



MILLBRAE PARKS & RECREATION COMMISSION MINUTES

Tuesday, November 20, 2018; 7:00 pm.

I. PLEDGE OF ALLEGIANCE

II. **CALL TO ORDER/ROLL CALL-** 7:06 pm, Present: Chair Keefer; Commissioners Quigg and Del Nagro; Deputy City Manager Lim; Parks Superintendent Crosetti, Recreation Services Manager Busch; and Councilmembers Holober and Schneider. Absent: Vice Chair Turner

III. **APPROVAL OF MINUTES-** October 16, 2018 approved 3-0

IV. **PUBLIC COMMENTS:** Carol Krasilnikoff (Community Enhancement Advisory Committee Chair) informed the Commission and the City staff present of the Community Enhancement Advisory Committee and Leo's project of planting daffodils on Spur Trail. 200 daffodil bulbs were ordered and the Leo's will plant them on each side of the Spur Trail.

V. OLD BUSINESS

a. Gazebo

- i. Chair Keefer and Commissioner Del Nagro agreed that the Gazebo looks great in its new location. Deputy City Manager Lim informed the Commission of the moving and installation process. Lights will also be installed and the Gazebo will be painted.

VI. NEW BUSINESS

a. None

VII. REPORTS

a. City Staff

- i. Millbrae Goes to the Movies. December 21 Movie Night will be Elf.
- ii. Citywide Cost Allocation Plan and User Fee Schedule- contract considered at Nov 27 Council Meeting. Commissioners will be involved in User Fee Schedule.
- iii. CivicRec will be going live on 12/3. Software will have the functionality to request room reservations online as well as register for classes.

b. Parks Update

- i. Parks Superintendent Crosetti informed Commissioners that parks staff will start the tree lights on Monday. Plaques for City Hall landscape plants will also be made and installed. He updated Commissioners regarding the four pepper trees that were cut down by PG&E. Deputy City Manager Lim informed the Commissioners that parks staff did a great job improving the medians on El Camino to prevent trash collecting there. The City is also considering streetscape design guidelines for the future.

c. Commissioners

- i. Commissioner Quigg would like the agenda updated with the current Commissioners on subcommittees.
- ii. Commissioner Del Nagro commented on an issue with the lights on Monday or

- Tuesday where users had to wait for lights to come on. He is also hearing complaints about the Millbrae Avenue and El Camino right-hand turn.
- iii. Chair Keefer conducted a poll on NextDoor to gauge interest in adult soccer. He will work with Parks and Recreation staff once he has more details.
 - iv. Subcommittee Reports
 1. Community Center (Quigg/Del Nagro)
 - Commissioner Del Nagro reflected on the results of Measure II and believes the outcome was due to issues with the financing of the building, not the design.
 2. Bike and Pedestrian Plan (Del Nagro/Keefer)
 - Chair Keefer discussed updates and maybe adjusting the BPAC meeting to allow for more time.
 3. Community Garden (Keefer/Del Nagro)
 - No update
 4. Impact Fees (Del Nagro/Turner)
 - Commissioner Del Nagro asked Deputy City Manager Lim questions regarding the timeline for impact fees and the upcoming developments.
 5. Mills Estate Development Plan (Turner/Keefer)
 - Chair Keefer asked Parks Superintendent Crosetti about the maintenance of Mills Estate. Parks Superintendent Crosetti informed him that they did weed abatement in July and sections of the part are mowed.
 6. Recreation Fees (Turner/Keefer)
 - No update
 - d. City Update
 - i. Councilmember Schneider requested that the BPAC subcommittee start thinking about policy development for bike and scooter share programs in Millbrae. She discussed past bike rodeos and the importance of bike rodeos. She also talked about a tentative soft opening on 12/15 for the Gazebo with live music.
 - ii. Councilmember Holober discussed Measure II results. Construction costs will go up if we wait to go out for another bond measure. Council will meet on December 10 to discuss how to move forward. City Council was presented with information at their last meeting regarding license plate readers, pension costs, and multi-unit smoking bans.

VIII. CORRESPONDENCE

- a. None

IX. ADJOURNMENT- 8:14 pm

Upcoming Meetings:

December 18, January 15, and February 18

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Materials related to an item on this Agenda submitted to the Parks and Recreation Commission after distribution of the agenda packet are available for public inspection at Millbrae City Hall during business hours (8:30 a.m. – 5:00 p.m.)