



Brisbane Parks and Recreation Commission Action Minutes

REGULAR MEETING

March 8, 2023

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

CALL TO ORDER

Vice Chairperson Kern called the meeting to order at 6:34pm.

ROLL CALL

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

Absent: Davis, Seawell

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

ADOPTION OF AGENDA

Commissioner Sims moved, seconded by Commissioner Greenlee, to add the following to future roll calls: Consider Any Request of a Commissioner to Attend the Meeting Remotely Under the "Emergency Circumstances" of AB 2449. The motion carried 5-0.

Commissioner Ocampo moved, seconded by Commissioner Sims, to approve the March 8, 2023 agenda. The motion carried 5-0.

APPROVAL OF MINUTES

A. January 11, 2023

Commissioner Ocampo moved, seconded by Commissioner Sims, to approve the January 11, 2023 minutes. The motion carried 5-0.

CITIZEN COMMUNICATIONS

Brisbane resident Paul Bouscal suggested using the Parks & Recreation van to transport seniors to San Bruno Mountain for small hikes.

PRESENTATIONS

B. Silverspot Cooperative Nursery School

Silverspot Cooperative Nursery School representatives provided an overview of the program and responded to Commissioner questions.

OLD BUSINESS

C. Report out from P&R Commission retreat (held 3/4/23)

Commissioners who attended provided a report on the retreat, including discussions on projects, objectives, and budget evaluations.

NEW BUSINESS

D. Establish and adopt 2023 Commission calendar

Commissioners addressed points of interest on the calendar, including the Community Center, Lipman Field, and fee schedules/analyses. This will be a living document throughout the year and will come back to the Commission for future consideration.

REPORTS

E. Chairperson

None

F. Subcommittees

a. Concerts in the Park Subcommittee Meeting (1/18/23)

Subcommittee members reported discussions held at the meeting.

b. Public Art Advisory Subcommittee Meetings (1/23/23, 2/27/23)

Subcommittee members reported discussions held at the meeting.

c. Events Subcommittee Meeting (1/24/23)

Subcommittee members reported discussions held at the meeting.

d. Events/LUNAFEST Subcommittee Meeting (2/21/23)

Subcommittee members reported discussions held at the meeting.

e. Setting Subcommittee Meetings

Concerts in the Park Subcommittee meeting scheduled for 3/15/23 at 4:30pm.

Seniors Subcommittee meeting scheduled for 3/15/23 at 5:30pm.

Events Subcommittee meeting scheduled for 3/16/23 at 4:30pm.

G. Commissioners

None

H. Staff

Staff provided information on the \$35K San Mateo County summer enrichment grant for K-12th grade programs, art instructor Shirley Lim's art display in City Hall's conference room, social media initiative for Women's History Month, Age-Friendly Initiative Task Force's domains for senior services, 3/8 Youth Advisory Committee meeting, 3/11 Mothers of Brisbane Play Gym, 3/11 lifeguard class, activity guide to be released 4/30, uptick in Senior Club participation (such as art, bingo, and lunches), 2/24 Senior Trip, Spring Break Camp, 4/15 Parents' Night Out, summer camp registration, preschool (featuring English and Spanish), 3/24 Seniors and Teens Karaoke, 4/22 Earth Day Habitat Restoration, 4/28 Teen Dance, and 4/29 Dive-in Movie.

COMMISSION MATTERS

I. Written Communications

None

J. Commission Calendar

The next regularly scheduled meeting is April 19, 2023.

ADJOURNMENT

Vice Chairperson Kern moved to adjourn the meeting at 7:45pm.