



CITY of BRISBANE

Parks and Recreation Commission Meeting Agenda

Monday, December 7th, 2020 at 6:00 P.M. • Virtual Meeting

This virtual meeting is compliant with the Governor's Executive Order N-29-20 issued on March 17, 2020 allowing for deviation of teleconference rules required by the Brown Act. Consistent with the Order, this virtual meeting provides a safe environment for staff, Parks and Recreation Commissioners, and the public while allowing for public participation. The public may address the Commission using exclusively remote public comment options which are detailed below.

The Commission may take action on any item listed in the agenda.

PUBLIC MEETING VIDEOS

Members of the public may view the meeting by logging into the Zoom Meeting listed below. Public meetings can also be viewed live and/or on-demand via the City's YouTube channel, www.youtube.com/brisbaneca, or on Comcast Channel 27. Archived videos can be replayed on the City's website via the All Meetings page (<http://brisbaneca.org/city-government/meetings>)

TO ADDRESS THE COMMISSION:

When an item you're interested in appears on the agenda, you may address the Commission at that time. If the matter you are interested in is not on the Commission's agenda but is a matter that is within the Commission's subject matter jurisdiction, you may address it under Citizen Communications. Meeting participants are encouraged to submit public comments in advance of the meeting.

REMOTE PUBLIC COMMENTS:

Aside from commenting while in the Zoom meeting, the following email and text line will be monitored during the meeting and public comments received will be read into the record under Citizen Communications.

Email: jfranco@brisbaneca.org

Text: 628.219.2912

Zoom link: <https://zoom.us/j/96889255817?pwd=cmFhdTZG NUhhSXBITnJGWXY5cEhtUT09>

Meeting ID: 968 8925 5817

Passcode: 120720

Dial by your location: +1 669 900 9128 US

Commissioners: Boggs, Ocampo, Covino, Fryer, Marmion, Needham and Bologoff

1. CALL TO ORDER

2. ROLL CALL

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

4. APPROVAL OF MINUTES

A. November 17, 2020

5. CITIZEN COMMUNICATIONS

6. PRESENTATIONS

None

7. OLD BUSINESS

None

8. NEW BUSINESS

B. Commission Reorganization

It is customary for the Parks & Recreation Commission to designate a new Chair, Vice Chair, and Secretary on an annual basis. This is done so that Chairperson responsibilities are rotated amongst Commissioners throughout their terms. The Commission will need to facilitate a discussion around nominations and vote in a new Chair, Vice Chair, and Secretary which would be in effect for the Commissions next regular meeting.

9. REPORTS

None

10. COMMISSION MATTERS

C. Written Communications

D. Commission Calendar

11. ADJOURNMENT

(The next regularly scheduled meeting is January 13, 2020)

A.

File Attachments for Item:

A. 11-17-2020 Minutes Draft



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

November 17, 2020

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

CALL TO ORDER

Commission Boggs called the meeting to order at 6:30pm.

ROLL CALL

Commissioners present:	Boggs, Marmion, Covino, and Bologoff
Commissioners absent:	Fryer, Needham and Ocampo
Staff present:	Recreation Manager Leek, Recording Secretary Nahass and Recreation Coordinator Jeff Franco

ADOPTION OF AGENDA

Commissioner Marmion moved, seconded by Commissioner Covino, to approve the November 17, 2020 agenda. The motion carried 4-0.

APPROVAL OF MINUTES

October 14, 2020

Commissioner Bologoff moved, seconded by Commissioner Marmion, to approve the October 14, 2020 minutes. The motion carried 4-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

B. Aquatics - presented by Recreation Coordinator Jeff Franco.

OLD BUSINESS

C. Festival Tree – Recreation Manager Leek stated that the new tree was in “transplant shock” but still showed some signs of life. Arborists and staff have decided to wait a couple of months to monitor the tree’s health before considering replacement.

D. Crocker Trail Master Plan – Recreation Manager Leek stated the first Master Plan community workshop and survey have been completed and what/when the upcoming steps in the process will be.

E. Dog Park Resurfacing Update – direction from Council & next steps
Recreation Manager Leek updated Commission on City Council’s motion to accept a combination of what was presented and approve funding of a “not to exceed” amount of \$80,000. Staff will initiate the formal bid process and return to Council for consent to proceed with a preferred vendor.

NEW BUSINESS

None

REPORTS**Chairperson**

None

Subcommittees**Subcommittee Meetings – reports**

Festival of Lights – Commissioner Marmion reported the plan for the 2020 Festival of Lights event will include a virtual tree lighting, car parade through Brisbane, and Leanne Borghesi will be MC/singing. There will also be “to-go” bags for purchase for community members to still have the traditional hot cocoa, cookies, and light-up accessories.

Setting Subcommittee Meetings

The Commission discussed which subcommittees should meet prior to the next meeting.

Commissioners

Commissioner Marmion noted the walkway off San Francisco St. was in need of maintenance such as painting the railing and clearing the pathway. Recreation Manager Leek shared that she would follow up with the appropriate responsible parties.

Staff**Programs Report**

Staff discussed current and upcoming programs.

COMMISSION MATTERS**Written Communications**

None

Commission Calendar

The Commission discussed rescheduling the next Commission meeting and Commission reorganization.

ADJOURNMENT

Chairperson Boggs moved to adjourn the meeting at 7:33pm.