



**PARKS & RECREATION COMMISSION
DRAFT Meeting Minutes
Regular Meeting on Thursday, November 20, 2025**

1. CALL TO ORDER

The duly noticed regular meeting of the Burlingame Parks & Recreation Commission was called to order by Vice Chair Brunello at 7:00 pm.

2. ROLL CALL

COMMISSIONERS PRESENT: Milne, Brunello, Curtis, Wettan, Giere & Yu

COMMISSIONERS ABSENT: Chang

STAFF PRESENT: Director Glomstad, Recreation Manager Acquisti, Recreation Supervisor Gresh, Parks Superintendent Holtz, Recreation Supervisor Conefrey, Recreation Coordinator Falou & Recording Secretary Diaz

OTHERS PRESENT: Alexandria, Ryan, Sam, Eric, Bonnie, Ton Family and Joyce

3. APPROVAL OF MINUTES

Commissioner Giere made a motion to approve October 16, 2025, minutes as written. The motion was seconded by Commissioner Curtis. The motion was approved 6-0-1 (Chang absent).

4. CORRESPONDENCE

None

5. PUBLIC COMMENTS

None

6. PRESENTATIONS

Let the Sunshine In Grant Recap – Supervisor Conefrey presented an overview of the “Let the Sunshine In” senior program, supported by Peninsula Healthcare District grants. She explained the program’s objectives: connecting seniors with nature, culture, history, and building community. Activities include monthly walking clubs, regular excursions (e.g., bird watching, Angel Island, kayaking, museum visits, whale watching), and inclusive special events for less active seniors (Valentine’s Social, Diwali, Jingle Jam, etc.).

She detailed:

- In 2024, the program launched with a \$10,000 grant, providing 16 programs with 336 total attendances and 155 unique seniors.
- In 2025, with a \$50,000 grant, they expanded to 33 programs, including 1,104 participants and 485 unique seniors. All 2025 excursions sold out on the first day, with waitlists larger than capacity.
- The program’s impact showed continued demand: one participant attended 22 separate activities; many now attend all available programs.
- Conefrey outlined budget allocation, with most funds covering transportation due to the high cost of buses for excursions; other uses included meals (e.g., optional Panera lunch), refreshments, tickets, staff time, guides, and materials.
- She noted that the 2026 grant application was submitted. Planned priorities include further expanding offerings, strengthening partnerships, and providing sustainable, inclusive programming.

Commissioner Brunello expressed that the program’s model could benefit seniors in other cities, referencing his own family.

Commissioner Milne noted the program’s impressive growth and asked whether it could double again. Conefrey replied that while further expansion is a goal, it must be pursued at a sustainable pace.

Commissioner Yu raised concerns about access for new participants and ideas to increase capacity. Conefrey responded that if demand continues and funding can be secured, they could offer duplicate trips or add buses, but larger group sizes may diminish the quality of the experience.

Commissioner Wettan asked about fairness for those placed on waitlists. Conefrey explained the current first-come, first-served system, noting that for 2026, staff hope to implement more equitable procedures, with registration opening earlier for Burlingame residents.

Commissioner Curtis inquired about issues seniors encountered when registering online. Conefrey

outlined plans for a workshop to assist seniors with online registration and to provide on-site computer access at the Community Center.

Commissioner Milne suggested providing in-person-only registration periods before opening online registration to help those who are uncomfortable with digital forms. Conefrey stated this idea would be considered for future registration events.

7. OLD BUSINESS

None

8. NEW BUSINESS

a. Introduction of Recreation Coordinator - George Folau

Supervisor Conefrey introduced George Folau as the new Recreation Coordinator. Mr. Folau greeted the Commission and shared his extensive background in youth/teen/facility recreation, as well as his experience as a dance instructor and performer. He expressed enthusiasm for overseeing Town Square, the arts program, instructor management, and senior programming, noting that while seniors are a new demographic for him, he welcomes the opportunity to contribute to the community.

Commissioner Giere noted the department's ability to attract qualified candidates from teaching backgrounds and expressed particular interest in Town Square initiatives.

Vice Chair Brunello welcomed Mr. Folau and highlighted the importance of community-centered programming.

Commissioner Wettan asked whether Folau would be teaching senior dance classes; Folau responded affirmatively, noting that new adventures, including those, were possible.

b. Review of Cuernavaca Off Leash Area Fencing Survey and Request for Direction for the Installation of Fencing

Recreation Supervisor Kevin Gresh presented the findings from the survey and background on the proposed fenced off-leash area at Cuernavaca Park:

- Gresh summarized persistent community demand for additional off-leash, grassy dog areas and recounted the historical context for the Dog Advisory Group's formation and role.
- The September community survey (156 responses: 74% within 20 min walk, 84 dog owners, 77% supported fencing) was described. Gresh relayed concerns about insufficient

notification, noting that staff door-knocked 25 adjacent homes and distributed broader citywide notices.

- The current proposal recommended a 54,000 square foot fenced enclosure with two entrances and two maintenance gates; staff and commissioners would select the fence style with further neighbor input.
- Director Glomstad clarified city/council requirements for fencing around new off-leash areas, citing safety rationale to minimize conflicts between off-leash dogs and children/playground users.
- Parks Superintendent Rich Holtz addressed grass maintenance issues, suggesting possible use of divided/pause areas to rest and re-grow turf, while acknowledging the challenge of increased use.
- Commissioners asked about alternative locations, environmental impacts, and management of additional demand. Gresh and Holtz explained the differences between Cuernavaca and Skyline Park in terms of usability, infrastructure, and public feedback.

Chair Chang opened Public Comment.

Public Comment (first round):

1. Joyce (nearby resident): Opposed the fencing due to loss of open play space for families, aesthetic impact, concerns about maintenance and dog waste, and perceived shortcomings in notification and survey design.
2. Ramsey (dog owner, neighbor): Argued the fencing would be unnecessary and unsightly, that the area would be less safe for dogs, and proposed extended off-leash hours as an alternative.
3. Sam (Hunt Drive): Expressed concern about increased parking and traffic, impact on children's activities, and questioned the need, given the nearby Skyline Park.
4. Eric Huang (Rivera & Hunt): Cited neighborhood crime, water drainage, and runoff issues, parking limits, and called for investment in Skyline Park improvements instead.
5. Ryan (neighbor, Rivera): Questioned survey reach/representativeness, urged use of Skyline Park, raised child safety/liability and traffic issues, and requested balanced citywide consultation.
6. Alexandria (Atwater Drive): Disagreed with prioritizing nonresidents' needs, doubted the necessity of another dog park, and flagged property value concerns.
7. Bonnie (Atwater Drive): Voiced concern about notice, called for investment in Skyline Park, and cited issues experienced when a temporary fence was previously installed.

8. Ton Family (adjacent “Blue House”): Objected on grounds of open space loss, runoff/allergy/health issues, property value, and noise/disturbance.

Chair Chang closed public comment.

Commission Discussion: Commissioner Milne observed that many neighbors strongly prefer expanded off-leash hours instead of fencing, and asked whether a simple barrier or straight fence (rather than a full enclosure) could address safety concerns without negative aesthetic impact. Commissioner Curtis echoed concern for child safety and neighborhood impact. Commissioner Giere weighed the prospect of expanded hours as a compromise and identified opportunities for further outreach and assessment before any permanent change.

Director Glomstad suggested that if the commission denied the current fencing proposal, staff and the Dog Advisory Group would revisit expanded hours as a potential alternative.

Vice Chair Brunello reopened public comment specifically to gauge neighbor support for the straight fence idea or the hour extension.

Public Comment (second round):

Alexandria stated that a straight fence would provide little benefit and would not change her opposition; she instead supported piloting expanded hours.

Ryan agreed that extended hours would address dog owners’ needs and noted that “half measures” like a partial fence solve few problems.

Sam was open to extended hours, restating opposition to fencing.

Eric Huang supported extending hours, but not fencing, to preserve open space for kite flying and children’s activities.

Bonnie stated that extended hours were preferable, and fencing only reduced family play space.

Vice Chair Brunello closed public comment.

MOTION: Commissioner Giere moved to deny the current fencing proposal and direct staff to further review expanded off-leash hours as an alternative.

Vice Chair Brunello seconded.

By roll call: Curtis, Brunello, Yu, Milne, Wettan and Giere voted "Aye." The motion carried unanimously. 6-0-1 (Chang absent)

9. STAFF AND COMMISSIONER REPORTS

a. Parks & Recreation Department Reports

Director Glomstad announced the December 2 City Hall time capsule opening and invited commissioners to the December 24 "Meet Your Neighbor" event.

Recreation Manager Acquisti highlighted community events: Makerspace Open House, Winter Festival, spring field closures and registration dates, and improvements at Bayside Dog Park.

b. Commissioner Reports

Commissioner Milne – Enjoyed judging the Halloween decorating entrants and enjoyed the Fall Fest event.

Commissioner Curtis – No Report

Commissioner Yu – Updated the Commission on the 50-year time capsule initiative, which will launch in 2026 and pursue ideas from students, businesses, and families citywide. The committee will prioritize outreach through schools, the PTA, and the Youth Advisory Committee (YAC).

Commissioner Brunello – No Report

Commissioner Wettan – No Report

Commissioner Geire – No Report

FUTURE AGENDA ITEMS

Vice Chair Brunello and several commissioners suggested returning to the question of the Laguna Park swings and an update on Mills Canyon fire reduction as items for future agendas.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:36 pm.

The next meeting of the Parks & Recreation Commission is scheduled to be held in person on Thursday, December 18, 2025, at 7:00 pm.

Respectfully submitted,
Joleen Helley
Recording Secretary