



Brisbane Parks and Recreation Commission Action Minutes

REGULAR MEETING

May 10, 2023

HYBRID COMMISSION MEETING, 50 PARK PL., BRISBANE, CA

CALL TO ORDER

Chairperson Kern called the meeting to order at 6:31pm.

ROLL CALL

A. Consider any request of a Commissioner to Attend the Meeting Remotely Under the “Emergency Circumstances” of AB 2449

Commissioners present: Kern, Commerford, Davis, Greenlee, Ocampo, Seawell, Sims

Staff present: Recreation Director Leek, Recreation Supervisor Houghton, Recreation Coordinators Rodas and Nahass, Administrative Assistant Bondoc

ADOPTION OF AGENDA

Commissioner Ocampo moved, seconded by Commissioner Seawell, to approve the May 10, 2023 agenda. The motion carried 7-0.

APPROVAL OF MINUTES

B. April 19, 2023

Commissioner Commerford moved, seconded by Commissioner Greenlee, to approve the April 19, 2023 minutes. The motion carried 7-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

C. Youth Programs: Club Rec/Summer Preview/Preschool

Recreation Coordinators Nahass and Rodas provided an overview of current youth programs such as seasonal camps and Parents’ Night Out.

OLD BUSINESS

D. Master Fee Schedule Review and Recommendations

Commissioners deliberated on updates to fees related to childcare, aquatics, and facilities and recommended to Council revisions to existing facility rental rates, childcare rates, and aquatics rates.

NEW BUSINESS

E. Discuss ideas for National Parks and Recreation Month

Commissioners brainstormed possibilities for National Parks and Recreation Month in July.

F. Select locations for offsite June facilities tour

Commissioners selected the community pool and Lipman gym, field, and tennis courts, as well as Firth Park, for the 6/14 offsite facilities tour.

REPORTS

G. Chairperson

None

H. Subcommittees

a. Public Art Advisory Subcommittee Meeting (5/1/23)

Subcommittee members reported discussions from the meeting.

b. LUNAFEST Subcommittee Meetings (4/20/23, 5/1/23)

Subcommittee members reported discussions from the meeting for the final LUNAFEST.

c. Events Subcommittee Meeting (4/24/23)

Subcommittee members reported discussions from the meeting, including the Secret Garden Tour.

d. Recreational Facilities Subcommittee Meeting (4/27/23)

Subcommittee members reported discussions from the meeting such as the idea for installing fitness stations.

e. Setting Subcommittee Meetings

Events Subcommittee meeting re-scheduled from 5/15/23 to 5/24/23 at 4:30pm.

Derby and Day in the Park Subcommittee meeting scheduled for 6/6/23 at 4:30pm.

Public Art Advisory Subcommittee meeting scheduled for 6/26/23 at 3pm.

I. Commissioners

Commissioner Davis commended the Teen Technology support for Seniors program.

J. Staff

Staff provided information the 5/6 LUNAFEST, 6/13 youth program registration, summer staff training, pickleball, Mental Health Month, Water Safety Month, 5/13 PNO, 5/17 Senior Trip, 5/18 Bike to Work Day, 5/20-5/21 BDW spring performance, 6/19 preschool graduation, 6/10 Secret Garden Tour, and concerts sponsorships.

COMMISSION MATTERS

K. Written Communications

None

L. Commission Calendar

The next regularly scheduled meeting is June 14, 2023 (offsite).

ADJOURNMENT

Chairperson Kern moved to adjourn the meeting at 8:37pm.