



## County of San Mateo

### Parks and Recreation Commission Meeting

Thursday, April 6, 2017

4:00 p.m.

Board of Supervisors' Chambers  
400 County Center, Redwood City

1. Pledge of Allegiance
2. Roll Call
3. Public Comment
4. Parks Director's Report
5. Action Items
  - 5.1 Review for Approval the [Minutes of the February 2, 2017 Parks and Recreation Commission Meeting](#)
6. Commission Subcommittees
  - 6.1 Dog Management in County Parks
    - A. Report by Commissioner Merrilees and Carla Schoof\*
  - 6.2 Commission Bylaws
    - A. [Proposed Revisions to Bylaws for Consideration at June 1, 2017 Meeting](#)
  - 6.3 Commission Work Plan
    - A. Report by Commissioners Bonilla and Enriquez\*
7. Parks Foundation Executive Director's Report\*
8. Commissioner Reports
9. Items for Future Agenda
10. 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](mailto: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](mailto: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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