

## PARK & RECREATION COMMISSION MEETING MINUTES

Wed., January 8, 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          |
|                        | Tina Isenberg     |                     |
|                        | Howard Crittenden |                     |
|                        | Naomi Ramsden     |                     |
|                        | Frank Merrill     |                     |
| <b>EXCUSED ABSENT-</b> | Bob Oyster        |                     |
| <b>STAFF-</b>          | Steve Tyler       | Park Superintendent |
  
2. **Public Comments:** None.
  
3. **Approval of Nov. Meeting Minutes:**  

|                                   |                              |                 |
|-----------------------------------|------------------------------|-----------------|
| <b>Motion</b> Approve as written. | Motion: Isenberg 2nd: Roeser | AYES: 5 NOES: 0 |
|                                   |                              | <b>Passed</b>   |
  
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 – Discussion. Naomi Ramsden chosen to attend January 15, 2014, City Council meeting to answer questions regarding Commissions following suggestion for a new tennis key policy: “The Park and Recreation Commission does not recommend the no or lower cost options discussed by the City Council at earlier City Council meetings. In an effort to increase usage, the Commission recommends a reduction in Tennis Court usage fees as follows: \$100 resident/\$150 non-resident. If City Council does decide to go with the lower cost options discussed at previous meetings, Council must commit to the adequate care and maintenance in the annual budget from the general fund”.
  - Tennis Pro Contract – Council to consider removing Alan Margot as “Tennis Pro” and using him only as “Tennis Camp instructor” who will give a minimum of 4 camps per year. Other than the camps, he will have court use via his own personal tennis key and be treated like any other court user in the future.
  - Recreation opportunities – discussion on how to build a stronger recreation menu of programs in the park. Marylue Timpson volunteered to form ad-hoc committee to begin seeking out worthy programs to come to the park and offer their services.
  - Master Gardener – Discussion of ideas of how to best implement City Councils funding of this resource.

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:** Tina Isenberg

- The Dames Children's Holiday Tea Party went very well. 150 were in attendance, of which 86 were children. A gross revenue of \$5100; net revenue of \$4612.68 was recorded.
- The next fundraising event is a cooking demo/class at Sur la Table in Town and Country shopping center on January 23, 2014 in the evening. This is a new kind of event so it will be interesting to see if it works well.
- A steering committee meeting will take place January 9 (location not provided).

7. **Staff Reports** – Steve Tyler

- Events – Provided commission with revenues/expense for last month's events as well as planned events for January.
- Park goings on
- Update on enhanced maintenance items approved by City Council and discussion on how best to approach duty statement for additional "master gardener" duties.

8. **Regular Agenda** –

- No items for this meeting

9. **Future agenda items** –

- Park Masterplan presentation - BFS
- Discuss and vote on ad-hoc for off leash dog facility.
- Discuss and recommend Master Gardener.

10. **Motion for Adjournment- 8:05 PM** –

Motion: Timpson 2nd: Oyster AYES: 6 NOES: 0

**Passed**

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