



Brisbane Parks, Beaches & Recreation Commission Action Minutes

REGULAR MEETING

March 16, 2011

BRISBANE CITY HALL COMMUNITY MEETING ROOM, 50 PARK PLACE, BRISBANE, CA

CALL TO ORDER

Commission Chair Hart called the meeting to order at 6:08 p.m.

ROLL CALL

Commissioners present: Bologoff, De La Torre, Hart, and Marmion
Commissioners absent: Almeida
Staff present: Parks and Recreation Director Skeels, and Recording Secretary Carpenter

ADOPTION OF AGENDA

Parks and Recreation Director Skeels requested moving Item 7 under VIII D Staff Reports (Department Future) to follow Item V CITIZEN COMMUNICATION. Commissioner Bologoff moved, seconded by Commissioner Marmion, to approve the March 16, 2011 agenda as amended. The motion carried 4-0.

APPROVAL OF MINUTES

Commissioner Marmion moved, seconded by Commissioner Bologoff, to approve the February 16, 2011 minutes as written. The motion carried 3-0-1.

CITIZEN COMMUNICATIONS

None.

REPORTS

Staff

Department Future

Parks and Recreation Director Skeels announced that effective next Monday (March 21, 2011)

Department Future (cont.)

he would be working full time for the City of Burlingame and that Deputy City Manager / Administrative Services Director, Stuart Schillinger, would assume the responsibilities of staff liaison to the PB&R Commission. He added that he would continue working on the BES restroom and Brisbane Community Park play structure projects. Discussion.

OLD BUSINESS

Quarry Road Signage – update

Commissioner Bologoff stated that the subcommittee has not met again.

Retreat (3/20, 2:00pm @ Marina conference room) – agenda

The Commission discussed whether to meet on Sunday for their retreat, due to the recent staffing changes in the Parks and Recreation Department. Commissioner Marmion moved, seconded by Commissioner Bologoff, to continue with the plan to meet on Sunday at the Marina for the Commission Retreat. The motion carried 3-1.

NEW BUSINESS

None.

REPORTS

Chairperson

Chairperson Hart, Commissioner Bologoff, and Parks and Recreation Director Skeels reported on the CPRS conference.

Subcommittees

None.

Commissioners

None.

Staff

Programs Report

Recording Secretary Carpenter reported on current recreational program activities.

BES Restroom Project – status

Parks and Recreation Director Skeels reported that the contractor is in place and the facility is currently under construction. He added that he would continue working with the Commission on an opening day ceremony (most likely sometime in July).

Community Park Play Equipment – status

No further updates.

Seton Medical Foundation “Get Healthy” Funds – update

Parks and Recreation Director Skeels reported that City Manager Holstine is working with the City Council subcommittee (Council members Richardson and Waldo) on the two proposals for the \$50,000 Seton Foundation “Get Healthy” funds. One proposal is from the Brisbane School District, to use the funds for a ‘healthy’ program for the kids and the other from former City Council member Barnes to use the funds to resurface the skate park.

Lipman Tennis Courts Hillside

Parks and Recreation Director Skeels reported that the deadline for the Lipman Tennis Courts Hillside project bids is April 6, 2011 adding that the project should be completed this summer.

Streets Alive (5/1)

Parks and Recreation Skeels reported on plans for the Streets Alive event.

Commissioner Bologoff mentioned that April 30, 2011 is the Firth Canyon Clean Up.

COMMISSION MATTERS

Written Communications

None.

Commission Calendar

The Commission discussed items for the April 20, 2011 PB&R Commission meeting agenda.

COMMENTS FROM CITY MANAGER

City Manager Holstine explained to the Commission some of the changes being made with the current Parks and Recreation Director working full-time for Burlingame. He commented on the value of Jim Skeel’s contributions to the Department and the City and noted he would be missed.

COMMENTS FROM CITY MANAGER (cont.)

He informed the Commission the City had developed a long-range personnel plan to reduce costs due to economic and financial circumstances facing the City. He let them know the Deputy City Manager would take over a number of the day-to-day operations of the Department including being the chief staff person for the Commission. The Pool operations would stay with the Director of Aquatics and Marina and he would pick up responsibility for the facilities as well.

The City Manager added that his door is always open to commissioners if something is not working quite right during this transition.

ADJOURNMENT

There being no further business, Commissioner Bologoff moved, seconded by Commissioner Marmion that the meeting be adjourned. The motion carried unanimously and the meeting adjourned at 7:22 p.m.