



**PARKS & RECREATION COMMISSION
DRAFT Meeting Minutes
Regular Meeting on Thursday, August 15, 2019**

1. CALL TO ORDER

The duly noticed regular meeting of the Burlingame Parks & Recreation Commission was called to order by Chair Milne at 7:00 pm at the Burlingame Community Center, 850 Burlingame Ave, Burlingame.

2. ROLL CALL

COMMISSIONERS PRESENT: Milne, Holzman, Lee, Lewis, Ardito & Palacio

COMMISSIONERS ABSENT: Matthews

STAFF PRESENT: Parks & Recreation Director Glomstad and Recreation Supervisor Hager

OTHERS PRESENT: None

3. APPROVAL OF MINUTES

Commissioner Lewis made a motion to approve the July 18, 2019 minutes. The motion was seconded by Commissioner Ardito and was approved. 6-0-1 (Matthews absent)

4. CORRESPONDENCE

None

5. PUBLIC COMMENTS

None

6. OLD BUSINESS

None

7. NEW BUSINESS

a. Murray Playground Renovation

Supervisor Hager reported the playground at Murray Field was installed nineteen years ago is out of compliance with ADA, the surfacing is worn and no longer meets the ASTM standards for fall safety. In the 2019-20 Budget, City Council approved a Capital Improvement Project for the demolition and redesign of the Murray Playground. A committee was formed with two Commissioners and input was received from representatives from AYSO and Burlingame Soccer Club, the primary users of Murray Field. The concept of the new play area is to have the Parks Division staff create play elements from natural materials for a unique play experience. These

elements would be phased in over time as staff time and funding would allow. This plan was shared with the AYSO Regional Commissioner, Jacquie Haggarty and BSC Executive Director, Dusko Rosic and Operations Manager, Nemanja Colovic. The Murray Playground Committee and user group representatives were supportive of the plan.

Motion by Holzman (seconded by Palacio): Commission moved to approve the conceptual plan for Murray playground. MOTION PASSED 6-0-1 (Matthews absent).

b. Upgraded Webmail System

Supervisor Hager gave a tutorial on the new upgraded City webmail system.

8. STAFF AND COMMISSIONER REPORTS

a. Parks & Recreation Department Reports

Glomstad reported on the following: Burlingame on the Ave is Aug. 17-18; the first round of interviews for the open Supervisor position in Recreation will be on Aug. 22 and the second round will be Aug. 29, the annual Family Campout is Aug. 23 and the Pet Parade is Sept. 28 and there has been a request to have a P & R Commissioner be a judge. Glomstad also handed out the polos for Commissioners to wear at City events.

b. Commissioners Reports

None

9. FUTURE AGENDA ITEMS

None

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:47 pm.

The next meeting of the Parks & Recreation Commission is scheduled to be held on Thursday, September 19, 2019 at 7:00 p.m. at the Burlingame Community Center.

Respectfully submitted,

Joleen Helley
Recording Secretary