



SAN BRUNO PARKS & RECREATION COMMISSION
REVISED - MINUTES

October 16, 2013

- A. Chair Palmer** called the regular scheduled televised meeting of the San Bruno Parks and Recreation Commission to order at 7:00 p.m.

Commissioner Greenberg led the Pledge of Allegiance.

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

- C. MINUTES: Commissioner Davis** asked for the minutes to reflect the specific tree Angela Zink spoke about at the prior Commission meeting during Public Comment. She also confirmed with staff that staff had been in contact with Ms. Zink day following the Commission meeting to address her concerns about the removal of a tree. **MSC Greenberg/Nigel to approve Minutes of September 2013 meeting with notation. Passed Unanimously.**

D. UNFINISHED BUSINESS:

- 1. Update of Master Fee Schedule – Interim Director Burns** reported that it does not appear that other Departments have updates on the Master Fee Resolution. We have requested that the Finance Director postpone this with City Council until we have further discussions and have a clearer idea of overall costs with the San Bruno School District Joint Use Agreement. A meeting is scheduled for tomorrow October 17th with the Superintendent.

E. COMMUNICATIONS:

- Letter of Invite from Inglesia Ni Cristo Church celebrating their 100th Anniversary with a free Aid for Humanity & Evangelical Mission Event on October 19th.**

F. PUBLIC COMMENT: None

G. NEW BUSINESS:

- 1. Superintendent Brewer** reviewed End of Year Aquatics report noting that the Season was extended one month longer until September 29th and was very successful. Staff is looking into ways to extend the pool season permanently or possibly having a year-round pool.
- 2. Parks Supervisor Walsh** presented a slide show presentation on the Tree Management Program. **Commissioner Davis** asked in the Tree Removal process who determines or has authority to deem a tree safe or not based on the condition of the tree. If a tree needs removal or when root pruning was needed would a contractor or structural engineer be considered. **Interim Director Burns** noted that the City Arborist determines condition of tree, if root pruning can be completed to still preserve tree, mitigate the underline structural problems that it is creating and if the Arborist determines that root pruning is not an alternative then we would work with Engineering or Building Departments. **Commissioner Zamattia** had a concern regarding a neighbor's tree that had uprooted the cement. Her neighbors are working with City which determined that it is a City Tree. City has required them to remove cement so

that they can look at roots. Her concern was that even with new cement and this situation would happen again and again. **Park Supervisor Walsh** noted that City policy is that residents expose roots so that an evaluation of roots can be made and then a determination if root pruning would be detrimental or if tree needs removal. City works to ensure that adequate root or tree removal is done. After much discussion of the Program, **Commissioner Nigel** complimented Supervisor Walsh and staff on a well done report.

H. REPORTS:

1. Staff Reports:

Superintendent Brewer

- Invited everyone to upcoming events:
Goblin Grotto & Haunted House – October 30th
Tanforan Halloween Parade – October 31st
Holiday Boutique – November 30th
Tree Lighting – December 5th
Visits with Santa in December
Winter Camp – December 23rd thru January 3rd
- Reported that staff has been strategizing on the Landscaping Front of Swimming Pool area and approaching the Beautification Task Force on making this an item for the Clean Sweep Program.
- Noted that staff is working on the Centennial Kickoff in December celebrating San Bruno's 100th Year. Residents can send any information they would like to share to John Alita, Assistant Community Services Director, 567 El Camino Real, San Bruno or call (650) 616-7017.

2. Commissioner's Report:

- **Commissioner Nigel** announced that the Bicycle & Pedestrian Committee will have an information table at the Farmer's Market on Sunday, October 20th. Also, there is a vacancy on the Committee and if anyone is interested to please contact the City Clerk's Office.
- **Commissioner Greenberg** asked what the status was of the Youth Commissioner position. Interim Director Burns noted that the City Clerk has advertised and received possibly two applications and will be giving those to City Council.
- **Commissioner Greenberg** attended the "Taste of San Bruno" event in the San Bruno Gymnasium on October 1st. This was an amazing event with lots of great food and gave Kudos to the San Bruno Chamber for putting this together.

I. AGENDA BUILDING:

- Adopt a Park Program

J. ADJOURNMENT: With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:29pm.

Respectfully Submitted,

Jackie Mattias
Executive Assistant