MINUTES
CITY OF SOUTH SAN FRANCISCO
PARKS AND RECREATION COMMISSION
Thursday, March 28, 2013

I. **CALL TO ORDER: 7:00 p.m.**
A regular meeting of the Parks and Recreation Commission of the City of South San Francisco was held on Thursday, March 28, 2013 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, California.

II. **ROLL CALL**:
Present: Commissioners Garrone, Holt, Lock, Nagales, Reynolds and Velez

Absent: None

Staff: Sharon Ranals, Director of Parks and Recreation
Gus Vellis, Recreation Supervisor
Bill Stridbeck, Recreation Coordinator
Janice Hill, Administrative Assistant

III. **RECOGNITION OF OUTGOING COMMISSIONERS/INTRODUCTION OF NEW COMMISSIONER**

Director Ranals introduced William Lock who was appointed to the Commission on March 6, 2013.

Alex Khalfin addressed the Commission thanking each of them for being instrumental in his success as a Commissioner. He also thanked staff for their hard work and recognized Director Ranals for the great job. Commissioners congratulated him on his appointment to the Planning Commission and wished him the best of luck. Each of them thanked him for his work on the Parks and Recreation Commission and noted that it was a pleasure having him as a colleague.

David Gallagher also addressed the Commission and expressed his pleasure in all that was accomplished during his tenure. He also recognized the work of Director Ranals. The Commission thanked him for his dedication to the community, both as a Commissioner and a citizen.

IV. **PLEDGE OF ALLEGIANCE**

V. **AGENDA REVIEW:** None

VI. **APPROVAL OF MINUTES:**

Commissioner Reynolds made a motion to approve the minutes of the January 24, 2013 Parks and Recreation Commission meeting. It was seconded by Commissioner Garrone and unanimously approved.

VII. **CITIZEN PARTICIPATION:**

Jerry Misek addressed the Commission with his concerns about Buri Buri Park. In response to his comments about the damaged picnic tables, Director Ranals reported that the new tables have been received and should be installed in about 45 days. She also informed him that staff is aware of the tree root issues on the path and explained the current situation regarding repairs. Director Ranals will also investigate his report that the red curb parking area has been eliminated and is causing significant traffic issues in the lot. She thanked Mr. Misek for his stewardship of the park.

VIII. **OLD BUSINESS:** None

IX. **NEW BUSINESS:**

A. **Election of Officers Due to Resignation**

Commissioner Reynolds made a motion nominating Commissioner Holt as Chair Pro Tem for 2013. It was seconded by Commissioner Garrone and unanimously approved. Commissioner Holt then made a motion nominating Commissioner Reynolds as Secretary. It was seconded by Chair Nagales and unanimously approved.

B. **2013/14 Proposed Fee Increases**

Director Ranals reported that fee increases were suspended during the economic downturn and staff is now recommending a 2% increase for fiscal year 2013/14. Prior to the suspension, fees were usually increased every other year. Commissioner Reynolds suggested an increase closer to 5%, while Commissioner Holt agreed with the 2% and asked for feedback on public reaction to the increase. Chair Nagales requested that staff provide the numbers for each of the suggested fee increases.

C. **Status of Capital Improvement Projects 2012/13**

Director Ranals provided an update on these projects.

D. **Junior Giants Survey Results and Program Update**

Coordinator Stridbeck provided a summary of the Junior Giants Program. Supervisor Vellis then reviewed the results of a survey of our program that was done by a professor at Cal Poly. The Commission was very impressed with these survey results and congratulated staff on the great program.

E. **Streets Alive/Parks Alive Event**

A draft program event schedule was distributed to the Commission. Additions to the schedule and a final program will be provided once the event date gets closer.

F. **Restoration of Sunday Hours at Orange Memorial Pool for 2013/14**

In response to an inquiry from Commissioner Garrone, staff prepared a report addressing the costs of operating Orange Pool on Sundays. It is the recommendation of staff to use any available funds for the restoration of vacant positions before funding additional programs. Commissioner Garrone understands these budget concerns and suggested offering swim lessons on Sundays to offset the cost. He also requested that staff do more promotion of all aquatic programs.

G. **Installation of Cell Equipment at Sellick Park**
This item was provided to the Commission as informational only.

X. **BEAUTIFICATION COMMITTEE:**
Supervisor Vellis reported that the Arbor Day celebration will be held on April 27, 2013 at Alta Loma Park from 8:30 – 10:00 a.m. The Committee will soon begin work on the annual Beautification Awards program. Commissioner Garrone invited all Parks and Recreation Commissioners to participate in the nomination process.

XI. **FRIENDS OF PARKS AND RECREATION:**
Commissioner Holt reported that Friends sold food at the Easter Egg Hunt and provided snacks to the parents camping out the night before summer camp registration. Friends will have an information table at Streets Alive/Parks Alive in May.

XII. **ITEMS FROM COMMISSION:**

- Commissioner Velez thanked the City Council for reappointing her to the Commission. She attended the Youth Baseball Opening Day Parade.
- Commissioner Reynolds attended the CPRS District 4 Awards Dinner, the Opening Day Parade and the Gateway project sub-committee meeting. In response to his concern, Coordinator Stridbeck stated that fewer teams participated in the parade this year because they had yet to receive their uniforms. He welcomed Commissioner Lock.
- Commissioner Lock thanked the City Council for appointing him to the Commission. He appreciates the warm welcome from the Commission and thanked Director Ranals for her tutorial and tour of Magnolia Center.
- Commissioner Garrone attended the CPRS State Awards Dinner. He confirmed that the next IPP planting is Sunday, April 14 and invited everyone to attend. He is concerned that the high cost of the reforestation project for Junipero Serra will prevent it from going forward and wonders if a smaller scaled project could happen sooner.
- Commissioner Holt welcomed Commissioner Lock. He attended the Siebecker playground ribbon-cutting, the Photography Show, the CPRS Conference and Awards Dinner, Youth Government Day Mock Council Meeting, the Easter Egg Hunt, CPRS District IV Awards Dinner, Valentine's project at Magnolia, and participated in a senior bus trip, the Senior Health Fair and the volunteer fair at El Camino High School. He also visited Westborough Park recently.
- Chair Nagales attended the CPRS Awards Dinner, the Siebecker ribbon-cutting, Kiwanis fundraiser, the Health Fair, Opening Day Parade, Easter Egg Hunt and the City Council meeting where Alex Khalfin and David Gallagher were recognized. He

suggests that staff research the possibility of holding a "senior prom" type event for seniors.

XIII. **ITEMS FROM STAFF:**

A. **Calendar of Events**

B. **Administrative Update**
Director Ranals reviewed the information in the update. Commissioner Garrone suggested recruiting residents to adopt Paradise Valley pocket park when the ribbon-cutting is held in April.

XIV. **ADJOURNMENT:**
Chair Nagales adjourned the meeting at 8:56 p.m.

Respectfully submitted,

Janice Hill
Administrative Assistant

NEXT MEETING: April 25, 2013