



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

May 8, 2024

HYBRID COMMISSION MEETING, 50 PARK PL., BRISBANE, CA

CALL TO ORDER

Chairperson Sims called the meeting to order at 6:36pm.

ROLL CALL

A. Consider any request of a Commissioner to Attend the Meeting Remotely Under the “Emergency Circumstances” of AB 2449

Commissioners present: Sims, Kern, Ocampo, Seawell

Commissioners absent: Commerford, Davis, Greenlee

Staff present: Recreation Director Leek, Recreation Supervisor Houghton, Recreation Coordinator Rodas, Administrative Assistant Bondoc

ADOPTION OF AGENDA

Commissioner Kern moved, seconded by Commissioner Ocampo, to approve the May 8, 2024 agenda. The motion carried 4-0.

APPROVAL OF MINUTES

B. April 10, 2024

Commissioner Kern moved, seconded by Commissioner Seawell, to approve the April 10, 2024 minutes. The motion carried 4-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

C. Club Rec/Summer Preview/Preschool Program

Recreation Coordinator Angela Rodas reviewed details and current enrollment for the after-school and preschool programs, as well as upcoming activities, events, and summer camp.

OLD BUSINESS

None

NEW BUSINESS

D. Discuss ideas for National Parks & Recreation Month

The Commission brainstormed ideas for July, including a parks and recreation calendar,

passport and photo opportunities, day-in-the-life pinboard or other art component, and park patches.

E. Determine locations for the June offsite facilities tour

The Commission requested a public art inventory and also opted to tour facilities of neighboring cities: South San Francisco Community Center and Library, Millbrae Community Center, and Burlingame Community Center.

F. Discuss research efforts regarding Parks & Recreation Foundations

Commissioner Seawell shared his conversations with Burlingame and findings regarding their foundation. Commissioner Kern provided the same overview following his conversation with Redwood City foundation representatives.

REPORTS

G. Chairperson

None

H. Subcommittees

a. Public Art Advisory Committee meeting (4/15/24, 5/6/24)

Director Leek reported further discussions on the Public Art Master Plan with consultants NINEdotARTS and upcoming outreach efforts at the Farmers' Market, Concert in the Park, and Citywide Yard Sale in July.

b. Setting Subcommittee Meetings

Joint Subcommittee Meeting (OSEC, YAC, and Parks & Recreation) scheduled for 5/15/24 at 6pm.

Derby and Day in the Park Subcommittee Meeting scheduled for 5/23/24 at 5:30pm.

Public Art Advisory Committee Meeting scheduled for 6/17/24 at 4:30pm.

I. Commissioners

Commissioner Kern thanked Supervisor Houghton for notifying the Commission of the 5/2/24 City Council Meeting.

J. Staff

Staff reported on the new track team at Lipman, Lipman pickleball team, Mission Blue Center pilates, Community Park soccer for tots, Sunrise Room teen events, Walt Disney Museum senior trip, 6/11 open registration for fall Club Rec and preschool, Mental Health Awareness month activities, What Makes You Smile art campaign, summer staff training, Concerts in the Park sponsorships, 5/16 Bike to Work Day, BDW spring performance, preschool graduation, and Friday night rec swim.

COMMISSION MATTERS

K. Written Communications

None

L. Commission Calendar

The next regularly scheduled meeting will be June 12, 2024 (offsite).

ADJOURNMENT

Chairperson Sims moved to adjourn the meeting at 7:36pm.