



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

January 10, 2024

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

CALL TO ORDER

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

ROLL CALL

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

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

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

ADOPTION OF AGENDA

Commissioner Commerford moved, seconded by Commissioner Ocampo, to approve the January 10, 2024 agenda. The motion carried 7-0.

APPROVAL OF MINUTES

B. November 8, 2023

Commissioner Commerford moved, seconded by Commissioner Greenlee, to approve the November 8, 2023 minutes. The motion carried 7-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

None

OLD BUSINESS

C. Event debrief: Festival of Lights

The Commission shared their thoughts on the activities and interactive exhibits featured in the highly attended and very successful 2023 Festival of Lights.

D. 2024 Strategic planning workshop

The Commission discussed the main topics of interest for the 2024 strategic planning workshop, including a review of finances and CIP projects list.

NEW BUSINESS

E. 2024 P&R Commission Calendar

The Commission looked over the draft calendar and considered topics for each monthly meeting of the year, such as adding mental health in February and public art in June.

REPORTS

F. Chairperson

None

G. Subcommittees

- a. Festival of Lights Subcommittee Meeting (11/16/23)
Subcommittee members were able to share their feedback under “Old Business”.
- b. Public Art Advisory Committee Meeting (11/20/23, 1/8/24)
Subcommittee members reported discussions on the hydrant project, coordinating projects with Public Works, Firth Park, and meeting with Nine dot Arts.
- c. Community Park Improvements Subcommittee Meeting (12/5/23)
Subcommittee members reported discussions from the on-site meeting on Community Park improvements and the process moving forward.
- d. Setting Subcommittee Meetings
Concerts in the Park Subcommittee meeting scheduled for 1/22/24 at 4pm.
Community Park Improvements Subcommittee meeting scheduled for 2/6/24 at 6pm.
Events Subcommittee meeting scheduled for 2/12/24 at 5pm.

H. Commissioners

None

I. Staff

Supervisor Houghton shared more on baseball registration, Rumba, Crocker Trail walking group, summer camp registration, senior trips, 1/12 middle school dance, upcoming Parents’ Nights Out, 1/26-1/27 MOB shop, 2/5 Artists’ Evening of Sharing, sweetheart pickleball, family pajama dance party, playground resurfacing, 2/12-2/19 annual pool closure, and 2/10 resume and interview workshop.

COMMISSION MATTERS

J. Written Communications

None

K. Commission Calendar

The next regularly scheduled meeting is February 14, 2024.

ADJOURNMENT

Chairperson Kern moved to adjourn the meeting at 7:27pm.