



Brisbane Parks and Recreation Commission Action Minutes

REGULAR MEETING

April 18, 2012

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

CALL TO ORDER

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

ROLL CALL

Commissioners present: Bologoff, Cutler, Dunn, Fryer, Hart, Lentz and Marmion
Staff present: Deputy City Manager/Administrative Services Director
Schillinger, Administrative Management Analyst Cheung and
Recording Secretary Carpenter

**INTRODUCTIONS – NEW PARKS AND RECREATION COMMISSIONERS:
Dawn Cutler & Jamesanne Dunn**

Chairperson Hart welcomed Jamesanne Dunn to the P&R Commission.

ADOPTION OF AGENDA

Commissioner Bologoff moved, seconded by Commissioner Marmion, to approve the agenda as written. The motion carried 6-0.

APPROVAL OF MINUTES

March 14, 2012

Referring to Page 3, Commissioner Marmion noted an error in the second line in the second paragraph; "Skate Park is rough and needs to be resurfaced with concrete not concert".

Commissioner Marmion moved, seconded by Commissioner Bologoff, to approve the March 14, 2012 minutes as corrected. The motion carried 5-0.

CITIZEN COMMUNICATIONS

None.

Commissioner Cutler arrived at 6:06 p.m. and was promptly welcomed to the P&R Commission by Chairperson Hart.

OLD BUSINESS

None.

NEW BUSINESS

Subcommittees – review list

Department Reorganization – Recreation Supervisor Julie Weidner's Duties

Director Schillinger reported that Recreation Supervisor Julie Weidner resigned from the Parks and Recreation Department. He announced that Administrative Management Analyst Caroline Cheung would take over the responsibilities of the Concerts in the Park series and that due to the short timeframe, the Commission should at least discuss who would like to serve on that subcommittee.

The commissioners decided to review the entire list and select the subcommittees on which they would like to serve. The Commission will receive the revised list at their next meeting.

Review Potential Fee Increases – Mission Blue Center, Community Center and Athletic Fields

Management Analyst Cheung presented a power point detailing current use charges and revenue-generating recommendations for City Fields, the Lipman Gym, and Mission Blue Center; including rental fee increases and revenue from charging non-profits for their use of the facilities. The presentation included a youth sports fee comparison chart, with other surrounding cities, and a Mission Blue Center cost comparisons, with similar venues in the area. Also included is a recommendation to increase Mission Blue Center rental fees for residents 126.5% and for non-residents 37.5% in an effort to close the gap between the resident and non-resident rates, which had the unintended consequence of most of the applications being submitted by residents.

Chairperson Hart opened the meeting for public comment.

Dana Dillworth, resident, expressed her opinion that fee increases could impact low-income families and asked that fee increases not be passed on to residents or non-profit groups, however Mission Blue Center should not be utilized by non-profits if it could be rented to private parties.

Commissioner Dunn stated she is not in favor of increasing fees that families pay for their children's participation in recreational programs and suggested the consideration of a fund raising event. She stated that she does support increasing fees for private party rentals.

Commissioner Cutler added that she does not favor a per child charge for program participation but does support a minimal hour charge for non-profits.

Director Schillinger asked Commissioner Marmion, to recommend to the Facilities Subcommittee, to look at what constitutes resident/non-resident status.

The Commission asked clarifying questions.

Director Schillinger said what he is hearing, from the Commission, is not to increase the cost of individual child participation, but support of a charge per organization for the cost of a facility reservation.

Director Schillinger suggested the creation of a subcommittee to look at non-traditional ways of fund raising. Commissioners Cutler, Dunn and Hart volunteered to serve on the subcommittee.

A complete agenda report on this issue is available at the Parks and Recreation Office.

Habitat Restoration – evaluate

Commissioner Bologoff reported that Habitat Restoration Day was well attended and the weather was great, resulting in a successful event.

REPORTS

Chairperson

Chairperson Hart mentioned that the election of officers will take place at the next meeting and that anyone interested in serving in that capacity should contact Recording Secretary Carpenter.

Subcommittees

Renovation of Community Center/Garden

Director Schillinger reported on the progress of the renovation project and that more work is scheduled for the first and second week of May, adding that the park area behind the Community Center should be done by April 28 (Re-Building Day). Commissioner Lentz thanked the numerous volunteers that worked on this project.

Commissioners

None

Staff

Programs Report

Recording Secretary Carpenter reported on current recreational program activities and that the printed quarterly report for January – March should be prepared by the next meeting.

Small Dogs Dog Park – update

Director Schillinger reported that the regular users of the dog park would like the work to be done more professionally than they could do themselves, maybe by volunteers with the appropriate skills.

Farmers Market in Brisbane – update

Management Analyst Cheung reported that there were not many vendors at last Thursday's inaugural Farmers Market, however it was well attended given the weather and that there should be twice as many vendors this Thursday. Director Schillinger added that it is also a great community gather place.

Sierra Point Guidelines – update

Director Schillinger stated that the City Council pulled this item off their last agenda and he is not sure when it will be back on their agenda.

Commissioner Dunn asked for clarification on what the Commission meant by “passive area” in their recommendation to City Council. She stated that she has concerns and would like to see the area continue being used for active recreational purposes.

Director Schillinger added that the City Council asked this Commission to look at the Sierra Point Guidelines and make recommendations on how the open space and public spaces could be used.

Chairperson Hart opened the meeting for public comment.

Dana Dillworth, resident, supports more recreational usage of this area (not just passive use) and she would like to see this subject open back up for further discussion.

Community Park Playground Structure – update

Management Analyst Cheung stated that the Facilities Subcommittee would meet tomorrow at 1:00 p.m. to talk about fund raising strategies in an effort to close the gap between available funds and the cost for the new Community Park playground phases I & II, that was approved for recommendation by the P&R Commission.

COMMISSION MATTERS

Written Communications

Chairperson Hart forwarded to the Commission a letter from resident, Anja Miller, regarding the potential fee increases.

Commission Calendar

The Commission discussed items for the next Parks and Recreation Commission Meeting agenda.

ADJOURNMENT

Commissioner Bologoff moved, seconded by Chairperson Marmion, that the meeting be adjourned. The motion carried 7-0 and the meeting adjourned at 8:42 p.m.

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