



Brisbane Parks and Recreation Commission *Action Minutes*

REGULAR MEETING

June 13, 2018

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

CALL TO ORDER

Commission Vice Chairperson Marmion called the meeting to order at 6:30pm.

ROLL CALL

Commissioners present: Fryer, Marmion, Bologoff, Needham, Boggs and Ocampo
Chairperson Covino absent

Staff present: Recreation Manager Leek, Recreation Coordinator Monroy
and Recording Secretary Vaccaro

ADOPTION OF AGENDA

Commissioner Bologoff moved, seconded by Commissioner Needham, to approve the June 13, 2018 Agenda. The motion carried 6-0.

APPROVAL OF MINUTES

May 15, 2018

Commissioner Bologoff moved, seconded by Commissioner Boggs, to approve the May 15, 2018 Minutes. The motion carried 6-0.

CITIZEN COMMUNICATIONS

Brisbane resident Michelle Salmon spoke about the Brisbane Day in the Park. She stated that the experience of the newly implemented layout in the last 2 years has not been pleasant. She stated that she is extremely unhappy with the community booths being out on the street and not in the park, as they were prior to the new layout. She believes it is not engaging with the public and she does not like standing on the hot pavement. She would like the layout to be changed and have the community groups be placed back on the lawn area.

PRESENTATIONS

A. Adult and Youth Sports Activities

Recreation Coordinator Ricardo Monroy gave the Commission an annual summary report regarding the various sports programs and activities offered to our youth and adults.

OLD BUSINESS

None

NEW BUSINESS

A. Replacement of Childcare Modular and Enrollment Policies

Recreation Manager Leek updated the Commission on the childcare modular for the Preschool and Afterschool Programs for the upcoming school year 2018/2019. Phase 1 will be a secondary rental modular going in place next to the existing modular, in order to be able to accommodate the high volume of registrations the program experienced last year and this year. The modular should be in place and ready to go for the start of the near school year. Phase 2 will be a permanent replacement of the existing modular and the rental modular. Enrollment is at capacity and the waitlist continues to grow for the 2018/2019 school year. City Staff met with School District Staff and presented two options for the permanent replacement. The School District Staff's preference was for the smaller of the two options, which would greatly restrict the enrollment capacity. Recreation Manager Leek asked the Commission to discuss ways to best manage the waitlist and enrollment practices going forward. Commissioner Boggs would like Park and Rec to advocate for the bigger space. Commissioner Needham suggested that the parents should reach out to the school district to provide their point of view.

B. Preparation of Annual City Council Report

The Commission and Staff discussed highlights and achievements from the past year to be

included in the annual report to City Council. This report will be brought back to the July Commission meeting and presented to the City Council liaisons before being presented to the full Council at an upcoming City Council meeting.

REPORTS

Chairperson

None

Subcommittees

Subcommittee Meetings – reports

Teens

The subcommittee sat in on a YAC meeting. Commissioner Ocampo stated the committee is currently going through leader in training applications and the blog website is in process. A survey monkey was created by one of the teens regarding a possible teen center. There will be a YAC social in Burlingame in October. The committee is discussing starting a first annual camp out night. They will have a booth for activities at Day in the Park.

Recreational Facilities

The subcommittee visited the passive park space at the Marina. Commissioner Fryer and the subcommittee discussed what type of development they would like to see there.

Day in the Park

Commissioner Needham spoke on behalf of the subcommittee. The event schedule and activities for the event were reviewed, as well as the food options and eating areas. Moving the community group booths onto the lawn space was discussed and possibly reorganizing the layout.

Setting Subcommittee Meetings

The Commission discussed which Subcommittees should meet prior to the next meeting.

Commissioners

Commissioner Bologoff stated Firth Park is not being watered and is turning brown.

Commissioner Boggs said the Dog Park is also not being watered. Recreation Manager Leek said she will follow up with Public Works.

Staff

Programs Report

Staff discussed current and upcoming programs.

COMMISSION MATTERS

Written Communications

None

Commission Calendar

The Commission discussed items for the next Commission meeting.

ADJOURNMENT

Commission Chairperson Fryer moved that the meeting be adjourned at 8:09pm.