

Parks and Recreation Commission



REGULAR MEETING MINUTES

Date: 1/28/2026
Time: 6:30 p.m.
Locations: Teleconference and
Arrillaga Family Recreation Center, Elm Room
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Grass called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Chunyu, Dawkins, Grass, Patel, Van Buren
Absent: Lee, Sherman
Staff: Library and Community Services (LCS) Assistant Director Nick Szegda, LCS
Supervisor Tricia Mullan, Management Analyst Ashley Dixon

C. Public Comment

- John McKenna spoke in support of adding information about access to zero-waste party packs to the picnic rental process.

D. Regular Business

D1. Approve the November 19, 2025, meeting minutes (Attachment)

ACTION: Motion and second (Van Buren/ Dawkins), to approve the minutes from the November 19, 2025 meeting, passed 5-0-2 (Lee and Sherman absent).

D2. Recommend updates to the picnic area rental policy (Staff Report PRC-2026-001)

Assistant Director Szegda introduced the item.

The Commission discussed adding information about zero-waste party packs to the picnic rental process and a section specifying cleaning requirements.

ACTION: Motion and second (Grass/ Chunyu), to recommend updates to the picnic area rental policy, passed 5-0-2 (Lee and Sherman absent).

E. Informational Items

E1. Ad hoc sub committee 6k fun run updates (Staff Report PRC-2026-002)

Supervisor Mullan introduced the item.

E2. Library and Community Services department updates and recent activities

(Staff Report PRC-2026-003)

The Commission discussed the gymnastics opportunity program.

E3. Tentative agenda calendar (Attachment)

The Commission made the following updates to the tentative agenda calendar:

- Move May meeting to Belle Haven Community Campus (BHCC)
- Add tour of BHCC to May meeting

F. Commissioner reports

F1. Individual Commissioner reports

Vice Chair Grass reported out on field maintenance plans.

Commissioner Chunyu reported out on landscape architecture and the availability of options for fields within the profession.

H. Adjournment

Vice Chair Grass adjourned the meeting at 7:20 p.m.

Management Analyst Ashley Dixon