

**PARK & RECREATION COMMISSION MEETING MINUTES**

Wed., Oct. 2, 2013

Park walk-through 5:00 PM

Meeting 6:30 PM

Holbrook – Palmer Park

150 Watkins Avenue, Atherton

This meeting was called to order at 6:38 pm.

**1. Roll Call**

**PRESENT –**

Bob Roeser Vice Chair

Frank Merrill

Tina Isenberg

Howard Crittenden

Bob Oyster

**EXCUSED ABSENT-**

Marylue Timpson Chair

Naomi Ramsden

**STAFF-**

Steve Tyler Park Superintendent

**2. Public Comments: None.**

**3. Approval of Sept. Meeting Minutes:**

**Motion** Approve as written: Oyster 2nd: Roeser AYES: 4 NOES: 0 **Passed**

**4. Commission Business:**

- Park Master Plan update: Presentation by Mike Bellinger and Mindy from Bellinger – Foster- Steinmetz. Discussion of Park Mast Plan process. Input from Commission as to survey, public meetings and park flavor.
- Donation Policy – carried to Nov meeting.
- Event Garden – Shopping for an architect
- Additional Park Services –Commission discussed addition maintenance services that could enhance the park. Those services included;
  - i. Enhanced tree pruning (raise current limit from 10K to ?)
  - ii. Enhanced pest control (to include squirrel and rat control)
  - iii. Adding watering of larger trees for additional vigor (esp. Redwoods)
  - iv. Enhanced volunteer removals
  - v. Enhanced path maintenance (DG and asphalt path)

**5. Foundation Report : Frank Merrill**

- Meeting to be held Monday, Oct. 7th

**6. Dames Report: Tina Isenberg**

- The Dames held a lunch at Mayor Elizabeth Lewis's house on September 5. Another lunch is scheduled for Oct. 17.

- A meeting was held today (Oct. 2) regarding long range planning for a major fundraiser in the 14-15 fiscal year.

**7. Staff Reports – Steve Tyler**

- Events – staff provided commission September update and October bookings.
- Park goings on – staff updated Commission on recent maintenance activities in park.

**8. Regular Agenda –**

- Tennis Contract – Commission voted on contract for tennis pro (Alan Margot) for the 13-14 fiscal year. The motion was to approve contract sent by Jennifer Frew to Commission on 9/26/2013. It contained the annual fee (\$1600) for summer camps and blackout dates for those camps. It also stipulated Tennis Pro would no longer incur costs for private lessons.
- Motion to approve: Roeser 2<sup>nd</sup>: F. Merrill AYES: 5 Noes: 0 **Passed**

**9. Future agenda items – None discussed**

- 10. Motion for Adjournment- 8:35 PM – Oyster AYES: 5 Noes: 0 **Passed****

**The next regular meeting is scheduled for Wednesday, Nov. 6, 2013.**  
**Regular meeting begins at 6:30 PM at Holbrook-Palmer Park Main House.**