



**SAN BRUNO PARKS & RECREATION COMMISSION
MINUTES**

August 21, 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 Marshall led the Pledge of Allegiance.

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

- C. MINUTES:** June minutes were not sent to the Commission. Approval of the June minutes will be included on the September Agenda.

- D. UNFINISHED BUSINESS:** None

- E. COMMUNICATIONS:** None

- F. PUBLIC COMMENT:** None

G. NEW BUSINESS:

1. **Discuss Commission's Annual Report Presentation at the September 24, 2013 City Council Meeting - Chair Palmer** asked that the presentation be moved to an alternate meeting date. Staff will request a new date and notify the commission. **Vice-Chair Davis** recommended a subcommittee be formed to discuss the report. **Chair Palmer** appointed Commissioners, Zamattia, Davies and himself as the committee. Staff will draft the presentation and discuss it with the committee.
2. **Schedule Commission Sub Committee Meeting to Discuss the Fiscal Year 2013-14 Master Fee Schedule - Chair Palmer** appointed a subcommittee of **Vice-Chair Davis, Commissioner Marshall** and himself to the committee. The committee will meet with staff and report back to the full commission at the September meeting.

H. REPORTS:

Staff Reports:

a. Actions to Address Neighborhood Concerns at Forest Lane Park:

Superintendent Brewer reported neighbors have been concerned with the number of homeless at Forest Lane Park. Staff has removed the tables and benches as well as the BBQ in an effort to detour them from gathering at the park.

b. San Bruno Park School District Final Proposed Fees and Charges:

Interim Director Burns and Superintendent Brewer shared information regarding the process the School District followed to present the proposed Fees and Charges. Staff and youth sports groups attended two meetings to discuss the process and the proposed changes. Staff felt the School District representative head the group's concerns and took

them into consideration regarding the proposed fees and charges. **Vice-Chair Davis** asked if staff knew the history of the Parkside Gymnasium and if it was intended for community use. **Commissioner Nigel** said he knew someone who may have the answer and would contact him.

c. After School Adventures Program at John Muir School Update:

Interim Director Burns and Superintendent Brewer attended the School Board meeting where the John Muir After School Adventures (ASA) program was discussed. Staff noted that there were over nine parents or community members who spoke on behalf of the program encouraging the School Board to allow ASA to operate on the John Muir campus. The School Board voted unanimously to allow ASA on John Muir campus during the 2013-14 school year with a future evaluation of the three programs later in the school year.

d. Community Services Director Update:

Interim Director Burns reported that 76 applications were received. The first round of interviews will be scheduled for early September.

2. Commissioner's Report:

- **Vice-Chair Davis** requested a key for the lights in the parks so that she would be able to turn off the lights if she saw them on in the evening hours. Staff told her she can pick one up at the office.
- **Commissioner Pierce** noted he met with the San Mateo Union High School District and they recognize the importance of the Crestmoor High School soccer fields. He noted that if the school district sells the property they would consider selling the soccer fields as open space.

I. AGENDA BUILDING:

- Improvements to San Bruno City Park including the Park and Pool entrances and planter boxes.

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

Respectfully Submitted,

Danielle Brewer
Community Services Superintendent