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**Brisbane Parks and Recreation Commission Action Minutes**

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**REGULAR MEETING**

**October 23, 2013**

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

**CALL TO ORDER**

Commission Chair Bologoff called the meeting to order at 6:00 p.m.

**ROLL CALL**

Commissioners present: Bologoff, Cutler, Dunn, Fryer, Lentz and Marmion  
City Council Liaison: Mayor Miller, Councilmember Lentz  
Staff present: City Manager Holstine, Deputy City Manager/Administrative Services Director Schillinger, Recreation Supervisor Beaty and Recording Secretary Carpenter

**ADOPTION OF AGENDA**

Commissioner Marmion moved, seconded by Commissioner Cutler, to approve the October 23, 2013 Agenda as presented. The motion carried 6-0.

**APPROVAL OF MINUTES**

**August 28, 2013**

Commissioner Marmion moved, seconded by Commissioner Dunn, to approve the August 28, 2013 Minutes as written. The motion carried 5-0-1.

**CITY COUNCIL LIAISON – Discuss with the Commission 2014 Recreational Programs**

Mayor Miller stated that the reason for this joint meeting is to establish an effective communication between the City Council and the Parks and Recreation Commission, he also commented on the importance of this Commission.

Commissioner Lentz stated that the last time this Commission met with the City Council Liaison, they discussed the Commission's priority project list. She mentioned that the #1 item on the list and the item that has shown much support by this community is the skate park renovation project. She said they are currently in the process of finalizing a draft that responds to questions that the City Council has regarding usage, funding and design. The City Council's Facilities

**CITY COUNCIL LIAISON – Discuss with the Commission 2014 Recreational Programs (cont.)**

Subcommittee and the Parks and Recreation Commission’s Teen Services Subcommittee will be meeting to discuss this issue.

Commissioner Fryer mentioned that #2 on the list is a marquee-type of sign for Mission Blue Center. He inquired if the recently installed sign (at MBC) is permanent or if it is an interim sign. Mayor Miller clarified that it is a temporary interim sign.

Commissioner Dunn asked, “how do we utilize the recreational opportunities in this city to build community.” She said they should not be only looking at a priority list, but to also consider the global needs for the citizens as a whole and to think in a broader sense.

Commissioner Marmion stated that many of the City walkways/trails are in need of minor repairs in order to make them safer for citizens. She would also like to see the return of the Fire Hydrant Program.

Commissioner Lentz mentioned that the seniors created a petition for railings on the Bicentennial Walkway. Chairperson Bologoff added railings are needed at the Community Center Park as well.

Commissioner Lentz said that the dead trees in the Community Park need to be replaced. Commissioners Marmion and Bologoff agreed.

Commissioner Fryer stated that coming to the City Council in the next month or two would be a public art ordinance draft, developed by a subcommittee that was formed to study public art ordinances and the impact that it would have in Brisbane.

Commissioner Cutler expressed budget concerns regarding staffing; since the lost of a full-time director and the administrative assistant position going part-time (after Ms. Carpenter’s retirement).

Mayor Miller stated that the Mission Blue (interim) sign was installed due to Alta Mar residents’ parking concerns during events; he felt the sign would help identify the Mission Blue Center.

Mayor Miller stated that he supports painting white stripes and replacing the broken lights on the Bicentennial Walkway.

Mayor Miller would like to see the Commission do an annual evaluation of recreation programs (as a whole), based on philosophical principals, to determine if all segments of the community are being served, and to then make recommendations to the City Council.

Councilmember Lentz summarized the City Council’s support of the Parks and Recreation

**CITY COUNCIL LIAISON – Discuss with the Commission 2014 Recreational Programs (cont.)**

Department. He stated that Mayor Miller and he are on the Budget Subcommittee and they will look at budgeting concerns.

Councilmember Lentz commented on the great success of the Community Park playground project and on the Commission's work with the community on design and fundraising. He supports the skate park renovation as the Commission's next priority project. Mayor Miller responded that the City has a process for evaluating major projects; budget considerations, tax revenue (Crocker Park), allocation of funds, and costs versus community needs/quality of life. Councilmember Lentz stated his view is that impact on the community comes first and then look at the costs.

Commissioner Marmion mentioned that funds for the Teen Center were cut, and she mentioned the internally reorganizing of teen programs. Councilmember Lentz responded that half of those funds are allocated to other teen programs and half is in a holding pattern; one option for those funds is the skate park project.

Commissioners Marmion and Dunn expressed their support for the consideration of an "all inclusive" community center that would benefit the whole community.

The Commission thanked the City Council Liaison for attending this meeting.

**CITIZEN COMMUNICATIONS**

The Commission reviewed emails that the staff received regarding the "proposed" Pool Usage Report.

Joel Diaz, resident, stated that he would like to see improved quality of the pool experience. He said that (residents) often need to wait a long time in line and, once inside, need to compete for space (at the pool) which is often full of non-residents; adding that is also the case at the Community Park. He suggested increasing fees for non-residents.

Marsh Hill, resident, addressed the problem of individuals getting out of hand at the pool. She suggested that the lifeguards have more authority to tell people that they are "out of here"; perhaps a code of conduct. She also stated that it would be a disaster to cut pool hours and that the fee schedule is inconsistent.

Sherida Lembke, resident, expressed her appreciation of the Commission's support of the pool. She also feels that there needs to be more regulation on identifications for out-of-town people.

## **OLD BUSINESS**

### **Public Art**

Commissioner Fryer stated that the subcommittee is putting the final touches on the written ordinance draft and hopes to bring it to the next Commission meeting for review.

### **Review Draft EIR – review comments**

The Commission reviewed their comments on the Draft EIR.

Commissioner Marmion asked that specific (in-town) walkways be added to Table 4.M-1: Bicentennial (Sierra Point/Klamath – Solano/Mendocino), Independence (Humboldt – Sierra Point), Mono (Sierra Point Canyon), and Central (Sierra Point – Alvarado).

## **NEW BUSINESS**

### **Community Pool**

#### **Pool Usage Report**

Director Schillinger reviewed the Pool Usage Report (recommended changes to pool hours) with the Commission. After discussion on pool hours (potential changes/costs), the Commission decided not to make any changes at this time.

Commissioner Dunn expressed interest in a pilot therapeutic program. Director Schillinger said he would look into starting a program in spring.

#### **Review Staff's Recommendation to Revise Pool Fee Schedule**

Recreation staff proposes changing the fee schedule so that it is more consistent in the rate structures and discounts that are offered to all the different customer types.

The Commission asked for a 3-year comparison summary for the pool (passes sold and resident/non-resident usage). This discussion will continue at the next Commission Meeting.

Michelle Salmon, resident, spoke on the health benefits of keeping the pool open all year round. She also proposed a "teen hour".

### **Schedule November/December Commission Meetings**

The Commission decided to cancel their November 27 and December 25 regularly scheduled meetings and schedule a meeting on December 4.

## **REPORTS**

### **Chairperson**

None.

### **Subcommittees**

#### **Subcommittee Meetings – reports**

##### **Sustainability**

Commissioner Marmion reported that the Sustainability Committee is going over key performance indicators.

#### **Setting Subcommittee Meetings**

The Commission discussed which subcommittees should meet next month.

### **Commissioners**

#### **Day in the Park -- evaluate**

The Commission will evaluate this event after the subcommittee recap meeting.

#### **Brisbane Derby – evaluate**

The Commission will evaluate this event after the subcommittee recap meeting.

#### **Lagoon Clean Up – evaluate**

Chairperson Bologoff reported that participation was low due to heavy rain.

### **Staff**

#### **Programs Report**

Recording Secretary Carpenter reported on current recreational program activities and reviewed with the Commission the quarterly reports for January-March and April-June.

## **COMMISSION MATTERS**

**Written Communications**

Commissioner Fryer read a written communication in regards to the Community Garden and the pie shaped property (that includes the Community Garden). This individual is interested in the whole area being designated as a park space. The Facilities Subcommittee will meet to further discuss this issue.

**Commission Calendar**

The Commission discussed items for the next P&R Commission Meeting.

**ADJOURNMENT**

Commissioner Dunn moved, seconded by Commissioner Cutler, that the meeting be adjourned. The motion carried 6-0 and the meeting adjourned at 8:40 p.m.

NOTE: A full DVD recording of this meeting is available at Parks and Recreation Department Office, City Hall.