

**COUNTY OF SAN MATEO**

**Parks and Recreation Commission Meeting**

**Thursday, December 1, 2016**

**4:00 p.m.**

**Board of Supervisors'**

**Chambers 400 County Center,**

**Redwood City**

**MINUTES**

Chair Marico Enriquez called the meeting to order at 4:00 p.m.

**1. Pledge of Allegiance**

**2. Roll Call**

***Commissioners Present:*** Barbara Bonilla, Michael Cooney, Marico Enriquez (Chair), Neil Merrilees, Meda Okelo (Vice Chair), Kevin Huo (Youth Commissioner)

***Staff Present:*** Marlene Finley, Sarah Birkeland, Scott Lombardi, Ramona Arechiga, Eduardo Castillo, Nirit Eriksson, Ed Hallett, Sam Herzberg, Tatiana Kryukova, Erika Duenas, Carla Schoof, Brenda Bennett, Adri Von Drehle, Jacob George, Travis Hanson, Joe Immethun, Bonnie MacCurdy

**3. Public Comment**

There was none.

**4. Presentations\***

4.1 Introduction of Staff:

- a. Erika Duenas and Tatiana Kryukova, Accounting

Administrative Services Manager Eduardo Castillo introduced Erika Duenas and Tatiana Kryukova, working for the Business Services Division as Fiscal Office Specialists responsible for accounts payable/receivable and payroll.

- b. Jana Ng, Stewardship

Natural Resource Manager Ramona Arechiga introduced Jana Ng, Student Conservation Association Intern, working with the Natural Resource Management Division as a volunteer coordinator for Stewardship Corps.

- c. Adri Von Drehle, Jacob George, Travis Hanson, Joe Immethun, Bonnie MacCurdy, Maintenance and Operations

Park Superintendent Scott Lombardi introduced the newly hired Park Ranger IIs. Rangers Von Drehle and MacCurdy are assigned to Park District II; Ranger

George is assigned to the Marina, Ranger Hanson to Park District VII, and Ranger Immethun to Park District IV.

4.2 Wildlife Cameras: David Jaeckel, Resource Conservation, Office of Sustainability

Ms. Arechiga presented on behalf of Mr. Jaeckel who had a scheduling conflict. She explained the purpose of the Wildlife Camera Trap Project and how the information would be used.

Ms. Arechiga will email Commissioner Merrilees the dates when the cameras would be deployed.

Commissioner Cooney suggested reaching out to local camera vendors for potential discounts or donations of cameras.

**5. Parks Director's Report**

Parks Director Marlene Finley said she had no additions to her written report.

Commissioner Okelo commented on new signage at Wunderlich Park and expressed a preference for the prior signage, which he felt was more in keeping with the character of the park.

Harbormaster Hallett, in response to Commissioner Okelo, said that dredging was a capital expense and needed to be done every seven years.

Community Programs Specialist Carla Schoof, in response to Commissioner Okelo, reported on Intern Gabrielle Navarro's community outreach for the Parks Shuttle Program, and the use of the shuttle by the Sienna Youth Center.

**6. Action Items**

6.1. Review and Approval of Minutes of October 6, 2016 Meeting

Commission Action: M/S Cooney/Merrilees to approve as presented; passes 5-0 with Youth Commissioner Huo supporting.

6.2. Review and Approve Commission Meeting Calendar for 2017

Commission Action: M/S Merrilees/Bonilla to approve as presented; passes 5-0 with Youth Commissioner Huo supporting.

6.3. Selection of Commission Chair and Vice Chair for Calendar Year 2017

Commission Action: M/S Merrilees/Enriquez to nominate Commissioner Okelo for 2017 Commission Chair; passes 5-0 with Youth Commissioner Huo supporting.

Commission Action: M/S Cooney/Merrilees to nominate Commissioner Bonilla for 2017 Vice Commission Chair; passes 5-0 with Youth Commissioner Huo supporting.

6.4 Review and Adopt Resolution of Appreciation for Commissioner Marico Enriquez' Service as the 2016 Chair of the Parks and Recreation Commission

Commission Action: M/S Bonilla/Merrilees to adopt Resolution of Appreciation for 2016 Chair Enriquez' service; passes 4-0 with Commissioner Enriquez abstaining and Youth Commissioner Huo supporting.

Chair Enriquez highlighted some of the Commission and Department's accomplishments and thanked the Commissioners and staff.

6.5 Review and Adopt Resolution Commending Commissioner Michael J. Cooney for Nine Years of Service on the Parks and Recreation Commission

Commission Action: M/S Bonilla/Merrilees to adopt Resolution commending Commissioner Cooney's nine years of service; passes 4-0 with Commissioner Cooney abstaining and Youth Commissioner Huo supporting.

Commissioner Merrilees presented Commissioner Cooney with an "Oscar" for his outstanding comedic contributions. Commissioner Cooney also received a Parks Life Pass and plaque. Commissioners expressed their appreciation.

Commissioner Cooney thanked the Commissioners and staff.

6.6 Review and Adopt Resolution of Appreciation for Parks Director Marlene Finley

Commission Action: M/S Bonilla/Merrilees to adopt Resolution of Appreciation for Parks Director Finley; passes 5-0 with Youth Commissioner Huo supporting.

Each of the Commissioners expressed appreciation for Director Finley's work as Parks Director.

Public Comment: Steve McGrath, General Manager, San Mateo County Harbor District, expressed his appreciation for Director Finley's welcome when he started with the Harbor District. He thanked Director Finley on behalf of the Harbor District and the work she has accomplished on the coast.

County Counsel Eriksson expressed her gratitude for Director Finley's friendship and having her as a role model for her and her children.

Director Finley thanked everyone and complimented parks staff on their great work and support.

**7. Parks Foundation Executive Director's Report**

Executive Director Michele Beasley provided the Commission with a copy of the Foundation's newsletter with her encouragement to share it. She reported that a talented volunteer created a new website for them at supportparks.org. She said the website provided more information on the projects and programs the Foundation's fundraising supports. She highlighted activities the Foundation would host in 2017.

**8. Commissioner Reports**

Commissioner Cooney noted it was his 55th wedding anniversary.

**9. Adjournment**

9.1 In Memoriam of Gary Woodhams, Former Parks Department Ranger

- Ron Weaver, former Park Ranger, shared memories about Ranger Woodhams, highlighting the contributions Ranger Woodhams made to Memorial Park. He noted in particular Ranger Woodhams' efforts to preserve and protect historical resources and his warm manner with visitors and co-workers.

Chair Enriquez adjourned the meeting at 5:27 p.m. in memory of Park Ranger Gary Woodhams.