



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

November 13, 2024

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

CALL TO ORDER

Chairperson Sims called the meeting to order at 6:32pm.

ROLL CALL

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

Staff present: Recreation Supervisor Houghton, Administrative Assistant Bondoc

ADOPTION OF AGENDA

Commissioner Commerford moved, seconded by Commissioner Greenlee, to approve the November 13, 2024 agenda. The motion carried 7-0.

APPROVAL OF MINUTES

A. October 9, 2024

Commissioner Kern moved, seconded by Commissioner Ocampo, to approve the October 9, 2024 minutes. The motion carried 7-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

None

OLD BUSINESS

None

NEW BUSINESS

B. Discuss Young Adult Development Series and community-wide survey

Supervisor Houghton solicited feedback regarding a survey to develop programming for young adults ages 16-24.

C. Appoint a Commission representative (and an alternate) as a liaison to an ad hoc subcommittee with the Inclusion, Diversity, Equity & Accountability (IDEA) Committee

Commissioner Davis, with Commissioner Ocampo as alternate, will serve as liaison to an ad hoc subcommittee with the IDEA Committee.

REPORTS

D. Chairperson

None

E. Subcommittees

- a. Public Art Advisory Committee Meeting (Held on 10/14/24)
Subcommittee members met with the metalwork artists selected for the San Benito-Alvarado project.
- b. Festival of Lights Subcommittee Meeting (Held on 10/28/24)
Subcommittee members shared that the 12/8 Festival of Lights will feature a Peace theme, light exhibits, refreshments, and music.
- c. Setting Subcommittee Meetings
None

F. Commissioners

Commissioner Ocampo shared that she was approached to be present for the 11/21 senior program planning at the Sunrise Room.

G. Staff

Staff recapped the 10/28 Howl-o-ween at the gazebo and 11/8 middle school dance at Mission Blue Center, as well as shared the schedule for the winter activity guide and open registrations. Upcoming events include the 11/13 teen night at the Sunrise Room, 11/15-11/17 lifeguard course, 12/7 teen trip to Academy of Sciences, and 12/8 Festival of Lights.

COMMISSION MATTERS

H. Written Communications

None

ADJOURNMENT

Chairperson Sims moved to adjourn the meeting at 7:11pm. The next regularly scheduled meeting will be January 8, 2025.