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**Brisbane Parks and Recreation Commission Action Minutes**

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**PARKS AND RECREATION COMMISSION / CITY COUNCIL LIAISON MEETING**

**December 19, 2012**

*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 (arrived at 6:19 p.m.), Fryer, Hart, Lentz and Marmion  
Commissioners absent: Dunn  
Council Members present: Lentz and Richardson  
Staff present: Deputy City Manager/Administrative Services Director Schillinger and Recording Secretary Carpenter

**ADOPTION OF AGENDA**

Deputy City Manager/Administrative Services Director Schillinger suggested postponing the City Council Liaison Meeting until after the arrival of Mayor Lentz and Councilmember Richardson.

Commissioner Marmion moved, seconded by Commissioner Fryer, to approve the agenda as amended. The motion carried 5-0.

**APPROVAL OF MINUTES**

**November 14, 2012**

Commissioner Marmion moved, seconded by Commissioner Lentz, to approve the November 14, 2012 minutes as written. The motion carried 5-0.

**CITIZEN COMMUNICATIONS**

The Commission reviewed a written communication from citizen, Michael Glynn, suggesting that the Commission explore the possibility of turning Lipman Field into an “all-weather” artificial turf field.

## **NEW BUSINESS**

### **Skate Park Repairs and Improvements – discuss**

Commissioner Lentz commented that the subject of renovation of the Skate Park (and adjacent basketball courts) came up during the Teen Services Subcommittee Meeting discussion of trying to identify where they should place their energy.

Chairperson Bologoff opened this item for public comment.

Elisa Primm, resident and member of Mothers of Brisbane (MOB), read to the Commission an email from resident and student Richie Cutler, and resident Rich Cutler, both support a Skate Park Repairs and Improvements project. She stated that, after the success of the new Community Park playground, the City should continue down this road and look at resurfacing the Skate Park with concrete. She added that MOB offers fund raising assistance.

Gino Burton, Lipman Middle School student, said that improvement to the Skate Park is something his age group needs.

Malcolm Barnes, 7<sup>th</sup> grade student, said he stopped going to the Skate Park because it is dangerous and he supports concreting the surface.

Gary Lorentzen, resident, supports going forward with improving and renovating the Skate Park.

David Primmer, resident and skater, stated that the current condition of the Skate Park is unsafe, adding skate boarding improves physical benefits. He offered to help with designs.

Michelle Woodruff, resident and member of MOB, stated that she is concerned about the longevity of the skate park, so that younger children will be able to safely use the Skate Park in the future.

Michael Barnes, resident, read an article on health benefits. He said that the Skate Park is a place that motivates youth to exercise on their own and is also a social gathering place.

Jessica Aloft, resident and MOB member, thanked the Commission for her Volunteer of the Year award. She commented on the importance of looking at all constructive destination areas for teen youths, including the Skate Park.

Commissioner Marmion asked if the current size is big enough or if it should be expanded.

Michael Barnes and David Primmer responded that the current size is big enough for this community.

### **Skate Park Repairs and Improvements – discuss (cont.)**

Commissioner Lentz asked about forming a subcommittee. Commissioner Fryer suggested that the Skate Park renovations stay under the Teen Services Subcommittee, since that is where the current conversation for this project began.

Director Schillinger stated that the next steps is for the subcommittee to consider design, elements (size, etc.) and pricing (fund raising, etc.), and then bring the plan back to the Commission to make recommendations to the City Council.

### **CITY COUNCIL LIAISON MEETING**

The Commission met with Mayor Lentz and Council Member Richardson.

The group reviewed the list of accomplishments the Commission has had over the past year and the items on their Work Plan for the upcoming year.

Mayor Lentz and Council Member Richardson both complimented the commissioners on the great job they are doing, the enthusiasm they have for projects and on the record of success this Commission has had in the City of Brisbane.

They reviewed the Commission's capital projects list, and the importance of considering the impact on the community as well as costs (including fundraising and grant writing) when prioritizing these projects.

Mayor Lentz gave an update on the possible relocation of the Teen Center, the Community Center Garden Project, and there was further discussion on potential future facilities.

All agreed that they should meet more frequently to improve communication between the Commission and the City Council.

### **REPORTS**

#### **Chairperson**

#### **Landscaping Improvements around Skate Park**

Chairperson Bologoff mentioned an email received inquiring about any plans to improve the plants around the skate park. She suggested adding new plantings as part of the skate park improvements. Commissioner Hart added that the backside of the skate park could be a wonderful place for a mural.

#### **Subcommittees**

### **Teen Programs – report**

The Commission reviewed notes from the Teen Services Subcommittee Meeting.

Commissioner Lentz added that Recreation Supervisor Steve Beaty plans on working with Lipman students to form a Teen Center planning committee to work on a programming survey for students, and staff will work on a survey for the parents.

Commissioner Fryer expressed his concerns about the condition of the current Teen Center.

Commissioner Lentz said there needs to be focus on where the teens are going now, the Skate Park and library, and that they are waiting to hear what is going to happen with the current Teen Center building.

### **Public Art – report**

Commissioner Fryer reported that the subcommittee reviewed art ordinances from various cities and is hoping for a field trip to Emeryville.

Director Schillinger stated that the subcommittee needs to look next at the process of what is needed for a draft ordinance and then provide that draft to the City Council.

### **Commissioners**

#### **Sustainability Committee – update**

Director Schillinger said the Sustainability Committee meet a couple of weeks ago and brought together all the comments from this Commission, the Open Space and Ecology Committee, and the Planning Commission. He said they would meet again to finish bringing the comments into one single document. Commissioner Hart added that they have public comments to add as well.

### **Staff**

#### **Programs Report**

Recording Secretary Carpenter reported on current recreational program activities.

#### **Community Park Playground Structure Grand Opening – review**

Commissioner Cutler commented that the Grand Opening was well attended.

Director Schillinger stated that from the staff side, Caroline Cheung deserves a lot of credit for her work on this project, her communication with the community, and the Kaboom Grant.

### **Festival of Lights – review**

Chairperson Bologoff commented that the event was very successful and that the program was great; however, there were problems with the sound system.

### **Work for Calendar Year 2013**

Director Schillinger said after meeting with the City Council Liaison tonight, the Commission might want to start planning their work load for 2013 at their January meeting.

## **COMMISSION MATTERS**

### **Written Communications**

#### **Landscaping Improvements around Skate Park**

This item was discussed earlier in the meeting.

Commission Cutler asked if the Commission would consider moving their meeting dates since she is on the School Board and they also meet the 3<sup>rd</sup> Wednesday of the month.

Commissioner Fryer moved, seconded by Commissioner Marmion, to officially move the Parks and Recreation Commission Meetings from the 3<sup>rd</sup> Wednesday of the month to the 4<sup>th</sup> Wednesday of the month. The motion carried 6-0.

### **Commission Calendar**

## **ADJOURNMENT**

Commissioner Fryer moved that the meeting be adjourned. The motion carried 6-0 and the meeting adjourned at 8:03 p.m.

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