited to 30 minutes*)**

Under "Public Comment #1", the public may address the Parks & Recreation on any subject not listed on the agenda and items listed under the Consent Calendar. Each speaker may address the Parks & Recreation once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live, e.g., Menlo Park, Woodside, San Mateo County. The City cannot act on non-agenda items and, therefore, the Commission cannot respond to non-agendized issues brought up under Public Comment other than to provide general information.

#### **D. CONSENT CALENDAR**

1. Approval of the Minutes dated February 22, 2006

#### **E. PUBLIC HEARING**

#### **F. REGULAR BUSINESS**

1. Buy a Brick Program Update (Rory Whittaker)
2. Sports Field Task Force Presentation Update (Paula Maurano)
3. Presentation by Tim Sheeper on Proposed Schedule of Programs and Fee Structure for Burgess Pool Activities
4. Discussion of Possible Future City Sponsored Special Events
5. Bayfront Park Update (Heyward Robinson)

#### **G. WRITTEN COMMUNICATION**

1. Director Update on Department Activities
2. Letter from John Fox of the Bicycle Commission
3. Results from November 2005 Commission Survey

## **H. PUBLIC COMMENT #2**

Under "Public Comment #2", the public if unable to address the Commission on non-agenda items during Public Comment #1 (limited to 30 minutes) or with respect to a Closed Session, may do so at this time. Each person is limited to three minutes. Please clearly state your name and address or jurisdiction in which you live, e.g. Menlo Park, Woodside, and San Mateo County.

## **J. ADJOURNMENT**



# COMMUNITY SERVICES DEPARTMENT

Parks & Recreation Commission Meeting Date: March 15, 2006

Staff Report #:

Agenda Item #: G-1

## INFORMATION ITEM: Director Update

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This report is to inform the Commission that I will be attending the 2006 California Parks and Recreation Society (CPRS) Annual Conference in Ontario from March 15 through March 19, 2006. In my absence, Aaron Johnson will act as staff liaison to the Commission with Linda Munguia providing additional support and recording the meeting minutes.

At the Conference, I will be making two presentations; "*Partners, not Problems – Keeping Parents on Your Side and Off Your Back*" and "*Safety Education for Youth Sports Coaches and Instructors.*" In addition, I will be attending numerous seminars and workshops in order to further my professional development and expand my knowledge in the Parks and Recreation field. I look forward to attending this Conference for the learning opportunities available but I am also pleased to announce that at the Saturday evening Awards Banquet, I will be accepting an Award of Excellence in the category of Facility Design on behalf of the City for the Burgess Skate Park design process and community involvement. This is the second such award that the Department has received from CPRS with the Belle Haven Community Summer School program receiving an Award of Distinction in 2004.

In addition, I would like to update the Commission on the following items:

- Construction is nearing completion on the Menlo Children's Center. It is anticipated that activities will begin at the new site on or about April 15<sup>th</sup>. A Grand Opening ribbon cutting ceremony and Open House tour of the facility is being planned. If any Commissioner would like to request a brief tour of the facility, please contact me individually and I will arrange a walk-through.
- Construction on Burgess Pool is expected to be completed around the first of May. A Grand Opening ribbon cutting ceremony and tour will be held in collaboration with the contract operator. Further details will be sent to the Commission as soon as available. If any Commissioner would like to request a brief tour of the facility, please let me know and I will arrange a walk-through.
- Commissioners are invited to assist Department staff in the Kite Day event at Bayfront Park on Sunday, April 23<sup>rd</sup>. Help is needed assembling kites, cooking hot dogs and greeting the public. If anyone would like to volunteer, please report at 10:30am for the event that will run from 11:00am to 3:00pm.
- At the meeting on February 28<sup>th</sup>, City Council directed the Parks & Recreation Commission on two separate issues:
  - The first directive is requesting the Commission to review the proposed schedule for Burgess Pool as presented by Tim Sheeper. While not authorized to approve or deny the proposed schedule, the Commission is being asked to review and provide feedback to Tim Sheeper on the community use and public access of the activities.

- The second directive is to provide input to staff on the list of Special Events and the possible inclusion of additional activities that would recognize the diverse cultural and religious heritage of Menlo Park.

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Michael Taylor

Acting Community Services Director

Members of the Parks and Recreation Commission,  
Michael A. Taylor, Acting Director

Fellow commissioners and Mr Taylor:

I write as a representative of the Menlo Park Bicycle Commission regarding opportunities to promote safer cycling for adults and children. We think the city, through the parks and recreation courses and flyers, should provide information about local safe cycling classes, as well as post listings about good safety literature. We also think it may be useful for the city to organize safe cycling classes, perhaps in conjunction with Palo Alto (who schedule these classes periodically).

Our thinking is that many adults in the city may be interested in trying cycling to work or the library, but are just a little intimidated on where to start. Similarly, there may be parents who would like to teach their children about safe cycling, but just are unfamiliar with the most fundamental rules. Having the city offer the courses and material would be a great help for both adults and children.

We can identify several local resources who can offer these classes and materials. For example, we particularly think John Ciccarelli and Richard Swent, who are both certified instructors, and have taught classes in Palo Alto, might be important resources. John Ciccarelli's contact information is:

<http://www.bicyclesolutions.com/>

Mr. Swent is interesting particularly because of his experience teaching children, and the material he has developed for schools. He currently teaches safety classes through the Palo Alto parks and recreation program. His contact information is:

<http://bikeclass.swent.net>

We would like to talk with the commission about some community-wide safety ideas, particularly, we think we could develop a city bicycle safety education event - possibly in conjunction with an educational organization. Such an event, either as family ride with educational component, or possibly tied into a cycling event (Tour de Menlo?) could have significant outreach.

We would like to put links to quality safety literature in the city flyers and city Web pages. We think the County of San Mateo "Safe Cycling" booklet would be such a resource.

I look forward to getting together to talk about these ideas with you.

Sincerely,

John Fox  
Representing the Menlo Park Bike Commission