



Brisbane Parks and Recreation Commission **Action Minutes**

REGULAR MEETING

October 24, 2012

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

CALL TO ORDER

Commission Chair Bologoff called the meeting to order at 7:00 p.m.

ROLL CALL

Commissioners present: Bologoff, Dunn, Fryer, Lentz and Marmion
Commissioners absent: Cutler and Hart
Staff present: Recreation Supervisor Carmick and Administrative Management Analyst Cheung

ADOPTION OF AGENDA

Commissioner Lentz added "Rebuilding Together/Teen Center" to be included with Item C. under Old Business. Commissioner Marmion moved, seconded by Commissioner Lentz, to approve the agenda as amended. The motion carried 5-0.

APPROVAL OF MINUTES

September 19, 2012

Commissioner Marmion moved, seconded by Commissioner Lentz, to approve the September 19, 2012 minutes as written. The motion carried 5-0.

CITIZEN COMMUNICATIONS

None

OLD BUSINESS

Dog Park Ordinance

Recreation Supervisor Carmick handed out the current Dog Park rules including recommended changes from the subcommittee. He suggested that the rules be looked at on more time by the

Commission at their November meeting, that they approve the rules, and recommend that the rules be adopted as regulations for parks to the City Council. The Commission will further discuss this issue at their next meeting.

Review Community Park Picnic Table and Picnic Area Reservations

Administrative Management Analyst Cheung reported that this item is intended to streamline the picnic table reservation process. Further discussion of this item was tabled to the November meeting.

Teen Programs

Commissioner Fryer remarked that teen programs/teen center issues are currently handled under the Youth Advisory Subcommittee. The Commission discussed the possibility of expanding and redefining the definition of this subcommittee. He also stated that he and Commissioner Marmion would like to add Karen to this subcommittee in order to get the Rebuilding Together application submitted.

Commissioner Fryer moved, seconded by Commissioner Dunn, to expand the Youth (Teen) Advisory Committee to include a third commissioner and nominated Commissioner Lentz. The motion carried 5-0. Analyst Cheung said that she would suggest to the City Manager to include this decision as one of the items in his weekly report to the City Council.

Citizens Jennifer Bousquet and Jessica Aloft said that they would be willing to help in any way.

Concerts in the Park – discuss dates/times

Commissioner Fryer said that the subcommittee had met and wanted to reiterate that the Concerts in the Park series was a tremendous success. He said that currently, the start time and time of year of the concerts is a good time, and Chairperson Bologoff agreed. Analyst Cheung said that staff had reached out to a citizen who had a comment about the start time of the Concerts, but seeing they were not in the room, staff would reach out to her again when planning for the Concerts got underway in January.

NEW BUSINESS

Preparation for City Council Liaison Meeting

The Commission inquired who the liaisons were from the City Council; they are Council Member Richardson and Mayor Lentz. Chairperson Marmion commented that the Commission had a “wish list” of projects, which they would like to receive prior to the meeting on November 14, so there is time to review the list and add/delete as needed. Analyst Cheung said that the list would be e-mailed to them prior to the agenda packets being sent out.

REPORTS

Chairperson

None.

Subcommittees

Funding for Public Art – report

Commissioner Fryer reported that the next step was for the City Council to review the Funding of Public Art agenda report at their November 15 meeting.

Commissioners

Commissioner Dunn expressed her concern that not enough seniors were participating in programs at the Sunrise Room, and getting the information out to them was needed. She suggested the consideration of a subcommittee that works on Senior Programming opportunities. Supervisor Carmick said that on a per capita basis, they are doing well.

Staff

Programs Report

Supervisor Carmick mentioned the new Immersion Mandarin class starting in January for youth. He mentioned that the flooring at the Activity Room is being replaced and that the preschool class will temporarily move to the Teen Center while the work is being done. Analyst Cheung mentioned that the Winter STAR, which includes the new Activity Guide, was dropping on November 1.

Community Park Playground Structure – update

Analyst Cheung mentioned that the play equipment would be shipped next Monday, October 22, arriving on November 2. A new date for Build Day will be determined when the structure arrives, but it is estimated to be the second week of November. There may be a possibility that the ribbon-cutting would take place Thanksgiving weekend, but staff will check to ensure that the Mothers of Brisbane are available. If not, the ribbon-cutting may take place in conjunction with the Festival of Lights.

Day in the Park/Brisbane Derby – review

Recreation Carmick mentioned that there were 35 cars this year, which is three over last year. Everything went off without a hitch, and Commissioner Dunn said it was due to the great effort of the staff.

CPRS Conference -- San Jose, March 5-8, 2013

Analyst Cheung mentioned that Recording Secretary Carpenter had placed a flyer in their packets, also to let her know if they wanted to attend by October 31, to take advantage of the early-bird registration rate. Commissioner Dunn encouraged all to go, and Chairperson Bologoff said she learned about new programs attending their workshops. An example of that was Shakespeare.

COMMISSION MATTERS

Written Communications

None

Commission Calendar

City Council Liaison, Teen Services, Dog Park Ordinance, Picnic Tables, Rebuilding Together

ADJOURNMENT

Commissioner Dunn moved, seconded by Commissioner Fryer, that the meeting be adjourned. The motion carried 5-0 and the meeting adjourned at 8:05 p.m.

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