



Brisbane Parks and Recreation Commission *Action Minutes*

REGULAR MEETING

March 16, 2022

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

CALL TO ORDER

Chairperson Ocampo called the meeting to order at 6:36pm.

ROLL CALL

Commissioners present: Ocampo, Commerford, Davis, Greenlee, Kern, Seawell, & Sims
Staff present: Recreation Director Leek and Administrative Assistant Bondoc

ADOPTION OF AGENDA

Commissioner Commerford moved, seconded by Commissioner Greenlee, to approve the March 16, 2022 agenda. The motion carried 7-0.

APPROVAL OF MINUTES

A. February 9, 2022

Commissioner Kern moved, seconded by Commissioner Greenlee, to approve the February 9, 2022 minutes. The motion carried 4-0. New Commissioners Commerford, Davis, and Seawell were not present for the 2/9/22 meeting and thus abstained from voting.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

B. Welcome and introduction of new P&R Commissioners

OLD BUSINESS

C. Adopt 2022 annual Commission calendar

- a. Commissioner Greenlee moved, seconded by Commissioner Kern to approve.
The motion carried 7-0.

D. 2022 community-wide needs assessment survey

- b. Commissioners provided suggestions for questions to frame the survey based on the categories selected. Commissioner Sims volunteered to assist staff with survey structuring. This item will return to the Commission at their next meeting for final edits and adoption.

NEW BUSINESS

None

REPORTS

E. Chairperson

Chairperson provided community feedback regarding electric signboards.

F. Subcommittees

- a. Recreational Facilities Subcommittee meeting (held on 3/2/22)
Subcommittee members reported discussions held at Recreation Facilities Subcommittee meeting regarding field conditions.
- b. Public Art Advisory Committee meeting (held on 12/14/21)
Committee member reported discussions held at Public Art Advisory Committee meeting.
- c. Setting Subcommittee Meetings:
 1. LUNAFEST Subcommittee meeting scheduled for 3/22/22.
 2. Public Art Advisory Committee meetings scheduled for 3/29/22 and 4/5/22.
 3. Future subcommittee meetings will be postponed until after the Commission reorganization and subcommittee reassignments during the next Commission meeting on 4/13/22.

G. Commissioners – None

H. Staff

Staff reported updates on the 3/26/22 YAC Attack, LIT program and application process, \$8,300 grant courtesy of the San Mateo County Summer 2022 Enrichment Grant Program, digital activity guide, virtual Artists' Evening of Sharing on 3/19/22, and LUNAFEST on 6/11/22 at Mission Blue Center.

COMMISSION MATTERS

I. Written Communications - None

J. Commission Calendar

The next regularly scheduled meeting is April 13, 2022.

ADJOURNMENT

Chairperson Ocampo moved to adjourn the meeting at 7:57pm.