



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

### **REGULAR MEETING**

**May 11, 2022**

*VIRTUAL 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, Ocampo, Seawell, & Sims  
Absent: Davis, Kern  
Staff present: Recreation Director Leek, Administrative Assistant Bondoc,  
Recreation Coordinators Morris & Nahass-Lopez

#### **ADOPTION OF AGENDA**

Commissioner Ocampo moved, seconded by Commissioner Sims, to approve the May 11, 2022 agenda. The motion carried 6-0.

#### **APPROVAL OF MINUTES**

##### **A. April 13, 2022**

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

#### **CITIZEN COMMUNICATIONS**

None

#### **PRESENTATIONS**

##### **B. Childcare programs (Preschool, Club Rec, Seasonal Camps)**

Staff provided an overview of childcare program enrollments and details for 2021-2022.

#### **OLD BUSINESS**

##### **C. Needs Assessment Survey Progress**

Staff provided updates on various physical and online means of promotion, including Commissioner outreach at the farmer's market. 30 surveys have been compiled so far.

#### **NEW BUSINESS**

##### **D. Discuss Ideas for National Parks & Recreation Month**

Ideas for this year's "Rise Up" theme included a climbing wall and kite-flying to coincide

with the first of this year's Concerts in the Park. Commissioners recommended staff pursue a climbing wall if feasible.

- E. Discuss offsite facilities tour locations for June meeting
  - a. Commissioners agreed to include the Sierra Point park parcel, the Community Center/old Library, and new Library in the offsite facilities tour for the 6/8/22 meeting.

## **REPORTS**

### **F. Chairperson**

None

### **G. Subcommittees**

- a. Concerts in the Park Subcommittee meeting (held on 4/25/22)  
Subcommittee members reported discussions held at meeting.
- b. Public Art Advisory Committee meeting (held on 4/26/22)  
Subcommittee member reported discussions held at meeting.
- c. Recreation Programs Subcommittee meeting (held on 4/27/22)  
Subcommittee members reported discussions held at meeting.
- d. Events Subcommittee: LUNAFEST meeting (held on 5/3/22)  
Subcommittee members reported discussions held at meeting.
- e. Setting Subcommittee Meetings  
Public Art Advisory Committee meeting scheduled for 5/23/22 at 4:30pm.  
Events Subcommittee: LUNAFEST meeting scheduled for 5/25/22 at 4:30pm.  
Public Art Advisory Committee meeting scheduled for 5/26/22 at 4:30pm.  
Teen Services Subcommittee meeting to be scheduled for 5/24/22 at 3pm or 5/25/22 at 4:30pm. TBD

### **H. Commissioners**

None

### **I. Staff**

Staff reported updates on summer camp registrations and alternatives to full registrations, BDW performance, lifeguard certification class, fire hydrant restoration event, summer swim lessons registration, Volunteer of the Year nominations, 5/21 mental health training in collaboration with San Mateo County, Water Safety Month & Bike to Anywhere Month, and registration for the 6/24 cornhole tournament.

## **COMMISSION MATTERS**

### **J. Written Communications**

None

### **K. Commission Calendar**

The next regularly scheduled meeting is June 8, 2022 (offsite).

## **ADJOURNMENT**

Chairperson Greenlee moved to adjourn the meeting at 7:57pm.