



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

April 19, 2023

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

CALL TO ORDER

Chairperson Greenlee called the meeting to order at 6:32pm.

ROLL CALL

Commissioners present: Greenlee, Commerford, Kern, Ocampo, Seawell, Sims
Absent: Davis
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 Sims, to approve the April 19, 2023 agenda. The motion carried 6-0.

APPROVAL OF MINUTES

A. March 8, 2023

Commissioner Commerford moved, seconded by Commissioner Sims, to approve the March 8, 2023 minutes. The motion carried 6-0.

CITIZEN COMMUNICATIONS

Brisbane resident James Frisk presented the idea of a fitness installation at the community park.

PRESENTATIONS

B. Introduction of New Recreation Coordinator, Angela Rodas

Angela Rodas introduced herself as the new full-time Recreation Coordinator and provided an overview of current youth programs.

C. Youth Advisory Committee (YAC)/Teen Programs

Recreation Coordinator Nahass and the YAC shared their experiences, contributions, and opportunities with teen programs and responded to Commissioner questions.

OLD BUSINESS

n/a

NEW BUSINESS

D. Master Fee Schedule Review and Facility Rental Comparison

Staff provided a report and presented several P&R fees and comparisons to neighboring agencies. Commissioners discussed facility usage and fees such as those for the community park, childcare, and pool. Commissioners requested this item be brought back to their next meeting with additional information from staff before making a formal recommendation to City Council.

E. Commission Reorganization

Commissioners voted by consensus to appoint Commissioner Kern as Chairperson, Commissioner Sims as Vice Chairperson, and Commissioner Commerford as Secretary.

F. Subcommittee Reassignments

Commissioners modified some subcommittee assignments and agreed to bring this back in January 2024.

REPORTS

G. Chairperson

None

H. Subcommittees

a. Concerts in the Park Subcommittee Meeting (3/15/23)

Subcommittee members reported discussions held at the meeting, including this year's concert dates.

b. Seniors Subcommittee Meeting (3/15/23)

Subcommittee members reported discussions held at the meeting, including the senior walks on the San Bruno Mountain.

c. Public Art Advisory Subcommittee Meetings (3/20/23, 4/17/23)

Subcommittee members reported discussions held at the meeting, including the RFP for the master plan.

d. Events Subcommittee Meeting (3/16/23)

Subcommittee members reported discussions held at the meeting, including the 6/10/23 secret gardens tour.

e. LUNAFEST Subcommittee Meeting (3/28/23)

Subcommittee members reported discussions held at the meeting for the 5/6/23 event.

f. Setting Subcommittee Meetings

LUNAFEST Subcommittee meetings scheduled for 4/20/23 and 5/1/23.

Events Subcommittee meeting scheduled for 4/24/23 at 4:30pm.

Recreational Facilities Subcommittee meeting scheduled for 4/27/23 at 5pm.

Public Art Advisory Subcommittee meeting scheduled for 5/1/23 at 3pm.

I. Commissioners

None

J. Staff

Staff provided information on spring break camp, senior walks on San Bruno Mountain, 4/20 Exploratorium senior trip, Get App-y and teen tech support for seniors, summer activity guide and registrations, 4/28 LIT application deadline, summer staff training the week of 6/20, summer camp and preschool at Lipman, drop-in summer pickleball at

Lipman, 4/22 Earth Day Habitat Restoration, 4/28 Teen Dance, Water Safety Month for May, 5/6 LUNAFEST, 5/18 Bike to Work Day, 5/13 PNO, 5/17 Golden Gate Bridge senior trip, 6/19 preschool graduation, and 6/10 garden tour.

COMMISSION MATTERS

K. Written Communications

None

L. Commission Calendar

The next regularly scheduled meeting is May 10, 2023.

ADJOURNMENT

Chairperson Greenlee moved to adjourn the meeting at 8:23pm.