



AGENDA

Hybrid Meeting

Thursday, August 6, 2026

3:30 PM

***** IN-PERSON WITH REMOTE PUBLIC PARTICIPATION AVAILABLE*****

This meeting of the San Mateo County Parks Commission will be held in **The Boards and Commissions Meeting Room, 400 County Center, 1st floor, Redwood City, CA, 94063**. Members of the public will be able to participate in the meeting in person in Redwood City or remotely via the Zoom platform. Remote public participation is encouraged. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda. A video recording of the meeting will be posted online on the Parks Department website following the meeting.

Representing the people of San Mateo County and in their interest, the Parks Commission acts as an advisory body to the Board of Supervisors on matters related to open space, parks and recreation, the fish and game fund, and providing a public and transparent forum on items agendized for its consideration in coordination with the County Parks Department.

PUBLIC PARTICIPATION

The August 6, 2026 Parks Commission meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/88550730616>. The webinar ID is: 885 5073 0616. The August 6, 2026 Parks Commission meeting may also be accessed via telephone by dialing +1 669 900 6833 (Local). Enter the Webinar ID: 885 5073 0616, then press #. Members of the public can also attend this meeting physically in the Boards and Commissions Meeting Room, 400 County Center, 1st floor, Redwood City. Virtual public participation is encouraged, due to the small size of the meeting room.

Written public comments may be emailed to parksandrecreation@smcgov.org and should indicate the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.

Spoken public comments will be accepted during the meeting in person or remotely through Zoom at the option of the speaker. Public comments via Zoom will be taken first, followed by speakers in person.

Please see instructions for written and spoken public comments at the end of this agenda.

ADA REQUESTS

Individuals who require special assistance or 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 meeting, should contact the Parks Department by 10:00 a.m. on the day before the meeting at parksandrecreation@smcgov.org. Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

1. Pledge of Allegiance**2. Roll Call****3. Public Comment**

This item is reserved for persons wishing to address the Commission on any Parks-related matters that are not otherwise on this meeting agenda.

As with all public comment, members of the public who wish to address the Commission should complete a speaker's slip to make a public comment in person. Speakers are customarily limited to two minutes.

4. Action to Set the Agenda and approve the June 4, 2026 meeting minutes**5. Reports and Presentations**

5.1 SMC Parks Foundation Report

5.2 Interpretive Division Presentation

6. Regular Agenda

6.1 Commission 2026-2027 Workplan (ACTION)

Presentation of completed Parks Commission 2026-2027 workplan and feedback discussion.

Recommendation for approval.

7. Commissioner Updates

7.1 Commissioner report on information items, subcommittee, or project updates

8. Items for a Future Agenda

Prior topics under this item have been moved to the 2026-2027 workplan.

9. Adjournment**County of San Mateo Parks and Recreation Commission**

Paul Faklis, District 1 | Arnout ter Schure, District 2 | Irma Rodriguez Mitton, District 3 (Chair) | Brooks Esser (Vice-Chair), District 4 | Basem Manneh, District 5

County of San Mateo Parks Department

Emma Gonzalez, Interim Parks Director

Hannah Ormshaw, Assistant Parks Director

Scott Lombardi, Parks Superintendent

Tracy Nappi, Administrative Assistant I

Instructions for Public Comment During In Person and Remote Participation Meetings

During meetings of the Parks and Recreation Commission, members of the public may address the Parks and Recreation Commission members as follows:

***Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to parksandrecreation@smcgov.org
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 24 hours prior to the meeting, it will be provided to the Parks and Recreation Commission members and made publicly available on the Parks and Recreation Commission website along with the agenda. We cannot guarantee that e-mails received less than 24 hours before the meeting will be read during the meeting, but such emails will still be included in the administrative record of the meeting.

***Spoken Comments:**

In person Participation:

1. If you wish to speak to the Commission, please fill out a speaker's slip. If you have anything that you wish distributed to the Commission and included in the official record, please hand it to the staff person for the Parks Department who will distribute the information to the Commission members and staff.



MINUTES

Hybrid Meeting

Thursday, June 4, 2026

3:30 PM

***** IN-PERSON WITH REMOTE PUBLIC PARTICIPATION AVAILABLE *****

This meeting of the San Mateo County Parks Commission will be held in **Room 101 at 455 County Center, 1st floor, Redwood City, CA, 94063**. Members of the public will be able to participate in the meeting in person in Redwood City or remotely via the Zoom platform.

1. Pledge of Allegiance

2. Roll Call

Present: Chair Rodriguez Mitton, Vice-Chair Esser, Commissioner Manneh, Commissioner ter Schure

Absent: Commissioner Faklis

3. Public Comment

Public Comment: Request for repairs and maintenance of the second floor to be completed at Sanchez Adobe.

4. Action to Set the Agenda and approve the May 7, 2026 meeting minutes

Motion to approve May 7, 2026 meeting minutes passes.

5. Reports and Presentations

5.1 SMC Parks Department Report – Assistant Parks Director Hannah Ormshaw

Highlights include:

- Don Horsley County Park at Tunitas Creek Beach: Repair work on the landslides has been completed. Parks will be preparing the Park for opening, including vegetation management and brushing. Projected opening is August 2026.
- Realize Coyote Point – Magic Mountain Playground: The public was invited to complete a survey and provide feedback on two design concepts. There was an overwhelming preference for Concept A, which can be viewed on the Parks website. The contractor will move forward with this design and work is anticipated to start in July 2026.
- Realize Flood Park: A shade structure will be added over the slide and we are waiting for some additional safety features to complete the playground.
- Interpretive Division summer programs include:
 - Take a Hike program
 - Youth Group Camping Program for community-based organizations at Memorial Park – six groups scheduled
 - Senior Center outings with Parks: each center visits Wunderlich Park and one park of their choosing. Transportation funded by the Parks Foundation.
 - Big Lift program with SMC Libraries: field trips to Parks
 - Junior Naturalist Program at Fitzgerald Marine Reserve
 - Summerfest at Coyote Point
 - Art in the Park program at Flood Park and Friendship Park

6. Regular Agenda**6.1 Commission Retreat Session 2 (Discussion/Action)**

A facilitated workshop to identify Parks Commission priorities and develop a workplan for the next 18 months.

Hosted by Facilitator Debbie Schechter

**Notes are on following pages*

7. Commissioner Updates**7.1 Commissioner report on information items, subcommittee, or project updates****8. Items for a Future Agenda**

- County priorities update
- Welcome & onboarding of new Commissioners
- County diversity, equity, and inclusion initiatives
- Partnerships and connections – have representatives of partner organizations provide presentations to the Commission. Discuss which County department may be able to attend.
- Update on sustainability actions for the Parks Department & alignment with action plan for County Office of Sustainability. Regional transportation and active transportation
- Summary of Revitalize Coyote Point survey
- Subcommittee structure and assignments
- Processes to address public comment
- Address technological gaps to ensure accessibility for public attendees and improve participation at in-person and remote meetings.

9. Adjournment

Adjourned at 5:38pm.

County of San Mateo Parks and Recreation Commission

Paul Faklis, District 1 | Arnout ter Schure, District 2 | Irma Rodriguez Mitton, District 3 (Chair) | Brooks Esser (Vice-Chair), District 4 | Basem Manneh, District 5

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San Mateo County Parks Commission Workplan Discussion Notes

June 4, 2026

prepared by Debbie Schechter, Schechter Consulting

The Parks Commission held a discussion about its work plan on June 4, 2026. This was a follow-up to the Commission's goal-setting discussion on May 7, 2026. After hearing from Parks staff about County Parks' activities and the Commission's role, the Commission agreed on three primary goals and prioritized some key activities for each of the three goals. Commissioners Irma Rodriguez Mitton and Brooks Esser will work to complete a draft workplan that will be discussed and potentially adopted by the full Commission at its August 6, 2026 meeting.

Retreat Attendees:

Brooks Esser, Commissioner Vice Chair

Basem Manneh, Commissioner

Irma Rodriguez Mitton, Commission Chair

Arnout ter Schure, Commissioner

Emma Gonzalez, Interim Parks Director

Tracy Nappi, Parks Administrative Assistant I

Hannah Ormshaw, Assistant Parks Director

Debbie Schechter, facilitator

Parks Commission Preliminary Goals and Activities:

Commissioners narrowed down the list of goals and activities from the May 7th meeting and agreed on the following preliminary goals and activities to be included in their workplan:

Community Awareness and Engagement: *Increase community awareness of and engagement in parks*

- Attend parks events and represent the Commission at public events or informal activities.
 - Hand out business cards, have name tags (County provides)
 - Report back to the Commission
 - Once a quarter per Commissioner
- Invite friends and neighbors to parks.
- Hold listening sessions to get feedback from the public (longer term)

Elevate Visibility of the Parks Commission: *Elevate visibility of the Commission by strengthening relationships with peers and decision makers.*

- Identify four to six commissions to dialogue with, focused on County priorities (e.g., social isolation)
 - Go to other commissions' meetings or host a joint meeting (January)
 Measure: Number of connections to commissions, etc.
- Find a mutual project to collaborate on with other commissions
- Meet with Supervisors or their staff at least quarterly to share priorities and successes; prepare a list of talking points

Commission Education and Operations: *Increase Commission effectiveness through education and increased understanding.*

- Invite guest speakers focusing on a subject area of interest
 - Receive a presentation from the Interpretive Division (August-September) on their strategic plan, the ranger program and other activities.
 - Receive an overview presentation on the Parks budget
- Increase Commissioners' understanding of parks operations and comparable departments. Find out about other parks commissions.

Next Steps:

Commissioners Rodriguez Mitton and Esser will develop a draft workplan based on the discussion. They will present the draft workplan to the Commission for feedback and possible adoption at the Commission's next meeting on August 6, 2026.

San Mateo County Parks Commission

2026-2027 Workplan

Final Recommendations

06 August 2026

Purpose:

To support our role as advisors to the San Mateo County Board of Supervisors, this workplan should serve as a framework to:

- provide context for Commission meeting agendas, discussions with community members and partners, and subcommittee or working group structure and assignments
- align Commission’s work with County and Parks Department priorities
- guide the Commission to develop policy and budget recommendations that advance the mission of San Mateo County Parks, within the available capacity of staff and other resources

Workplan Priorities:

The following priorities emerged from Parks Commission working sessions held on May 7 and June 4, 2026. Based on these sessions, the Commission proposes organizing its 2026-2027 work around three primary goals:

1. Support community awareness and engagement
2. Elevate the visibility of the Parks Commission
3. Increase Commission effectiveness in guiding Parks policy, performance, and budget

While these priority areas will guide the Commission’s work, they are not meant to exclude other topics from being brought before the Commission, whether requested by the Board of Supervisors, Parks staff, the Commission itself, or the general public.

Goal #1: Community Engagement

Goal and Outcome: <i>Increase community awareness of and engagement in County Parks to stimulate public interest and participation in future policy conversations.</i>					
Activities/Action Steps	Who is Responsible?	Timeline	Resources/Partners	Outcomes/Indicators of Progress	Status
Attend at least one parks event per quarter and represent the Commission at related public events or informal activities.	All Commissioners	Quarterly	Parks Staff Events spreadsheet	Number of events with Commission presence Monthly Commissioners report back	
Develop materials to distribute: business card with Commission purpose, contact info, meeting info; Parks-branded clothing or name badge	Chair, with staff assistance	September 2026	Parks Staff	Recognizable, consistent presence Increase in public comments and participation at regular meetings	
Develop template for Commissioner Report Back	Chair, Co-Chair	September 2026	n/a	Consistent information gathering to inform future work	
Maintain topics for future agenda based on public feedback and areas of concern	Chair, Co-Chair	On-going	Parks Staff	Improve responsiveness and help inform operations and policy decisions	

Goal #2: County Relationships

Goal and Outcome: <i>Elevate the visibility of the Parks Commission by strengthening relationships with the Board of Supervisors, peer Commissioners, and other County stakeholders.</i>					
Activities/Action Steps	Who is Responsible?	Timeline	Resources/Partners	Outcomes/Indicators of Progress	Status
Identify four to six other County Commissions to dialog with, focusing on alignment with County-wide priorities such as improving wellness, decreasing social isolation, achieving climate action targets, improving mobility, etc.	Each Commissioner to choose at least 1 peer commission	November 2026	Parks Staff Supervisors Staff County Executive office	Attendance at other commission meetings Number of joint commission meetings scheduled for 2027	
Meet with respective Supervisors or their staff to share priorities and successes	All Commissioners	Quarterly beginning Fall 2026	Supervisors Staff	Increased communication and support for Parks needs	
Create a standard presentation and talking points to support peer outreach	Chair, Co-Chair	October 2026	Parks Staff County Executive office	Number of presentations delivered / conversations held	
Identify one or more mutual projects to pursue in collaboration with other commissions	All Commissioners	June 2027	Partner Commissions Parks Foundation	Proposal for a joint project, program, or policy that supports mutual goals	

Goal #3: Commission Effectiveness

Goal and Outcome: <i>Improve the Commission's capacity and effectiveness in discharging its duties by exploring best practices and policies of other city and county parks operations in the San Francisco Bay Area.</i>					
Activities/Action Steps	Who is Responsible?	Timeline	Resources/Partners	Outcomes/Indicators of Progress	Status
Maintain regular review of reports from Parks Dept staff on each operational area (Interpretative, Maintenance, Natural Resources)	Chair, Co-Chair	Monthly	Parks Staff	Regular department reports to inform future agendas and policy recommendations	
Survey other Bay Area County and City parks and recreation commissions	TBA	February 2027		Database of potential guests to invite to future meetings to share ideas and best practices	
Request update on County priorities and budget update	Chair, co-chair	December 2026	County Executive	Summary of fiscal health and priorities for 2027	
Coordinate 1-3 presentations or study sessions with guests from other parks commissions					
Develop potential areas for further study to improve fiscal health, visitor experiences, or other parks policies					