



MINUTES

REGULAR MEETING

PARKS AND RECREATION COMMISSION MEETING CITY OF SOUTH SAN FRANCISCO

**TUESDAY, JUNE 17, 2025
7:00 P.M.**

**Library | Parks and Recreation Building
City Council Chambers
901 Civic Campus Way, South San Francisco**

CALL TO ORDER

Chair Burgo called the meeting to order at 7:00 p.m.

ROLL CALL

Chair Burgo, present
Vice Chair Camacho, present
Secretary Battaglia, present
Commissioner Rey, present
Commissioner Uy, present
Commissioner DeNardi, absent
Commissioner Lock, absent

AGENDA REVIEW

Item #8 to be presented after item #2.

PUBLIC COMMENTS

No public comments.

PRESENTATIONS

1. Recognition of Retiree Benita Chrisman:

Manager Armanino speaks about recent retiree Benita Chrisman and then introduces Supervisor Gonzalez who shares more about Benita's time with the City.

Vice Chair Camacho and Chair Burgo thank Benita Chrisman for the love and attention she gave her students and congratulated her on her retirement.

2. Celebrating July as National Parks and Recreation Month in 2025:

Manager Armanino gives an update on the activities and events scheduled to celebrate July as National Parks and Recreation Month and shares a copy of the proclamation set to go before City Council on July 9.

3. Fiscal Year 2025-206 Parks and Recreation Operating Budget New Year Requests:

Manager O'Brien gives an update on the Department's fiscal year 2025-2026 operating budget requests. She shares a summary of the proposed requests and adjustments scheduled to go before City Council for adoption on June 25, 2025.

Vice Chair Camacho asks questions and engages in conversation with staff regarding positions the Department would like to have and the arborist position.

4. Age-Friendly Initiative Update:

Manager Armanino gives an update on the Age-Friendly initiative and the development of the Age-Friendly Action Plan. A draft of the plan has been released to the Age-Friendly Task Force and the Commission. Staff anticipate presenting the final plan to City Council in September.

Commission and staff engage in questions and discussions regarding the Age-Friendly Action Plan.

5. Calendar of Events:

Director Mediati gives a brief update on the Calendar of Events.

6. Administrative Updates:

Manager Armanino gives a brief update on the planning details of Concert in the Park. Commissioners and staff engage in conversation regarding the details.

Director Mediati shares that they have trimmed back the trees near the picnic area at Centennial Way Park South and hope that it will mitigate the bird dropping problems that the Department has received concerns about. Director Mediati then shares information regarding improvements made to the dog park at Centennial Way and multiple parks receiving new wood chips. He apprises the Commission that weed abatement is in full swing and parks staff are out taking down weeds and creating defensible space in case of fire. Lastly, Director Mediati shares that the Harbor District is doing work at Oyster Point and there is some impact to the trail.

FRIENDS OF PARKS & RECREATION

Manager Armanino shares that the Department is updating their brochures and will be including them in the social media outreach to get more members. She also states that they will be doing beer and wine sales at Concert in the Park.

ADMINISTRATIVE BUSINESS

7. Motion to approve meeting minutes from the May 20, 2025 meeting.

Motion: Vice Chair Camacho / Seconded: Commissioner Rey to approve minutes by roll call vote: AYES: Chair Burgo, Vice Chair Camacho, Secretary Battaglia, Commissioners Rey, and Uy; NAYS: None; ABSENT: Commissioners DeNardi and Lock. ABSTAIN: None.

8. Fiscal Year 2025-26 Co-Sponsorship Renewals:

Manager O'Brien shares information about the four co-sponsorship groups for consideration, which includes the South San Francisco Historical Society, Italian American Citizen's Club of South San Francisco, South San Francisco Youth Baseball Manager's Association and South San Francisco Aquatics Club. A representative from each group is asked to give information about their group and answer any questions Commissioners may have.

Commissioners, staff and co-sponsorship representatives engage in questions and discussions. Director Mediati notes that a few times in the past the City has provisionally approved co-sponsored groups who have not met the minimum requirements. Staff will work with the South San Francisco Aquatics Club to reach the minimum of 51% South San Francisco residents' requirement but next year it would not be a recommendation by staff to approve if the minimum is not met for a second year.

Motion to approve co-sponsorship renewal agreement for the 2025-26 fiscal year for South San Francisco Historical Society, Italian American Citizen's Club of South San Francisco, South San Francisco Youth Baseball Manager's Association and South San Francisco Aquatics Club.

Motion: Commissioner Uy / Seconded: Secretary Battaglia to approve co-sponsorship renewals as presented by roll call vote: AYES: Chair Burgo, Vice Chair Camacho, Secretary Battaglia, Commissioners Rey, and Uy; NAYS: None; ABSENT: Commissioners DeNardi and Lock. ABSTAIN: None.

ITEMS FROM THE COMMISSION

No items from the Commission.

ITEMS FROM STAFF

Manager O'Brien shares information on the upcoming art show – Freedom, The Future of Hope: Honoring Resilience and the Spirit of Juneteenth.

ADJOURNMENT

Being no further business, Chair Burgo adjourned the Parks and Recreation Commission meeting at 8:27 p.m.

Submitted by:

Approved by:

Jeanette Yoshida
Administrative Assistant II

Brittany Burgo
Chair, Parks & Recreation Commission

Approved by the Parks and Recreation Commission: ____/____/____