



# CITY of BRISBANE

## Parks and Recreation Commission Meeting Agenda

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Wednesday, October 8, 2025 at 6:30 PM • 50 Park Place, Brisbane, CA

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The public may observe/participate in Commission meetings using remote public comment options or attending in person. Commissioners shall attend in person unless remote participation is permitted by law. The Commission may take action on any item listed in the agenda.

### **TO ADDRESS THE COMMISSION IN PERSON**

Location: 50 Park Place, Brisbane, CA 94005, Community Meeting Room

Masking is not required but according to the California Department of Public Health guidelines, people at higher risk for severe illness should consider masking. To help maintain public health and safety, we respectfully request that people not attend in-person if they are experiencing symptoms associated with COVID-19 or are otherwise ill and likely contagious (e.g., respiratory illnesses).

Members of the public are encouraged to submit written comments before the meeting, to be discussed in Written Communications.

### **REMOTE PARTICIPATION**

Members of the public may participate in the Commission meeting by logging into the Zoom Webinar listed below. Commission meetings may also be viewed live and/or on-demand via the City's YouTube Channel, [youtube.com/brisbaneca](https://www.youtube.com/brisbaneca), or on Comcast Ch. 27. Archived videos may be replayed on the City's website, [brisbaneca.org/meetings](https://brisbaneca.org/meetings). Please be advised that if there are technological difficulties, the meeting will still continue if remote participation is available.

The agenda materials may be viewed online at [brisbaneca.org/meetings](https://brisbaneca.org/meetings) at least 72 hours prior to a Commission meeting.

### **Remote Public Comments:**

Remote meeting participants may address the Commission. Aside from commenting personally while in the Zoom Webinar, you can also use the call-in number. The public comments received will be noted for the record during Citizen Communications. We encourage you to email comments in advance of the meeting to [jbondoc@brisbaneca.org](mailto:jbondoc@brisbaneca.org) since this email will not be monitored during the meeting. Emails received during the meeting will not be addressed and will not be brought to the attention of the Commission.

**Join Zoom Webinar:** [brisbaneca.org/pr-zoom](https://brisbaneca.org/pr-zoom) (please use the latest version: [zoom.us/download](https://zoom.us/download))

**Webinar ID:** 920 4174 1911

**Call-in Number:** (669) 900-9128

## **SPECIAL ASSISTANCE**

If you need special assistance to participate in this meeting, please contact the Parks & Recreation Department (415) 508-2140 in advance of the meeting. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

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**Commissioners: Davis, Anderson, Commerford, Greenlee, Ocampo, Seawell, Sims**

### **1. CALL TO ORDER**

### **2. ROLL CALL**

### **3. ADOPTION OF AGENDA** (Deletions, Additions, Changes)

### **4. APPROVAL OF MINUTES**

A. September 10, 2025 (**Attachment**)

### **5. CITIZEN COMMUNICATIONS**

### **6. PRESENTATIONS**

B. Informational overview of the Baylands Specific Plan (**Attachment**)

C. Aquatics Programs & Services

### **7. OLD BUSINESS**

D. Coastal Cleanup Debrief

E. Day in the Park and Derby Debrief

### **8. NEW BUSINESS**

F. n/a

### **9. REPORTS**

G. Chairperson

H. Subcommittees (**Attachment**)

a. Public Art Advisory Committee Meeting (Held on 9/15/25)

b. Trails Development Subcommittee Meeting (Held on 9/25/25)

c. Teen Services Subcommittee Meeting (Held on 10/1/25)

d. Setting Subcommittee Meetings

I. Commissioners

J. Staff

### **10. COMMISSION MATTERS**

K. Written Communications

### **11. ADJOURNMENT**

**The next regularly scheduled meeting is November 12, 2025.**



**Brisbane Parks and Recreation Commission Action Minutes**

**REGULAR MEETING**

**September 10, 2025**

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

**CALL TO ORDER**

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

**ROLL CALL**

Commissioners present: Davis, Anderson, Commerford, Greenlee, Ocampo, Seawell, Sims  
Staff present: Recreation Director Leek, Recreation Supervisor Houghton, Recreation Supervisor Monroy, Recreation Coordinator Franco, Administrative Assistant Bondoc

**ADOPTION OF AGENDA**

The Commission voted unanimously to adopt the September 10, 2025 agenda.

**APPROVAL OF MINUTES**

**A. July 9, 2025**

The Commission voted unanimously to adopt the July 9, 2025 minutes.

**CITIZEN COMMUNICATIONS**

None

**PRESENTATIONS**

**B. Sports Programs Overview**

Recreation Coordinator Franco presented on youth sport activities (cross country, volleyball, basketball, baseball, and track) and adult sports including softball and pickleball.

**OLD BUSINESS**

**C. Debrief of 2025 Summer Concert Series**

The Commission lauded the performances, staff presence, and swag for the 2025 summer concerts in the park. Donation collection efforts at the first concert were successful. The Commission shared testimonials and preferences for timing and suggested that the concerts be held later in the summer for better weather.

**NEW BUSINESS**

**D. City Council Liaison meeting preparation**

*On an annual basis, the City Council Liaisons for Parks & Recreation meet with the Chair and Vice Chair of the Parks & Recreation Commission to ensure alignment around*

*City goals. The Commission should discuss talking points for this meeting and provide direction to the Chair and Vice Chair regarding desired outcomes. It is anticipated that the meeting will take place within the next 2 months.*

- Points of emphasis will include the Parks and Recreation Foundation, facility maintenance and use planning, trail development, volunteerism, and the City's fiscal health.

## **REPORTS**

### **E. Chairperson**

Chairperson Davis promoted the 9/16 Latine and Hispanic Heritage Month fiesta in the park and shared the IDEA committee meeting's discussion regarding benches.

### **F. Subcommittees**

- a. Public Art Advisory Committee Meetings (Held on 7/21/25)  
Subcommittee members reiterated the need for benches, further Firth Park discussion, and Public Art implementation guidelines subject to City Council approval.
- b. Events Subcommittee Meeting (Held on 7/23/25)  
Subcommittee members discussed the 8/16 Garden Tour and ongoing film festival research. Supervisor Houghton mentioned that the Garden Tour made \$1400 (half of which the Lions Club will receive) with 110 people attending. Feedback for next year included more senior tickets being available since they sold out and the event taking place in the spring instead.
- c. Derby and the Day in the Park Subcommittee Meeting (Held on 8/6/25)  
Subcommittee members shared the plans for the 10/4 Day in the Park, such as booths, shade, food and drink, live band, cookie contest, and inflatables.
- d. Trails Development Subcommittee Meeting (Held on 8/21/25)  
Subcommittee members shared citizen communications regarding ebikes on trails. Other topics included volunteerism for trail maintenance, maps and signage, and accessibility.
- e. Setting Subcommittee Meetings  
Public Art Advisory Committee Meeting scheduled for 9/15/25 at 5:15pm.  
Trails Development Subcommittee Meeting scheduled for 9/25/25 at 5pm.  
Teen Services Subcommittee Meeting scheduled for 10/1/25 at 5:30pm.

### **G. Commissioners**

Commissioner Anderson brought up the possibility of block parties around the city.

### **H. Staff**

Staff shared the latest on the 9/10 teen night, Youth Advisory Committee and Teen Action Club, fall pool schedule, Life Unlocked life skills series starting 10/23, 11/6-11/9 lifeguard certification, ugly holiday sweater design contest, 9/20 Coastal Cleanup and Marina Festival, 10/4 Star City Marathon (same day as Day in the Park), 10/18 Halloween pool event, 10/25 Parents Night Out, 10/30 Howl-o-Ween, and Suicide Prevention Month.

## **COMMISSION MATTERS**

**I. Written Communications**

None

**ADJOURNMENT**

Chairperson moved to adjourn the meeting at 8:13pm. The next regularly scheduled meeting will be October 8, 2025.



# Specific Plan Overview

Baylands Development Inc

# Agenda

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Background on the Baylands Specific Plan

Overview of Conservation & Open Space Chapter

Q&A

# What is a Specific Plan?

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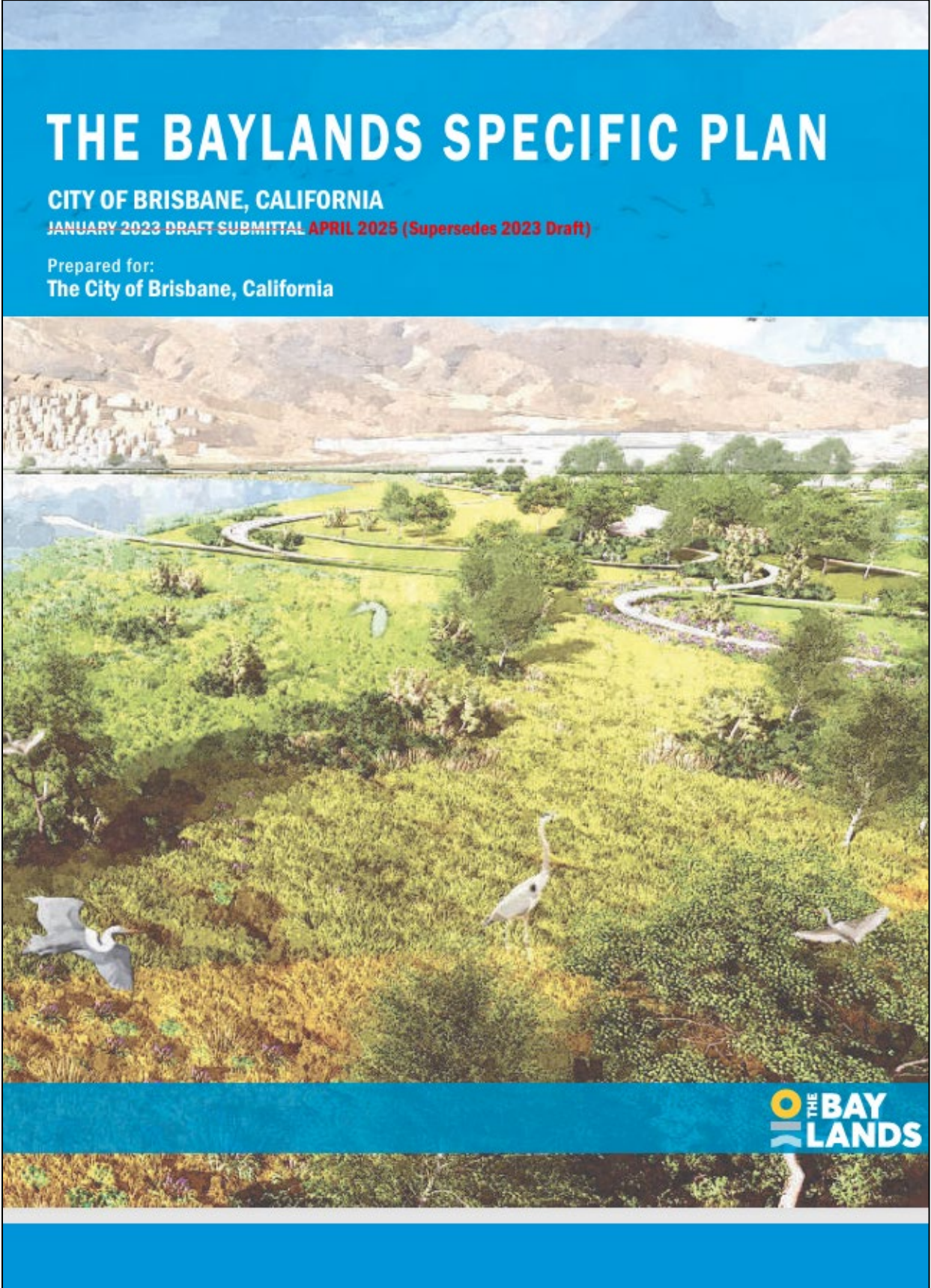
The Specific Plan is a tool to implement the General Plan for particular geographical areas.

Measure JJ requires the developer to prepare a Specific Plan, which details the land use program and addresses the following policy issues:

- Site remediation
- Water supply
- Revenue positive for the City
- Sustainability principles
- Habitat restoration
- Sea level rise and flood protection

# 2025 Baylands Specific Plan

- Executive Summary
- Chapter 1 - Introduction
- Chapter 2 – Land Use Program and Definitions
- Chapter 3 – Development Standards and Controls
- Chapter 4 – Sustainability Framework
- Chapter 5 – Conservation and Open Space**
- Chapter 6 – Circulation
- Chapter 7 – Infrastructure
- Chapter 8 – Public Facilities and Financing
- Chapter 9 – Implementation
- Chapter 10 – Appendices



25%+ Open Space



Bay Trail

Caltrain Station Plaza

Baylands Park

Roundhouse Park

Ecological Park

Icehouse Hill

Community Fields

Lagoon Park

Visitacion Creek

# Plan Overview

The Baylands includes a diverse range of open spaces:

- Ecological Greenspaces
- Active Recreation Areas
- Community Greens
- Trails and Pedestrian Networks
- Urban plaza



# Caltrain Station Plaza

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# Baylands Park | Unifying feature for the Residential Neighborhoods



FIGURE 3.7 BAYSHORE LAND USE BLOCK PLAN

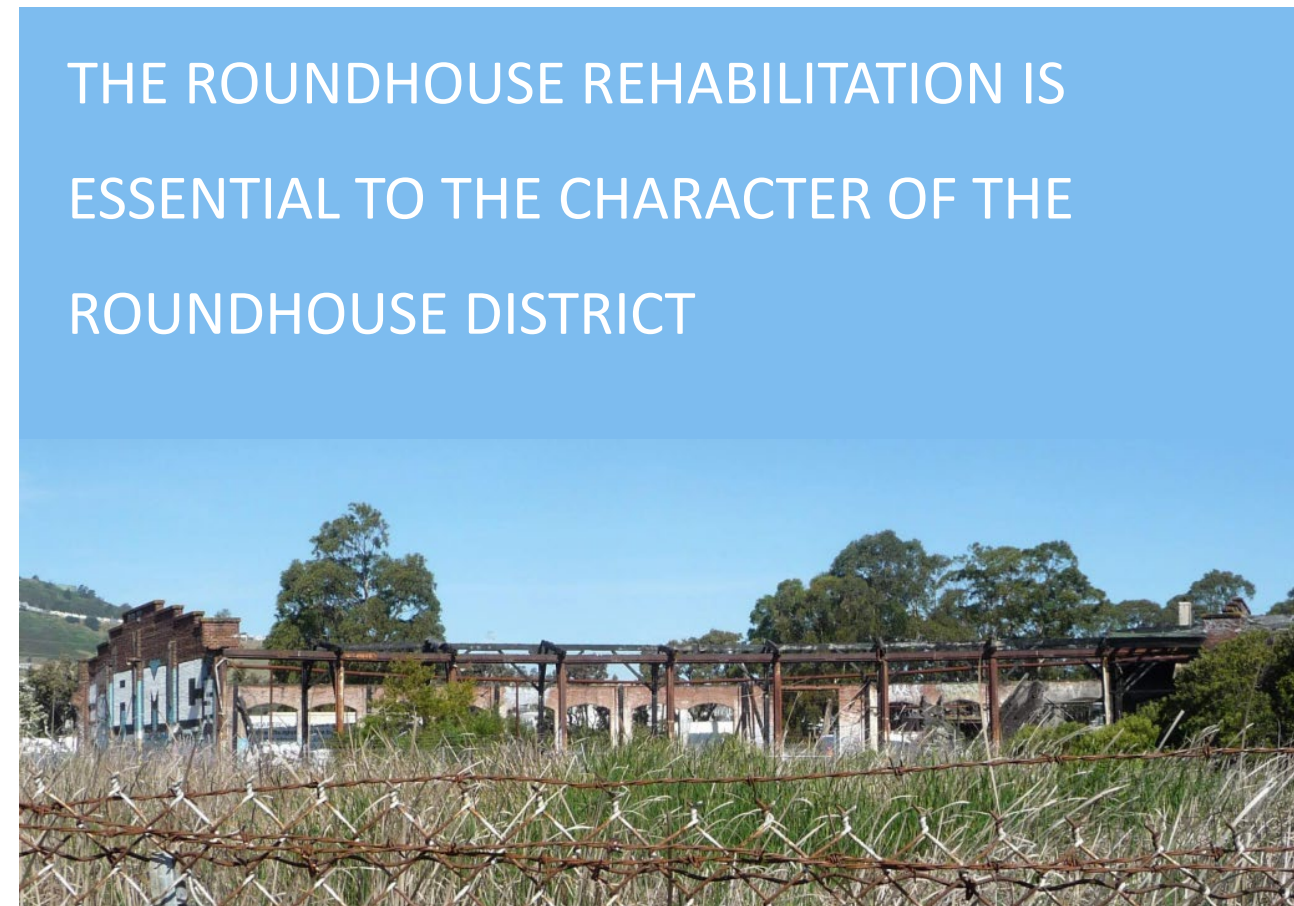


FIG 5.3.17 ILLUSTRATIVE CONCEPT DIAGRAM - BAYLANDS PARK + SUNNYDALE PARK + GATEWAY PARK WEST



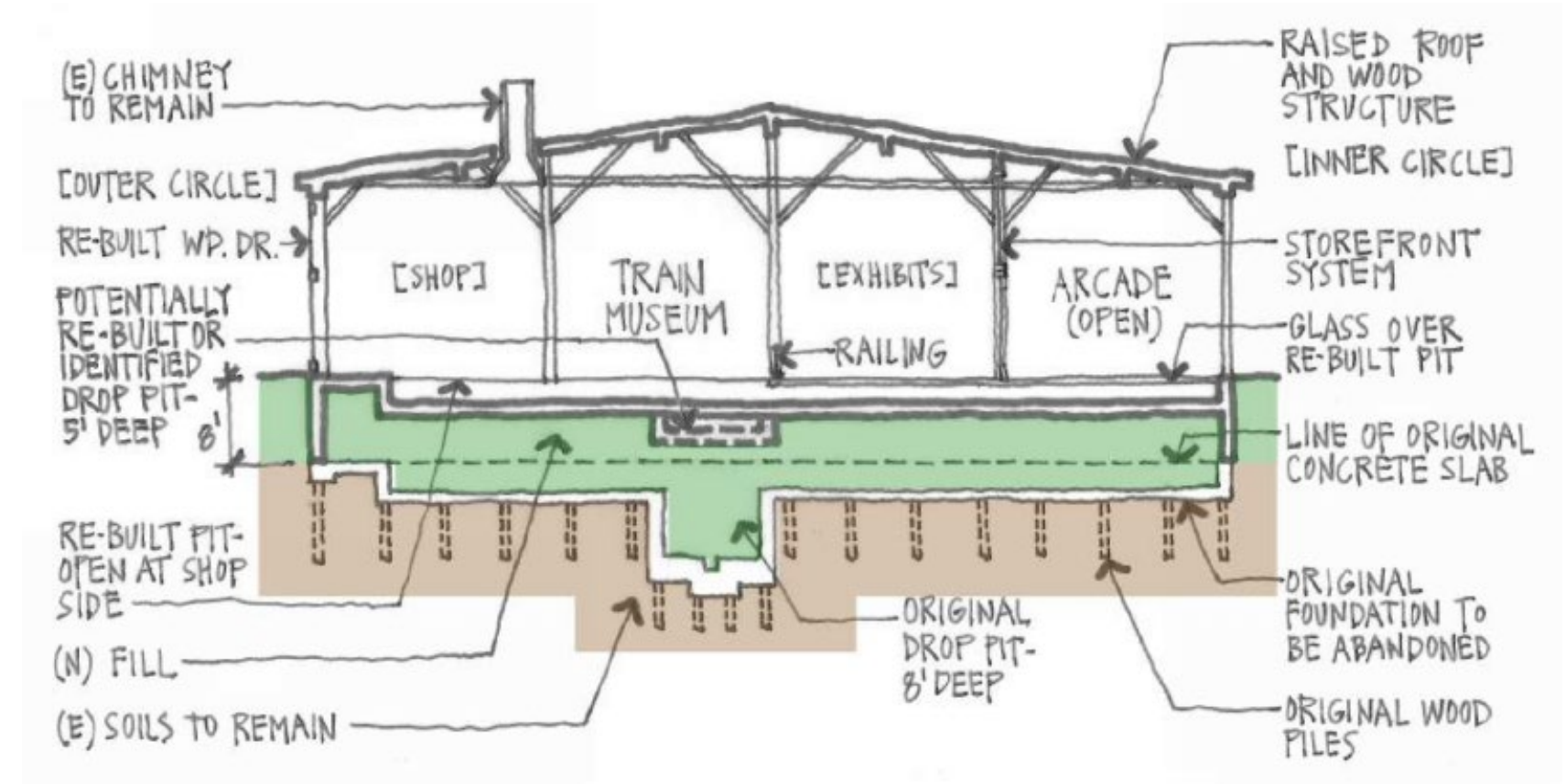
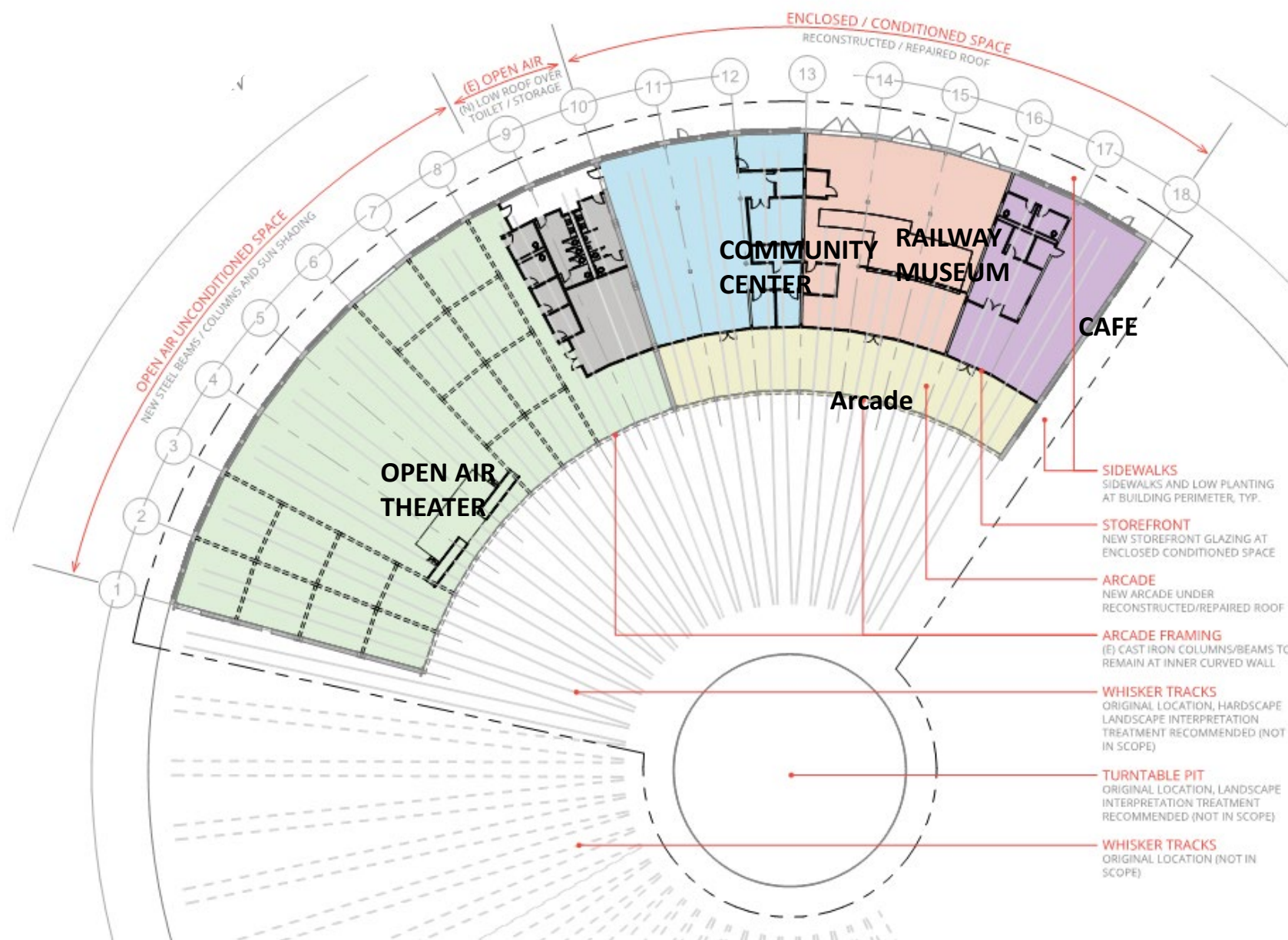
# Baylands Park





THE ROUNDHOUSE REHABILITATION IS ESSENTIAL TO THE CHARACTER OF THE ROUNDHOUSE DISTRICT

POTENTIAL REUSE PROGRAM & CONCEPTS

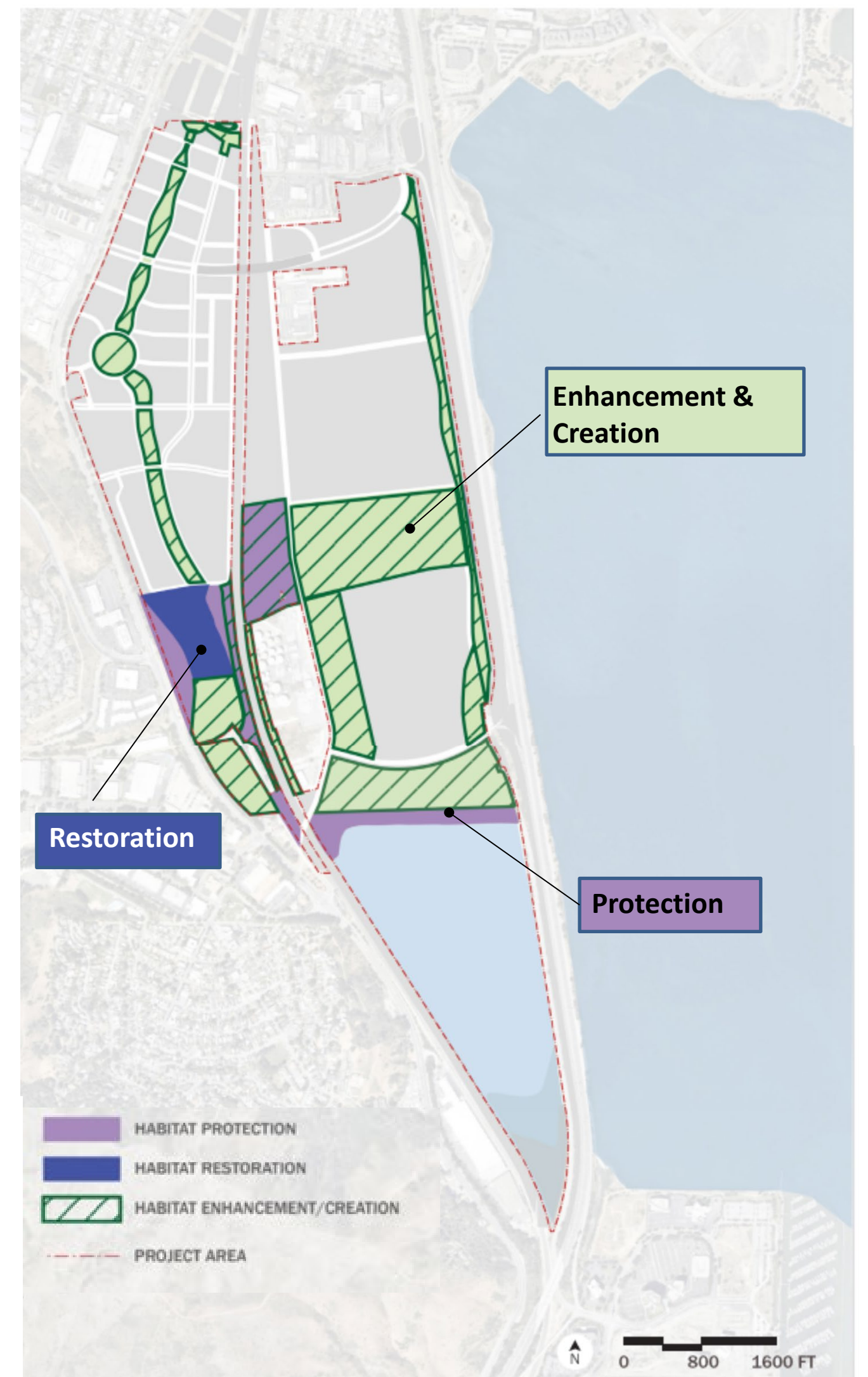


# Community Ball Fields



# Ecological Preservation & Enhancement

- **Habitat Protection:** Limited use of landscapes to prevent the degradation of thriving native biotic/habitat communities
- **Habitat Restoration:** Modification of a landscape to assist in the recovery of impacted native biotic/habitat communities.
- **Habitat Enhancement/Creation:** Improvements to the landscape to increase its ability to support ecological functions, such as stormwater quality, connectivity, and other biotic/habitat values.



# Questions?

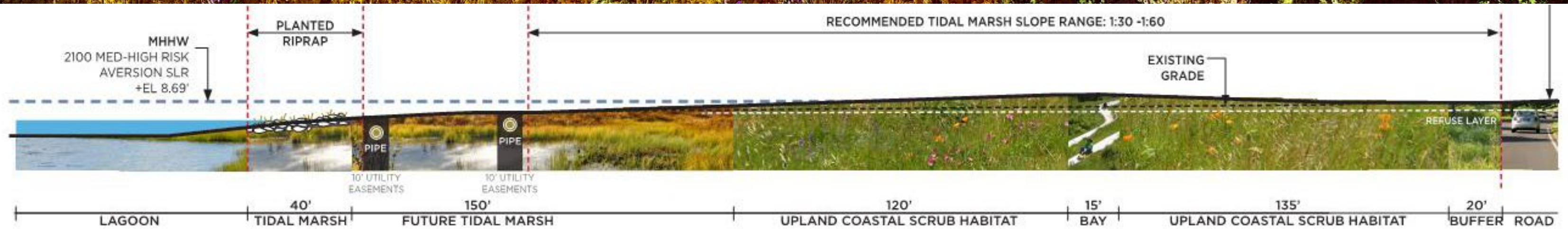
**Additional slides if needed**

# Open Space Network



# Lagoon Park

Habitat Protection



# Icehouse Hill

Invasive Species Management | Planting of the native butterfly host species



# Habitat Enhancement & Creation

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## Ecological Park

- Central swale as the stormwater management & part of larger stormwater strategy
- Planted with grasslands, coastal scrub, and woodland
- Nest boxes to support bats and cavity-nesting bird species



## Visitacion Creek Park

- Freshwater wetlands with habitat islands, tidal wetlands, and wildlife crossing/culverts

## **PARKS & RECREATION COMMISSION SUBCOMMITTEES: Updated 4/9/2025**

*The purpose of designated subcommittees is to investigate specific topics of interest to the Parks & Recreation Commission. They are to gather information and develop proposed solutions which are then to be presented to the Commission at a regular or special meeting as determined by the Chairperson.*

### **SUBCOMMITTEE**

BRISBANE DERBY / DAY IN THE PARK  
CONCERTS IN THE PARK  
EVENTS  
FESTIVAL OF LIGHTS  
HABITAT RESTORATION  
PUBLIC ART ADVISORY  
RECREATION PROGRAMS  
RECREATIONAL FACILITIES  
SENIORS  
TEEN SERVICES (YAC)  
TRAILS DEVELOPMENT  
SIERRA POINT PARK AD HOC  
COMMUNITY PARK IMPROVEMENTS  
FOUNDATION FEASIBILITY AD HOC  
IDEA AD HOC

### **COMMISSIONERS**

(3) ANDERSON, GREENLEE, OCAMPO  
(3) COMMERFORD, OCAMPO, SIMS  
(3) ANDERSON, GREENLEE, SEAWELL  
(3) COMMERFORD, DAVIS, OCAMPO  
(3) DAVIS, OCAMPO, SIMS  
(2) SEAWELL, SIMS  
(3) COMMERFORD, OCAMPO, SIMS  
(3) GREENLEE, OCAMPO, SEAWELL  
(3) ANDERSON, DAVIS, SIMS  
(3) ANDERSON, COMMERFORD, SIMS  
(3) COMMERFORD, DAVIS, GREENLEE  
(1) COMMERFORD  
(3) DAVIS, GREENLEE, OCAMPO  
(3) COMMERFORD, SEAWELL, SIMS  
(1) DAVIS

### **STAFF**

MONROY & FRANCO  
HOUGHTON & FRANCO  
HOUGHTON  
HOUGHTON & RODAS  
FRANCO & ETHELTON (W/OSEC)  
LEEK (W/ COMMITTEE)  
HOUGHTON & MONROY  
LEEK & MONROY  
HOUGHTON & FRANCO  
HOUGHTON & NAHASS  
LEEK  
LEEK  
LEEK & HOUGHTON  
LEEK  
LEEK

### **STAFF CONTACT INFORMATION**

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