



**PARKS & RECREATION COMMISSION
DRAFT Meeting Minutes
Regular Meeting on Thursday, May 15, 2025**

1. CALL TO ORDER

The duly noticed regular meeting of the Burlingame Parks & Recreation Commission was called to order by Chair Chang at 7:02 pm.

2. ROLL CALL

COMMISSIONERS PRESENT: Brunello, Curtis, Yu, Wettan, & Chang (Giere arrived 7:17 pm)

COMMISSIONERS ABSENT: Milne

STAFF PRESENT: Parks & Recreation Director Glomstad, Recreation Manager Acquisti, Recreation Supervisor Crossfield, Recreation Coordinator Sheldon, Recreation Coordinator Conefrey & Recording Secretary Helley

OTHERS PRESENT: Nemanja Colovic, Emily Ma

3. APPROVAL OF MINUTES

The April minutes will be available for approval at the June meeting.

4. CORRESPONDENCE

None

5. PUBLIC COMMENTS

Nemanja Colovic – Expressed thanks from the Burlingame Soccer Club to the Commission and staff for continuing to work on the Field Use Policy. At last month's meeting, it was very productive toward the end when you brought all the groups together, and they wanted to thank the Commission for taking all the feedback from residents and other organizations and continuing to

work on the policy. Special thanks to Commissioners Chang and Yu, who joined the meeting from different parts of the world via Zoom. He appreciates the commitment to include everybody and to keep working on the policy that will include all the Burlingame residents.

Emails received:

Kim Malhotra – “I'm writing regarding the new Laguna Park playground. I'd like to request that the Commission switch out the toddler swings for regular swings. This is a *neighborhood* park and there are *dozens* of elementary and middle school kids in Burlingame Gate within just a 1-2 block radius of the park. Larger parks, such as Village Park and Ray Park, are close by that offer both types of swings and meet a broader community need. In fact, I can't think of a single other park that *only* has toddler swings; even Paloma Park has one of each. Why this park? Given the demographics of the neighborhood, regular swings would be used so much more frequently. I completed the park planning survey with my two elementary-aged kids nearly two years ago and their #1 priority was swings - they did *not* mean toddler swings when they selected that option, nor was it clear on the survey that was what it implied. I've spoken to many of the kids in the neighborhood and they are all saying the same thing - *"Why isn't there anything for us at the park? The swings are the one thing I was looking forward to."* Please consider the demographics of the Burlingame Gate neighborhood and meeting this community need so our children have a place they can enjoy. Thank you”

Devyani Gupta – “I am writing as a resident of the Burlingame Gate neighborhood to respectfully request your consideration in enhancing the play facilities at Laguna Park by adding swings and structures suitable for older children, specifically those aged 6 to 14. Currently, Laguna Park is equipped primarily with toddler-friendly play structures, including swings designed for very young children. While this is wonderful for families with infants and toddlers, the park does not adequately serve the needs of the many school-aged children who live within a one-mile radius. The local demographic data and daily observations suggest that a significant portion of children in our neighborhood fall within the 6 to 14 age group. These children would benefit tremendously from age-appropriate amenities that encourage physical activity, social interaction, and outdoor play. A few regular swings, climbing structures, or interactive play stations designed for their age group would go a long way in making Laguna Park a more inclusive and balanced recreational space. Adding equipment for older children would not only promote their health and well-being, but also strengthen our sense of community by making the park more welcoming for families with children of all ages. I appreciate your consideration of this request and would be happy to support any public forum, petition, or community meeting to further discuss possibilities for improving Laguna Park.”

Tiffany Mohazzabi – “I’m a Burlingame resident /writing to express concern over the lack of regular swings for older children in the newly redesigned Laguna Park. **I have 6 & 8 yr olds.** Before construction, the park offered both toddler and regular swings, which helped ensure that

kids of all ages could enjoy the space. I have spent years at Laguna Park and were thrilled to see it being updated. However, if regular swings are no longer part of the design, they—and many others in our neighborhood—will lose one of the few features that still engages them. Swings are a timeless and much-loved part of playgrounds, especially for kids who have outgrown slides and climbing structures. Removing them unintentionally excludes a large group of children who still use the park regularly. I respectfully urge the Commission to consider restoring regular swings as part of Laguna Park’s final design. A balance of toddler and big kid equipment will help ensure this beloved community space remains inclusive and enjoyable for all ages. Thank you for your time and service to our city.”

Susan Fisher – “I’m a Burlingame resident & parent writing to express concern over the lack of regular swings for older children in the newly redesigned Laguna Park. Before construction, the park offered both toddler and regular swings, which helped ensure that kids of all ages could enjoy the space. My children ages 12 and 13, have spent years at Laguna Park and were thrilled to see it being updated. However, if regular swings are no longer part of the design, they—and many others in our neighborhood—will lose one of the few features that still engages them. Swings are a timeless and much-loved part of playgrounds, especially for kids who have outgrown slides and climbing structures. Removing them unintentionally excludes a large group of children who still use the park regularly. I respectfully urge the Commission to consider restoring regular swings as part of Laguna Park’s final design. A balance of toddler and big kid equipment will help ensure this beloved community space remains inclusive and enjoyable for all ages. Thank you for your time and service to our city.”

Ruchika Julapalli – “I’m a Burlingame resident & parent writing to express concern over the lack of regular swings for older children in the newly redesigned Laguna Park. Before construction, the park offered both toddler and regular swings, which helped ensure that kids of all ages could enjoy the space. My children ages 12 and 13, have spent years at Laguna Park and were thrilled to see it being updated. However, if regular swings are no longer part of the design, they—and many others in our neighborhood—will lose one of the few features that still engages them. Swings are a timeless and much-loved part of playgrounds, especially for kids who have outgrown slides and climbing structures. Removing them unintentionally excludes a large group of children who still use the park regularly. I respectfully urge the Commission to consider restoring regular swings as part of Laguna Park’s final design. A balance of toddler and big kid equipment will help ensure this beloved community space remains inclusive and enjoyable for all ages. Thank you for your time and service to our city.”

Melanie Smith – “I’m a Burlingame parent and my kids have been using Laguna Park since moving here nearly 6 years ago. We were excited about the revamp and have been eagerly awaiting its reopening. This park has been instrumental at promoting active lifestyles for my now 10 and 8 year old daughters, and reducing their screen time. They meet up with their similarly aged friends at the park on a near daily basis, as it’s a stone’s-throw from my house. We always ran into kids of

all ages, and it was a great way to catch up with neighbors. Recently, we noticed that only toddler swings were being installed in the remodeled park. We find this terribly unfortunate and will undoubtedly discourage my older kids from using the park, as swings are a huge draw. I feel strongly that this park was built with only a small subset of users and players in mind, and its impact will be limited unnecessarily. I strongly encourage the commission to incorporate "bigger kid" design elements, like a regular swing, that will enable more inclusivity and encourage even older kids to get outside, play, and socialize more. Please install at least a regular swing at Laguna Park. I'll do my best to make the 5/19 meeting, but if this is discussed this evening, I hope my voice is considered as part of the broader conversation about playground inclusivity."

Presentation – Recreation Coordinator Conefrey – Recreation Supervisor Crossfield stated that each year, the California Parks and Recreation Society District IV hosts an awards and volunteer dinner to honor outstanding individuals for their contributions to Parks and Recreation. This year, the City of Burlingame was thrilled to present Colleen Conefrey with the Rising Professional Award. Within her very first week, Conefrey was presented with an opportunity to apply for a grant, and in just a few months of being employed by the City, she successfully secured \$10,000 to launch Let the Sunshine In, a program that encourages seniors to get outside. This year, she secured \$50,000 to continue the program. Her passion and energy are truly contagious. She approaches every challenge with both pride and precision. Thanks to her hard work, all our senior trips have waiting lists, and our monthly senior-specific special events are sold out, with community partners providing food and entertainment. This is a testament to her dedication and a few reasons why she was nominated. The City is fortunate to have her on our team and we look forward to watching her thrive and make a lasting impact.

6. OLD BUSINESS

None

7. NEW BUSINESS

a. Pickleball Recycling Program – Recreation Supervisor Crossfield stated that staff recommend that the Commission review the presentation and approve the installation of a pickleball recycling collection bin at Washington Park Court 1. She introduced Emily Ma, a sophomore at Aragon High School, who has launched a pickleball recycling program at Leo J. Ryan Park in Foster City and Red Morton Park in Redwood City.

Ma introduced herself and her proposal to launch a recycling program at Washington Park. Pickleball is a very popular sport; however, pickleballs will break over extended periods of time/use, which changes the bounce pattern of the balls, at which point players no longer wish to use them. Because most recycling centers are unable to handle them, they are often discarded in ways that generate more plastic waste. The composition of pickleballs poses a challenge for facilities to manage. The balls don't have the sort of recycling icon that indicates the type of plastic

they are made of. Often, they are made of various types of plastic, and because they are so small, they can also clog recycling machines.

The proposed solution is a two-step process. First, after balls are collected from local courts, the ones that are only slightly broken will be distributed to Little League teams to use them for batting practice. For balls that are more severely damaged, they will collaborate with a local non-profit organization called Peninsula Precious Plastics, based in San Carlos. In their workshop, they melt the balls down and melt them into new items.

The program was started just about a year ago with the installation of bins in Foster City. Just about a month ago, bins were installed in Redwood City. Over the course of the year, the organization has helped divert over 2,000 pickleballs from becoming waste, equivalent to approximately 100 pounds of waste that would have otherwise gone into landfills.

Commissioners applauded Ma for the idea and her work; they inquired whether there was a succession plan in place for when she graduates and whether she had considered reaching out to other local climate clubs to see how they could help.

Ma noted that Aragon has started a program with Peninsula Precious Plastics to train other students in the process. She appreciates the idea of contacting other local climate groups for collaboration.

MOTION by Commissioner Brunello to approve the installation of a pickleball recycling collection bin at Washington Park Court 1. The motion was seconded by Commissioner Wettan. Motion was approved 6-0-1(Milne absent).

b. Approval of Youth Advisory Committee By-Laws – Recreation Coordinator Sheldon, who oversees the Youth Advisory Committee, introduced the members of the committee to present the item before the Commission this evening.

Staff recommend that the Commission approve the updated Youth Advisory Committee (YAC) Bylaws. YAC is a group of thirteen (13) teens either living or going to school in Burlingame. YAC advises the Parks and Recreation Commission on matters relating to the youth and teen population within the City. These matters may include, but are not limited to, programs relating to safety, community involvement, recreation, socialization, socioeconomics, and environmental concerns. Appointment to YAC is based on a formal application and interview process by the YAC Advisor.

MOTION by Commissioner Brunello to approve the bylaws as presented. The motion was seconded by Commissioner Yu. Motion was approved 6-0-1(Milne absent).

- c. Validation of Burlingame Girls Softball, Our Lady of Angels, St. Catherine of Siena, Burlingame AYSO and Coyotes Lacrosse.**

Recreation Manager Acquisti reported City staff recommends that the Parks and Recreation Commission review the attached Youth Field User Organization Validation applications and approve Burlingame Girls Softball, Our Lady of Angels, St. Catherine of Siena, and Burlingame AYSO as Tier 1 Validated User Organizations and Coyotes Lacrosse as Tier 2.

Per the Field User Policy (Exhibit A), the Parks & Recreation Commission validates Field User Organizations before requesting field space as a validated organization for the seasonal sports leagues and tournaments.

Organizations requesting to be categorized as a Validated User Organization must meet the Commission approved criteria to request priority field space for youth sports fields in Burlingame. Organizations can be approved as a Tier 1 or Tier 2 validated user organization; if the organization doesn't meet the criteria, it becomes a field renter.

City staff have reviewed the submitted applications. The programs for Burlingame Girls Softball, Our Lady of Angels, St. Catherine of Siena and Burlingame AYSO meet all the requirements to be a Tier 1 Validated User Organization. In addition, Coyotes Lacrosse meets all the requirements for a Tier 2 Validated User Organization.

MOTION by Commissioner Wettan to approve the Validations of all five user groups. The motion was seconded by Commissioner Brunello. Motion was approved 6-0-1 (Milne absent).

8. STAFF AND COMMISSIONER REPORTS

a. Parks & Recreation Department Reports

Director Glomstad – The Park to Park ride, hosted by the Burlingame Foundation, is Sunday from 10 – 11 am. The ride starts at Washington Park. Also of note, Coordinator Garcia's photo received third place in a contest hosted by CPRS.

b. Commissioners Reports

Commissioner Giere – No Report

Commissioner Curtis – Attended the pep rally at BIS with Manager Acquisti in conjunction with the 3 by 3 Group. The time is focused on sports and different clubs, ex: math, speech and debate & science club.

Commissioner Yu – No Report

Commissioner Brunello – No Report

Commissioner Wettan – The subcommittee for field use reconvened on Tuesday.

Commissioner Chang – June 14 is the Bocce Tournament hosted by the Foundation.

9. FUTURE AGENDA ITEMS

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:49 pm.

The next meeting of the Parks & Recreation Commission is scheduled to be held in person on Thursday, June 19, 2025, at 7:00 pm.

Respectfully submitted,
Joleen Helley
Recording Secretary