



COUNTY OF SAN MATEO

Parks and Recreation Commission Meeting

Thursday, February 2, 2017

4:00 p.m.

Board of Supervisors' Chambers
400 County Center, Redwood City

AGENDA

1. **Pledge of Allegiance**
2. **Welcome of Youth Commissioner Eeshan Bhat**
3. **Roll Call**
4. **Public Comment**
5. **Presentations***
 - 5.1. County Budget Process Overview: Sophie Mintier, County Manager's Office
 - 5.2. Stewardship Corps Events: Michele Laskowski, Park Ranger III
 - 5.3. Standing Rules for Boards and Commissions: Nirit S. Eriksson, County Counsel
6. **Parks Director's Report**
7. **Discussion**
 - 7.1. [Draft Commission Work Plan](#)
8. **Action Items**
 - 8.1. Review for Approval the [Minutes of the December 1, 2016 Parks and Recreation Commission Meeting](#)
 - 8.2. [Selection of Ad Hoc Committee Members](#)
 - Bylaws Revision
 - Commission Work Plan
9. **Parks Foundation Executive Director's Report***
10. **Commissioner Reports***
11. **Adjournment**

*Indicates that reports are verbal only

County of San Mateo Parks and Recreation Commission:

*Barbara Bonilla, District 1 (Vice Chair) | Marico C. Enriquez, District 2 | Neil Merrilees, District 3 |
Meda O. Okelo, District 4 (Chair) | Vacant, District 5 | Kevin Huo & Eeshan Bhat, Youth Commissioners |*

County of San Mateo Parks Department:

*Sarah Birkeland, Acting Parks Director
Brenda Bennett, Executive Secretary*

Meeting Rules and Procedures

Signing up to speak to the Commission and time limits. For the orderly recognition of members of the public who wish to speak before the Commission, speakers are asked to fill out a speaker request form and give it to the Commission Clerk. However, speakers may elect not to identify themselves by name. The form is available in the entryway area for the meeting room. Public comment is generally limited to two minutes per speaker, although the Commission Chair may modify this time limit in order to accommodate all speakers. Prearranged presentations are generally 10 minutes.

Communicating with Commissioners. If you wish for your written communication or materials to be distributed to all Commissioners, please email such communication or materials to parkscommission@smcgov.org, or mail them to the address listed on this page, for receipt at least two business days prior to the Commission meeting.

Visual Presentations/Materials. For PowerPoint presentations, you need to provide the Commission Clerk a USB flash drive 30 minutes prior to the meeting start or via email by 5:00 p.m. the day prior to the meeting. Electronic formats must be PC compatible.

Public Records. Public records that relate to any item on the open session agenda for a regular Parks Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the office of the Parks Department, located at 455 County Center, 4th Floor, Redwood City, CA 94063, for the purpose of making those public records available for inspection. These documents are also available to be sent electronically. Contact the Commission Clerk.

Accessibility. In compliance with the Americans with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when Department is given three days' notice. Please call (650) 599-1393 (voice) or e-mail bbennett@smcgov.org.

For the safety of those sensitive to airborne chemicals, please refrain from wearing chemically based products.

Commission Clerk. Brenda Bennett, Executive Secretary
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Redwood City, CA 94063
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