



CITY of BRISBANE

Parks and Recreation Commission Meeting Agenda

Tuesday, November 17th, 2020 at 6:30 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/93609968614?pwd=V3RGNTthLaEJPY1lOUy9JRnRTRIVLdz09>

Meeting ID: 936 0996 8614

Passcode: 111720

Dial In Number: +1 669 900 9128

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. October 14, 2020

5. CITIZEN COMMUNICATIONS

6. PRESENTATIONS

B. Aquatics

7. OLD BUSINESS

C. Festival Tree Update (attachment)

D. Crocker Trail Master Plan Process Update (attachment)

E. Dog Park Resurfacing Update – direction from Council & next steps (attachment)

8. NEW BUSINESS

None

9. REPORTS

F. Chairperson

G. Subcommittees

1. Subcommittee Meetings – reports

a. Festival of Lights

2. Setting Subcommittee Meetings

H. Commissioners

I. Staff

b. Halloween Recap

c. Fire Hydrant Restoration Event

10. COMMISSION MATTERS

J. Written Communications

K. Commission Calendar

11. ADJOURNMENT

(The next regularly scheduled meeting is December 9, 2020)

File Attachments for Item:

October 14, 2020



Brisbane Parks and Recreation Commission *Action Minutes*

REGULAR MEETING

October 14, 2020

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

CALL TO ORDER

Commission Boggs called the meeting to order at 6:36pm.

ROLL CALL

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

ADOPTION OF AGENDA

Commissioner Marmion moved, seconded by Commissioner Covino, to approve the October 14, 2020 agenda. The motion carried 6-0.

APPROVAL OF MINUTES

June 10, 2020

Commissioner Covino moved, seconded by Commissioner Marmion, to approve the June 10, 2020 minutes. The motion carried 6-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

None

OLD BUSINESS

None

NEW BUSINESS

None

REPORTS

Chairperson

None

Subcommittees

Subcommittee Meetings – reports

None

Setting Subcommittee Meetings

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

Commissioners

Commissioner Covino stated the re-opening of the Community Pool has been running well.

Staff

Programs Report

Staff discussed current and upcoming programs.

COMMISSION MATTERS

Written Communications

Commissioner Fryer discussed with the Commission an email received from resident Dan Carter after the June Commission meeting.

Commission Calendar

The Commission discussed items for the next Commission meeting.

ADJOURNMENT

Commission Chairperson Boggs moved to adjourn the meeting at 7:12pm.

File Attachments for Item:

Festival Tree Update (attachment)



PARKS & RECREATION COMMISSION AGENDA REPORT

Meeting Date: 11/17/2020

From: Noreen Leek, Recreation Manager

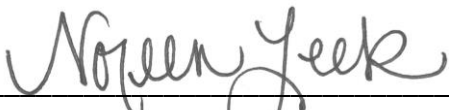
Subject: Sequoiadendron/Festival Tree Update

Update from the City regarding the new Festival Tree

A subcommittee comprised of Parks & Recreation Commissioners along with Open Space and Ecology Committee members met in the year leading up to the planting in order to discuss options for tree purchasing and placement. In December of 2019, a new Sequoiadendron tree was planted at the Community Park near the existing Festival Tree as a replacement for the long-term future.

When trees of this size are transplanted, the risk of shock is always a possibility. That coupled with a nearby irrigation leak hasn't given the tree the best start to its new life in Brisbane and over the past year, the tree has struggled to thrive. The tree has been assessed by arborists who believe it has at least a 25% chance of coming back from its current, unhealthy state. They feel that not enough time has elapsed since the irrigation break was discovered and repaired by Public Works a little over two months ago. They have recommended allowing the tree until the spring, or 4-5 more months more, to see if it's able to revive itself. Davey Tree arborists conduct regular inspections of the tree, and have noted that many of the branches (as well as the trunk of the tree) are still green and pliable inside.

If the tree is unable to recover, a new tree could be planted next Fall. The City would reconvene the subcommittee group to determine next steps in that process if that is the case. It is also important to note that the tree is under warranty.



Noreen Leek, Recreation Manager

File Attachments for Item:

Crocker Trail Master Plan Process Update (attachment)



PARKS & RECREATION COMMISSION AGENDA REPORT

Meeting Date: 11/17/2020

From: Noreen Leek, Recreation Manager

Subject: Crocker Trail Master Plan Process Update

Crocker Trail Master Plan Process Update

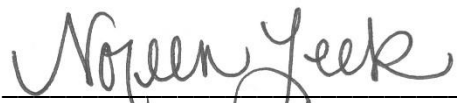
The City is developing an informed and practical master plan for the Crocker Park Recreational Trail. The master plan will highlight opportunities desired by the community and stakeholders to improve the connectivity and safety, preserve local sensitive environments, promote recreation on the trail, embrace public art and interpretive education, and plan for the trail's legacy. RRM Design Group is the consultant that was selected for this project and they have established a project website which is nested on the City's website providing the most up to date information. The website includes a 360 degree "existing conditions" video of the trail, and the Workshop #1 survey results, as well as an overview of the project process. The outline of the project scope and process is provided below.

Process Overview, Next Steps

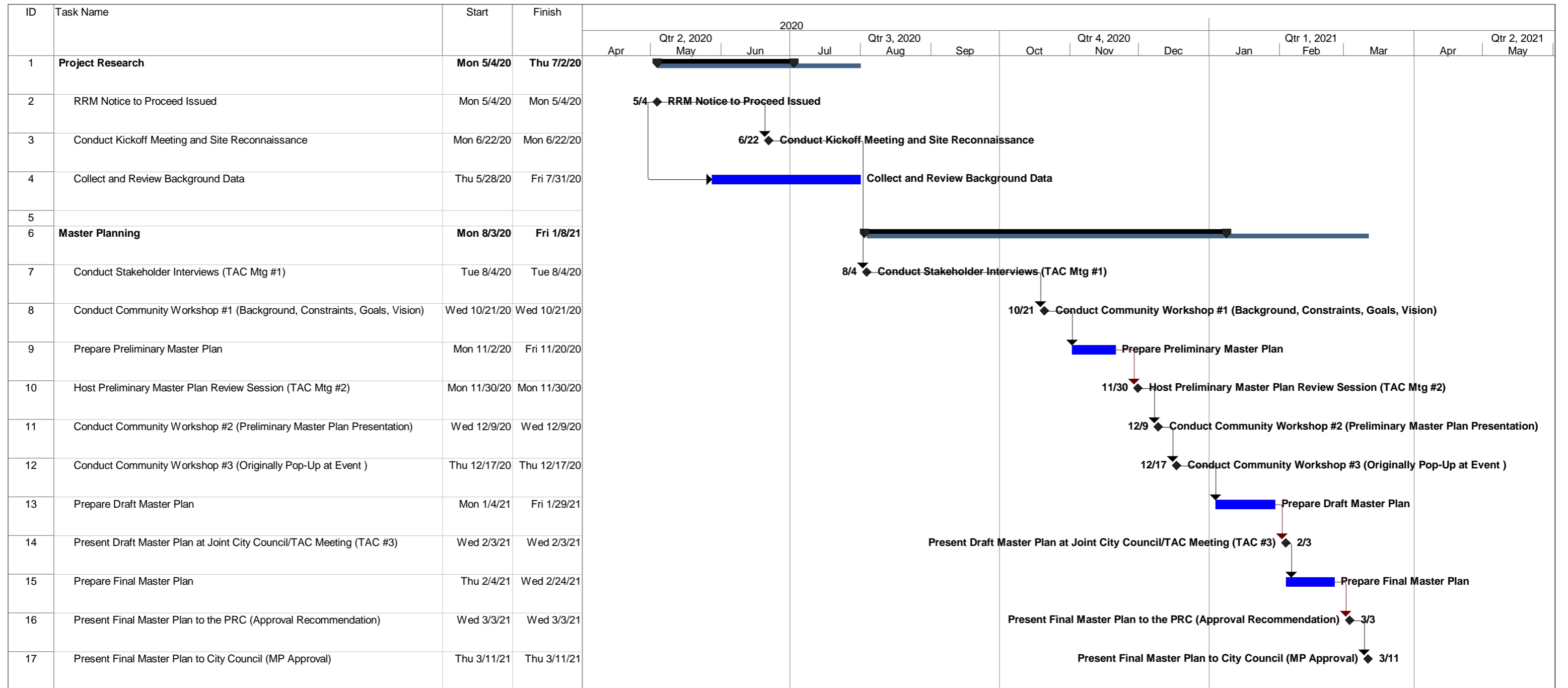
- 1) Project Kick-off & Stakeholder Meetings (**COMPLETED**)
- 2) Workshop #1: Background, Goals and Visioning (**COMPLETED**)
- 3) Generate Preliminary Master Plan Concept
- 4) Technical Advisory Committee: Reviews preliminary plan
- 5) Workshop #2: Community views preliminary master plan
- 6) Workshop #3 Pop-Up: Community views preliminary master plan
- 7) Prepare Draft Master Plan
- 8) Draft Master Plan Presentation: Public Joint Council/TAC
- 9) Prepare Final Master Plan
- 10) Present Final Master Plan: Parks and Recreation Commission
- 11) Present Final Master Plan: City Council

Attachments

1. Updated Project Timeline



Noreen Leek, Recreation Manager



File Attachments for Item:

Dog Park Resurfacing Update – direction from Council & next steps (attachment)



PARKS & RECREATION COMMISSION AGENDA REPORT

Meeting Date: 11/17/2020

From: Noreen Leek, Recreation Manager

Subject: Dog Park Resurfacing Update from Council

Direction from Council

Earlier this year, the Parks & Recreation Commission addressed the topic of resurfacing the dog park. After reviewing various alternative surfacing options and assessing the best fit for Brisbane's Dog Park, the Commission voted unanimously to recommend to Council to proceed with resurfacing of the park with a combination of hardscape surface (such as decomposed granite) and some patches of artificial turf. These adjustments to the facility would allow for it to remain open to residents 365 days/year without closures resulting from inclement weather or drought.

This item was brought before the Council in September, at which time staff was directed to return with a few variations for consideration along with their estimated costs.

On November 5th, staff brought it back to Council at which point, they motioned to accept a combination of what was presented and approve funding of a "not to exceed" amount of \$80,000. A conceptual design is shown here on Attachment 1. Staff will initiate the formal bid process and return to Council for consent to proceed with a preferred vendor. Once the work is scheduled, we will inform the Commission regarding the projected timeline and the operational impacts for closures to the facility while the work is being conducted.

Attachments

1. Conceptual design with notations

A handwritten signature in black ink that reads "Noreen Leek".

Noreen Leek, Recreation Manager

