



MINUTES

**Parks and Recreation Commission
Meeting
January 18, 2023**

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, Vice Chair Gonzales, Greenberg, Liu, Nigel, Zamattia, and Zastrow. Excused Absence: Martinucci. Staff Present: Mottola, Sandholm, and Venezia.

Commissioner Zastrow led the Pledge of Allegiance.

2. **REVIEW OF AGENDA: MSC Liu/Gonzales.** Unanimous.

3. **ACCEPTANCE OF THE MINUTES:** Minutes from November 16, 2022. **MSC Gonzales/Liu.** 6-0-1.

4. **CONSENT CALENDAR:** None.

5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.

6. **UNFINISHED BUSINESS:** None.

7. **NEW BUSINESS:**

- a. Conduct Election of Parks and Recreation Commission Officers for 2023 – **Commissioner Nigel** nominated Chair Palmer for chair. **MSC Nigel/Gonzales.** Unanimous.

Commissioner Greenberg nominated Vice Chair Gonzales for vice chair. **MSC Greenberg/Palmer.** Unanimous.

- b. Presentation - Recreation and Aquatic Center Implementation Plan Overview – **Director Mottola** presented. Areas covered were implementation plan objectives, facility program areas, schedule of expanded and new programs, budgeting methodology, topline expense to revenue, revenue centers, fees, staffing requirements, target dates, team action plan, and next steps.

Commissioner Zastrow asked about added time and staffing for the Parks Department. **Director Mottola** stated that staffing was being realigned and work was being assessed.

Commissioner Liu asked about a separate membership cost for the fitness center for nonresidents. **Director Mottola** stated that if nonresidents could be accommodated, there would be an upcharge. **Deputy Director Sandholm** stated

that they wanted to make sure they could control the use of the facility and understand the use patterns so San Bruno residents could have access first.

Commissioner Liu asked about the youth and adult sports cost recovery. **Director Mottola** stated that the model needed to change, and the programs and needs of the community were being evaluated. **Commissioner Nigel** spoke about fees. **Director Mottola** spoke about equity of access, last summer's grant program through the County, and ideas for partnering with SBCF.

Vice Chair Gonzales asked about discounts for people interested in both pool programs and gym use. **Director Mottola** stated the plan was to see the pattern of use and then define packages. **Chair Palmer** expressed his support for a soft opening to see the use patterns of the new facility.

Commissioner Greenberg asked about memberships for seniors and about learning use patterns from other cities. **Director Mottola** stated that Deputy Director Sandholm had the knowledge of trends due to his background. **Deputy Director Sandholm** spoke about the community use of pools.

Commissioner Greenberg asked if the brochure would be printed as a magazine again and if it was included in the costs. **Director Mottola** stated that the activity guide was a great marketing tool, the plan was to print and mail it to all households, and it was in the costs.

Chair Palmer thanked staff for the presentation and asked if questions on the presentation could be an agenda item at the next meeting. **Director Mottola** stated that questions could be emailed to the Chair so staff could focus and have more information.

8. ITEMS FROM COMMISSIONERS:

Chair Palmer announced that Commissioner Kuhn had moved over to the Planning Commission so there was one open space. **Commissioner Zastrow** asked for the timeline until a new commissioner would be named. **Director Mottola** stated she would check with the City Clerk.

Commissioner Gonzales asked about the Community Service Award. **Chair Palmer** stated that at the February meeting the subcommittee would be created and their recommendations would be brought back at the March meeting for the April award. She asked about the protocol for the Extraordinary Service Award. **Director Mottola** stated that she would research and report back at the next meeting. **Chair Palmer** and **Commissioner Greenberg** thought there was no timeframe on awarding this one.

Commissioner Nigel thanked staff for a very comprehensive presentation.

Commissioner Greenberg stated she went to the tree lighting and wanted it to stay on San Mateo Avenue and not move back to the park. She thought the singing was special. She went to see Jingle Around the Block at the Fire Station. She liked the new twists that happened due to Covid and thought that these changes should remain. She asked about storm drain adoption and the department that cleaned them. **Director Mottola** stated that it was the Public Works Department.

Commissioner Zastrow thanked staff for the report. He thanked Dan and his team for their great work.

9. ITEMS FROM STAFF:

Director Mottola stated commissioners would be receiving an email from the City Clerk's office about upcoming AB1234 ethics training.

Deputy Director Sandholm introduced the two new coordinators, Meghan Rosin and Lynne Handlos. He stated that 35 applications were received for the Recreation Supervisor position. Interviews would take place in early February.

10. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:25pm.