REGULAR MEETING MINUTES

Date: 8/26/2026
Time: 6:30 p.m.
Locations: Teleconference and
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Chair Grass called the meeting to order at 6:34 p.m.

B. Roll Call

Present: Chunyu, Dawkins, Grass, Lee, Patel, Van Buren
Absent: Hubbell (Excused absence. Hubbell was added to the PRC several hours prior.)
Staff: Management Analyst Ashley Dixon, Library and Community Services Director Nick Szegda, Recreation Coordinator Harrison Yee, Recreation Coordinator Khalid Awadalla

C. Public Comment

- Andrea Beylen spoke in support of improvements to Kelly Park and Nealon Park pickleball courts.
- Chris McIntosh spoke in support of permit requirements for Bedwell Bayfront Park that preserve wildlife conservation.

D. Study Session

D1. Parks and Recreation Commission update and report out on completed self-guided park tours (Staff Report PRC-2026-027)

Management Analyst Dixon introduced the item.

The Commission discussed a process for notifying staff ahead of Commission meetings if a park tour was conducted.

E. Regular Business

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

ACTION: Motion and second (Patel/ Grass), to approve the minutes from the July 22, 2026 meeting, passed 6-0-1 (Hubbell absent).

E2. Recommend Parks and Recreation work plan 2026-27 (Staff Report PRC-2026-028)

The Commission discussed the work plan.

ACTION: Motion and second (Chunyu/ Dawkins), to approve the Parks and Recreation work plan 2026-27, passed 6-0-1 (Hubbell absent).

F. Informational Items

F1. Library and Community Services Department updates and statistics (Staff Report PRC-2026-029)

Director Szegda introduced the item.

The Commission received clarification on vehicle license fee funding, community events, Senior Prom, senior lunches and aquatics hours.

F2. Tentative agenda calendar (Attachment)

Management Analyst Dixon introduced the item.

The Commission discussed moving the Dec. 21 joint meeting with the Library Commission to Dec. 17, and adding discussions on the Youth Advisory Committee calendar and joint use agreements.

G. Commissioner Reports

G1. Individual Commissioner reports

Chair Grass reported out on the City's launch of its artificial intelligence (AI) chatbot.

H. Adjournment

Chair Grass adjourned the meeting at 8:08 p.m.

Management Analyst Ashley Dixon