



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

July 10, 2024

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

CALL TO ORDER

Chairperson Sims called the meeting to order at 6:33pm.

ROLL CALL

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

Commissioners present: Sims, Commerford, Greenlee, Kern, Ocampo, Seawell

Commissioners absent: Davis

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

ADOPTION OF AGENDA

Commissioner Ocampo moved, seconded by Commissioner Greenlee, to approve the July 10, 2024 agenda. The motion carried 6-0.

APPROVAL OF MINUTES

B. May 8, 2024

Commissioner Ocampo moved, seconded by Commissioner Kern, to approve the May 8, 2024 minutes. The motion carried 6-0.

C. June 12, 2024

Commissioner Ocampo moved, seconded by Commissioner Kern, to approve the June 12, 2024 minutes. The motion carried 6-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

D. Introduction to new City Manager, Jeremy Dennis

Jeremy Dennis introduced himself to the Commission as the new City Manager.

OLD BUSINESS

E. National Parks & Recreation Month (event calendar, video, and City Council Proclamation on 7/18/24)

Staff shared July's event calendar, video compiling highlights of the previous year, and City Council's 7/18/24 Proclamation of July as Parks & Recreation Month.

F. Discussion and report out from June offsite facilities tour

Last month's tour of neighboring cities' recreational facilities impressed the Commission and inspired ideas for our facilities, such as space renovations and beautification.

G. Update regarding ongoing research of Parks & Recreation Foundations

Chairperson Sims and Commissioner Greenlee discussed their findings on the Parks & Recreations Foundations of San Mateo County and City of San Mateo, respectively.

NEW BUSINESS

H. Discuss existing availability and future additions of benches for Crocker Trail

Chairperson Sims brought up the idea of benches to promote the City's Age-Friendly Initiative. Community member Michael Barnes provided input regarding the possibility of bicycle skills features and active recreation stations.

REPORTS

I. Chairperson

None

J. Subcommittees

a. Joint Subcommittee Meeting – OSEC, YAC, Parks & Rec (5/15/24)

Subcommittee members went over litter reduction efforts and brainstormed how to make recycling fun.

b. Derby and Day in the Park Subcommittee Meeting (5/23/24)

Subcommittee members discussed ideas for the 10/5 Derby and Day in the Park, such as the adult big wheel race, vendors, food, live music, and contests.

c. Public Art Advisory Committee Meeting (6/17/24)

Subcommittee members shared that consultants from NINEdotARTS will be present for events toward the end of the month and also discussed art surveys, Firth Park, and hydrant restoration.

d. Setting Subcommittee Meetings

K. Commissioners

None

L. Staff

Staff shared information on summer camp & preschool, Dink & Dunk camp, swim lessons, fall after-school registration, the library's Senior Art Show, upcoming pilot program for Mission Blue court reservations, Public Art Master Plan, summer concerts, 7/20 Habitat Restoration, 7/27 Citywide Yard Sale, 8/3 Garden Show, 8/9 Giants Community Night, 8/24-8/25 Hydrant Restoration, and 10/5 Derby & Day in the Park.

COMMISSION MATTERS

M. Written Communications

The Commission acknowledged written communication from Michael Barnes.

N. Commission Calendar

The Commission elected to take August off for summer recess. The next regularly scheduled meeting will be September 11, 2024.

Parks and Recreation Commission

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ADJOURNMENT

Chairperson Sims moved to adjourn the meeting at 8:22pm.