



## Brisbane Parks and Recreation Commission **Action Minutes**

### REGULAR MEETING

**September 14, 2022**

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

#### **CALL TO ORDER**

Chairperson Greenlee called the meeting to order at 6:37pm.

#### **ROLL CALL**

Commissioners present: Greenlee, Commerford, Kern, Ocampo, Seawell, Sims  
Absent: Davis  
Staff present: Recreation Director Leek, Recreation Coordinator Monroy,  
Recreation Coordinator Franco, Recreation Coordinator Nahass-Lopez, Administrative Assistant Bondoc

#### **ADOPTION OF AGENDA**

Commissioner Ocampo moved, seconded by Commissioner Commerford, to approve the September 14, 2022 agenda. The motion carried 6-0.

#### **APPROVAL OF MINUTES**

##### **A. July 13, 2022**

Commissioner Commerford moved, seconded by Commissioner Kern, to approve the July 13, 2022 minutes. The motion carried 6-0.

#### **CITIZEN COMMUNICATIONS**

None

#### **PRESENTATIONS**

##### **B. Sports Programs Presentation**

Staff provided an overview of adult and youth sports programs.

#### **OLD BUSINESS**

##### **C. Event debrief – Concerts in the Park**

Staff recapped the July 2022 Concerts in the Park series.

##### **D. Event debrief – Garden Show**

Chairperson and staff recapped the 8/27/22 Garden Show.

##### **E. Needs Assessment survey results discussion and next steps (**Attachment**)**

Staff and commissioners discussed the 2022 needs assessment survey results and provided direction to subcommittees based on priorities.

## **NEW BUSINESS**

- F. City Council liaison meeting summary (meeting held 8/30/22)

## **REPORTS**

### **G. Chairperson**

None

### **H. Subcommittees**

- a. Derby and Day in the Park Subcommittee meetings (held on 7/19/22 and 8/25/22)  
Subcommittee members reported discussions held at the meetings.
- b. Setting Subcommittee Meetings  
Trails Development Subcommittee meeting scheduled for 10/11/22 at 5:30pm.  
Festival of Lights Subcommittee meeting scheduled for 10/12/22 at 5:30pm.  
Recreational Facilities Subcommittee meeting scheduled for 10/19/22 at 6pm.

### **I. Commissioners**

None

### **J. Staff**

Staff reported updates on the 9/9 Friday Night Swim for teens, 9/17 Parents' Night Out, senior programs such as tech classes and the September trip to Graton Casino, Thanksgiving and Winter Camps, November lifeguard training, Fall swim lessons, Sierra Point project, 10/15 commissioner workshop, 9/22 Teen Tie Dye pop-up event, 10/1 Day in the Park and Derby, 10/5 Underwater Pumpkin Patch, and 10/26 Howl-o-ween event at the Dog Park.

## **COMMISSION MATTERS**

### **K. Written Communications**

None

### **L. Commission Calendar**

The next regularly scheduled meeting is October 12, 2022.

## **ADJOURNMENT**

Chairperson Greenlee moved to adjourn the meeting at 7:59pm.