



CITY of BRISBANE

Parks and Recreation Commission

Meeting Agenda

Wednesday, October 13th, 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. September 8, 2021 (Attachment)

5. CITIZEN COMMUNICATIONS

6. PRESENTATIONS

B. Overview of the department's aquatics programs

7. OLD BUSINESS

C. Debrief of Concert Series

D. Debrief of Lagoon Clean up

E. Debrief of LUNAFEST

F. Debrief of Day in the Park & Derby

8. NEW BUSINESS

9. REPORTS

F. Chairperson

G. Subcommittees

b. P&R Liaison meeting with Council (held on 9/10)

d. Setting Subcommittee Meetings

H. Commissioners

I. Staff

10. COMMISSION MATTERS

J. Written Communications

K. Commission Calendar

11. ADJOURNMENT

The next regularly scheduled meeting is November 10, 2021.

A.

File Attachments for Item:

A. 9-8-21 Minutes Draft



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

September 8, 2021

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

CALL TO ORDER

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

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 Greenlee, to approve the September 8, 2021, agenda. The motion carried 5-0.

APPROVAL OF MINUTES

A. July 14, 2021

Commissioner Bologoff moved, seconded by Commissioner Greenlee, to approve the July 14, 2021 minutes. The motion carried 5-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

B. Overview of the department's childcare programs

Staff presented the following childcare programs to the commission: Summer Camp 2021, Summer Preschool 2021, Club Rec After School Program, Preschool, and Parents' Night Out Events.

OLD BUSINESS**C. Commission reorganization**

Given Commissioner Marmion's resignation due to relocation, the Commission appointed a new Vice Chair and Secretary.

- a. Commissioner Sims moved, seconded by Commissioner Kern, to nominate Commissioner Greenlee as Vice Chairperson. The vote passed 4-0.
- b. Commissioner Sims moved, seconded by Commissioner Greenlee, to nominate Commissioner Kern as Secretary. The vote passed 4-0.

NEW BUSINESS**D. Workplan review and establish talking points for Liaison Meeting with City Council Subcommittee on 9/10 at 10am**

Staff and Commissioners discussed the annual workplan and established talking points for the Liaison Meeting with the City Council Subcommittee on 9/10.

REPORTS**E. Chairperson - None****F. Subcommittees**

- a. Events
Commissioners Greenlee and Kern reported the discussion held at the Events Subcommittee meeting on July 20, 2021.
- b. Day in the Park/Derby
Chairperson Ocampo and Commissioner Bologoff reported the discussion held at the Day in the Park/Derby Subcommittee meeting on July 26, 2021.
- c. LUNAFEST
- d. Staff reported the discussion held at the LUNAFEST Subcommittee meeting on June 26, 2021.
- e. Setting Subcommittee Meetings
Day in the Park & Derby was scheduled for September 15, 2021 at 5pm.

G. Commissioners – None**H. Staff – Provided information regarding upcoming programs and events.****COMMISSION MATTERS****I. Written Communications****J. Commission Calendar**

The next regularly scheduled meeting is October 13, 2021.

ADJOURNMENT

Chairperson Ocampo moved to adjourn the meeting at 7:59pm.