



Brisbane Parks and Recreation Commission Action Minutes

REGULAR MEETING

March 12, 2025

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

CALL TO ORDER

Vice Chairperson Davis called the meeting to order at 6:34pm.

ROLL CALL

Commissioners present: Sims, Anderson, Commerford, Davis, Greenlee, Seawell

Commissioners absent: Ocampo

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

ADOPTION OF AGENDA

Commissioner Seawell moved, seconded by Commissioner Greenlee, to approve the March 12, 2025 agenda. The motion carried 6-0.

APPROVAL OF MINUTES

A. February 12, 2025

Because the February 12, 2025 minutes were erroneously omitted from the agenda packet, the motion to approve will be postponed until the April 9, 2025 meeting.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

B. Silverspot

Silverspot staff & Board members provided an overview of the co-op nursery school's family participation, schedules, tuition, revenue, expenses, fundraising, community events, and enrollment.

OLD BUSINESS

C. Young Adult Series Survey Results and Next Steps

Staff shared the findings from the Young Adult Series Survey. Program suggestions that garnered the most interest included Leadership Skill Development, Car Upkeep and Maintenance, Tech Support, and Around-the-House Skills. The Commission suggested a badge system to certify program completion.

NEW BUSINESS

D. Public Art Master Plan

Staff and the Commission discussed the Public Art Master Plan, which the City Council would consider for adoption on 3/20/25, as the blueprint for the city's future public art.

E. Master Fee Schedule

The Commission had a preliminary review and discussion of the department's fees and budget. They suggested this item be brought back to the 4/9/25 Commission Meeting for additional discussion.

REPORTS

F. Chairperson

None

G. Subcommittees

a. Public Art Advisory Committee Meeting (Held on 2/18/25)

Subcommittee members reported the approval of the Public Art Master Plan draft, in advance of City Council consideration at the 3/20/25 meeting.

b. Setting Subcommittee Meetings

Public Art Advisory Committee Meeting scheduled for 3/17/25 at 5:15pm.

H. Commissioners

Commissioner Greenlee re-proposed the idea of a "Day in the Life" push pin project, possibly as part of Day in the Park.

I. Staff

Staff shared the latest on the 4/4-4/6 lifeguard certification classes, spring swim lessons, summer activity guide, Youth Advisory Committee attending California Association of Youth Commissions, Leaders in Training applications, start of the baseball season for the Yard Goats and Brisbane Bears, open recruitments (lifeguards, swim instructors, and recreation leaders), 3/15 Parents Night Out, 3/18-3/21 California Park and Recreation Society Conference, monthly teen nights, Brisbane Dance Workshop recitals, and 5/31 Mermaid and Pirate event at the pool.

COMMISSION MATTERS

J. Written Communications

None

ADJOURNMENT

Vice Chairperson Davis moved to adjourn the meeting at 7:45pm. The next regularly scheduled meeting will be April 9, 2025.