



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

July 9, 2025

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

CALL TO ORDER

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

ROLL CALL

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

Commissioners absent: Davis

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

ADOPTION OF AGENDA

Commissioner Commerford motioned, seconded by Commissioner Anderson, to adopt the July 9, 2025 agenda. The motion passed 6-0.

APPROVAL OF MINUTES

A. May 14, 2025

Commissioner Greenlee motioned, seconded by Commissioner Commerford, to approve the May 14, 2025 minutes. Commissioner Seawell was absent for the meeting and therefore abstained. The motion passed 5-0.

CITIZEN COMMUNICATIONS

None

PRESENTATIONS

B. Introduction of Nora Flynn, P&R Summer Intern

Studying Environmental Science at UC Santa Barbara, Nora hopes to bring a sustainability perspective to Parks and Recreation while she interns for the summer.

OLD BUSINESS

C. Debrief of 6/11/25 offsite facilities tour (trails and walkways)

The Commission explored select City trails and walkways for the June facilities tour and discussed planting native greenery, accessibility, regular maintenance for safety and beautification, coordination with Public Art and Public Works, parklets/rest areas, naming paths, signage, and mapping the trails. The trails subcommittee will continue the conversation before bringing it back to the full Commission.

NEW BUSINESS

None

REPORTS

D. Chairperson

Vice Chairperson promoted Pride and Joy's 7/11/25 Concert in the Park.

E. Subcommittees

- a. Public Art Advisory Committee Meetings (Held on 5/19/25 and 6/16/25)
Subcommittee members discussed project prioritization of Firth Park art and the history of the existing art pieces. They also discussed a potential art bench program.
- b. Festival of Lights Subcommittee Meetings (Held on 5/20/25 and 7/1/25)
Subcommittee members shared ideas on expanding thematically beyond just the Christmas holiday, unity and community as the prevailing theme, successes of last year's event, possibly forgoing caroling, and displays of written hopes and wishes.
- c. Foundation Feasibility Ad Hoc Subcommittee Meeting (Held on 5/22/25)
Subcommittee members went over potential foundation names, researched other foundations, and discussed member recruitment and next steps.
- d. Setting Subcommittee Meetings
Public Art Advisory Committee Meeting scheduled for 7/21/25 at 5:15pm.
Events Subcommittee Meeting scheduled for 7/23/25 at 5:30pm.
Derby and the Day in the Park Subcommittee Meeting scheduled for 8/6/25 at 4:30pm.
Trails Development Subcommittee Meeting scheduled for 8/21/25 at 6:30pm.

F. Commissioners

Commissioners promoted the 8/16 Garden Tour and ongoing Concerts in the Park.

G. Staff

Staff shared the latest on summer camps, swim lessons, Leaders-in-Training program, Aquafit water aerobics, Concerts in the Park, Parks and Recreation Month, 7/12 Summer Beach Bash, Cave simulation at the park, 7/12 City-Wide Yard Sale, 7/24 Build Together Play Together and Smores at the park, Age-Friendly projects, 8/15 Y2K Pool Party to celebrate the pool's 25th birthday, 7/15 and 7/28 senior trips, 8/16 Garden Tour, and 10/4 Derby and Day in the Park.

COMMISSION MATTERS

H. Written Communications

None

ADJOURNMENT

Vice Chairperson Seawell moved to adjourn the meeting at 7:30pm. The Commission elected to take the month off for Summer recess as has been past practice, so the next regularly scheduled meeting will be September 10, 2025.