



AGENDA
SAN BRUNO PARKS AND RECREATION COMMISSION
SPECIAL MEETING

August 17, 2022

**6:30 p.m. San Bruno City Park, Tom Lara Baseball Field
251 City Park Way, San Bruno, CA 94066**

**7:00 p.m. Commodore Park, Greenberg Field
at Commodore and Cherry Avenues, San Bruno, CA 94066**

WELCOME TO OUR COMMISSION MEETING

If you wish to speak on an item under discussion by the Commission and appearing on the agenda, you may do so upon receiving recognition from the Commission Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. Please state your name and address; if you are representing an organization, please state the name of the organization. In compliance with American Disabilities Act, individuals requiring accommodations for this meeting should notify us 48 hours prior to meeting (616-7180).

Please note: Commission policy allows a maximum of three (3) minutes for individual comments.

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE:** Chair Mike Palmer, Vice Chair Kris Gonzales, Lorry Greenberg, Tom Kuhn, Jessica Martinucci, David Nigel, Lucy Zamattia, Michael Zastrow
2. **REVIEW OF AGENDA:**
3. **ACCEPTANCE OF THE MINUTES:** June 15, 2022
4. **CONSENT CALENDAR:**
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Commission's policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Commission from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Commission may, at the discretion of the Commission, be scheduled for consideration at future meetings.)
6. **UNFINISHED BUSINESS:**
7. **NEW BUSINESS:**
 - a. Community Services Partnership Projects
 - i. Presentation of Projects at San Bruno City Park, Tom Lara Field
 - ii. Presentation of Projects at Commodore Park, Greenberg Field
 - b. Review and Provide Input on the Conceptual Plan for Centennial Plaza
8. **ITEMS FROM COMMISSIONERS:**

9. **ITEMS FROM STAFF:**
 - a. RAC Communications

10. **ADJOURNMENT**

The next regular Parks and Recreation Commission Meeting will be on Wednesday, September 21, 2022.

**** POSTED PURSUANT TO LAW ****



MINUTES

Parks and Recreation Commission Meeting June 15, 2022

1. **Call to Order/Roll Call/Pledge of Allegiance:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:30 p.m. Commissioners Present: Chair Palmer, Greenberg, Kuhn, Martinucci, Nigel, Zamattia, and Zastrow. Excused Absences: Gonzales and Zbriger. Staff Present: Brewer and Wallace.

Commissioner Greenberg led the Pledge of Allegiance.

2. **REVIEW OF AGENDA: MSC Martinucci/Zastrow.** Unanimous.
3. **ACCEPTANCE OF THE MINUTES:** Minutes from May 18, 2022. **MSC Nigel/Martinucci.** Unanimous.
4. **CONSENT CALENDAR:** None.
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
6. **UNFINISHED BUSINESS:** None.
7. **NEW BUSINESS:**
 - a. Accept Staff Recommendation to Relocate the August 17, 2022 Commission Meeting – **Superintendent Brewer** presented the staff report. Recommendation to tour parks and projects at the August meeting. **MSC Martinucci/Greenberg.** Unanimous.
 - b. Accept Staff Recommendation to Cancel July 20, 2022 Commission Meeting – **Chair Palmer** presented. **MSC Nigel/Martinucci.** Unanimous.

8. **ITEMS FROM COMMISSIONERS:**

Commissioner Greenberg stated that she enjoyed Community Day on San Mateo Avenue and thanked staff. The San Bruno Lions Club Posy Parade was a letdown for her. There were flowers on only the first float and there was no music. She stated that the Juneteenth event was a nice event and was very well attended.

Commissioner Greenberg spoke about the renovation of Greenberg Field. She thanked the Commissioners and City Council for attending the dedication event and stated that the event was more than she had anticipated. She thanked the SF Giants and City Staff for all their work. **Chair Palmer** thanked City Staff and the SF Giants. He stated that it was a feel-good day. **Superintendent Brewer** thanked the SF Giants for their generosity. They not only paid for the renovations, but also paid for the barbeque and gave Junior Giants and City Staff tickets to a game. Commissioners congratulated the City Staff and Commissioner Greenberg for the fabulous event.

Commissioner Martinucci thanked Superintendent Brewer for her hard work with Community Day. **Superintendent Brewer** stated that it was a full team effort.

9. **ITEMS FROM STAFF:**

- a. RAC Communication – **Chair Palmer** showed the presentation from tonight's earlier RAC Advisory Committee Meeting. He stated that all presentations can be found on the City's website.

Superintendent Brewer thanked the Commissioners for all the Community Day kudos. She explained that it was a group effort from full time staff, part time staff, and volunteers. She stated that Movies in the Park will take place on all Fridays in September. Voting is currently happening. Concerts in the Park will take place on all Fridays in August.

10. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:15 p.m.

DRAFT



Date: August 17, 2022
From: Ann Mottola, Community Services Director
Danielle Brewer, Community Services Superintendent
To: Parks and Recreation Commission
Subject: Community Services Partnership Projects

BACKGROUND

The Community Services Department has a history of working with community partners to accomplish projects that enrich and benefit the community. This report serves to recognize and express appreciation for community support from the following partners who completed projects in the last fiscal year: the Rotary Club of San Bruno, San Bruno Youth Baseball, San Francisco Junior Giants, and the Seagulls Baseball Academy on location at the site of their respective projects.

The Commission Meeting will begin at City Park, Tom Lara Field at 6:30 PM to recognize projects completed by the San Bruno Rotary Club and Seagulls Baseball Academy. The Commission will then reconvene at Commodore Park, Greenberg Field at 7:00 PM to recognize projects supported by the Junior Giants and San Bruno Youth Baseball.

DISCUSSION

The spirit of community is truly what makes San Bruno the City with a Heart. In recognition of projects completed this year for the betterment of recreational experiences in the community, Staff is recognizing several groups for their efforts. This report and tour serve to recognize these groups for truly being the Heart of San Bruno.

- **Lara Field Scoreboard**

The current Lara Field scoreboard was installed approximately 15 years ago by the **Rotary Club of San Bruno** as their 50th Anniversary project. In 2019, the scoreboard began to malfunction and became unreliable. After some investigation, Staff determined that the motherboard was no longer functioning. Due to the age of the scoreboard, replacement parts were no longer available, and the scoreboard would need to be completely replaced.

In February 2022, the Rotary Club of San Bruno approached Staff regarding a project for their 65th Anniversary celebration. With construction of the new Capuchino baseball fields, the school planned to install a new scoreboard. Since their existing scoreboard was only about three years old, the Rotary Club reached out to Capuchino to coordinate a donation of the scoreboard to the City for use at Lara Field.

The Rotary funded the installation of the scoreboard at Lara Field. City Staff, Rotarians, Capuchino Staff, and a contract electrician worked collaboratively to ensure the scoreboard would fit the current support beams and the electrical specifications at Lara Field. Once confirmed, installation proceeded and was completed the first week of May.

- **Lara Field Bullpen Renovation**

The **Seagulls Baseball Academy** initiated an Adopt a Park project at Lara Field to renovate the first base bullpen. Working with organization volunteers, the following scope of work was completed:

- Removing and hauling all dirt from the bullpen
- Laser grading the area to ensure the bullpen is level and graded properly for drainage
- Adding base rock to create the grade. Once level, using a compactor to harden and set the base rock into the ground
- Installing field turf in to be used as the surface
- Rebuilding the bullpen pitchers' mound
- Installing batting cage nets

The third base dugout renovation was completed in early June. The first base dugout will be completed this fall.

- **Greenberg Field Renovation**

One of the longest running youth sports partnerships with the Community Services Department is with **San Francisco Junior Giants**. Due to this amazing partnership and the outstanding leadership of their organization, the City was awarded a grant from the San Francisco Giants Community Fund to renovate Greenberg Field. The scope of the project included the following:

- Grading the infield, re-measuring, and correcting the outfield curve
- Delivery, installation of, and compacting of new Pac Bell Park Mix 2.0
- Delivery and installation of sod for outfield curve with West Coast Turf blue rye
- Checking irrigation and adjusting as needed
- Installation of new dugout roofs
- Installation of new home plate
- Installation of 17 - 10'x10' fence panels along with 10 - 10'x12" fence panels
- Installation of new backstop boards (4 feet tall)

In addition, the San Francisco Giants Community Fund offered to include a bleacher replacement if additional funds were provided by the City to fund this part of the project. **San Bruno Youth Baseball** generously donated funding in support of this project so the full renovation could take place. The additional funding provided the following:

- Assembly and installation of two (2) sets of five-row bleachers with guard rails, 70 seats, and double foot planks
- Installation of 2,000 sf of spectator concrete pad with color

The work on this project was completed in June.

RECOMMENDATION: Receive Report and Presentation

FISCAL IMPACT: None

ATTACHMENTS: None



Date: August 17, 2022
From: Ann Mottola, Community Services Director
To: Parks and Recreation Commission
Subject: Review and Provide Input on the Conceptual Plan for Centennial Plaza

BACKGROUND:

Centennial Plaza is located at the intersection of Jenevein Avenue and San Mateo Avenue and serves as the visual entrance for those that enter Downtown via Jenevein Avenue. The Plaza is currently closed to members of the public and barricaded with ropes because the area has never been landscaped for public use and subsurface footings from a prior structure on the site have not been mitigated or removed. The Plaza includes a variety of plants that lack curb appeal and plantings in the middle of the Plaza which serve as a dividing barrier within the space.

On April 21, 2021, staff presented the Downtown Streetscape Greening and Landscaping and Park Improvements to the City Council at a special meeting/study session. The presentation included projects which aim to enhance and beautify segments of San Mateo Avenue (Downtown), including a temporary solution to renovate Centennial Plaza. A longer-term plan for this site, as envisioned in the Streetscape Plan adopted by City Council in October 2019, would require a more robust planning, community engagement effort, and more funding that was proposed at this study session.

On May 25, 2021, Council accepted a plan to activate Centennial Plaza with temporary improvements that would open it up for outdoor dining, entertainment, and include flexible space for members of the community to gather. The plan presented to City Council intended to use a combination of City staff and contractor services to implement a professionally developed design that would be a shorter-term solution with materials that could be easily removed for a future, more permanent vision of the adopted Streetscape Plan.

The City began working with Callander Associates Landscape Architecture (CALA) on July 5, 2021, to develop a conceptual design to activate Centennial Park with a short-term design solution incorporating elements requested of Council. As design work progressed, technical issues came to light at the Plaza. The grading of the site was of concern as it impacts accessibility and drainage. Additionally, the desire to activate the space as a location that could accommodate performances indicated the need for examination of electrical by an electrical engineer. Additionally, Staff felt it would create a more cohesive park space by including in the scope the alleyway between Centennial Park and West Coast Café.

With the complexity of the project increasing, on May 10, 2022, the first and second set of renderings were presented to the City Council for feedback and direction on how to proceed. The direction was for Staff to work with the City Council Downtown Committee to create a final concept plan using that included incorporation into the site the alley between Centennial Park and West Coast Café, and to use the theme-neutral design approach in the first set of renderings, vs assigning any sort of theme to the park.

DISCUSSION

On June 27, 2022, Staff and the City Council Downtown Committee met with CALA to refine the design of the plaza based on input from Council at the May 10, 2022, Council Meeting. CALA facilitated a walkthrough of the project site to discuss key features and constraints of the site including grading, draining, and path of travel from the parking lot on Mastick through Centennial Park to San Mateo Avenue.

Following the walkthrough, CALA guided the Downtown Committee through a design charette that included a brainstorm to develop a big picture statement about the purpose and role of the plaza, and project goals and objectives. The consensus was that the plaza would serve as a catalyst site for the downtown and be a space where a variety of uses could occur. Image boards presented samples of plazas, seating elements, play features, entertainment space, landscaping, and hardscape to aid in providing direction to CALA in their design process.

CALA navigated the Committee through an exercise with “bubble diagrams” to delineate program space within the plaza footprint and to visualize the relationship between those spaces where multiple activities could exist including entertainment, dining areas, passive/play space, and flexible space that could accommodate a variety of programs and events. The Downtown Committee worked through this process with CALA to confirm a rough design layout that would inform a rough concept sketch brought back to the Committee at a later date.

On July 7, 2022, CALA presented the rough concept sketch to the Downtown Committee to refine the design for the final conceptual. Minor revisions were suggested by the Committee to better align delineated program spaces. The final Conceptual Plan incorporates these revisions and is included in this Staff Report as Attachment 1 for Commissions review and input. Final review of the plan by City Council is scheduled for August 23, 2022.

FISCAL IMPACT:

The estimated cost for execution of this conceptual design is \$842,406. On May 25, 2021, Council accepted a plan to improve Centennial Plaza and allocated \$150,000 of Park In Lieu Funds to the project. To date, \$20,563 has been expended on this project. Pending Council approval of the Conceptual Plan, Staff will seek funding for the project, including pursuing a grant from the San Bruno Community Foundation who has expressed interest in this project.

RECOMMENDATION:

Review and Provide Input on the Conceptual Plan for Centennial Plaza

ATTACHMENTS:

1. Revised Conceptual Plan
2. Visual Simulation

Attachment 1



Attachment 1



Attachment 2



VISUAL SIMULATION (View 1)
CENTENNIAL PLAZA IMPROVEMENTS
City of San Bruno, California



July 19, 2022
21642_VisSim001



Attachment 2



VISUAL SIMULATION (View 2)
CENTENNIAL PLAZA IMPROVEMENTS
City of San Bruno, California



July 19, 2022
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