



GOVERNOR'S EXECUTIVE ORDER N-29-20**
CORONAVIRUS COVID-19
AND SAN MATEO COUNTY HEALTH DIRECTIVE
FROM MARCH 14, 2020**

On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the current Shelter-In-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on April 29, 2020; the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, San Bruno City Hall is no longer open to the public for meetings of the Parks and Recreation Commission.

If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, please email us at sbcs@sanbruno.ca.gov. The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Parks and Recreation Commission, posted on the City's website and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Parks and Recreation Commission and filed with the agenda packet becoming part of the public record for that meeting.

Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Amy Bohlen, Executive Assistant, 48 hours prior to the meeting at (650) 616-7180 or by email at sbcs@sanbruno.ca.gov. Notification in advance of the meeting will enable the City of San Bruno to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

**AGENDA
SAN BRUNO PARKS AND RECREATION COMMISSION**

Wednesday, October 19, 2022

6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/85284276251?pwd=ZUN1WFFlb2U1c3Q3RWtFTWtIMWdqUT09>

Meeting ID: 852 8427 6251

Passcode: 439025

One tap mobile 1-669-900-9128 US (San Jose)

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:** August 17, 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. Accept Staff Recommendation to Cancel December 21, 2022 Commission Meeting
 - b. Discuss Annual Accomplishments for Commission Presentation
8. **ITEMS FROM COMMISSIONERS:**
9. **ITEMS FROM STAFF:**
 - a. Oral Update – Department Summer Events Recap and Upcoming Fall Events
10. **ADJOURNMENT**

The next regular Parks and Recreation Commission Meeting
will be on Wednesday, November 16, 2022.

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



MINUTES

Parks and Recreation Commission Meeting August 17, 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. at San Bruno City Park, Tom Lara Baseball Field. Commissioners Present: Chair Palmer, Gonzales, Greenberg, Kuhn, Nigel, and Zamattia. Excused Absences: Martinucci and Zastrow. Staff Present: Bohlen, Brewer, Mottola, and Venezia.
Commissioner Nigel led the Pledge of Allegiance.
2. **REVIEW OF AGENDA: MSC Gonzales/Greenberg.** Unanimous.
3. **ACCEPTANCE OF THE MINUTES:** Minutes from June 15, 2022. **MSC Nigel/Greenberg.** Unanimous.
4. **CONSENT CALENDAR:** None.
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
6. **UNFINISHED BUSINESS:** None.
7. **NEW BUSINESS:**
 - a. Community Services Partnership Projects
 - i. Presentation of Projects at San Bruno City Park, Tom Lara Field – **Marc Caviglia from the San Francisco Seagulls** reviewed the bullpen and throwing mound renovations. **Chair Palmer** reviewed the installation of the scoreboard by the San Bruno Rotary Club. The scoreboard was donated by Capuchino High School. **Vice Chair Gonzales** announced that a panel would be installed later this year that would read that the scoreboard was given to the youth of San Bruno commemorating the 75th Anniversary of the San Bruno Rotary Club. **Chair Palmer** thanked everyone for their hard work.
 - ii. Presentation of Projects at Commodore Park, Greenberg Field – **Chair Palmer** reviewed the Bob Greenberg Junior Giants Field renovations and dedication all made possible through the Peter Magowan Field Renovation Program. He stated it was a partnership between the City, the San Bruno Junior Giants, San Bruno Youth Baseball, and many others. **Commissioner Greenberg** stated that Daryl Chin, current San Bruno Junior Giants Commissioner, initiated the grant. She reviewed more of the renovations. **Daryl Chin** thanked staff for maintaining the field. **Director Mottola** thanked everyone for their help delivering recreation programs to the community. She started a new tradition and presented Heart of San Bruno pins to the organizations and commissioners.
 - b. Review and Provide Input on the Conceptual Plan for Centennial Plaza – **Director Mottola** presented the staff report. She stated this would be going to City Council on August 23rd.

Commissioners discussed who the users would be, what would be included at the plaza, weather concerns, the cost, priority of Florida Avenue Park, lack of a restroom, and the addition of a walking path.

Director Mottola stated that Florida Avenue Park would cost about \$3 million to build. Some of the YouTube funds might be allocated here.

8. **ITEMS FROM COMMISSIONERS:**

Chair Palmer stated that Adam Zbriger, youth representative, was now studying at UC Berkeley. He read a note from Adam to the commissioners letting them know that he could no longer be a part of the commission and thanked them for the experience.

Commissioner Greenberg stated she visited Forest Lane Park for a park tour. She thanked staff for their hard work. She stated she was enjoying Concerts in the Park.

Commissioner Nigel stated he was excited to see the structure forming on Crystal Springs Road.

9. **ITEMS FROM STAFF:**

- a. RAC Communication – **Chair Palmer** reviewed the RAC Advisory Committee Meeting presentations from July and tonight. **Director Mottola** stated they were working with the construction team to schedule hard hat tours. **Parks Manager Dan Venezia** stated that the City website had a YouTube timelapse video of the project from the start date to a few weeks ago.

Superintendent Brewer announced that there would be a commissioner training class on October 15th from 9 a.m. to 1 p.m. at the new recreation center in Burlingame. More information would be emailed when it was received.

10. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 8:02 p.m.



Date: October 19, 2022
From: Danielle Brewer, Community Services Superintendent
To: Parks and Recreation Commission
Subject: Accept Staff Recommendation to Cancel December 21, 2022, Commission Meeting

BACKGROUND:

The Commission has traditionally cancelled their meeting in December. This has been the practice since 2002. If there are any time sensitive items, Staff will recommend Commission hold the December meeting or schedule a special meeting to discuss pertinent business.

DISCUSSION:

At this time, it is not anticipated there will be time sensitive items brought to the commission in December. Any business that is brought forward will be discussed in January.

RECOMMENDATION:

Staff recommends that the Commission cancel its December 21, 2022, meeting.

FISCAL IMPACT:

None

ATTACHMENTS:

None.



Date: October 19, 2022
From: Danielle Brewer, Community Services Superintendent
To: Parks and Recreation Commission
Subject: Discuss Annual Accomplishments for Commission Presentation

BACKGROUND:

The Commission has traditionally presented their annual report to the City Council in November. While the schedule of presentations is still being planned by the City Manager's Office and may have a different format, Staff has been asked to work with the Commission to prepare a presentation of the year's accomplishments.

DISCUSSION:

Annually, the Commission Chair facilitates a discussion regarding the accomplishments of the past year in preparation of a report that is presented to City Council. Staff has identified some of the accomplishments. The Commission is encouraged to share any accomplishments during the discussion to be considered for the presentation. Following this evening's discussion, Staff will work with the Commission Chair on a final presentation that will be reviewed by the Commission at their regular November meeting.

Some of the 2022 accomplishments include:

- Renovation of Greenberg Field in partnership with the Junior Giants organization.
- Community Day
- RAC Advisory Committee
- Lara Field Scoreboard Installation
- Spring Egg Hunt
- Community Recognition Award – Helen Kiefer, San Bruno 4H

RECOMMENDATION:

None

FISCAL IMPACT:

None

ATTACHMENTS:

None.