



**Brisbane Parks and Recreation Commission Action Minutes**

**REGULAR MEETING**

**February 14, 2024**

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

**CALL TO ORDER**

Chairperson Kern called the meeting to order at 6:33pm.

**ROLL CALL**

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

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

Commissioners absent: Davis, Ocampo

Staff present: Recreation Director Leek, Recreation Supervisor Houghton,  
Administrative Assistant Bondoc

**ADOPTION OF AGENDA**

Commissioner Commerford moved, seconded by Commissioner Greenlee, to approve the February 14, 2024 agenda. The motion carried 5-0.

**APPROVAL OF MINUTES**

**B. January 10, 2024**

Commissioner Greenlee moved, seconded by Commissioner Commerford, to approve the January 10, 2024 minutes. The motion carried 5-0.

**CITIZEN COMMUNICATIONS**

None

**PRESENTATIONS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**C. Planning and brainstorming for Mental Health Awareness Month in May**

Staff and the Commission discussed ideas for spreading mental health awareness in May and incorporating art, nature, music, and dance.

**REPORTS**

**D. Chairperson**

None

**E. Subcommittees**

a. Concerts in the Park Subcommittee Meeting (1/22/24)

Subcommittee members reported that the Concerts series would continue to be on Fridays in July and Sundays in August. They also went over local bands, refreshment vendors, and revenue-generating opportunities.

b. Public Art Advisory Committee Meeting (2/5/24)

Subcommittee members reported that NINEdotARTS was unable to fly into town due to inclement weather, so the meeting would be re-scheduled for March.

c. Community Park Improvements Subcommittee Meeting (2/6/24)

Staff shared the meeting highlights from the playground resurfacing meeting, sports and fitness priorities, community garden interests, trees, and the possibility of a community survey.

d. Events Subcommittee Meeting (2/12/24)

Subcommittee members reported discussions on potential projects such as a seed exchange, community cookbook, and fix-it clinic. Staff also brought up various ideas for publicizing events, including email blasts through the department's registration system and annual event magnets.

e. Setting Subcommittee Meetings  
None

**F. Commissioners**

Commissioner Sims provided comments regarding how to positively address the issue of dog waste.

**G. Staff**

Supervisor Houghton shared more on Artists' Evening of Sharing, registrations for spring swim lessons and summer camp, resume and interview workshop, Senior Trip to Graton Casino, pickleball league, 6<sup>th</sup> grade basketball, little league baseball, Crocker Park Trail walking group, teen comedy movie night, and Mermaid and Pirate Pool Party.

**COMMISSION MATTERS**

**H. Written Communications**

None

**I. Commission Calendar**

The next regularly scheduled meeting is March 13, 2024.

**ADJOURNMENT**

Chairperson Kern moved to adjourn the meeting at 7:23pm.