

## PARK & RECREATION COMMISSION MEETING MINUTES

Wed., February 5, 2014

Meeting 6:30 PM

Holbrook – Palmer Park Jennings Pavilion  
150 Watkins Avenue, Atherton

This meeting was called to order at 6:30 pm.

1. **Roll Call**

<b>PRESENT –</b>	Marylue Timpson	Chair
	Bob Roeser	Vice Chair
	Howard Crittenden	
	Naomi Ramsden	
	Frank Merrill	
<b>EXCUSED ABSENT-</b>	Bob Oyster	
	Tina Isenberg	
<b>STAFF-</b>	Steve Tyler	Park Superintendent
  
2. **Public Comments:** None.
  
3. **Approval of Jan. Meeting Minutes:**  
**Motion** Approve as written. **Motion:** Merrill 2nd: Crittenden AYES: 5 NOES: 0  
**Passed**
  
4. **Commission Business:**
  - Donation policy: Please send last draft of donation policy for agenda approval at next meeting.
  - Event Garden: March expected for update of plans.
  - Tennis Key policy – Council approved new pricing of \$50 resident and \$200 non-resident.
  - Tennis Pro Contract – Alan Margot approved by Council to serve as tennis camp instructor and no longer acts as facility tennis pro.
  - Recreation opportunities – Marylue Timpson currently working on some projects relating to attracting recreational programs to the park.
  - Master Gardener – Discussion of ideas of how to best implement City Councils funding of this resource. Public input from Denise Kupperman, Joan Dolan and Vice Mayor Rick DeGolia. After much debate, the Commission decided to ask council to support the hiring of MCE employee Ed Murdock to immediately begin some park oversight projects. The commission would like Mr. Murdock to report a list of projects to the commission as soon as possible so they may play a hand in prioritization.
  
5. **Foundation Report :** Frank Merrill
  - Foundation is currently working with their architect on plan for Event Garden. Plan is to bring something solid to Park and Recreation Commission in March.
  
6. **Dames Report:** None

7. **Staff Reports** – Steve Tyler

- Events – Provided commission with revenues/expense for last month's events as well as planned events for February.
- Park goings on

8. **Regular Agenda** –

- Park Masterplan presentation – BFS: The commission was presented 3 concepts for Masterplan changes for the park. The commission and those in attendance discussed pro and con opinions of each concept. At the end of discussion, BFS was asked to take input and blend a that contains the agreed upon changes discussed at the meeting.
- Town House potential uses – the Commission would like to see the town house used in the following manner going forward:
  - i. Repurpose house for other venues (or playschool).
  - ii. Repurpose house to a Town function (including housing for Town staff such as police chief or head gardener, office space or meeting rooms).
  - iii. Lease to an agency connected to the Town (affordable housing).
  - iv. Lease to a residential tenant (long term)
  - v. Demo and repurpose the land
  - vi. Sell it outright.

Staff will pass this information on to council in their February agenda packet. It is also important to note that the Commission feels that until the master plan is completed and the house is repurposed for whatever means decided, it should be rented out immediately with the money collected going towards the park fund.

9. **Future agenda items** –

- Event Garden: preview of work from architect
- Day use permits – then and now. They are soon to return, suggested adjustments to recommend to City Council.

10. **Motion for Adjournment- 9:55 PM** –

Motion: Timpson 2nd: Crittenden

AYES: 5 NOES: 0

**Passed**

**Respectfully Submitted,  
Steve Tyler**

**The next regular meeting is scheduled for Wednesday, March 5, 2014.  
Regular meeting begins at 6:30 PM at Holbrook-Palmer Park **Main House.****