



**Brisbane Parks and Recreation Commission Action Minutes**

**REGULAR MEETING**

**October 8, 2025**

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

**CALL TO ORDER**

Chairperson Davis called the meeting to order at 6:37pm.

**ROLL CALL**

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

Commissioners absent: Commerford, Ocampo

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

**ADOPTION OF AGENDA**

The Commission voted unanimously to adopt the October 8, 2025 agenda.

**APPROVAL OF MINUTES**

**A. September 10, 2025**

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

**CITIZEN COMMUNICATIONS**

None

**PRESENTATIONS**

**B. Informational overview of the Baylands Specific Plan**

Baylands Development Inc. representatives provided a general overview and addressed questions regarding the Baylands Specific Plan's chapter on conservation and open space.

**C. Aquatics Programs & Services**

Recreation Coordinator Nahass Lopez presented a year in review of aquatics including: pool parties and private rentals, water aerobics, new fitness classes, private lessons, youth swim lessons, Dink & Dunk camp, safety training, adult lap swim and rec swim, and special events.

**OLD BUSINESS**

**D. Coastal Cleanup Debrief**

Staff shared that the highest number of volunteers (95) participated in the 9/20 Coastal Cleanup, removing 131 pounds of recyclables and 460 pounds of trash which included a car bumper.

**E. Day in the Park and Derby Debrief**

Staff identified the winners of the 10/4 Derby, cookie baking contest, Volunteers of the Year, and presented a video recap. The Commission praised the success of Day in the Park with its 40+ vendors, Grandstand booth, and discussed ideas for next year.

## **NEW BUSINESS**

- F.** n/a

## **REPORTS**

### **G. Chairperson**

Chairperson Davis shared a Mission Blue Nursery poster of native plants and butterflies that she hopes can be included along City trails.

### **H. Subcommittees**

- a. Public Art Advisory Committee Meetings (Held on 9/15/25)  
Subcommittee members discussed progress on the Alvarado-San Benito stairway, artful bench RFP, and Firth Park RFQ.
- b. Trails Development Subcommittee Meeting (Held on 9/25/25)  
Subcommittee members brought up the idea of shared multi-use trails, habitat conservation, inventory, and mapping.
- c. Teen Services Subcommittee Meeting (Held on 10/1/25)  
Subcommittee members attended the second YAC meeting of the year and discussed initiatives, senior newsletter and tech help, and seasonal events.
- d. Setting Subcommittee Meetings  
Public Art Advisory Committee Meeting scheduled for 10/20/25 at 5:15pm.  
Recreation Programs Subcommittee Meeting scheduled for 10/27/25 at 4:15pm.  
Festival of Lights Subcommittee Meeting scheduled for 11/12/25 at 5:30pm.

### **I. Commissioners**

None

### **J. Staff**

Staff shared the latest on the 11/6-11/9 lifeguard certification, ugly holiday sweater design contest, 10/16 art reception at City Hall with Eric Beattie, 10/18 Dive-in Movie Night, 10/24 teen dance, 10/25 Parents Night Out, 10/30 Howl-O-Ween, 11/8 YAC social, 11/12 Age-Friendly workshop, and Thanksgiving camp registration.

## **COMMISSION MATTERS**

### **K. Written Communications**

None

## **ADJOURNMENT**

Chairperson moved to adjourn the meeting at 8:45pm. The next regularly scheduled meeting will be November 12, 2025.