



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

### REGULAR MEETING

**October 11, 2023**

*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: Kern, Greenlee, Seawell, Sims

Commissioners absent: Commerford, Davis, Ocampo

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

#### **ADOPTION OF AGENDA**

Commissioner Sims moved, seconded by Commissioner Seawell, to approve the October 11, 2023 agenda. The motion carried 4-0.

#### **APPROVAL OF MINUTES**

##### **B. September 13, 2023**

Commissioner Greenlee moved, seconded by Commissioner Sims, to approve the September 13, 2023 minutes. The motion carried 4-0.

#### **CITIZEN COMMUNICATIONS**

Resident Michael Barnes advocated for a pump track in Brisbane.

#### **PRESENTATIONS**

##### **C. Aquatics Programs**

Recreation Coordinator Jeff Franco presented on the community pool’s offerings this year including swim lessons, water aerobics, pool parties, lap swim, staff training, and new adirondack chairs.

#### **OLD BUSINESS**

##### **D. Event Debrief: Coastal Clean Up**

Recreation Coordinator Franco recapped the 9/23/23 Coastal Cleanup Day that featured 50+ volunteers picking up 200+ pounds of recyclables and clearing roughly 500 pounds of garbage.

##### **E. Event Debrief: Day in the Park and Derby**

Commissioners and staff recapped the 10/7/23 Derby and Day in the Park, including the first Big

Wheel Race and Pie Baking Contest.

## **NEW BUSINESS**

### **F. Review former P&R Capital Improvement Projects (CIP) List and consider additions/deletions as well as prioritization**

Director Leek and the Commission discussed capital improvement projects in progress and those to be considered. This item will be brought back to a future meeting.

## **REPORTS**

### **G. Chairperson**

None

### **H. Subcommittees**

#### **a. Public Art Advisory Subcommittee Meeting (9/18/23)**

Subcommittee members reported discussions from the meeting, including proposals to formulate a public art master plan.

#### **b. Derby and Day in the Park Subcommittee Meeting (10/3/23)**

Subcommittee members reported discussions and shared further thoughts on the 10/7/23 Derby and Day in the Park.

#### **c. Setting Subcommittee Meetings**

Festival of Light Subcommittee meeting scheduled for 10/24/23.

### **I. Commissioners**

Commissioner Sims revisited the idea of a Commission Day of Service. Commissioner Seawell brought up the possibility of re-purposing the community garden to address food needs.

### **J. Staff**

Supervisor Houghton shared more on the Age-Friendly City Initiative, senior trips, Thanksgiving and Winter Camps, middle school basketball, Rumba, pickleball, senior e-fitness, playground resurfacing, lifeguard training, Underwater Pumpkin Patch, Teen Nights at the Sunrise Room, Halloween Movie Night at Mission Blue Center, Parents' Night Out, Brisbane Chamber's Halloween Spooktacular, Brisbane Dance Workshop's Halloween event at the Community Center, Howl-o-ween at the Community Park, and the 11/3 middle school dance.

## **COMMISSION MATTERS**

### **K. Written Communications**

None

### **L. Commission Calendar**

The next regularly scheduled meeting is November 8, 2023.

## **ADJOURNMENT**

Chairperson Kern moved to adjourn the meeting at 7:41pm.