



**SAN BRUNO PARKS & RECREATION COMMISSION  
MINUTES**

March 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, Marshall, Pierce, Zamattia and Youth Commissioner Calonje. Staff: Brewer, Burns and Mattias. Guests: 18 San Francisco State Students.

- C. MINUTES: MSC Marshall/Davis to approve the Minutes of the February 2013 meeting.**

**D. UNFINISHED BUSINESS:**

- 1. City Park Pathway Project – Manager Brewer** – Met with Church Group, received a list of materials needed, she will get back to them with cost. Church would like to start work in April but October may be better when field area is used less.
- 2. Swim Pool Project – Manger Brewer** – Fencing is complete. The fence in front of the baby pool bleachers has also been moved to the back so those bleachers are now included in the pool area. Staff is very excited about the improvements. A double gate was installed to allow the mower into area for mowing.
- 3. Community Recognition Award – Commissioner Pierce** reported that the Ad-hoc Committee met and reviewed all five applications. Three nominations were brought back tonight to PRC Meeting: Ruth Pallas, Lorry Greenberg & Ray Scarabosio. After much discussion, voting was done by secret ballot. Commissioners Pierce and Greenberg excused themselves from voting; **MSC Chair Palmer read ballots – With a five-vote majority, Lorry Greenberg was nominated to receive the Community Recognition Award this year.** Chair Palmer would like to review the Recognition Award criteria in the PRC Handbook at a future meeting.
- 4. Review of Commission Handbook – Manager Brewer** noted that changes were made to the Annual Commission Calendar to reflect the 2013 meeting dates; Master Fee Schedule date was changed to March to coincide with Budget cycle. Commissioners asked to change date of the City Council Annual Report to September and add nominations to February Agendas under Commission Items.
- 5. Interim Director Burns** met with Commissioner Pierce and Coz Giannoulis at Beckner Shelter; work will be done April 5<sup>th</sup> thru April 9<sup>th</sup>. Dedication Ceremony will be Tuesday, June 18<sup>th</sup> at 6:00pm. The City will honor the Lions Club with a bronze plaque thanking them for the betterment of the Shelter!

**E. COMMUNICATIONS:**

1. A letter was received March 19, 2013 from Jack and Laurinda Burrous regarding the condition of the restrooms in San Bruno City Park. **Interim Director Burns** reported that the City Manager and City Council also received a copy of the letter. She had visited the restrooms and met with Staff to explore ways of improving cleanliness to the facility and will follow-up with Mr. & Mrs. Burrous. Many suggestions were noted on ways to update/clean the facility.

**E. PUBLIC COMMENT:**

**Chair Palmer** welcomed the students from San Francisco State. Students noted several suggestions on ways to improve the restroom facilities also:

- Post signs with phone number(s) available for public to call in any feedback/problems.
- Better communication with the public.
- The cleaner the facilities the cleaner the public will keep it. People will respect facility by its condition. If it is dirty/messy or clean/up-dated it will be treated by its condition.
- San Francisco has a Park Scan Program that maybe San Bruno could look into.

**G. NEW BUSINESS:**

1. Adopt A Park – **Manager Brewer** reviewed the Adopt A Park program. This program would be for City Owned areas only. Commissioners loved this idea; after much discussion regarding packaging and how to get it out to the public, PRC's unanimous recommendation was to get it to City Council for their 2<sup>nd</sup> meeting in April.
2. 2012 Fall-Winter Financial Report – Report was reviewed.
3. Master Fee Schedule – **Manager Brewer** asked to have an Ad-hoc Committee set up to review the Master Fee Schedule to be adopted in the 2014 Budget. **Chair Palmer, set up a committee of himself, Commissioners Davis and Marshall.**

**H. REPORTS:**

**Staff Reports:**

**Manager Brewer** announced:

- Easter Egg Hunt and Pancake Breakfast, Saturday March 23<sup>rd</sup> from 9am to 11am. The San Bruno Lions Club will be sponsoring the Pancake Breakfast and San Bruno Rotary Club sponsored the Children's Activities and Egg Hunt
- Yesterday she received a phone call regarding someone walking on the roof @ Commodore Park. This roof was just replaced and now has a new roof.

**Commissioners Reports:**

**Commissioner Nigel**

- Attended his 41<sup>st</sup> CPRS Conference, attendance was way down once again still due to the financial crisis Cities are in. The delegates & Speakers were terrific. Chico State and Long Beach have two strong Recreation Programs that were well represented. He also noted that CPRS gives out \$2,000 Scholarship for Recreation Students each year and they can apply for one in October.
- Bicycle & Pedestrian Advisory Committee is co-sponsoring a one-hour workshop with the Peninsula Traffic Congestion Relief Alliance on April 27<sup>th</sup>. Peninsula Traffic Congestion

Relief Alliance is an organization committed to resolving the issues involved in getting to and from work in the county of San Mateo. The organization helps people to reach work in faster, easier and efficient ways through providing up-to-date commuter information.

**Commissioner Pierce** noted that the “Stop, Look & Waive” stencil needs to be repainted in front of Parkside School.

**Commissioner Davis**

- Relay for Life will take place on April 27<sup>th</sup> & 28<sup>th</sup> at Capuchino High School. This is a great way to raise money and awareness for the American Cancer Society. Pasta Pomodoro and Big Mouth Burgers in Bayhill Shopping Center will have a couple of nights where they will give 10% or 20% to this event. Please pass the word along!

**Commissioner Greenberg**

- Noted that the San Bruno Senior Center is the most vigorous jumpiest place ever!!! Their Newsletter is fantastic and the services they offer are awesome, so if you are 50 or older please check out their programs – they are a-lot of FUN!

- I. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 8:07pm.

Respectfully Submitted,

Jackie Mattias  
Executive Assistant