



**Town of Atherton
PARK AND RECREATION COMMISSION**

Minutes

December 3, 2014

Regular Meeting

6:30 pm

Holbrook-Palmer Park Main House

150 Watkins Ave

Regular Meeting

The meeting was called to order at 6:30 p.m.

1. ROLL CALL

Committee Members: Sandy Crittenden, Marilee Gardner, William Hoy, Frank Merrill, Jr., Robert Oyster, Bob Roeser, Marylue Timpson

Councilmember Liaisons: Rick DeGolia

Staff: Steve Tyler

Absent – Crittenden, Hoy

2. PUBLIC COMMENTS – None

3. APPROVAL OF MINUTES - November 5, 2014

Motion by Timpson, Second by Merrill. Approved 5-0.

4. PRESENTATIONS – limited to 20 minutes

4a. BFS Architects – Park Master Use plan

Mike Bellinger, BFS, resumed with a discussion of the projects beginning where the Committee last left off on page 46.

City Manager Rodericks noted that the Committee should give some serious thought to the Kitchen remodel in the Pavilion. The committee should work with Steve Tyler at a future meeting to come up with some recommendations.

The committee discussed the Friends of Holbrook Palmer Park's (formerly the Atherton Dames) plans for the Carriage House as well as their thoughts on improvements. It was noted that the Carriage House should be retained/restored as a small venue space, continuation of existing programs - limited to 70 people or so. That the types of meetings/events that could be held include community meetings, town meetings, small group rentals, lectures, classes, programs, yoga, gym, dance, offices for park staff

City Manager Rodericks explained that the amount listed was the worst case scenario – it will be an investment shared with the operator and there could be any level of funding within that range from \$0 to \$350,000 negotiated as part of a move by Knox Playschool. The Committee w supported moving Knox to the front of the Park as soon as possible.

All members of the Committee were good with the proposed parking and circulation. Resident Denise

Kupperman noted that tree coverage, shade, etc. should be designed into the parking areas as much as possible.

The committee was supportive of the pedestrian circulation elements and lighting of the Plan. There were questions and discussion related to cost and design.

It was noted that care should be taken when installing/renovating the picnic areas with surfacing materials so that the trees/tree roots are protected.

There was discussion that barbecuing in the Park is a concern when it is under tree canopies. City Manager Rodericks advised that the Committee should work with Steve to follow-up on this issue outside of the Master Plan. Steve will conduct a survey of uses of barbecues in the Park and return to the Committee with a recommendation on how best to handle the issue.

The committee was supportive of the Corp Yard relocation.

Bellinger will work with staff to incorporate the changes into the Plan and it will return to the Committee for final review(s) at a future meeting. The Committee will host a larger (town-wide noticing) meeting in the Pavilion on the Master Plan to get final community input on the final draft plan (around February 2015).

The Committee will think about prioritization of the projects for the Park and the Plan will return at the future meeting with a recommendation on prioritization working with staff. Following the February meeting, the Draft Master Plan will make its way to the City Council.

5. REGULAR AGENDA

5a. Event Garden -

Recommendation: Discuss and possibly approve a construction plan.

Presentation by Frank

Upon approval by City Council, landscape architect will do construction drawings and acquire bids and then move forward with the project.

The Committee moved the Event Garden forward to the City Council with a recommendation of approval - Motion by Timpson, second by Gardner to approve. The motion passed unanimously.

6. COMMITTEE AND STAFF MEMBER COMMENTS

6a. Staff – Park goings on reports and Q&A

6b. Park events report

The Committee reviewed the financials for the month. It was suggested that the Committee have a monthly financial report for the Park - revenues and expenditures.

Marilee provided a Dames Report noting that their official name had changed to Friends of the Holbrook Palmer Park Foundation.

7. PUBLIC COMMENT – None.

8. SET/CONFIRM NEXT MEETING - Confirmed for January 7, 2015

9. ADJOURN

Motion by Merrill, second by Oyster to adjourn the meeting. The Meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Theresa N. DellaSanta
City Clerk