

**SAN BRUNO PARKS & RECREATION COMMISSION**  
**MINUTES**

February 20, 2013

- A. Chair Palmer** called the regular scheduled meeting of the San Bruno Parks and Recreation Commission to order at 6:30 p.m.

**Commissioner Pierce led the Pledge of Allegiance.**

- B. PRESENT AT MEETING** – Commissioners: Chair Palmer, Vice-Chair Nigel, Davis, Greenberg, Lara, Pierce, and Zamattia. Excused: Commissioner Marshall and Youth Commissioner Calonje. Staff: Brewer, Burns and Mattias.

- C. MINUTES: MSC Nigel/Davis to approve the Minutes of the January 2013 meeting. Commissioner Lara abstained.**

**D. UNFINISHED BUSINESS:**

- 1. City Park Pathway Project – Manager Brewer** - She and Parks Staff have met a couple of times now with Central Peninsula Church North. There are a few minor changes that they are being made; are now in the process of making a supplies list and should be starting with project soon. **Commissioner Davis** asked about the area in the pathway that is very uneven and feels is a safety issue. Staff feels that when area is asphalted it should even out. Area has been noted as a concern.

*Manager Brewer introduced Interim Director Kerri Burns. Director Burns gave a brief background history. Chair Palmer and Commissioners welcomed her.*

- 2. Swim Pool Project – Manger Brewer** – Staff, Fence Company and Central Peninsula Church North have met. At this time it was decided to go with the Fencing Company to have the work done. Work will cost approximately \$3,200 and will come out of the Swimming Pool Budget. Parks personnel will build steps to get into area and recommended also to move fencing on the small pool area to include those bleachers into pool area too. **Commissioner Davis** asked if pool staff had a concern with having more people on the deck area. Staff said that we started letting parents/viewers last year on the deck and it ran very smoothly. **Chair Palmer** asked if there was a reschedule of the County Health Department's inspection. We have inspections every summer, and this project should be done.

- 3. Community Recognition Award – Manager Brewer** announced that five (5) nominations were received. Three nominations were from Youth Sports, one nomination from the Friends of the Library and one nomination from the Senior Center. **PRC** was very pleased to have so many nominations. **Chair Palmer** set up an **Ad-hoc committee of Commissioners Zamattia, Nigel & Pierce** to review applications and give their recommendation at the March Meeting.

- E. COMMUNICATIONS:** None

**F. PUBLIC COMMENT:** None

**G. NEW BUSINESS:**

1. **Commission Handbook** was reviewed. **Commissioner Nigel** suggested having the City Attorney attend PRC meeting next year just to review the Brown Act. **Chair Palmer** noted to have the Commission Handbook reviewed every two years.
2. **Newly Hired Parks Field Supervisor - Manager Brewer** announced that we have hired Dan Barros from within our Department for the Parks Supervisor position. Dan has worked for the City for 6 years and was a Parks Lead Worker. We welcome him in this position and he is doing a great job thus far!  
**Commissioner Davis** asked to have information given with the agenda instead of verbal reports as has been done in the past.
3. **Agenda Building – Manager Brewer** suggested adding Agenda Building to each month agenda to talk about what to have on next month's agenda. **Chair Palmer** felt this is a great idea and consensus was passed.

**H. REPORTS:**

**Staff Reports:**

**Manager Brewer** announced:

Interim Director Burns talked with a representative from the Lions Club, Coz Giannoulis with C & J Roofing. The Lions Club will be moving forward with the Beckner Shelter roof repair April 5-8. Staff will continue to coordinate the project with Coz.

**Commissioners Reports:**

- **Commissioner Nigel** noted that the Bicycle & Pedestrian Advisory Committee has been working with John Muir Elementary School on the Walking School Bus. They have met with the Principal and will also be making a Safety Presentation to children.
- **Commissioner Greenberg** has been down to Lions Field a lot and notices garbage on field. She would like to see garbage cans installed by gates. She also asked when cement was going to be poured and where was the best places to park. Staff will check on the status of the cement part of the project. Staff noted that the youth groups should not be parking along the school wall and in staff parking.
- **Commissioner Zamattia** has noticed that every time she drives by Diamond Three there are a few teens hanging out in the benches. Staff will notify Police Department.
- **Commissioner Lara** thanked staff especially Jackie Mattias and Danielle Brewer for keeping him up to date and doing a great job with everything especially now without a Director. He is a member of the Lions Club, which he feels is a great club and they are always willing to help our Community.
- **Commissioner Pierce** said that the soccer community has already talked with Dan Barros and work has been done at Crestmoor and they are very excited about the change and working with Dan and the Parks staff. They have worked the last two Saturdays on the field making it as safe as possible going forward.

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

Respectfully Submitted,

Jackie Mattias  
Executive Assistant