



CITY of BRISBANE

Parks and Recreation Commission

Meeting Agenda

Wednesday, November 10th, 2021 at 6:30 P.M. • Virtual Meeting

This meeting is compliant with the Ralph M. Brown act as amended by California Assembly Bill No. 361 effective September 16, 2021 providing for a public health emergency exception to the standard teleconference rules required by the Brown Act. The purpose of this is to provide a safe environment for the public, staff and Commissioners, while allowing for public participation. The public may address the Commission using exclusively remote public comment options. The Commission may take action on any item listed in the agenda.

The Parks & Recreation Commission Meeting will be an exclusively virtual meeting. Members of the public may view the meeting by logging into the Zoom webinar listed below or on Comcast Channel 27 and the City's YouTube channel at <http://www.youtube.com/Brisbaneca>. The agenda materials may be viewed online at www.brisbaneca.org/meetings.

Join Zoom Webinar:

<https://us06web.zoom.us/j/92041741911pwd=MUVUZ0hyMnEzb2IGTDJxZTVoRFBiZz09>

Meeting ID: 920 4174 1911, **Passcode:** 123456

TO ADDRESS THE COMMISSION: Members of the public are encouraged to submit written comments before the meeting.

Members of the public who join the live Zoom webinar may address the Commission in the meeting when called upon by the Chairperson. Please use the "Chat" box in Zoom to alert staff that you want to address the Commission. Members of the public watching the meeting on YouTube or Channel 27 may email or text comments prior to the start of the particular agenda item to the below email and text line:

Email: jfranco@brisbaneca.org, **Text:** 628.219.2912

A call-in number is also available for those watching the meeting on YouTube or Channel 27 for oral communications and public hearing items:

Phone Number: +1 (669) 900-9128, **Meeting ID:** 920 4174 1911

After entering the meeting ID and pressing #, simply press # a second time to enter the meeting waiting room. No participant code is required. Please wait to call until the Chairperson and/or staff announces that the phone line is open. When you are let into the meeting, press *6 on your phone to unmute yourself before addressing the Commission. To avoid feedback, please turn off the volume of the meeting broadcast on your TV or computer. You will still be able to hear the Commissioners through your phone.

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact the Parks & Recreation Department (415) 508-2140 in advance of the meeting. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Commissioners: Ocampo, Greenlee, Bologoff, Kern, Sims

1. CALL TO ORDER

2. ROLL CALL

3. ADOPTION OF AGENDA (Deletions, Additions, Changes)

4. APPROVAL OF MINUTES

A. October 13, 2021 (Attachment)

5. CITIZEN COMMUNICATIONS

6. PRESENTATIONS

B. Introduction to new P&R Administrative Assistant – Jovi Bondoc

C. Overview of the department’s sports programs

7. OLD BUSINESS

8. NEW BUSINESS

D. Review 2017 needs assessment survey & establish goals for 2022 community-wide survey **(Attachment)**

9. REPORTS

E. Chairperson

F. Subcommittees

a. Festival of Lights subcommittee meeting (held on 10/21)

b. Setting Subcommittee Meetings

G. Commissioners

H. Staff

10. COMMISSION MATTERS

I. Written Communications

J. Commission Calendar

11. ADJOURNMENT

The next regularly scheduled meeting is December 8, 2021 (winter break?).

A.

File Attachments for Item:

A. October 13, 2021



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

October 13, 2021

BRISBANE CITY HALL VIRTUAL COMMISSION MEETING, 50 PARK PL., BRISBANE, CA

CALL TO ORDER

Chairperson Ocampo called the meeting to order at 6:38pm.

ROLL CALL

Commissioners present: Ocampo, Bologoff, Greenlee, Kern, & Sims
Commissioners absent: None
Staff present: Recreation Director Leek, Recording Secretary Nahass López, and Recreation Coordinator Franco

ADOPTION OF AGENDA

Commissioner Bologoff moved, seconded by Commissioner Kern, to approve the October 13, 2021, agenda. The motion carried 5-0.

APPROVAL OF MINUTES

A. September 8, 2021

Commissioner Bologoff moved, seconded by Commissioner Sims, to approve the September 8, 2021 minutes. The motion carried 5-0.

CITIZEN COMMUNICATIONS

Resident and AYSO coach Tony Byun communicated concerns regarding the condition and overall safety of Lipman Field.

PRESENTATIONS

B. Overview of the department's aquatics programs

Staff presented updates of the aquatics programs from the June 2020 re-opening through present day.

OLD BUSINESS

C. Debrief of Concert Series

Staff & Commission debriefed the 2021 Concerts in the Park.

D. Debrief of Lagoon Clean up

Staff & Commission debriefed the September 18, 2021 Lagoon Clean up.

E. Debrief of LUNAFEST

Staff & Commission debriefed the September 25, 2021 LUNAFEST.

F. Debrief of Day in the Park & Derby

Staff & Commission debriefed the October 2, 2021 Day in the Park & Derby.

NEW BUSINESS

None

REPORTS

G. Chairperson - None

H. Subcommittees

a. P&R Liaison meeting with Council (held on September 10, 2021)

Staff reported discussions held at P&R Liaison meeting.

b. Setting Subcommittee Meetings

Festival of Lights subcommittee meeting scheduled for October 21, 2021, at 4:30pm.

I. Commissioners – None

J. Staff – Reported information on upcoming special events.

COMMISSION MATTERS

K. Written Communications

L. Commission Calendar

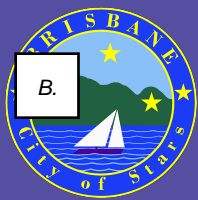
The next regularly scheduled meeting is November 10, 2021.

ADJOURNMENT

Chairperson Ocampo moved to adjourn the meeting at 7:51pm.

File Attachments for Item:

B. Review 2017 needs assessment survey & establish goals for 2022 community-wide survey



BRISBANE PARKS & RECREATION DEPARTMENT NEEDS ASSESSMENT SURVEY

50 Park Place, Brisbane, CA 94005 | 415.508.2140 | www.brisbaneca.org

The purpose of this needs assessment survey is to engage residents, solicit feedback, and identify priorities for the future of Parks & Recreation in Brisbane. This anonymous survey was initiated by the Parks & Recreation Department in conjunction with the Parks & Recreation Commission. We invite you to take a few minutes to provide input and share your experiences. If you have suggestions regarding how we can improve our service to you/your family, we are open to hearing them. We thank you in advance for your time. This survey is organized according to the five Parks & Recreation Commission priorities and goals.

TRAIL IMPROVEMENTS

1. Which Brisbane trails do you frequent the most? (Check all that apply.)

☐ Quarry Road ☐ Crocker Park ☐ Firth Canyon ☐ Costanos Canyon ☐ San Bruno Mountain Trails ☐ I don't frequent any trails
Other (please specify) _____

COMMUNITY SPACE FOR RECREATION

2. How might we improve existing recreation facilities to better meet your needs?

Community Center _____
Mission Blue Center _____
Community Park _____
Sports Facilities (please specify) _____
Senior Sunrise Room _____
Other (please specify) _____

3. In considering the Community Pool, do you have any recommendations for improving the atmosphere or equipment?

☐ Yes ☐ No If yes, please explain: _____

4. What additional facilities might you suggest to meet your recreation needs? What potential locations would you propose for the suggested facilities? _____

5. If Bocce Ball Courts were installed at the Community Park, would you use them? ☐ Yes ☐ No ☐ Unsure

The proposed location would be in the Community Park between the restrooms and Old County Road (across from the Village Shopping Center driveway) where there is currently a small landscaped area. Do you agree with the proposed location? Why or why not? _____

INNOVATION

6. The Parks & Recreation Department is always open to new ideas for classes and programs. Please share the specific types of additional programs or classes you would like to see offered in the community and specify the desired age group. _____

7. If classes were scheduled for kids on the weekend, how likely would you be to enroll? ☐ Very Likely ☐ Somewhat Likely ☐ Not Likely ☐ Unsure

If you are interested, what types of classes would you like to see offered and for which age group? _____

8. Enrollment in Summer contracted camps (i.e. Shakespeare, Lego's, Minecraft, Sports) over the past few years has been extremely low, and as a result, many of these camps are canceled. Should the City continue to offer these programs to the community? ☐ Yes ☐ No

Why or why not? _____

9. Do you have a child in your household that participates in the ClubRec afterschool program at BES? ☐ Yes ☐ No

If yes, what types of additional enrichment options would you like to see offered? Would you be willing to pay an additional fee for these program enhancements? If so, how much? _____

10. The Parks & Recreation Department is considering offering some new events. Please review the list below and select any/all of the events you would attend if they were to be offered.

☐ Youth Basketball Tournament ☐ Adult Basketball Tournament ☐ Adult Dodgeball Tournament ☐ Father/Daughter Dance
☐ Family Bingo Night ☐ Family Movie Night ☐ Adult Derby Race ☐ Kite Fair event at the Marina ☐ Adult Craft Beer Tasting
☐ One-Day Pop up Events (Volleyball in the Park, Mini Golf, Frisbee Golf, Rock Climbing Wall, etc.) Other: _____

11. If the City were to offer adult dance events at Mission Blue, would you be interested in attending? ☐ Yes ☐ No ☐ Unsure

If yes, what types of dance/music would you prefer? _____

INNOVATION (continued)

B.

This Summer, the City will be hosting a new Music Festival that will draw people from surrounding communities to Brisbane. The festival will include several musical groups, food vendors, a kids area, vendor tables, and more on Saturday, July 8th in the Community Park. Discounted tickets for residents will be sold in advance of the event. How likely are you to attend?

☐ I am interested in attending. ☐ I am not interested in attending. ☐ I am unsure at this time.

Comments: _____

13. The City is considering the feasibility of hosting a large-scale regional event that would draw people to town from neighboring communities. Other successful regional events in the area include the Millbrae Art & Wine Festival, Half Moon Bay Pumpkin Festival, and the Pacific Coast Fog Fest. Do you agree with the idea of Brisbane hosting a regional event?

☐ Yes, I would support this. ☐ No, I don't think Brisbane should host a regional event. ☐ I am undecided.

If so, where would you propose for the event to be held (i.e. Community Park, Marina, etc.)? _____

14. Each year, we select bands for the Summer Concert Series. We want to hear from you... which musical genre do you most prefer for the summer concerts? (Please check all that apply.)

☐ Pop ☐ 50's-60's ☐ 70's-80's ☐ 90's-Today ☐ Dance ☐ Rock & Roll ☐ Rap ☐ Salsa/Latin

☐ Country ☐ Cajun/Zydeco ☐ Blues ☐ Jazz ☐ Local Brisbane Musicians Other: _____

TEEN SERVICES

15. If you have a teen in your household, what types of activities or programs would they participate in if they were offered by the City?

(Please check all that apply.) ☐ Job Fair ☐ Hackathon ☐ Day Trips/Excursions ☐ Special Events (i.e. Dances, Battle of the Bands, etc.)

☐ Summer Counselor in Training Program (Ages 12-15) ☐ Life Skills Workshops (Budgeting, Cooking, Car Maintenance, Resume Writing, etc.)

16. The Parks & Recreation Department is attempting to revive the Youth Advisory Committee (YAC). If you have a teen in your household, would they be interested in becoming a YAC member? ☐ Yes ☐ No

Why or why not? _____

17. Do you believe that the City needs a dedicated teen space in order to sustain teen programming? ☐ Yes ☐ No

Please explain. _____

TOWN CONNECTIVITY

18. What are your preferred methods of receiving information regarding what is happening in Brisbane? (Please check all that apply.)

☐ City STAR Monthly Newsletter Publication ☐ Quarterly Parks & Recreation Activity Guide ☐ Informational flyers around town

☐ Weekly Website Update/E-newsletter ☐ City Website/Calendar ☐ Signboards ☐ Facebook ☐ Instagram ☐ Twitter

☐ Nextdoor ☐ Chamber of Commerce Luminary Publication Other: _____

19. How would you feel about converting the existing signboards in town to electronic signboards?

☐ I would support this decision. ☐ I would not support this decision. ☐ I am unsure.

Comments: _____

20. As part of your business or as an individual, would you be willing to sponsor an existing or new event? ☐ Yes ☐ No

What would incentivize you to do so? _____

21. The Parks & Recreation Commission would like to encourage residents to use the Marina more frequently. How can we better engage the community at the Marina? ☐ Special Events ☐ Installation of a Kayak Launch ☐ Classes (Sailing, Stand Up Paddleboard, Sea Scouts, etc.)

Other (please specify) _____

DEMOGRAPHICS & INFORMATION

22. ☐ Male ☐ Female

23. AGE: ☐ 17 or younger ☐ 18-20 ☐ 21-29 ☐ 30-39 ☐ 40-49 ☐ 50-59 ☐ 60 or older

24. How many people currently live in your household? _____

25. How many children, by age, currently live in your household? (Please indicate a number for each age group.)

Less than 1 _____ 1-4 years old _____ 5-9 years old _____ 10-12 years old _____ 13-15 years old _____ 16-18 years old _____

26. In which part of Brisbane do you reside? ☐ Above Sierra Point Rd ☐ On or below Sierra Point Rd ☐ On the Northeast Ridge Other: _____

27. How long have you lived in Brisbane? ☐ Less than 1 year ☐ 1-5 years ☐ 6-10 years ☐ 11-15 years ☐ 16-20 years ☐ More than 20 years

28. How many Brisbane Parks & Recreation Department events or programs per year does your household participate in? _____

29. Are City events accessible to all residents? ☐ Yes ☐ Somewhat ☐ No

If not, what can be done to increase accessibility? _____

30. Thank you for taking the time to complete this survey. Please let us know if you have any additional feedback you would like to share.