

**PARK AND RECREATION COMMISSION MINUTES
TOWN OF ATHERTON
HOLBROOK-PALMER PARK
MEETING OF JANUARY 3, 2001**

ROLL CALL: Commissioner McPherson called the meeting to order at 6:35 P.M.

PRESENT: POLLY BERQUIST
HENRY CARTAN
CHARLES MARSALA
MICHAEL MC PHERSON
MARION OSTER
PAUL TONELLI
JEANNE WANGSNESS

R. FREEDMAN and J. CARDONA were also present.

PUBLIC COMMENTS:

Estelle Hoffman, President of the Atherton Dames, discussed a capital campaign, conducted by a salaried fundraiser, that would raise funds for a multi-purpose facility. The building could be used by Town related organizations as well as rented for income. The Main House and the Jennings Pavilion could be torn down.

After a discussion the Commission agreed that C. Marsala would follow up on the proposal.

APPROVAL OF MINUTES

The minutes of December 6, 2000 were approved as submitted.

M/S Cartan, Oster Ayes: 7 Noes: 0

REGULAR AGENDA

A. DISCUSSION AND POSSIBLE ACTION – PLAYGROUND EQUIPMENT PROPOSAL

On December 14, 2000, an informal meeting, to discuss the playground was held at the site.

The Town will manage the project. The proposed site is approximately 55X120 feet, 6600 square feet.

Motion recommending to Council to approve the proposed location (site) not to exceed 6600 sq. ft. (4000 sq. ft. for the actual play area) and the issue would come back to the Park and Recreation Commission for a final tweak.

M/S Mc Pherson, Tonelli Ayes: 6 Noes: 0 Abstain:
1

Marion Oster will work with Michelle Dollinger re: size and type of plaques and stepping stones.

FOUNDATION REPORT: H. CARTAN

At the meeting of January 8, 2001 the Foundation will discuss and possibly select a Park project for the
One hundred thousand plus dollars they have accumulated.

DAMES REPORT: J. WANGSNESS

The Kitchen Tour was a great success – raising approximately \$50,000.

MASTER PLAN COMMITTEE REPORT: M. OSTER

No meeting.

ARTS COMMITTEE REPORT: C. MARSALA

A dance, being planned for the second week in February, fell through. A luncheon, to be held at Fontana's Restaurant, is scheduled for Tuesday, January 16, 2001. A tour of the Allied Arts Center is also on the calendar.

A motion was made recommending that the Council, on behalf of the Town, acknowledge Menlo College for setting a new NCAA passing record.

M/S C. Marsala, P. Tonelli Ayes: 7 Noes: 0

STAFF REPORT: R. FREEDMAN

Little League – the field is almost complete. The work on the shed will be contracted out and will include lighting. During the off-season the fencing will be stored in the Corp. Yard.

Playschool - Susan Knox will bring the expansion plan to the Planning Commission this month. The City Council will discuss the issue at the February meeting. The lease will also be discussed at this time.

Work on the 2001/2002 Budget will be started in March. The Park and Recreation Commission should give direction to the City Manager re: funds for Park Capital Improvements.

The Parcel Tax will go before the voters in June.

The new Town Web site will be an excellent tool to reach the residents and get their thoughts on the future of the Park.

J. Cardona, on behalf of the Public Works Director, informed the Commission that the Town has funding to asphalt the surface between the Carriage House and Playschool and needs to know if any Commissioner is opposed. All agreed this should be done.

B. DISCUSSION OF DIRECTIVE FROM THE CITY COUNCIL REGARDING THE COMPREHENSIVE STUDY OF THE MAINTENANCE, CAPITAL IMPROVEMENTS, AND USES OF THE HOLBROOK – PALMER PARK.

M. Oster, J. Wangsness and P. Tonelli submitted their first drafts. R. Freedman will E-mail his part before the February meeting. All reports should be forwarded to Ralph and he will have them compiled.

C. APPROVAL OF A POLICY ON THE TYPE AND SIZE OF PARK SIGNAGE.

M. Oster is working on the policy and it will be on the February Agenda.

D. DISCUSSION ON THE ELM TREE REPLACEMENT PROGRAM AND PLANTING ALONG WATKINS.

No additional grant dollars are available.

E. DISCUSSION ON A PROJECT WISH LIST FOR THE HOLBROOK-PALMER PARK FOUNDATION.

Issue tabled.

F. DISCUSSION AND POSSIBLE ACTION ON THE COST OF TENNIS KEYS.

The Commission would like the tennis Pro and Committee to attend the February meeting to discuss the issue further. Staff will notify the Tennis Committee re: date and time.

Motion for adjournment at 9:35 P.M.

M/S Cartan, Berquist

Ayes: 7

Noes: 0

Respectfully submitted,

Jean Cardona
Holbrook-Palmer Park

TO: ATHERTON PARK AND RECREATION COMMISSION

FROM: JEAN CARDONA

DATE: JANUARY 30, 2001

SUBJECT: HOLBROOK-PALMER PARK MONTHLY REPORT
FOR THE FEBRUARY 7, 2001 MEETING

PARK ACTIVITY IN JANUARY 2001

	2000/01	FISCAL YTD	2001/02	FISCAL YTD
WEDDINGS	1	36	0	61
SOCIAL	3	56	4	42
MEETINGS	16	124	11	133
DAY USE	0	51	0	35
ON GOING	2	2	2	9
\$25.00 AN HOUR	1	12	1	12
FREE RENTAL	4	13	2	21

(January and February bookings are down due to the roofing of the Main House and Pavilion.)

0 Tennis Keys have been sold, as the locks have not yet been changed. In calendar year 2000 9 keys were purchased in January.

REVENUE BANKED

\$21,473.	\$247,635.	\$27,230.	\$279,456.
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**PARK AND RECREATION COMMISSION
AGENDA**

Wednesday, February 7, 2001

6:30 p.m.

Main House

Holbrook-Palmer Park

150 Watkins Avenue

Atherton, California

REGULAR MEETING

1. **ROLL CALL** Berquist, Cartan, Marsala, Mc Pherson, Oster, Tonelli, Wangsness
2. **PUBLIC COMMENTS** (for items which are not on the agenda)
3. **APPROVAL OF MINUTES** Regular meeting of January 3, 2001.
4. **FOUNDATION REPORT** See attached.
5. **DAMES REPORT** See attached.
6. **MASTER PLAN COMMITTEE REPORT**
7. **ARTS COMMITTEE REPORT**
8. **STAFF REPORT**
 - A. **CITY MANAGER'S REPORT**
 - B. **HOLBROOK-PALMER PARK REPORT** See attached.
9. **REGULAR AGENDA**
 - A. Discussion and possible action on the cost of Tennis Keys.
 - B. Approval of a policy on the type and size of Park signage.
 - C. Discussion of directive from the City Council regarding the comprehensive study of the maintenance, capital improvements, and uses of the Holbrook-Palmer Park.
10. **ADJOURN**