

Parks and Recreation Commission

REGULAR MEETING AGENDA



Date: 6/24/2026
Time: 6:30 p.m.
Locations: [Zoom.us/join](https://zoom.us/join) – ID# 862 7050 1185 and
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the meeting, in-person, at Arrillaga Family Recreation Center
- Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Meeting ID 862 7050 1185
- Access the meeting real-time via telephone at:
(669) 900-6833
Meeting ID 862 7050 1185
Press *9 to raise hand to speak

Subject to Change: The format of this meeting may be altered or the meeting may be cancelled. You may check on the status of the meeting by visiting the city website www.menlopark.gov. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (www.menlopark.gov/agendas).

Regular Session

A. Call To Order

B. Roll Call

C. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under public comment for a limit of three minutes. You are not required to provide your name or City of residence, but it is helpful. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under public comment other than to provide general information.

D. Presentation

D1. San Mateo County Parks Realize Flood Park updates

E. Study Session

E1. Parks and Recreation Commission update and report out on completed self-guided park tours ([Staff Report PRC-2026-018](#))

E2. Prepare Parks and Recreation Commission work plan for 2026-27 ([Staff Report PRC-2026-019](#))

F. Regular Business

F1. Approve minutes from the May 27, 2026 meeting ([Attachment](#))

F2. Recommend Parks and Recreation Commission work plan 2025-26 progress report out to City Council ([Staff Report PRC-2026-020](#))

G. Informational Items

G1. Library and Community Services Department updates and statistics ([Staff Report PRC-2026-021](#))

G2. Tentative agenda calendar ([Attachment](#))

H. Commissioner Reports

H1. Individual Commissioner reports

I. Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at jaherren@menlopark.gov. Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

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**STAFF REPORT****Parks and Recreation Commission****Meeting Date:** 6/24/2026**Staff Report Number:** PRC-2026-018**Study Session:** Parks and Recreation Commission update and report out on completed self-guided park tours**Recommendation**

Staff recommends that the Parks and Recreation Commission (PRC) update and report out on completed self-guided park tours.

Policy Issues

As a duly appointed advisory body to the City Council, the PRC is charged with advising the City Council on matters related to the City's parks and recreation facilities.

Background

The PRC's approved workplan for 2025-26 included a goal for individual PRC members to participate in self-guided tours of City parks and report out to the PRC (Attachment A).

City staff developed an online park tour report out form for PRC members to record and offer their observations of their self-guided park tours (Attachment B).

At the August 27, 2025 meeting the PRC received and approved the draft park tour report out form (Attachment C).

On April 22, 2026 the PRC held a study session to prepare a draft work plan report out (Attachment D). During the study session, the PRC requested that City staff bring back park tours as an agenda item at the May 27, 2026 meeting so that the PRC can make further progress on completing the park tour work plan item.

At the May 27, 2026 PRC meeting, the commission held a study session for PRC updates and report outs on completed self-guided park tours (Attachment E). Chair Lee reported out on his tour of Karl E. Clark Park (Attachment F), and Commissioner Chunyu reported out on her tours of Sharon Park and Jack W. Lyle Park.

Information from all previously completed park tour report outs is available in Attachment G.

Analysis

The City of Menlo Park operates fourteen public parks located across the City:

- Bedwell Bayfront Park, 1600 Marsh Road

- Burgess Park, 701 Laurel Street
- Fremont Park, Santa Cruz Avenue at University Drive
- Hamilton Park, 531 Hamilton Avenue
- Jack W. Lyle Park, Middle Avenue at Fremont Street
- Karl E. Clark Park, 313 Market Place
- Kelly Park, 100 Terminal Avenue
- Nealon Park, 800 Middle Avenue
- Seminary Oaks Park, Seminary Drive at Santa Monica Avenue
- Sharon Hills Park, Altschul Avenue at Valparaiso Avenue
- Sharon Park, 1100 Monte Rosa Drive
- Stanford Hills Park, 2400 Branner Drive
- Tinker Park, 1550 Santa Cruz Ave., Menlo Park
- Willow Oaks Park, 490 Willow Road, Menlo Park
- Other public-access parks not operated by the City of Menlo Park include:
 - Flood Park operated by San Mateo County Parks at 215 Bay Rd.
 - Meta Park operated by Meta Platforms, Inc., at 1 Meta Way.

Information about each of the City-operated parks is available on the Parks webpage (Attachment G).

The approved PRC park tour report out form in Attachment B includes form fields for PRC members to record the details of the park visit and to share observations and comments. Data from Commissioner report outs and park tour forms will be used to gain insights about the parks visited, the current state of equipment and amenities at the parks, visitors present at the time of the visit, and activities taking place at the parks. Commissioners may also wish to provide their own report out.

City staff recommends that the PRC provide a report out on any scheduled or completed park tours.

Summary findings of previously completed report outs of self-guided tours are available in Attachment H.

Impact on City Resources

As an advisory body to the City Council, the Parks and Recreation Commission does not authorize resource allocations. City budget authorizations are the sole purview of the City Council. There is no substantive impact to the City's general fund related to the topics in this report.

Environmental Review

This report is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. PRC approved work plan for 2025-26
- B. Hyperlink. Park tour report out form. <https://us.openforms.com/Form/50553dfb-8118-40ee-b550-c74ff5e94d83>
- C. Hyperlink. Staff Report #PRC-2025-024.
<https://www.menlopark.gov/files/sharedassets/public/v/2/agendas-and-minutes/parks-and-recreation-commission/2025-meetings/agendas/prc-regular-agenda-packet-20250827.pdf#page=67>
- D. Hyperlink. Staff Report #PRC-2026-011.
https://www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2026-meetings/agendas/20260422_prc-agenda-packet.pdf#page=3
- E. Hyperlink. Staff Report #PRC-2026-014.
https://www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2026-meetings/agendas/20260527_prc-agenda-packet.pdf#page=35
- F. Karl E. Clark Park self-guided tour presentation.
- G. Hyperlink. Parks webpage: <https://www.menlopark.gov/Government/Departments/Library-and-Community-Services/Recreation-and-sports/Parks>
- H. Table of self-guided park tour report-out information.

Report prepared by:

Ashley Dixon, Management Analyst

Report reviewed by:

Nick Szegda, Library and Community Services Director

Parks and Recreation Commission work plan

Library and Community Services Department
 800 Alma Street, Menlo Park CA 94025
 Approved September 30, 2025



Work plan goals		
<ol style="list-style-type: none"> 1. As an advisory body to the City Council and a forum for public information about park and recreation issues, encourage and facilitate robust public comment and participation at Commission meetings: <ul style="list-style-type: none"> • Foster a public meeting environment that is inclusive of all members of the diverse Menlo Park community • Focus on resident input and grow relationships with residents throughout the City of Menlo Park. 2. Support and advise recreation program development and operations: <ul style="list-style-type: none"> • Review programs and services with a focus on the provision of high-quality programs and services for all Menlo Park residents • Ensure that the programs and services offered at the Belle Haven Community Campus (BHCC) (including aquatics) contribute to satisfying the needs of the neighborhood it serves and is integrated into a system that is accessible to residents of all ages and abilities throughout the City. 3. Review progress toward the goals in the 2019 Parks and Recreation Facility Master Plan (PRFMP). 4. Participate in park and recreation facility tours to build awareness of recreation systems. 5. Advise on topics related to the maintenance and upgrade of recreational facilities, prioritizing accessibility, safety, and sustainability. 6. Periodically review public-facing recreation policies and recommend updates, as required, with a special focus on policies that may be impacted by shared space operations 7. Periodically receive staff presentations and reports about major parks and recreation service areas and programs, other city departments, and the Youth Advisory Committee 8. Maintain a 12-month schedule of planned Commission agenda items, update and post for public review monthly. 9. Annually host City Council liaison at the Parks and Recreation Commission meetings. 		
Work plan history		
Action	Date	Notes
Work plan recommended to PRC	July 23, 2025	Commission approved
Work plan recommended to City Council	September 30, 2025	City Council approved

—
A C A S E F O R R E N O V A T I O N

Karl E. Clark Park

Aging amenities at our District 1 neighborhood park

A one-acre neighborhood park in Belle Haven

1 acre

Single-acre neighborhood park

2018

Dedicated MLK Day, Jan. 15

313 Market Pl.

Across from the Boys & Girls Club



CURRENT AMENITIES

- A fenced playground — 2 playground structures
- Swing set (2 belt + 1 toddler bucket)
- Small open grass field for free play
- Paved walking paths, ADA accessible
- One picnic table & one drinking fountain
- Trash & recycling receptacles
- Shade trees throughout the site
- SamTrans bus stop at park edge

From Market Place Park to Karl E. Clark Park

THE NAMESAKE

Karl E. Clark (1916 – 2017)

Belle Haven resident, WWII Navy hero, and longtime community leader. As a steward aboard the *USS Aaron Ward* in 1945, he single-handedly put out fires and rescued shipmates after a kamikaze attack near Okinawa. Because of his race, his actions were not formally recognized until 2012 — 67 years later — when he received the Navy and Marine Corps Commendation Medal.

After the Navy, he settled in Belle Haven, delivered mail by bicycle for 21 years, helped start the local Boys & Girls Club, and mentored generations of neighborhood children.

Policy exception: City normally waits 5 years after death to rename. The Council moved within 10 months.

THE RENAMING

- March 2017**
Karl Clark passes away at age 100.
- April 2017**
Cecilia Taylor and Julie Shanson approach the City to propose the rename.
- June 28, 2017**
Parks & Recreation Commission opens public discussion.
- Oct. 25, 2017**
Commission votes unanimously — backed by a 115-signature petition and a letter from Rep. Anna Eshoo.
- Nov. 14, 2017**
Menlo Park City Council unanimously approves the renaming.
- Jan. 15, 2018**
Park dedicated on MLK Day with a partial renovation: fencing, walkways, furnishings, irrigation, planting, lighting.

Two play structures, both showing their age



Toddler play structure with single yellow slide



Play structure large purple slide and monkey handles



Swing set 2 belt, 2 infant — chipped paint over rust



Yellow merry go round with dual purple wave spinners

ASSESSMENT

Worn and outdated equipment

- Paint chipping on virtually every metal surface
- Designs predate modern inclusive-play guidelines
- Limited play variety — no climbing wall, music, or sensory elements
- No shade structure over either playground surface

Furnishings and landscape need attention



Worn benches

Powder-coat finish has flaked across seating surfaces, exposing bare metal and oxidation.



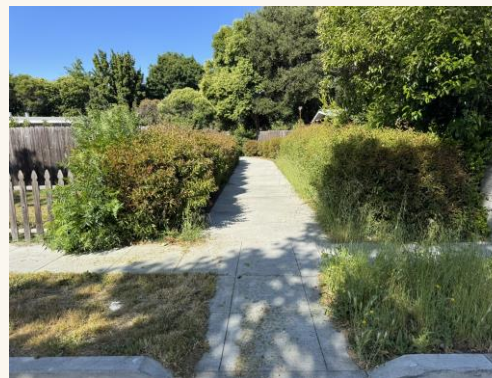
Limited furnishings

One picnic table and one drinking fountain serve the entire park. No restroom at this location.



Broken irrigation

The irrigation system floods the area outside the playground, leaving bare soil and washed-out turf next to high-traffic walkways.



Overgrown access walkway

Weed and overgrown hedges crowd the side-entry walkway. This area often has trash and household items dumped here.

Dog waste: Pet waste is a persistent issue across the lawn and walkways. A local resident installed a dog waste bag station at their own expense to help — but the park has no city-provided station.

What renovation should include

01 New playground equipment

Replace existing structures with modern, inclusive equipment. Components for ages 2–5 and 5–12, sensory play, ADA ground-level activities, and a climbing wall element are absent today.

02 Refreshed site furnishings

Consider adding additional picnic tables for group use. The existing furnishings are defaced frequently and have graffiti and other stickers and marks on them.


03 Landscape repair and trash service

Re-sod and repair irrigation around worn lawn zones. Prune or replace overgrown hedges along entries. Have the contractor pickup litter and remove dumped items at the rear walkway.

04 Playground fence & access repair

Repaint and re-seal the tube-steel fencing around the large play area. Replace or repair self-closing gate latches so the enclosure reliably keeps dogs out of the play surface.

Pet waste management: Install city-funded dog waste bag stations and signage at both park entrances



T H E A S K

Modernize Karl E. Clark Park

Karl E. Clark Park was dedicated in 2018 with a partial refresh. Eight years on, the playgrounds, benches, and landscape need investment.

Table 1: Self-guided park tour report outs

Park name	Improvements needed	Other observations or park strengths
Karl E. Clark Park	Aging play structures have chipped paint and rust, predate inclusive play guidelines, and lack shade. Structures should be replaced with modern inclusive equipment for ages 2-5 and 5-12, sensory play, ADA ground-level activities and climbing wall.	Amenities: Fenced playground with 2 structures, swing set, small open grass field for free play, paved walking paths that are ADA accessible, one picnic table and 1 drinking fountain, trash and recycling receptacles, shade trees throughout, SamTrans stop nearby, named for a local hero.
	Benches are worn and powder coat has flaked off and metal is oxidizing.	No restroom.
	Overgrown weeds at access walkway limits movement and is used for illegal dumping.	Park was last refreshed eight years ago.
	Irrigation is broken and floods outside the playground leaving soil bare and turf washed-out next to walkways.	
	Could add additional picnic tables.	
	More frequently removal of stickers and graffiti from amenities.	
	Repaint and re-seal the tube-steel fencing around large play area.	
	Replace or repair self-closing gate latches so the enclosure reliably keeps dogs out of the play surface.	
Jack W. Lyle Park	Play area could be safer if fenced and separated from basketball court.	Is a destination park for pickleball and tennis players.
	More seating is needed for soccer fields.	Busy during the day with a lot of nannies and young children present.
		People leave behind toys. The park seems to have become an impromptu donation location for them.
Sharon Park	Walking path around the park is uneven and could be improved by removing tripping hazards.	The lake, wildlife, diverse recreation elements, diversity of visitors (in both age and background) lend themselves to the park's uniqueness.
	Play elements are aging and could be updated.	Park appeared to be a destination for bicyclists.
	Water quality/cleanliness could be improved.	



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 6/24/2026
Staff Report Number: PRC-2026-019

Study Session: Prepare Parks and Recreation Commission work plan for 2026-27

Recommendation

City staff recommends that the Parks and Recreation Commission (PRC) prepare a work plan for 2026-27 in preparation for submitting the updated work plan to City Council for approval tentatively in September.

Policy Issues

City Council Policy CC-24-004 (Attachment A) sets the procedures, roles, and responsibilities of Council-appointed advisory bodies, including the PRC. The policy requires that each advisory body develop an annual work plan, which will be the foundation for the work performed by the advisory body in support of City Council's annual work plan. The plan, once finalized by a majority of the advisory body, will be formally presented to the City Council for direction and approval no later than September 30 of each year and then reported out on by a representative of the advisory body at a regularly scheduled City Council meeting at least annually, but recommended twice a year.

Background

On September 30, 2025, the City Council revised the proposed 2025–26 PRC work plan and approved the revised version (Attachment B).

On October 22, 2025, the PRC received the City Council approved 2025–26 work plan (Attachment C).

The PRC is tentatively scheduled to submit a new recommended PRC work plan 2026-27 to the City Council for approval on September 15, 2026.

Analysis

Current PRC work plan 2025-26

The PRC's current 2025-26 work plan (Attachment D) includes several goals, including but not limited to:

- Encourage and facilitate robust public comment and participation
 - Foster an inclusive public meeting environment
 - Focus on resident input and relationships
- Support and advise recreation program development and operations by reviewing programs and services with a focus on high-quality services
- Review progress toward the goals in the 2019 Parks and Recreation Facility Master Plan (PRFMP).
- Participate in park and recreation facility tours to build awareness of recreation systems.
- Advise on topics related to the maintenance and upgrade of recreational facilities, prioritizing accessibility, safety, and sustainability.

- Periodically review public-facing recreation policies and recommend updates, as required, with a special focus on policies that may be impacted by shared space operations.
- Periodically receive staff presentations and reports about major parks and recreation service areas and programs, other city departments, and the Youth Advisory Committee.
- Maintain a 12-month schedule of planned Commission agenda items, update and post for public review monthly.
- Annually host City Council liaison at the Parks and Recreation Commission meetings.

New PRC work plan 2026-27

City staff recommends that the PRC discuss and begin preparing a new PRC work plan for 2026-27. When preparing the new work plan, the PRC may refer to the current work plan, and potentially reaffirm the current goals, modify existing goals, or add or delete goals. The PRC is scheduled to revisit and recommend the new work plan tentatively on July 22, 2026, and to finalize and recommend the work plan tentatively on August 26, 2026.

Impact on City Resources

As an advisory body to the City Council, the PRC does not authorize resource allocations. City budget authorizations are the sole purview of the City Council. There is no substantive impact to the City's general fund related to the topics in this report.

Environmental Review

This report is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Hyperlink. Staff report #24-025-CC. menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240213/k6-20240213-cc-planning-commission-stipend.pdf
- B. Hyperlink. City Council meeting video, September 30: youtu.be/-TegH8PG3rw?si=nPmLIIUNr4fsmEQN&t=21309
- C. Hyperlink. Staff Report #PRC-2025-032: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2025-meetings/agendas/20251022_prc-agenda-packet.pdf#page=116
- D. PRC work plan 2025-26, approved by City Council on September 30, 2025

Report prepared by:

Ashley Dixon, Management Analyst

Report reviewed by:

Nick Szegda, Library and Community Services Director

Parks and Recreation Commission work plan

Library and Community Services Department
 800 Alma Street, Menlo Park CA 94025
 Approved September 30, 2025



Work plan goals		
<ol style="list-style-type: none"> 1. As an advisory body to the City Council and a forum for public information about park and recreation issues, encourage and facilitate robust public comment and participation at Commission meetings: <ul style="list-style-type: none"> • Foster a public meeting environment that is inclusive of all members of the diverse Menlo Park community • Focus on resident input and grow relationships with residents throughout the City of Menlo Park. 2. Support and advise recreation program development and operations: <ul style="list-style-type: none"> • Review programs and services with a focus on the provision of high-quality programs and services for all Menlo Park residents • Ensure that the programs and services offered at the Belle Haven Community Campus (BHCC) (including aquatics) contribute to satisfying the needs of the neighborhood it serves and is integrated into a system that is accessible to residents of all ages and abilities throughout the City. 3. Review progress toward the goals in the 2019 Parks and Recreation Facility Master Plan (PRFMP). 4. Participate in park and recreation facility tours to build awareness of recreation systems. 5. Advise on topics related to the maintenance and upgrade of recreational facilities, prioritizing accessibility, safety, and sustainability. 6. Periodically review public-facing recreation policies and recommend updates, as required, with a special focus on policies that may be impacted by shared space operations 7. Periodically receive staff presentations and reports about major parks and recreation service areas and programs, other city departments, and the Youth Advisory Committee 8. Maintain a 12-month schedule of planned Commission agenda items, update and post for public review monthly. 9. Annually host City Council liaison at the Parks and Recreation Commission meetings. 		
Work plan history		
Action	Date	Notes
Work plan recommended to PRC	July 23, 2025	Commission approved
Work plan recommended to City Council	September 30, 2025	City Council approved



SPECIAL MEETING MINUTES – DRAFT

Date: 5/27/2026
Time: 6:30 p.m.
Locations: Teleconference and
Belle Haven Community Campus, Flex Classroom
100 Terminal Ave., Menlo Park, CA 94025

A. Call To Order

Chair Lee called the meeting to order at 6:39 p.m.

B. Roll Call

Present: Chunyu, Grass, Lee, Van Buren
Absent: Dawkins, Patel, Sherman
Staff: Library and Community Services (LCS) Director Nick Szegda, Management Analyst Ashley Dixon, Library and Community Services Manager Natalya Jones, Library and Community Services Supervisor Tricia Mullan, Library and Community Services Supervisor Rondell Howard, Recreation Coordinator Da'Shawn Williams, Recreation Coordinator Mayra Monje, Nutrition Services Coordinator Tony Ng, Librarian I Ella Hadrovic, Library Assistant II Sari Benitez

C. Presentations and Proclamations

C1. Youth Advisory Committee project updates (Attachment)

Youth Advisory Committee (YAC) members Arnav Dharshan, Ayda Diril, Edward Ai, Erin Mak, Lauren Zhuang, Lulu Maxcy, Naomi Grant, Qasim Damji, Sania Natarajan, and Siboney Lynch made the presentation. Unable to be present was committee member Aaron Ko.

The Commission received clarification on YAC's marketing ideas, YAC projects, recreation program interests, community event work, and their collaboration with the Environmental Quality Commission.

C2. Belle Haven Community Campus and Kelly Field updates (Attachment)

LCS Manager Jones, LCS Supervisor Howard, Recreation Coordinators Monje, Williams, and Nutrition Services Coordinator Ng made the presentation.

The Commission discussed senior transportation, community praise for the senior nutrition program's food, food deliveries at Menlo Park Senior Center, and language programming.

The Commission received clarification on program decision-making.

D. Study Session

- D1. Parks and Recreation Commission update and report out on completed self-guided park tours (Staff Report PRC-2026-014)

Chair Lee reported out on Karl E. Clark Park.

Commissioner Chunyu reported out on Jack W. Lyle Park and Sharon Park.

E. Regular Business

- E1. Approve minutes from the April 22, 2026 meeting (Attachment)

ACTION: Motion and second (Grass/ Chunyu), to approve the minutes from the April 22, 2026 meeting, passed 4-0-3 (Dawkins, Patel, Sherman absent).

- E2. Select new Parks and Recreation Commission Chair and Vice Chair (Staff Report PRC-2026-015)

ACTION: Motion and second (Lee/ Chunyu), to select Vice Chair Grass as Chair and Commissioner Van Buren as Vice Chair for the Parks and Recreation Commission, passed 4-0-3 (Dawkins, Patel, Sherman absent).

- E3. Form an ad hoc subcommittee to prepare a draft report out to City Council on 2025-26 work plan progress (Staff Report PRC-2026-016)

ACTION: Motion and second (Grass/ Lee), to form an ad hoc subcommittee comprised of Chair Grass and Vice Chair Van Buren, the scope of which shall be to review the approved 2025-26 work plan, review the 2024-25 work plan report out presentation, review and compile PRC accomplishments from the 2025-26 work year, prepare a draft report out and present it to the PRC for review and possible approval at the June 24, 2026 PRC meeting, and to finalize the 2025-26 work plan report out presentation, passed 4-0-3 (Dawkins, Patel, Sherman absent).

F. Informational Items

- F1. Library and Community Services Department updates and statistics (Staff Report PRC-2026-017)

- F2. Tentative agenda calendar (Attachment)

By acclamation, the Commission made the following changes to the tentative agenda calendar:

- Invite Public Works to present on the Capital Improvement Plan process
- Move Parks and Recreation Facility Masterplan to July

G. Commissioner Reports

- G1. Individual Commissioner reports

H. Adjournment

Vice Chair Van Buren reported out on their appreciation for Chair Lee's thoughtful feedback and LCS Supervisor Mullan's guidance while he was a new commissioner.

I. Adjournment

Chair Lee adjourned the meeting at 8:55 p.m.

Management Analyst Ashley Dixon

YAC

Menlo Park Youth Advisory Committee

Parks and Recreation Commission and City
Council Presentation

Menlo Park



What is YAC?

- Group of Menlo Park Youth
- Goals:
 - Provide youth perspective to Menlo Park government
 - Bridge generational gap and create intergenerational dialogue
 - Encourage youth participation in Menlo Park events
 - Assist and volunteer at city events
- Mission Statement:
 - Striving to create a positive change in our community

Work Plan

Work Plan 2025-26

Name, Youth Advisory Committee Member
9/24/2025 to 5/27/2026



1. Attendance and Participation

Goal		
Attendance and Participation.		
Task	Performance metric	Target
Meeting attendance	Attends at least 75% of meetings, missing no more than three YAC meetings.	100%
Participation during presentation	Participates during presentations, asking questions and providing feedback to presenters. Must share either a question or a comment during at least two different presentations.	100%
Volunteering at City-sponsored events	Volunteers for at least one City-sponsored event.	100%
Dressed appropriately for all meetings	Follows the dress code at all meetings and arrives in Business Casual for all presentation meetings.	100%
Responds to Whatsapp enquiries in a timely manner	Responds to all messages before their assigned deadlines.	100%
Courtesy towards other YAC members	All interactions demonstrate teamwork and professionalism.	100%

2. Completes Assigned Work

Goal		
Homework		
Task	Performance metric	Target
Completes YAC mid-year reflection	Writes and submits mid-year reflection ahead of the submission deadline.	100%
Completes YAC end-of-year reflection	Writes and submits end-of-year reflection ahead of the submission deadline.	100%
Completes notes for each presentation	Fills out and submits thoughtful notes for each presentation.	100%
Contributes to the group Council and Commission presentations	Actively participates in the presentation creation process and contributes to the slides.	100%

Work Plan – Name, Job title

Shows up having read emails, slack messages, and prepared to work each meeting	Remains up-to-date on all YAC communications and can contribute each meeting.	100%
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2. Attendance

Goal		
Homework		
Task	Performance metric	Target
9/24/2025	Attended meeting and participated in the discussion.	100%
10/8/2025	Attended meeting and participated in the discussion.	100%
10/22/2025	Attended meeting and participated in the discussion.	100%
11/12/2025	Attended meeting and participated in the discussion.	100%
12/3/2025	Attended meeting and participated in the discussion.	100%
12/10/2025	Attended meeting and participated in the discussion.	100%
1/14/2026	Attended meeting and participated in the discussion.	100%
1/28/2026	Attended meeting and participated in the discussion.	100%
2/11/2026	Attended meeting and participated in the discussion.	100%
2/25/2026	Attended meeting and participated in the discussion.	100%
3/11/2026	Attended meeting and participated in the discussion.	100%
3/25/2026	Attended meeting and participated in the discussion.	100%
4/22/2026	Attended meeting and participated in the discussion.	100%
5/13/2026	Attended meeting and participated in the discussion.	100%
5/27/2026	Attended meeting and participated in the discussion.	100%

Work Plan – Name, Job title

Appendix A

1. Youth Advisory Committee Documents

I am familiar with City and department policies and procedures and will adhere to them in the course of my work, including but not limited to the following.

Policy / procedure	Description
YAC Volunteer Sign-Up Sheet	This document contains the schedule of volunteer opportunities for the YAC year.
YAC Presenter Etiquette	This document outlines what is expected from YAC members when we have a presenter at the meeting.
YAC Dress Code	This document contains the YAC Dress Code.
YAC Assignment Sign-Up Sheet	This document outlines what is expected from each YAC member when they are working on their portion of the YAC Presentation Report.
YAC Commission Meeting Sign-Up Sheet	This document contains the Commission schedule for the YAC year.
YAC Presentation Notes Formatting Guide	This document outlines what is expected from each YAC member when they are working on their presentation notes during meetings.
YAC Report Instructions	This document outlines what is expected from each YAC member when they are working on their portion of the Presentation Report.
YAC Disciplinary Procedures Guide	This document lays out the YAC disciplinary procedures and consequences.
YAC 2025-2026 Calendar	This document contains the 2025-2026 calendar.
YAC Advisor Contact Information	This document contains contact information for the YAC Advisors.

2. Systems and work tools

I am competent with City and department technological systems and will use them in the course of my work, including but not limited to the following.

System	Description	Usage
Whatsapp	This is the primary form of communication between YAC Members and Advisors.	As needed.
YAC Digital Binder	This binder, found on Whatsapp, contains all the relevant YAC documents.	As needed.
YAC Physical Binder	This binder, which is brought to all YAC meetings, contains all the relevant YAC documents.	As needed.

YAC Meetings

- Work on project
- Host presentations
- Productive discussions
- Brainstorm outreach strategy



City Service

What We've Done:

- Volunteering at city events
- Helping make a positive impact on the Menlo Park Community
- Events include:
 - Halloween Hoopla
 - Light Up the Season
 - Photos with Santa
 - Egg Hunt

HALLOWEEN HOOPLA



LIGHT UP THE SEASON



PHOTOS WITH SANTA



EGG HUNT



YAC ATTACK

- Hosted by CPRS
- Interacted with YAC Committees across the Bay Area
- Participated in interactive workshops
- Led informal discussions
- Heard from local leaders through a panel
- Raffle prizes, snacks and more!



What can YAC do?

- Participating in Futures Commission projects
- Working more closely with our city
- Focusing on youth input in AI policy



YAC Project

Menlo Park



YAC



Library and Community Services

- Inform the public of library resources
 - Social media advertising
- Expand library youth resources
 - College prep resources
- Study rooms

Environmental Quality Commission



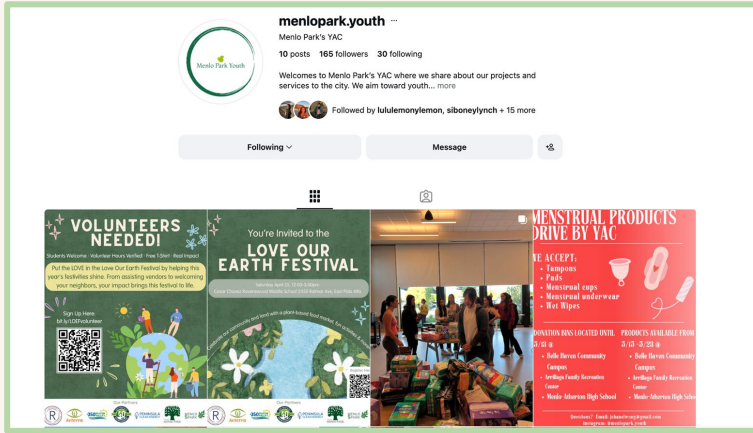
- Solarpunk project
 - Sustainability journal?
 - Community art installation?
- Sustainability drives
- Repair and reuse fair
- Youth climate ambassadors
- Social media
- EV subsidies

YAC EQC Partnership

Menlo Park

YAC

Social Media



- Promoting the EQC and their initiatives on our social media
- Making EQC projects more teen focused and friendly

Volunteering



- Partnering with the EQC by taking role in events
 - Love Our Earth Festival
- Providing EQC with suggestions from a youth perspective

Next YAC season...



Sustainability Panel

- "Green Careers" Panel
 - Speaker panel aimed to inform the youth of career opportunities in Environmental Science fields

Community Art Project

- Solarpunk: Collaborative Sustainable Art Project
 - Inspired by solarpunk project
 - Community mural
 - Sustainable art installation
 - Group sustainable crafting

AI Policy

- Work with the Menlo Park Library to develop an official AI policy
- Reach out to Menlo Park youth through surveys and interviews to collect ideas and understand multiple perspectives

Thank You!
Questions?

Menlo Park

YAC



BELLE HAVEN
COMMUNITY CAMPUS
100 Terminal Ave



CITY OF
MENLO PARK

HOW DOES BELLE HAVEN COMMUNITY CAMPUS SUPPORT THE COMMUNITY?



Belle Haven Community Campus (BHCC) is a vibrant community hub that brings people together and creates opportunities.

We proudly offer programs tailored to the needs of children, teens, adults, seniors, and families within our diverse community.

As BHCC expands, we remain committed to supporting and empowering the community through inclusive programs, accessible resources, and meaningful connections and community collaboration.

HOW DOES BELLE HAVEN COMMUNITY CAMPUS SUPPORT THE COMMUNITY?



- Greater access to local resources
 - Canda College
 - Nuestra Casita
 - LifeMoves
- Hub for community organizations
 - Belle Haven Neighborhood Association
 - Belle Haven Action
 - Belle Haven Empowered
- Emergency Preparedness
 - Emergency evacuation chairs
 - Evacuation drills
 - Active cooling station
 - Members of staff are on city-wide safety committee
- Campus Improvements
 - Parking lot expansion
 - ADA Compliant doors
 - Event hall floor leveled

BHCC is dedicated to strengthening the community and creating a space where everyone feels supported, connected, and inspired.

HOW DOES BHYC SUPPORT THE COMMUNITY?



By providing safe, affordable access to youth programs in a welcoming, inclusive environment that:

- Facilitates learning
- Promotes growth
- Supports healthy, age-appropriate development
- Offers a structured environment

Where children of all backgrounds and abilities feel:

- Supported
- Valued
- And empowered

HOW DOES BHYC SUPPORT THE COMMUNITY?



BHYC is a safe space where youth build, strengthen, and develop important life skills in a nurturing environment. Our engaging programs and activities, create opportunities that support growth in areas such as:

- Academic enrichment
- Social and emotional development
- Health and wellness
- Innovation and creativity

Our goal is to be a trusted community resource that supports not only youth, but also the families we serve, helping children thrive both inside and outside the classroom.



▪ **After School Program
(August – June)**

- 1st year accepting TK students
- 80% full for 26-27 school year
- Soccer Shots
- Spring & Winter Break
- Food Exploration with Chef Tony
- Generational Programming (egg hunt, arts & craft, Bingo, Served lunch)

▪ **Summer Program (June – August)**

- Beechwood summer after school
- Live in peace SOS partnership
- Partnership with Menlo Swim
- SOS Summer program served lunch daily
- College campus tours
- Nutrition workshops with Chef Tony

▪ **Year Round Programming**

- 100% enrollment since opening
- Library Story Time
- Escorting to recreation classes
- Parent workshops

HOW DOES MPSC SUPPORT THE COMMUNITY?



By providing services that promote health, well-being, and improve overall quality of life for seniors.

We do this through providing:

- Healthy, nutritious, affordable meals
- Meaningful social interactions
- Emotional support
- Community connection
- Support
- A welcoming environment



MPSC connects seniors with important services that help maintain independence, purpose, and a sense of community belonging.

HOW DOES MPSC SUPPORT THE COMMUNITY?

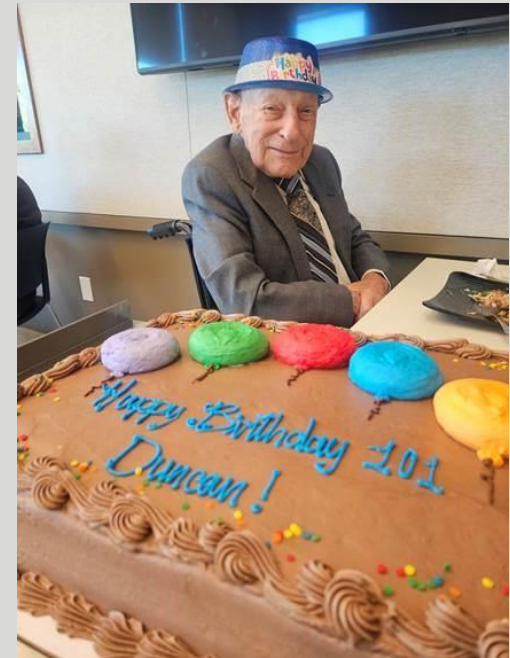


MPSC is thoughtfully designed around the interests and needs of seniors. We offer channels for feedback, keep the activities engaging, and select activities that encourage:

- Active lifestyles
- Social engagement
- Lifelong learning
- Community involvement

...which are essential to quality of life.

Our goal is to ensure that all Menlo Park seniors feel empowered, included, and part of a vibrant Belle Haven community.





Free Programming

- 1,360 seniors enrolled
- Writing memoir class that transformed into a digital biography class
- Creative workshops
 - Knitting
 - Ceramics
 - Let's get creative art class
- Zumba Gold
- Recycled art class (Creative ideas for seniors)
- Introduced seniors to technology
 - Virtual Reality in partnership with Live in Peace
 - Tech discovery class
- Water Aerobics class provided by Menlo Swim
- Brown Bag food distribution (4,700 distributed annually)
- 12,750 shuttle rides annually

Events

- Senior Resource fair
- Pool & domino tournaments
- Walk-a-thon
- Fieldtrips
- Special events
 - Dia De Los Muertos
 - Winter Wonderland
 - Latin Heritage
 - Black History Month
- Special Guests
 - Elvis
 - Dolores Huerta
 - Beechwood Students
 - Housing Development
 - St. Patrick's Day
 - Mah Jong games in honor of



Lunch Service

- Daily average of 60 seniors
- Variety of meals catered to the community
- Monthly menu on city website
- Special diet accommodations upon request
- Since opening averaging 11,000 meals annually
- Special Lunches
 - MLK Fish Fry
 - Valentine’s Day (Surf & Turf)
 - Chinese New Year
 - St. Patrick’s Day



HOW DOES OHCC SUPPORT THE COMMUNITY?



OHCC is a vital resource for the community which offers an inclusive and welcoming space where residents can connect, grow, and thrive. Through access to essential resources, educational programs, and community-based opportunities, the OHCC is committed to supporting individuals and families of all backgrounds.

OHCC empowers locals to develop new skills, build meaningful relationships, and strengthen their connection to the community. Our goal is to promote engagement, encourage personal growth, and create a strong sense of belonging for everyone who walks through our doors.



- **Classes/Programs**
 - CLUB 678
 - Foundation for College Education Workshops
 - New Classes
 - Boxing
 - Ceramics
 - Basketball
 - Chess
 - Watercolor
 - Crochet
 - Youth technology
- **Drop ins**
 - Introduced Lady's drop in basketball (Tuesdays & Saturday)
 - Fitness center 500+ visits per month
- **Community Events & Meetings**
 - Resource Fair
 - Photos with Santa
 - Trunk or Treat
 - Cocoa at the Campus
 - Lion dance
 - Council Meetings
 - Commission Meetings
 - Neighborhood Organization meetings
 - Jobtrain Career Fair
 - Housing Resource Fair
 - San Matro County Voting
- **Rentals**
 - Girl's middle school Basketball & Volleyball
 - Club volleyball
 - AAU Basketball program
 - Accommodating funeral repasts
 - Large Events

KELLY FIELD UPDATES





BELLE HAVEN POOL

Menlo Swim and Sport will continue to provide Aquatic services to the Belle Haven community. Thorough partnerships with Menlo Swim and Sport, community members will have the ability to participate in:

- Swim lessons for youth
- Lifeguard training for the community
- Community Events at the pool (Pumpkin Splash, 4th of July, etc.)
- Swim exercise classes for seniors
- SwimFit Pass for Residents
- Swim Camps for youth
- Open swim times

WHAT TO LOOK FORWARD TO AT BELLE HAVEN COMMUNITY CAMPUS



The Belle Haven community can look forward to expanded programs and opportunities for all ages, including:

- Expanded class selections
- Cultural and community events
- Senior field trips and social outings
- Dedicated TK and Kindergarten programming

These programs are designed to strengthen community connections, promote engagement, and provide inclusive opportunities that support the needs and interests of the community.

**STAFF REPORT****Parks and Recreation Commission****Meeting Date:** 6/24/2026**Staff Report Number:** PRC-2026-020

Regular Business: **Recommend Parks and Recreation Commission work plan 2025-26 progress report out to City Council**

Recommendation

Staff recommends that the Parks and Recreation Commission (PRC) recommend Parks and Recreation Commission work plan 2025-26 progress report out to City Council.

Policy Issues

As a duly appointed advisory body to the City Council, the PRC is charged with advising the City Council on matters related to the City's parks and recreation activities.

City Council Policy CC-24-004 (Attachment A) sets the procedures, roles, and responsibilities of Council-appointed advisory bodies, including the Park and Recreation Commission. The policy requires that each advisory body develop an annual work plan, which will be the foundation for the work performed by the advisory body in support of City Council's annual work plan. The plan, once finalized by a majority of the advisory body, will be formally presented to the City Council for direction and approval no later than Sept. 30 of each year and then reported out on by a representative of the advisory body at a regularly scheduled City Council meeting at least annually, but recommended twice a year.

The PRC may establish subcommittees of less than a quorum of the PRC members to support and/or expedite the full PRC's review and consideration of matters within the PRC's purview. Standing subcommittees that have continuing subject matter jurisdiction or a meeting schedule established by the PRC are subject to the Brown Act (see Government Code §54952(b)). Ad hoc or temporary subcommittees, on the other hand, are advisory by nature, temporary, formed to complete a specific task, and will disband automatically upon completion. Ad hoc subcommittees are informal, and their meetings are not subject to the Open Meetings Act.

Background

On July 23, 2025, the PRC recommended its proposed 2025–26 work plan to the City Council (Attachment B).

On September 30, 2025, the City Council revised the proposed 2025–26 PRC work plan and approved the revised version (Attachment C).

On October 22, 2025, the PRC received the City Council approved 2025–26 work plan (Attachment D).

Annually, between August and September, the PRC reports out to the City Council on its progress toward its annual work plan. This year, the PRC is tentatively scheduled to report out for the 2025-26 work plan on

August 11. Following that update, the PRC will prepare and recommend its proposed 2026–27 work plan to the City Council by the September 30 deadline.

On April 22, 2026 the PRC held a study session to prepare a draft 2025-26 work plan report out (Attachment E). During the study session, the PRC reviewed a list of their 2025-26 accomplishments and requested that staff add an agenda item to the May 27, 2026 meeting to form an ad hoc subcommittee to prepare a draft report out to council.

On May 27, 2026 the PRC formed an ad hoc subcommittee (Attachment F) comprised of Chair Grass and Vice Chair Van Buren, the scope of which was to:

- Review the approved 2025-26 work plan (Attachment G)
- Review the 2024-25 work plan report out presentation (Attachment H)
- Review and compile PRC accomplishments from the 2025-26 work year
- Prepare a draft report out and present it to the PRC for review and possible approval at the June 24, 2026 PRC meeting
- Finalize the 2025-26 work plan report out presentation after approval from the PRC

Analysis

The Parks and Recreation Commission's current work plan for 2025-26 includes nine goals (Attachment G). In summary, the goals include providing a forum for public information and discussion about City parks and recreation; supporting and advising recreation program development; and reviewing progress toward the goals in the 2019 Parks and Recreation Facilities Master Plan (PRFMP). Other goals include participating in park and recreation facility tours to build awareness of recreation systems; advising on topics related to the maintenance and upgrade of recreational facilities; reviewing public-facing recreation policies and recommend updates; receiving staff presentations and reports; maintaining a 12-month schedule of planned Commission agenda items; and annually hosting the City Council liaison at the Parks and Recreation Commission meetings.

What follows is a summary listing of topics the PRC reviewed, advised, and/or recommended during the past year 2025-26:

- Updated PRC work plan for 2025-26
- Selected new commission chair and vice-chair
- Departmental policy updates reviewed and recommended:
 - Racquet sport court policy
 - Picnic rental policy
 - Recreation facility use guidelines policy
- Received Aquatics survey results and annual aquatics report from pool operator
- Received Aquatics pool user survey results from City staff
- Received a presentation from Friends of Bedwell Bayfront Park
- Created an ad hoc subcommittee to plan the first Community Fun Run at Bedwell Bayfront Park
- Support and advise the Youth Advisory Committee
- Hosted the City Council liaison at the April 22 Parks and Recreation meeting
- Received a presentation from Youth Advisory Committee
- Received a presentation on Belle Haven Community Campus program updates
- Conducted self-guided park tours and provided report-outs on observations

In addition to the above topics, the PRC provided a monthly forum for public transparency and input related to parks and recreation services in Menlo Park; reviewed public suggestion box comments and responses;

received departmental updates; advised on recreation program statistics; and received staff presentations about recreation programs and services.

Impact on City Resources

As an advisory body to the City Council, the PRC does not authorize resource allocations. City budget authorizations are the sole purview of the City Council. There is no substantive impact to the City's general fund related to the topics in this report.

Environmental Review

This report is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Hyperlink. Staff Report # 24-025-CC: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240213/k6-20240213-cc-planning-commission-stipend.pdf
- B. Hyperlink. Staff Report #PRC-2025-019: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2025-meetings/agendas/20250723-prc_agenda_packet.pdf#page=46
- C. Hyperlink. City Council meeting video, Sept. 30: youtu.be/-TegH8PG3rw?si=nPmLIIUNr4fsmEQN&t=21309
- D. Hyperlink. Staff Report #PRC-2025-032: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2025-meetings/agendas/20251022_prc-agenda_packet.pdf#page=116
- E. Hyperlink. Staff Report #PRC-2026-011: www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2026-meetings/agendas/20260422_prc-agenda_packet.pdf
- F. Hyperlink. Staff Report #PRC-2026-016: https://www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/parks-and-recreation-commission/2026-meetings/agendas/20260527_prc-agenda_packet.pdf#page=51
- G. PRC work plan 2025-26, as revised and approved by City Council Sept. 30, 2025
- H. Hyperlink. Presentation: Annual Parks and Recreation Commission report out on work plan 2024-25: <https://www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2025-meetings/20250812/e3-prc-report-out-ppt.pdf>

Report prepared by:
Ashley Dixon, Management Analyst

Report reviewed by:
Nick Szegda, Library and Community Services Director

Parks and Recreation Commission work plan

Library and Community Services Department
 800 Alma Street, Menlo Park CA 94025
 Approved September 30, 2025



Work plan goals		
<ol style="list-style-type: none"> 1. As an advisory body to the City Council and a forum for public information about park and recreation issues, encourage and facilitate robust public comment and participation at Commission meetings: <ul style="list-style-type: none"> • Foster a public meeting environment that is inclusive of all members of the diverse Menlo Park community • Focus on resident input and grow relationships with residents throughout the City of Menlo Park. 2. Support and advise recreation program development and operations: <ul style="list-style-type: none"> • Review programs and services with a focus on the provision of high-quality programs and services for all Menlo Park residents • Ensure that the programs and services offered at the Belle Haven Community Campus (BHCC) (including aquatics) contribute to satisfying the needs of the neighborhood it serves and is integrated into a system that is accessible to residents of all ages and abilities throughout the City. 3. Review progress toward the goals in the 2019 Parks and Recreation Facility Master Plan (PRFMP). 4. Participate in park and recreation facility tours to build awareness of recreation systems. 5. Advise on topics related to the maintenance and upgrade of recreational facilities, prioritizing accessibility, safety, and sustainability. 6. Periodically review public-facing recreation policies and recommend updates, as required, with a special focus on policies that may be impacted by shared space operations 7. Periodically receive staff presentations and reports about major parks and recreation service areas and programs, other city departments, and the Youth Advisory Committee 8. Maintain a 12-month schedule of planned Commission agenda items, update and post for public review monthly. 9. Annually host City Council liaison at the Parks and Recreation Commission meetings. 		
Work plan history		
Action	Date	Notes
Work plan recommended to PRC	July 23, 2025	Commission approved
Work plan recommended to City Council	September 30, 2025	City Council approved



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 6/24/2026

Staff Report Number: PRC-2026-021

Informational Item: Library and Community Services department updates and statistics

Recommendation

City staff recommends that the Parks and Recreation Commission (PRC) review and provide feedback on the statistics and recent activities in the Library and Community Services (LCS) department outlined in this report.

Policy Issues

As a duly appointed advisory body to the City Council, the PRC is charged with advising the City Council on matters related to the City's libraries.

Background

LCS provides a wide range of lifelong learning and recreational opportunities for Menlo Park residents of all ages, abilities and lived experiences. Programs and facilities include public libraries, recreation and sports, early childhood education, after-school programs, summer youth camps, older adults (senior) services, athletic fields and courts, community events and aquatics.

Analysis

May 2026 statistics (Attachment A)

LCS collects statistics related to department activities. These data help to inform decision-making and improve services to the community.

Summer Concert Series (Attachment B)

The City of Menlo Park is preparing another summer of music and fun at Fremont Park and Karl E. Clark Park with the City of Menlo Park Summer Concert Series. The free outdoor musical performances feature popular local bands in a variety of musical genres. Participants are encouraged to bring lawn chairs and blankets and pack picnic essentials to enjoy music at twilight with family and friends. All concerts start at 6 p.m. The series begins July 8 and runs weekly through Aug. 12. Summer Concert Series received sponsorship funds from The Almanac, West Bay Sanitary District, and Mark Zuckerberg and Priscilla Chan. The full concert lineup is available in Attachment C.

4th of July Community Parade Picnic and Circus (Attachment C)

On July 4, the City of Menlo Park will host its annual 4th of July celebration and California 175/America 250 (Attachment D) from 11 a.m. – 3 p.m. at Burgess Park. The celebration will include a people parade, community picnic, and free, all-new shows by Circus Bella. The parade will commence at 11 a.m. from the

Arrillaga Family Gymnasium. Participants are encouraged to decorate bicycles and wagons for the procession along Alma Street, escorted by local police vehicles.

Following the parade, a community picnic will take place at 1 p.m. on the Burgess Park lawn, where attendees may bring picnic baskets and blankets. Food trucks will be available on-site for food and treat purchases.

The Circus Bella Company, featuring a diverse ensemble of Bay Area acrobats, aerialists, jugglers, and clowns, will perform their 60-minute "AH HA!" show at noon and again at 2 p.m., accompanied by the six-piece Circus Bella All-Star Band.

Advance registration is recommended to receive event updates and eligibility for prize drawings, though admission to all activities is free. The event is hosted by City of Menlo Park with support from partners American Medical Response and Menlo Swim and Sport.

Juneteenth Celebration (observed) (Attachment E)

The City of Menlo Park held a Juneteenth celebration (observed) on Saturday, June 19, at Belle Haven Community Campus. The event program included:

- Cultural entertainment
- Live music
- Food for purchase
- Free treats
- Resources and vendors
- Activities for the family

The event received sponsorship funds from Peninsula Clean Energy. At the time of this writing, the total attendance count was not yet available.

July is National Park and Recreation Month (Attachment F)

July is National Park and Recreation Month, celebrating the vital role of park and recreation professionals in building healthier, more connected communities. With the theme "The Power of Parks and Recreation," the month honors the efforts of over 160,000 full-time staff (nationally) and countless others who create and maintain inclusive, sustainable spaces. These programs foster well-being, friendships, and lasting memories through activities like yoga, art, and community events. The City Council is tentatively scheduled to issue a proclamation recognizing Park and Recreation Month on July 14 at 6 p.m. Chair Grass and Vice Chair Van Buren will be there to accept the proclamation. All Parks and Recreation Commissioners are invited to attend. The City Council is tentatively scheduled to issue a proclamation recognizing Park and Recreation Month on July 14.

PlayLOCAL! series (Attachment G)

This summer, to celebrate Park and Recreation Month and highlight the amenities of local parks, the City of Menlo Park is hosting its first-ever PlayLOCAL! series. PlayLOCAL! encourages community members to walk or bike to the playground of their local park, where City staff will lead an hour of guided outdoor play and games. Attendees are invited to bring a packed picnic lunch and blanket so they can enjoy a post-playtime picnic where they can chat with other local community members. Events in this series will take place from 11 a.m. – noon each Tuesday in July and will end with a special bubble-themed finale at Willow Oaks Park on Saturday, Aug. 8.

Tuesday, July 7 - Nealon Park

Tuesday, July 14 - Karl E. Clark Park

Tuesday, July 21 - Burgess Park playground
Tuesday, July 28 - Sharon Park playground
Saturday, Aug. 8 - Willow Oaks Park

Menlo High School Water Polo Team Leads Free "Intro to Water Polo" Clinic at Belle Haven Pool

On June 6, the Menlo High School Boys Water Polo team led a free Intro to Water Polo clinic at Belle Haven Pool. The clinic welcomed interested local youth players in Menlo Park to learn more about water polo. Over 30 participants attended and learned basic water polo skills and played games. The event was well-received, and the team plans to make this an annual event. Photos of the event are available in Attachment H.

Menlo Park Kids Triathlon

On June 7, Burgess Pool hosted the "Menlo Park Kids Triathlon" for children ages 4–17 (Attachment I). Participants began the triathlon with a swim at Burgess Pool, then transitioned into helmets and shoes for a bicycle course, and finished with a run around Burgess Park. Over 420 children participated in the triathlon. The event helped raise \$5,000 in donations. All donations and a portion of proceeds go to Beyond Barriers Athletic Foundation (BBAF). BBAF helps fund swim scholarships for swim lessons, as well as swim team, water polo team, and lifeguard training for low-income youth in the Menlo Park community. A video of the event is available in Attachment J.

Annual Advisory Body Training and Appreciation Event

The City is holding its annual advisory body training and appreciation event on Monday, June 29, at 5:30 p.m. in the City Council Chambers. City Council Policy #CC-24-004 requires that all advisory body members attend mandatory training every two years (Attachment K). This training is highly encouraged for all current advisory body members and is required for all newly appointed members. An appreciation reception for outgoing advisory body members who termed out in 2026 will immediately follow the training.

Parks and Recreation Commission vacancy and recruitment

The City of Menlo Park currently has one vacancy on the Park and Recreation Commission. Applicants must be at least 18 years old and reside in the City of Menlo Park. In accordance with City Council Policy #CC-004-024 (Attachment K), the recruitment will be open for four weeks, and the City Clerk will notify prior applicants of the vacancy. City Council will typically consider applications and potentially will make appointments at the next City Council meeting following the end of the recruitment period.

Impact on City Resources

As an advisory body to the City Council, the PRC does not authorize resource allocations. City budget authorizations are the sole purview of the City Council. There is no substantive impact to the City's general fund related to the topics in this report.

Environmental Review

This informational item is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72

hours prior to the meeting.

Attachments

- A. May 2026 statistics
- B. Hyperlink. Summer Concert Series web page.
<https://www.menlopark.gov/Government/Departments/Library-and-Community-Services/Events/Community-events/Summer-Concert-Series>
- C. Hyperlink. 4th of July Community Parade Picnic and Circus web page.
<https://www.menlopark.gov/Citywide-calendar/Community-events/20260704-4th-of-July>
- D. Hyperlink. California 175/America 250 web page. <https://www.celebrate.ca.gov/>
- E. Hyperlink. Juneteenth Celebration web page. <https://www.menlopark.gov/Citywide-calendar/Community-events/20260619-Juneteenth-Celebration-observed>
- F. Hyperlink. National Recreation and Park Association Park and Recreation Month web page.
<https://www.nrpa.org/events/july/>
- G. Hyperlink. PlayLOCAL! web page: <https://www.menlopark.gov/Citywide-calendar/Community-events/20260707-PlayLOCAL-Nealon-Park>
- H. Hyperlink. Belle Haven Pool Intro to Water Polo photos:
<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdrive.google.com%2Fdrive%2Ffolders%2F1Dc4oArU8WG4GF5PS80hZmGDI0mrsS9cR%3Fusp%3Dsharing&data=05%7C02%7Canwalker%40menlopark.gov%7C4c81fe1cc35a44a6b94208dec734a5fe%7C59151a0b543f4867b241b1aa41f062a3%7C0%7C0%7C639167226124642690%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIlwLjAuMDAwMCIsIlAiOiJXaW4zMilslkFOljoitWTFpbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=CGPYMhn%2FPZTIP6SIJdn9OF9Efy2xdqY7HMSqi0U676w%3D&reserved=0>
- I. Hyperlink. Menlo Park Kids Triathlon website.
<https://www.trisignup.com/Race/CA/MenloPark/MenloParkKidsTriathlon>
- J. Hyperlink. Menlo Park Kids Triathlon at Burgess Pool video.
<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.dropbox.com%2Fscf%2Ffi%2Fvsj9tmz341s8rz5daavda%2FMenlo-Kids-Triathlon.mov%3Frlkey%3Djl25ynx6vgzk729e0rxjrvnr7%26e%3D1%26st%3Dj71thjtm%26dl%3D0&data=05%7C02%7Canwalker%40menlopark.gov%7C4c81fe1cc35a44a6b94208dec734a5fe%7C59151a0b543f4867b241b1aa41f062a3%7C0%7C0%7C639167226124672079%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIlwLjAuMDAwMCIsIlAiOiJXaW4zMilslkFOljoitWTFpbCIsIldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=L34V01jHX7v1V1FnXk6wF9eRoH1QJb6M7lv1S1HxV2Y%3D&reserved=0>
- K. Hyperlink. City Council Policy #CC-004-024.
<https://www.menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240213/k6-20240213-cc-planning-commission-stipend.pdf>

Report prepared by:
Ashley Dixon, Management Analyst

Report reviewed by:
Nick Szegda, Library and Community Services Director

Location*	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
800 Alma St.	35,042	35,224	35,148	36,111	35,580	35,096	33,216	32,077	36,035	31,192	34,688	33,583	32,921
100 Terminal Ave.*	2191	2,366	2,286	2,192	2,516	2,343	2,033	2,000	2,401	2,323	2,522	2,475	3,141
eBooks	9,875	9410	10,546	11,281	9,752	10,467	9,853	9,269	10,481	9,229	9,086	*	*
eAudio	5,935	6159	6,254	6,575	6,797	6,426	6,136	6,745	7,252	6,062	6,674	6,552	7,147
eVideo	1,308	1198	1,531	1,239	1,138	1,219	1,174	1,292	1,252	926	1,133	1,281	*
eSerials	2,230	2191	1,983	2,427	2,183	2,253	2,490	2,372	2,492	2,380	3,111	2,735	*
Total online / digital	19,348	18,958	16,604	21,336	19,870	20,365	19,653	19,678	10,996	18,597	20,004	10,568	*

*At the time of this report totals were not yet available

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
New cards issued - MP residents	161	198	216	235	171	186	167	137	216	166	183	190	178
Total cardholders - MP residents	24,302	24,472	24,652	24,875	25,019	25,133	25,193	15,017	15,152	15,272	15,387	15,555	15,674

*Counts are temporarily unavailable and will be reported when system is available

Location*	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
800 Alma St.	3,084	3,730	3,776	3,469	2,970	3,263	2,666	2,680	3,160	2,745	2,915	2,751	2,703
100 Terminal Ave.*	402	509	497	464	517	413	315	395	378	346	309	365	344

Location*	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Incoming holds - 800 Alma St	4,313	4,187	4,070	4,081	4,236	4,128	3,421	3,427	4,154	3,577	4,028	3,995	4,050
Outgoing holds - 800 Alma St	2,756	2,970	2,996	3,074	2,812	3,020	2,386	2,450	2,828	2,636	2,748	2,652	2,660
Incoming holds - 100 Terminal Ave.*	161	200	157	182	129	165	131	110	200	110	188	196	629
Outgoing holds - 100 Terminal Ave.*	264	305	266	304	273	357	382	368	440	391	429	361	372

Location*	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
800 Alma St.	13,367	15,845	13,228	8,539	14,491	14,981	13,211	11,411	12,493	26,966	27,280	19,281	18,398
100 Terminal Ave. (All-ages library)	2392	2539	2,585	2,268	2,736	2,480	2,133	2,161	2,560	2,390	2,348	2,480	2,510
100 Terminal Ave. (Children's library)	-	-	-	892	686	758	820	703	978	1,001	1,040	2,258	2,441

Location*	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Total attendance - 800 Alma St.	1,127	1,112	1609	1,551	985	882	737	761	1,204	903	956	1,167	1,040
# of programs - 800 Alma St.	37	42	36	38	37	38	33	31	37	34	33	36	37
Total attendance - 100 Terminal Ave.*	188	355	407	540	373	309	164	216	514	283	392	298	336
# of programs - 100 Terminal Ave.*	25	26	33	26	25	28	29	27	29	28	28	28	30
Conference Room - available hours	-	-	-	217	217	217	217	217	217	217	209	217	209
Conference Room - reserved hours	-	-	-	16.5	21	24	26.3	23	19	18	22	34	38
Conference Room - utilization %	-	-	-	8%	10%	11%	12%	11%	9%	8%	11%	16%	18%
Tutor Room - available hours	-	-	-	217	217	217	217	217	217	217	209	217	209
Tutor Room - reserved hours	-	-	-	50	58	70	51	40	56.5	46	45	44	52
Tutor Room - utilization %	-	-	-	23%	26%	32%	24%	18%	26%	21%	22%	20%	25%

*Between Apr – May 2024, Belle Haven Library was relocated from 413 Ivy Dr. to 100 Terminal Ave.

**In February 2025, Belle Haven Library began allowing outgoing hold to other libraries outside Menlo Park

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Table 7. Belle Haven Child Development Center (Preschool)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Students ages 3-5	54	56	47	45	45	47	49	49	50	59	62	66	67
Special needs students	-	-	1	3	2	2	2	2	2	2	2	1	1
English second language students	-	-	37	34	37	37	38	38	39	48	52	57	59
Meals and snacks served	-	-	3,102	2,024	2,112	2,438	1,865	1,900	1,900	1,500	3,276	4,000	4,020
Total hours of education and care provided*	-	-	10,082	9,214	8,775	10,540	7,706	7,706	9,263	10,930	12,695	14,157	13,065

Table 8. Menlo Children's Center (Preschool)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Students ages 18 mo - 2 years	-	-	7	4	5	5	5	1	1	3	3	3	3
Students ages 2 - 3 years	-	-	11	16	17	18	18	17	17	19	19	20	18
Students ages 3 - kindergarten	-	-	23	23	22	22	22	23	24	24	28	36	36
Total enrollment	46	44	43	43	44	45	45	41	42	46	50	59	59
Total hours of education and care provided*	-	-	-	7,830	7,960	8,690	6,332	5,944	6,768	7,092	8,999	10,311	9,158

Table 9. Menlo Children's Center (After school)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Kindergarten	-	-	-	9	10	10	10	10	11	11	11	11	11
Students grades 1st - 5th	-	-	-	32	33	33	33	33	34	31	31	31	31
Summer camp enrollment	-	-	63	30	0	0		0	0	0	0	0	0
Total enrollment	29	27	63	71	43	43	43	43	45	42	42	42	42
Total hours of education and care provided*	-	-	5,985	3,937	2,316	3,142	2,503	1,933	2,679	1,642	3,636	2,217	2,436

Table 10. Belle Haven Youth Center (After school)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Transitional kindergarten	-	-	0	0	5	5	5	5	5	5	5	5	5
Kindergarten	-	-	4	4	6	6	6	6	6	6	6	6	6
Students grades 1 st - 5th	-	-	29	29	56	56	56	56	56	56	56	56	54
Summer Camp enrollment	-	-	52	54	0	0	0	0	0	0	0	0	0
Total enrollment	58	122	85	85	67	67	67	67	67	67	67	67	65
Total hours of education and care provided*	-	-	11,720	12,094	4,623	5,662	4,020	3,920	4,858	4,623	5,600	4,388	4,940

*all hours total for all students

*Menlo Park Senior Center was closed during April and part of May 2024 to relocate from 700 Alma St. to 100 Terminal Ave.
**Season is still in progress and data shown is not yet final.

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Table 11. Menlo Park Senior Center - Meals and transportation (100 Terminal Ave.)

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Lunches served	952	*	970	985	1,453	1,150	802	743	924	963	1,083	1,012	1,011
Grocery boxes distributed	460	213	460	485	476	511	214	248	532	512	579	508	498
Senior shuttle trips	1,474	1,234	816	784	702	702	620	616	620	630	662	672	518
Special event attendance	129	100	80	80	90	101	0	87	0	80	0	0	0

Table 12. Menlo Park Senior Center - Senior class enrollment (100 Terminal Ave.)

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Fitness, yoga, martial arts, or health	-	-	114	114	83	107	107	107	119	120	105	295	317
Arts and crafts or technology	-	-	60	61	66	70	64	64	68	78	65	82	94
Dance, music, or performing arts	-	-	38	38	47	59	45	57	79	77	77	83	75
Languages or other literary arts	-	-	55	55	56	74	63	56	54	63	64	61	70
Other	-	-	11	11	12	9	19	19	5	5	8	9	10
Enrollment - non-residents	-	-	121	121	119	145	138	138	144	150	140	86	87
Enrollment - residents	-	-	157	158	145	174	172	172	181	178	179	105	109
Enrollment - Total	-	-	278	279	264	319	310	310	325	328	319	191	196
Total classes offered	-	-	19	19	19	21	21	21	20	21	19	21	21

Table 13. Arrillaga Family Recreation Center - Senior class enrollment (800 Alma St.)

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Fitness, yoga, martial arts, or health	-	-	64	64	75	118	118	118	110	106	113	96	100
Arts and crafts or technology	-	-	0	0	0	0	0	0	0	0	0	0	0
Dance, music, or performing arts	-	-	28	28	50	38	37	37	33	33	35	23	27
Languages or other literary arts	-	-	27	27	33	33	33	33	35	35	35	51	50
Other	-	-	-	-	-	-	-	-	-	4	4	0	0
Enrollment - non-residents	-	-	27	27	66	69	68	68	65	65	65	93	87
Enrollment - residents	-	-	92	92	92	120	120	120	113	113	122	77	90
Enrollment - Total	-	-	119	119	158	189	188	188	178	178	187	170	177
Total classes offered	-	-	4	4	5	5	5	5	7	7	7	5	5

*Menlo Park Senior Center was closed during April and part of May 2024 to relocate from 700 Alma St. to 100 Terminal Ave.
**Season is still in progress and data shown is not yet final.

Table 14. Facility rentals - Arrillaga Family Recreation Center (700 Alma St.)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Residents	-	-	14	9	11	6	8	5	6	11	13	11	10
Non-residents	-	-	19	35	33	22	20	15	23	24	27	28	25
Instructor usage (in hours)	-	-	1,068	1,437	1,576	1,502	1,250	1,433	1,089	1,126	1,200	1,200	1,200
Cypress Room - available hours	-	-	363	363	350	361	338	361	364	322	348	348	351
Cypress Room - reserved hours	-	-	88.25	39	39.75	35.25	86.25	94.75	55	59	56.5	47	46
Cypress Room - utilization %	-	-	24%	10%	11%	9%	56%	26%	15%	18%	16%	14%	8%
Juniper Room - available hours	-	-	363	363	350	361	338	361	364	322	348	348	351
Juniper Room - reserved hours	-	-	168.33	132	262	287	190.33	138	127	122	161.5	176	189
Juniper Room - utilization %	-	-	46%	36%	75%	80%	56%	38%	35%	38%	46%	51%	54%
Maple Room - available hours	-	-	363	363	350	361	338	361	364	322	348	348	331
Maple Room - reserved hours	-	-	155.75	92	231.75	214.75	190.7	129.5	225	173	322.42	159	237
Maple Room - utilization %	-	-	43%	25%	66%	59%	56%	36%	62%	54%	93%	46%	72%
Oak Room - available hours	-	-	363	363	350	361	338	361	364	322	348	348	351
Oak Room - reserved hours	-	-	54	11	73.25	61	56.27	27	43	51	53	83	57
Oak Room - utilization %	-	-	15%	3%	21%	16%	16%	7%	12%	16%	15%	24%	16%
Oak Patio - available hours	-	-	363	363	350	361	338	361	364	322	348	348	351
Oak Patio - reserved hours	-	-	0	0	0	5	0	3	0	0	6.5	0	10
Oak Patio - utilization %	-	-	0%	0%	0%	1%	0%	0%	0%	0%	100%	0%	<1%
Sequoia Room - available hours	-	-	363	363	332	345	318	345	344	306	332	332	331
Sequoia Room - reserved hours	-	-	61.5	90	22.75	21.67	62.58	51.75	79	50	67.5	52	85
Sequoia Room - utilization %	-	-	17%	25%	7%	6%	20%	14%	23%	16%	20%	16%	26%
Sequoia Patio - available hours	-	-	363	363	332	345	318	345	364	306	348	348	331
Sequoia Patio - reserved hours	-	-	0	30	20.75	0	5.3	0	5	26	4	5	29
Sequoia Patio - utilization %	-	-	0%	8%	6%	0%	2%	0%	1%	8%	1%	1%	1%
Willow Room - available hours	-	-	363	363	372	384	358	384	386	342	370	370	372
Willow Room - reserved hours	-	-	138	66	114	138	358	384	386	342	370	370	126
Willow Room - utilization %	-	-	38%	18%	31%	29%	100%	100%	100%	100%	100%	100%	34%

Table 15. Facility rentals - Arrillaga Family Gymnasium (600 Alma St.)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Residents	-	-	100	32	28	38	40	39	40	40	38	30	40
Non-residents	-	-	20	30	28	11	10	18	7	10	14	6	6
Instructor usage (in hours)	-	-	37	80	80	80	120	24	24	32	32	32	16
Court #1 - available hours	-	-	517	515	500	500	498	517	517	517	515	500	515
Court #1 - reserved hours	-	-	122.5	113	235	357.2	364	355.75	425	482	499.58	461	422
Court #1 - utilization %	-	-	24%	22%	47%	71%	73%	68%	82%	93%	97%	92%	82%
Court #2 - available hours	-	-	517	515	500	500	498	517	517	517	515	500	515
Court #2 - reserved hours	-	-	128	119	248	147.5	319	453.5	439	482	499.58	461	461
Court #2 - utilization %	-	-	28%	23%	49%	29%	64%	87%	85%	93%	97%	92%	92%

Table 16. Facility rentals - Belle Haven Community Campus (100 Terminal Ave.)													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Residents	-	-	4	8	6	6	14	15	6	11	11	7	8
Non-Residents	-	-	0	0	1	0	0	0	2	6	5	3	2
Instructor usage (in hours)	-	-	*	*	*	*	*	*	*	*	*	*	*
Makerspace - available hours	-	-	328	248	240	248	240	248	248	224	224	240	248
Makerspace - reserved hours	-	-	70.25	47	55.75	62.75	51.25	53.5	31.5	28	28	32.5	46.5
Makerspace - utilization %	-	-	21%	19%	23%	25%	21%	22%	13%	13%	13%	3%	19%
Event Hall - available hours	-	-	304	364	335	348	325	348	350	310	310	335	217.5
Event Hall - reserved hours	-	-	220.5	196.5	218	257.5	176.5	218	176.5	181	181	198	140
Event Hall - utilization %	-	-	73%	54%	65%	74%	54%	63%	50%	58%	58%	59%	65%
Movement Studio - available hours	-	-	304	364	364	378	350	378	378	336	336	364	364
Movement Studio - reserved hours	-	-	80	39	23	28.75	27.25	16.5	11	11	11	10.25	16.75
Movement Studio - utilization %	-	-	26%	11%	6%	8%	8%	4%	3%	3%	3%	3%	5%
Flex Classroom - available hours	-	-	304	364	364	378	350	378	378	336	336	364	364
Flex Classroom - reserved hours	-	-	17	11.5	25	21	24.5	17.5	27.5	27	27	28	31
Flex Classroom - utilization %	-	-	6%	3%	7%	6%	7%	5%	7%	8%	13%	8%	7%
Gymnasium - available hours	-	-	-	378	289	291	303	277.5	303	306	268	291	289
Gymnasium - reserved hours	-	-	-	209	203	231	240	213.5	223	304.5	268	318	310
Gymnasium - utilization %	-	-	-	81%	70%	79%	79%	77%	73%	101%	100%	109%	107%

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	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Fitness, yoga, martial arts, or health	-	-	197	101	296	305	316	312	284	296	296	342	288
Sports	-	-	-	-	-	-	-	-	-	-	-	-	-
Arts and crafts or technology	-	-	54	47	7	19	19	19	12	12	12	5	5
Dance, music, or performing arts	-	-	130	236	337	348	348	272	304	314	307	313	317
Language and literary arts	-	-	27	27	58	40	40	33	35	35	35	51	50
Other	-	-	173	363	59	111	70	104	55	55	51	106	105
Enrollment - non-residents	-	-	175	307	188	217	204	176	165	175	185	230	144
Enrollment - residents	-	-	506	467	569	606	589	564	525	537	516	587	621
Enrollment - Total	-	-	681	774	757	823	793	740	690	712	701	817	765
Total classes offered	-	-	68	63	62	78	73	65	73	73	74	80	80
# of instructors	-	-	33	33	28	32	31	32	28	26	26	26	26

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Enrollment - Basketball	-	-	6	27	35	31	99	33	47	81	83	32	0
Enrollment - Volleyball	-	-	72	102	82	81	81	81	81	87	88	96	96
Enrollment - Youth mixed activity sports camp	-	-	0	0	0	0	0	0	0	0	0	0	0
Enrollment - non-residents	-	-	56	74	59	27	98	98	77	95	97	99	74
Enrollment - residents	-	-	16	55	58	85	82	50	51	73	74	29	22
Enrollment - Total	-	-	78	129	117	112	180	64	128	168	171	128	96
Total classes offered	-	-	5	7	0	7	15	5	5	7	8	5	2
# of instructors	-	-	2	2	2	2	2	2	2	2	2	2	1
Drop-in basketball visits	-	-	206	171	194	190	525	233	270	404	263	236	256
Drop-in volleyball visits	-	-	394	287	415	433	646	412	436	626	358	264	307
Leagues – individual registrations	-	-	56	0	14	0	0	3	3	0	0	0	0
Leagues – team registrations	-	-	14	0	31	50	128	10	0	23	3	0	0

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Fitness, yoga, and health	-	-	80	80	66	104	104	105	69	75	75	64	64
Sports	-	-	-	-	-	-	-	-	-	-	-	46	47
Arts and crafts and technology	-	-	41	41	41	30	30	30	71	71	71	70	70
Dance, music, or performing arts	-	-	15	15	47	40	40	40	18	12	12	37	35
Language and literary arts	-	-	13	13	31	35	36	36	24	24	24	23	24
Other	-	-	-	-	-	7	0.07	8	6	6	6	39	40
Enrollment - non-residents	-	-	10	10	16	17	17	17	14	16	16	73	71
Enrollment - residents	-	-	139	139	169	201	207	208	174	186	186	208	210
Enrollment - Total	-	-	149	149	185	218	224	225	188	202	202	281	281
Total classes offered	-	-	15	15	22	22	23	23	24	24	24	31	31
# of instructors	-	-	9	9	11	12	13	13	13	13	13	13	13
Drop-in basketball visits	-	-	29*	167	192	215	252	272	272	160	233	200	313
Drop-in volleyball visits	-	-	*	10	50	65	6	31	31	16	8	64	37
Drop-in Fitness Center	-	-	542	720	659	620	522	550	364	572	541	516	510

	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Gymnastics enrollment	-	-	898	887	1,245	1,251	1,219	1,182	130 (1 week)	242 (3 weeks)	1,352	1,258	1,300
Aerial Silks enrollment	-	-	49	43	58	59	55	55	0	0	53	24	24
Enrollment - non-residents	-	-	287	282	342	343	359	293	*	*	338	309	301
Enrollment - residents	-	-	628	605	815	811	859	944	*	*	944	949	949
Enrollment - Total	-	-	929	1,125	1,303	1,310	1,273	1,237	130	242	1,405	1,282	1,324
Total classes offered	-	-	119	119	120	120	120	120	*	*	120	120	120
# of instructors	-	-	2	2	2	2	2	2	0	0	2	1	1

*Gymnastics was closed due to flooding from Jan - Feb, 2026

LIBRARY AND COMMUNITY SERVICES
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Table 21. Picnic Rentals													
Location	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Burgess Park picnic area - available hours	-	-	3,472	2,976	2,400	2,976	3,300	2,976	2,976	3,136	3,410	2,880	2,232
Burgess Park picnic area - reserved hours	-	-	74.5	97	195	148	86	14.5	38	35	87	171	193.5
Burgess Park picnic area - utilization %	-	-	2%	3%	8%	1%	3%	1%	1%	1%	1%	6%	9%
Nealon Park picnic area - available hours	-	-	2,542	1,860	2,100	2,604	2,880	2,604	2,604	2,352	2,542	2,460	2,232
Nealon Park picnic area - reserved hours	-	-	90	108	130	78	56	20	31	44	107	100	45
Nealon Park picnic area - utilization %	-	-	4%	6%	6%	3%	2%	1%	1%	1%	4%	4%	2%

Table 22. Park Rentals													
Location	May 2025	Jun. 2025	Jul. 2024	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Bedwell-Bayfront Park - available hours	-	-	434	434	420	434	420	434	434	410	434	434	434
Bedwell-Bayfront Park - reserved hours	-	-	12	12	60	36	12	0	12	0	0	0	12
Bedwell-Bayfront Park - utilization %	-	-	0.0276	0.03	0.14	0.08	3%	0%	3%	0%	0%	0%	3%
Sharon Park - available hours	-	-	434	434	420	372	420	420	420	410	420	420	434
Sharon Park - reserved hours	-	-	0	0	0	12	0	0	0	0	0	0	0
Sharon Park - utilization %	-	-	0%	0%	0%	3%	0%	0%	0%	0%	0%	0%	0%

Table 23. Athletic Field Rentals													
Location	May 2025	Jun. 2025	Jul. 2024	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Burgess Park - available hours	-	-	4,142	3,456	2,520	2,604	2,880	2,604	2,604	2,688	2,604	2,520	2,976
Burgess Park - reserved hours	-	-	2,976	1,206	561	540	195	1	69	299	767	1,306	689
Burgess Park - utilization %	-	-	72%	35%	22%	21%	7%	0%	3%	11%	29%	52%	23%
Hillview School - available hours	-	-	744	744	720	744	720	744	744	672	744	720	744
Hillview School - reserved hours	-	-	478.5	202	132	153	142	85	79	107	239	229	262
Hillview School - utilization %	-	-	64%	27%	18%	20%	20%	11%	11%	16%	32%	32%	23%
Jack Lyle Park - available hours	-	-	Closed	744	720	744	720	744	744	672	744	720	744
Jack Lyle Park - reserved hours	-	-	Closed	197	246	182	92	10.5	8	66	234	181	185
Jack Lyle Park - utilization %	-	-	Closed	26%	34%	24%	13%	1%	1%	10%	31%	25%	24%
Kelly Park - available hours	-	-	868	868	840	868	840	868	868	784	868	840	868
Kelly Park - reserved hours	-	-	243	240	321	310	236	158	206	185	179	317	337
Kelly Park - utilization %	-	-	28%	28%	38%	36%	28%	18%	24%	23%	21%	38%	39%
La Entrada School - available hours	-	-	Closed	3,038	2,160	2,232	2,160	2,232	2,232	2,016	2,604	2,520	2,232
La Entrada School - reserved hours	-	-	Closed	240	31.5	31.5	12	0	0	26	126	90	130
La Entrada School - utilization %	-	-	Closed	8%	1%	1%	0%	0%	0%	1%	5%	3%	6%
Nealon Park - available hours	-	-	Closed	1,302	840	868	420	434	434	392	434	420	434
Nealon Park - reserved hours	-	-	Closed	73	135	151.25	72	50.5	62.5	41	107	136	111.5
Nealon Park - utilization %	-	-	Closed	6%	2%	17%	12%	12%	14%	10%	25%	32%	25%
Oak Knoll School - available hours	-	-	Closed	744	360	372	420	434	434	336	372	360	372
Oak Knoll School - reserved hours	-	-	Closed	106	27	24	0	0	0	16	64	36	62
Oak Knoll School - utilization %	-	-	Closed	14%	7%	6%	0%	0%	0%	4%	17%	10%	16%
Willow Oaks Park - available hours	-	-	Closed	1,488	1,440	1,488	1,440	1,488	1,488	1,344	1,488	1,440	1,488

*Season is still in progress and data shown is not yet final.

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Willow Oaks Park - reserved hours	-	-	Closed	239	120	110	29	18	19.5	83.5	229	181	194
Willow Oaks Park - utilization %	-	-	Closed	16%	8%	7%	2%	1%	1%	6%	15%	13%	13%
Total available hours	-	-	5,754	12,384	9,600	7,947	9,600	9,548	9,548	8,904	9,858	9,540	9,858
Total reserved hours	-	-	3,698	2,503	1,573	1,501	778	323	525	824	1,945	2,476	1,970
Total field utilization %	-	-	64%	20%	16%	19%	8%	3%	5%	9%	20%	26%	20%

Table 24. Tennis and Pickleball Court Rentals

Location	May 2025	Jun. 2025	Jul. 2024	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Burgess Park - Tennis Court #1 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Burgess Park - Tennis Court #1 reserved hours	-	-	174	184	205	181	149	103	163	141	210	140	198
Burgess Park - Tennis Court #1 utilization %	-	-	40%	42%	48%	42%	35%	24%	38%	35%	48%	33%	48%
Kelly Park - Pickleball Court #1 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Kelly Park - Pickleball Court #1 reserved hours	-	-	21	45	47	48	41	16	30	12	33	33	32
Kelly Park - Pickleball Court #1 utilization %	-	-	5%	10%	11%	10%	10%	4%	6%	3%	7%	8%	7%
Kelly Pickleball Court #2 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Kelly Pickleball Court #2 reserved hours	-	-	5	21	14	27	11	10	14	5	18	24	25
Kelly Park - Pickleball Court #2 utilization %	-	-	1%	5%	3%	6%	2%	2%	2%	1%	4%	6%	5%
Kelly Park - Tennis Court #1 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Kelly Park - Tennis Court #1 reserved hours	-	-	51	77	133	143	117	109	128	94	145	134	209
Kelly Park - Tennis Court #1 utilization %	-	-	11%	18%	32%	33%	28%	25%	38%	24%	33%	32%	48%
Nealon Park - Tennis Court #1 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Nealon Park - Tennis Court #1 reserved hours	-	-	172	161	204	220	197	151	197	186	249	237	233
Nealon Park - Tennis Court #1 utilization %	-	-	40%	37%	49%	50%	42%	35%	45%	47%	57%	56%	53%
Nealon Park - Tennis Court #2 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Nealon Park - Tennis Court #2 reserved hours	-	-	164	163	193	173	150	89	135	166	208	207	214
Nealon Park - Tennis Court #2 utilization %	-	-	38%	38%	46%	40%	36%	21%	31%	42%	48%	49%	62%
Willow Oaks - Tennis Court #3 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Willow Oaks - Tennis Court #3 reserved hours	-	-	120.75	112	192	170	148	115.75	136.75	152	204	163	194
Willow Oaks - Tennis Court #3 utilization %	-	-	28%	26%	46%	39%	35%	27%	31%	38%	47%	39%	45%
Willow Oaks - Tennis Court #4 available hours	-	-	434	434	420	434	420	434	434	392	434	420	434
Willow Oaks - Tennis Court #4 reserved hours	-	-	99	142	194	170	150	131	174	132	220	206	237
Willow Oaks - Tennis Court #4 utilization %	-	-	23%	33%	46%	39%	36%	30%	40%	33%	51%	49%	54%

Table 25. Tennis and Pickleball Classes

Location	May 2025	Jun. 2025	Jul. 2024	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Youth tennis enrollment	-	-	21	23	47	48	67	63	86	53	51	61	60
Adult tennis enrollment	-	-	6	7	24	28	31	23	23	21	21	18	18
Tennis enrollment - resident			21	27	63	67	82	73	73	63	62	68	67
Tennis enrollment - non-resident				6	3	8	9	16	13	13	10	11	11
Tennis enrollment total				27	30	72	76	98	86	86	72	79	78

*Season is still in progress and data shown is not yet final.

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Table 26. Recreation client accounts													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
New recreation client accounts	505	501	459	937	502	347	402	806	488	416	1,338	546	637
Total recreation client accounts	16,786	17,287	17,743	18,680	19,182	19,529	19,931	20,737	21,225	21,641	22,979	23,525	24,162
Hyperlocal client accounts	1,613	1,682	1,695	1,848	1,899	1,962	2,005	2,072	2,137	2,194	2,288	2,341	2,418

Table 27. Web page views													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
/Library	3,921	4,390	4,247	4,332	3,892	3,914	3,995	3,906	4,708	3,797	3,803	3,738	*
/ActivityGuide	7,508	4,872	5,016	10,099	3,771	2,881	4,043	6,613	4,760	5,119	8,984	3,621	*

*At the time of this report totals were not yet available

Table 28. Newsletter engagement													
	*May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
Newsletters sent	5	4	4	5	4	4	4	3	4	4	4	4	5
Average recipients per newsletter	23,123	24,602	24,475	24,346	27,815	28,839	28,550	28,388	28,195	28,031	29,114	29,352	29,186
Total recipients (excludes bounces, etc.)	108,779	91,739	91,030	121,730	111,261	106,618	114,199	85,166	104,250	103,589	116,457	117,408	133,191
Total newsletter clicks	2,874	2,389	2,587	3,481	4,045	3,058	3,058	3,226	4,975	5,323	5,558	4,018	6,143
Total newsletter unique clicks	1,519	1,200	1,346	1,720	1,437	1,374	1,501	1,041	1,653	1,628	2,075	1,375	2,102
Total newsletter opens	79,229	69,913	68,109	86,160	82,795	80,650	81,663	67,170	81,207	80,829	84,643	81,139	105,444
Total unique opens	51,316	44,582	43,747	55,666	52,733	52,661	52,458	41,737	51,613	51,825	53,421	53,510	66,650
% open rate (monthly average)	69%	71%	70%	71%	74%	70%	72%	79%	72%	72%	73%	69%	72%
% unique opens rate (monthly average)	44%	45%	45%	46%	47%	46%	46%	49%	46%	46%	46%	46%	46%
Unsubscribes Monthly Total	170	139	128	207	296	242	209	148	212	118	152	163	213
% Unsubscribes - Monthly Average	0.15%	0.14%	0.13%	0.17%	0.25%	0.21%	0.19%	0.17%	0.19%	0.11%	0.16%	0.14%	0.14%
Email Bounces - Monthly Total	2,564	2,192	2,172	2,760	2,777	2,740	2,619	1,938	2,552	2,549	2,735	2,584	3,464

*On May 10, 2025 a server error caused a newsletter to fail to send to approximately 8,920 subscribers

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Table 29. Large-scale community event attendance													
	May 2025	Jun. 2025	Jul. 2025	Aug. 2025	Sep. 2025	Oct. 2025	Nov. 2025	Dec. 2025	Jan. 2026	Feb. 2026	Mar. 2026	Apr. 2026	May 2026
College and Career Fair	-	-	-	-	-	-	-	-	-	-	-	-	-
Black Liberation Month Celebration	-	-	-	-	-	-	-	-	-	310	-	-	-
Community Resource Fair	180	-	-	-	-	-	-	-	-	-	225	-	-
Egg Hunt/Spring Fest	-	-	-	-	-	-	-	-	-	-	3,100	-	-
Juneteenth Celebration	-	310	-	-	-	-	-	-	-	-	-	-	-
4th of July Parade and Celebration	-	-	2200	-	-	-	-	-	-	-	-	-	-
Summer Concert – Fremont Park	-	-	249	-	-	-	-	-	-	-	-	-	-
Summer Concert – Fremont Park	-	-	*	-	-	-	-	-	-	-	-	-	-
Summer Concert – Fremont Park	-	-	302	-	-	-	-	-	-	-	-	-	-
Summer Concert – Fremont Park	-	-	365	-	-	-	-	-	-	-	-	-	-
Summer Concert – Fremont Park	-	-	-	275	-	-	-	-	-	-	-	-	-
Summer Concert – Fremont Park	-	-	-	750	-	-	-	-	-	-	-	-	-
Summer Concert – Karl E. Clark Park	-	-	120	130	-	-	-	-	-	-	-	-	-
Summer Concert – Kelly Park	-	-	-	-	-	-	-	-	-	-	-	-	-
Summer Concert – Kelly Park	-	-	-	-	-	-	-	-	-	-	-	-	-
Trunk-or-Treat	-	-	-	-	-	310	-	-	-	-	-	-	-
Halloween Parade and Festival	-	-	-	-	-	2000	-	-	-	-	-	-	-
Pumpkin Splash	-	-	-	-	-	160	-	-	-	-	-	-	-
Light Up the Season	-	-	-	-	-	-	-	925	-	-	-	-	-
Photos with Santa	-	-	-	-	-	-	-	463	-	-	-	-	-

June 24, 2026

MEETING DATE*	TENTATIVE AGENDA TOPICS**	
January 28, 2026	<ul style="list-style-type: none"> Picnic Area Use Policy Ad Hoc Sub Committee project – 6k “fun run” 	
February 25, 2026	<ul style="list-style-type: none"> Invite Council Liaison to meeting Pickleball presentation - Updates on non-CIP issues Aquatics Operator Annual Report and Survey 	
March 25, 2026	<ul style="list-style-type: none"> Presentation: Gymnastics Receive City’s Aquatics Community Survey Results Court user policy updates 	
April 22, 2026	<ul style="list-style-type: none"> Advisory Annual Attendance Report New PRC members appointed by City Council Study session: Prepare work plan prior year progress report Presentation: San Jose Conservation Corps Park Ranger first 90-day updates City Council Liaison attended meeting 	
May 27, 2026 At BHCC	<ul style="list-style-type: none"> New PRC members appointed by City Council Select commission Chair and Vice Chair Presentation: Belle Haven Community Campus, Kelly Park Field Presentation: Youth Advisory Committee Form an ad hoc subcommittee to draft a work plan report out Park tour report outs 	
June 24, 2026	<ul style="list-style-type: none"> New Chair begins term Onboarding new PRC members Study session: Update PRC work plan for coming year Presentation: Realize Flood Park project update (County of San Mateo Parks) Review draft work plan report out for 2025-26 Park tour report outs 	
July 22, 2026	<ul style="list-style-type: none"> Study session: Update PRC work plan for coming year Approve work plan report out Capital Improvement Project process updates Park tour report outs Event Sponsorship Policy review/update 	
August 26, 2026	<ul style="list-style-type: none"> Chair gives City Council PRC prior year work plan progress report (August 11) Recommend PRC work plan for coming year Park tour report outs 	
September 23, 2026	<ul style="list-style-type: none"> City Council approval of PRC work plan for coming year Review the City’s Aquatics Community Survey draft Park tour report outs 	
October 28, 2026	<ul style="list-style-type: none"> Receive the commission work plan as revised and approved by City Council 	
November 18, 2026	<ul style="list-style-type: none"> Approve schedule of PRC meetings for following calendar year Parks and Recreation Facility Master Plan review 	
December 21, 2026 (Joint meeting w/ LC) At BHCC	<ul style="list-style-type: none"> Year in review Open house / social 	
Standing/ recurring agenda items (typically every meeting unless otherwise noted)	<ul style="list-style-type: none"> Approve previous meeting’s minutes Department statistics Tentative agenda calendar Staff reports Commissioner reports 	<ul style="list-style-type: none"> Strategic Plan review (recommended to review annually) Parks and Rec Master Plan update (recommended every 4 years)
Unscheduled future items	<ul style="list-style-type: none"> Dog park enforcement (via ranger services) 	

*Parks and Recreation Commission meetings are held at 6:30 p.m. on the fourth Wednesday of the month unless otherwise specified.

** All dates and topics are tentative and subject to change

***Items that recur annually are in bold and in green font (do not remove)

PARKS AND RECREATION COMMISSION
TENTATIVE AGENDA CALENDAR

	<ul style="list-style-type: none">• Community gardens study session• Attend YAC meetings (Contact YAC in Sept or Oct to review meeting schedule)
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*Parks and Recreation Commission meetings are held at 6:30 p.m. on the fourth Wednesday of the month unless otherwise specified.

** All dates and topics are tentative and subject to change

***Items that recur annually are in bold and in green font (do not remove)