



Brisbane Parks and Recreation Commission Action Minutes

REGULAR MEETING

January 23, 2013

BRISBANE CITY HALL COMMUNITY MEETING ROOM, 50 PARK PLACE, BRISBANE, CA

CALL TO ORDER

Commission Chair Bologoff called the meeting to order at 6:00 p.m.

ROLL CALL

Commissioners present: Bologoff, Cutler, Dunn, Fryer, Hart, Lentz (arrived at 6:02 p.m.)
and Marmion

Staff present: Deputy City Manager/Administrative Services Director Schillinger

ADOPTION OF AGENDA

Commissioner Marmion moved, seconded by Commissioner Fryer, to approve the agenda as presented. The motion carried 6-0.

APPROVAL OF MINUTES

December 19, 2012

Commissioner Cutler moved, seconded by Commissioner Fryer, to approve the December 19, 2012 minutes as written. The motion carried 6-0.

CITIZEN COMMUNICATIONS

None.

OLD BUSINESS

Priority Setting for 2013

Capital Projects / Crocker Park Trail

The Commission reviewed the staff report that Director Schillinger provided, based on the Commission's joint meeting with the City Council liaisons. The City Council requested that the

Capital Projects / Crocker Park Trail (cont.)

Commission review the list of Capital Projects (wish list) and place these items in a priority order.

The Commission reviewed the list and discussed which projects should be made a priority, based on benefits to the Community. All Commissioners agreed that the Skate Park renovations should be number one priority, since the subcommittee is already working with the community on that project. The Commission decided on four more priority projects: restroom at Lipman Field, turf renovation at Lipman Field, security lighting on Old Quarry Road, and signage at the Mission Blue Center.

Director Schillinger stated that there are no funds set aside for any Capital Projects at this time in the current budget. He said that whatever projects the Parks and Recreation Commission wants would need to be put into the budget to see how it fits in with funding issues with the rest of the City.

Director Schillinger suggested that the Recreation Facilities Subcommittee meet with someone from Public Works to explain what the Commission is thinking for each of these items.

The Commission also reviewed budget issues that they are working through as requested by the City Council. The Commission decided that much of the above-mentioned issues should go back to the subcommittees for further discussion.

Director Schillinger recapped that the three high priorities for the commission subcommittees are facilities, funding mechanisms and the public art funding process.

Funding / Grants

Director Schillinger mentioned that the Fund Raising Subcommittee would meet to discuss ideas for funding and grant writing.

Commissioner Lentz expressed interest in the Water Trail Grant as a way of bringing recreation to the Marina, adding that Brisbane is a good candidate for a water trailhead.

Director Schillinger welcomed any assistance from commissioners to help staff in writing grants.

Community Park Fees

Tabled

NEW BUSINESS

None.

REPORTS

Chairperson

None.

Subcommittees

Setting Subcommittee Dates

The Commission reviewed the subcommittee list and set-up various meeting dates.

Commissioners

Sustainability Committee – update

Director Schillinger said the Sustainability Committee Meeting was postponed, therefore there are no updates.

Commissioner Dunn inquired about what needs to be done so that Brisbane may continue its status as a Playful City. Director Schillinger will talk to staff and report back to the Commission.

Staff

Programs Report

None.

DEIR – Update

No updates at this time.

COMMISSION MATTERS

Written Communications

None.

Commission Calendar

CPRS Conference Logistics

The Commission discussed attending classes at the CPRS Conference.

ADJOURNMENT

Commissioner Marmion moved, seconded by Commissioner Fryer, that the meeting be adjourned. The motion carried 6-0 and the meeting adjourned at 7:44 p.m.

NOTE: A full DVD recording of this meeting is available at Parks and Recreation Department Office, City Hall.