



**GOVERNOR'S EXECUTIVE ORDER N-29-20\*\*\*\*  
CORONAVIRUS COVID-19  
AND SAN MATEO COUNTY HEALTH DIRECTIVE  
FROM MARCH 14, 2020**

*On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the current Shelter-In-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on April 29, 2020; the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, San Bruno City Hall is no longer open to the public for meetings of the Parks and Recreation Commission.*

*If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, please email us at [sbcs@sanbruno.ca.gov](mailto:sbcs@sanbruno.ca.gov). The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Parks and Recreation Commission, posted on the City's website and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Parks and Recreation Commission and filed with the agenda packet becoming part of the public record for that meeting.*

*Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Amy Bohlen, Executive Assistant, 48 hours prior to the meeting at (650) 616-7180 or by email at [sbcs@sanbruno.ca.gov](mailto:sbcs@sanbruno.ca.gov). Notification in advance of the meeting will enable the City of San Bruno to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.*

**AGENDA  
SAN BRUNO PARKS AND RECREATION COMMISSION**

**April 20, 2022**

**6:30 p.m.**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/85284276251?pwd=ZUN1WFFlb2U1c3Q3RWtFTWtIMWdqUT09>

Meeting ID: 852 8427 6251

Passcode: 439025

One tap mobile 1-669-900-9128 US (San Jose)

## **WELCOME TO OUR COMMISSION MEETING**

If you wish to speak on an item under discussion by the Commission and appearing on the agenda, you may do so upon receiving recognition from the Commission Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. Please state your name and address; if you are representing an organization, please state the name of the organization. In compliance with American Disabilities Act, individuals requiring accommodations for this meeting should notify us 48 hours prior to meeting (616-7180).

**Please note: Commission policy allows a maximum of three (3) minutes for individual comments.**

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE:** Chair Mike Palmer, Vice Chair Kris Gonzales, Lorry Greenberg, Tom Kuhn, Jessica Martinucci, David Nigel, Lucy Zamattia, Michael Zastrow, Adam Zbriger (Youth Representative)
  
2. **REVIEW OF AGENDA:**
  
3. **ACCEPTANCE OF THE MINUTES:** March 16, 2022
  
4. **CONSENT CALENDAR:**
  
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Commission’s policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the “Brown Act”, prohibits Commission from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Commission may, at the discretion of the Commission, be scheduled for consideration at future meetings.)
  
6. **UNFINISHED BUSINESS:**
  - a. Presentation of 2022 Community Recognition Award to Helen Kiefer
  
7. **NEW BUSINESS:**
  
8. **ITEMS FROM COMMISSIONERS:**
  
9. **ITEMS FROM STAFF:**
  - a. RAC Communications
  
10. **ADJOURNMENT**

The next regular Parks and Recreation Commission Meeting will be via Zoom on Wednesday, May 18, 2022.

**\*\* POSTED PURSUANT TO LAW \*\***



## MINUTES

### Parks and Recreation Commission Meeting March 16, 2022

1. **Call to Order/Roll Call/Pledge of Allegiance:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:31 p.m. Commissioners Present: Chair Palmer, Vice Chair Gonzales, Greenberg, Kuhn, Martinucci, Zamattia, Zastrow, and Zbriger. Excused: Nigel. Staff Present: Brewer, Mottola, and Venezia.  
**Commissioner Martinucci** led the Pledge of Allegiance.
2. **REVIEW OF AGENDA: MSC Martinucci/Zastrow.** Unanimous.
3. **ACCEPTANCE OF THE MINUTES:** Minutes from February 16, 2022. **MSC Gonzales/Palmer.** Unanimous.
4. **CONSENT CALENDAR:** None.
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
6. **UNFINISHED BUSINESS:**
  - a. Receive Report and Vote on Nomination for 2022 Community Recognition Award – **Commissioner Greenberg** and **Commissioner Zamattia** presented. The sub-committee nominated Helen Kiefer. She has worked with the 4H Club for the past 25 years. **MSC Greenberg/Zamattia.** Unanimous.
7. **NEW BUSINESS:** None.
8. **ITEMS FROM COMMISSIONERS:**

**Commissioner Martinucci** would like to get RAC updates as previously requested by Vice Chair Gonzales. **Chair Palmer** stated that the item will be permanently added to the agenda.

**Commissioner Greenberg** stated that she visited Grundy Park. She spoke to people using the park for their opinions of the park.

**Commissioner Greenberg** stated that she along with **Director Mottola, Parks Manager Venezia,** and **Chair Palmer** met with representatives from the Giants Community Fund. An application was submitted to the Fund to renovate Greenberg Field. **Director Mottola** thanked **Commissioner Greenberg** for bringing this opportunity to the City. **Chair Palmer** stated that he felt very positive leaving the meeting.

**Vice Chair Gonzales** stated that she is very excited for the upcoming events.
9. **ITEMS FROM STAFF:**
  - a. Update on Status of Florida Park – **Director Mottola** stated that the City wasn't successful in getting the Prop 68 State Park Grant. She explained that there was a commitment to the

community and Council to find funding for this as part of the budget cycle. She will give an update once the budget process is completed.

- b. Receive Report on Upcoming Spring Events – **Superintendent Brewer** presented. The pancake breakfast and egg hunt will return in person on April 9<sup>th</sup>. You've Been Egged will be back on April 10<sup>th</sup> and April 16<sup>th</sup>. Community Day will take place on San Mateo Avenue after the Posy Parade on June 5<sup>th</sup>.

**Chair Palmer** stated that the RAC Advisory Committee Meetings are open to the public. The next one is on Monday, March 21<sup>st</sup> at 6:00pm. **Director Mottola** stated that they are typically immediately before this commission meeting. The next RAC meeting will cover the changes to the budget and the project in general.

**Director Mottola** stated that there will be a layered recap of the RAC project at the end of every commission meeting. She presented a timelapse of the work completed to date.

10. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:06 p.m.

DRAFT



**Date:** April 20, 2022  
**From:** Danielle Brewer, Community Services Superintendent  
**To:** Parks and Recreation Commission  
**Subject:** Presentation of 2022 Community Recognition Award to Helen Kiefer

### **Background**

Each year, the Parks and Recreation Commission accepts applications for the Community Recognition Award. The nominees are individuals who volunteer in San Bruno and deserve recognition for all the hard work and dedication demonstrated.

The Criteria for nominations includes:

1. A person who has given unselfishly to the City or community.
2. A person who has performed an outstanding task for the City or community.
3. A person who shows service to the City, its citizens, and the community.
4. A person who goes above and beyond the call of duty for the City and community.

### **Discussion**

At their March 16, 2022 meeting, the Parks and Recreation Commission voted unanimously to award the 2022 Community Recognition Award to Helen Kiefer. Helen is a volunteer for the San Bruno 4H Club and has been active for over 25 years. She checks on the farm animals, feeds them, cares for them, and ensures their stalls have heat daily. She also tends to the garden's growing pumpkins and other fruits and vegetables and helps sell them at the 4H Farm run fruit stands at flea markets and garage sales. She shares her knowledge with the 4H members all out of the love of children and animals.

Tonight, the Commission is proud to present the Community Recognition Award to Helen Kiefer.

### **FISCAL IMPACT:**

None

### **ATTACHMENTS:**

None