



**Town of Atherton
PARK AND RECREATION COMMISSION
MINUTES
February 3rd, 2021
Zoom Meeting
6:30 PM**

Meeting started at 6:32 pm

1. ROLL CALL

Committee Members: Matt Baker, Alicia Bakowski (absent), Alex Keh (Chair), Frank Merrill(absent), Julianna Robertson, Marylue Timpson
Councilmember Liaisons: Rick DeGolia
Staff: Sally Bentz-Dalton

2. PUBLIC COMMENTS – none

3. APPROVAL OF MINUTES – January Minutes – the Committee approved the minutes as submitted 4-0.

4. PRESENTATIONS – Park Event Staff Karunia Harianto will give update on Park Events and discuss rental fees.

Nia gave an update about park events. She stated that she has successfully rescheduled 13 events. September is usually the largest revenue month and this year it only brought in \$1,000. Nia requested clear communication with Town staff. Nia suggested it is not wise to increase the rental fees due to the fact that they increased in 2018 and 2019. To eliminate confusion the hours and structure of the fees could be simplified and rounded up. Alex Keh and the Committee asked Nia to bring back a proposal to the next meeting about rental fee changes.

5. REGULAR AGENDA

5a. Identifying and prioritizing key parks and recreation projects

Alex Keh presented this item. He discussed coming up with park projects annually. If there is an objective, then the Committee can help with the completion. He said that at every meeting there could be a progress report and at the 6 month mark, a larger update. Marylue Timpson suggested signage for the rest of this fiscal year and possible rental pricing. Julie Robertson suggested park beautification. Alex Keh suggested trying out the signage project and by end of June have deliverables. Julie Robertson brought up the style guide for the Civic Center. Staff will provide this at the next meeting. Rick DeGolia thought this was a really good idea and that 3 objectives is a good idea and that the Committee will need to figure out what needs to be done to obtain. The Committee can provide a report to Council. Matt Baker suggested beautifying the rentals. Alex Keh suggested at the next meeting that Committee members have proposals, objectives and deliverables so that this can be completed by the end of June.

5b. Assemble a Carriage House bathroom committee

Staff presented the item and asked for volunteers for a subcommittee. Marylue Timpson and Matt Baker volunteered for the Committee. Staff will coordinate a visit of the bathrooms.

6. DISCUSSION ITEMS –

6a. Discussion on goals of rentals in the park – Continued to next meeting. Nia to bring proposal to next meeting.

6b. Discussion of the 2020-2021 annual park budget documents – Rick Degolia mentioned that the budget was a year old. It was mentioned that utilities are mentioned twice for Park Maintenance and Park Programs. Staff will check on this. Also, the Tennis fund was brought up.

6c. Sign Sub-Committee to give update on signage project and map- Continued to a future meeting. Matt Baker will update.

7. COMMITTEE AND STAFF MEMBER COMMENTS

7a. Foundation report: None

7c. Park goings on reports and Q&A: **Staff opened item to the Committee for questions and discussion.**

7c. Park Events Report: **Staff opened item to the Committee for questions.**

7d. Individual Committee Member Comments: None

8. SET/CONFIRM NEXT MEETING

March 3rd, 2021 at 6:30 PM. Zoom.

Tentative topics: Circulation, Signage, Proposals from Nia and Committee

9. ADJOURN - Alex Keh adjourned meeting at 7:55 pm with a motion by Marylue Timpson and 2nd by Matt Baker – 4-0.