



# SPECIAL AGENDA

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Virtual Meeting

Thursday, February 2, 2023

4:00 PM

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**\*\*\*BY VIDEOCONFERENCE ONLY\*\*\***

*This meeting of Parks and Recreation Commission will be held by teleconference only pursuant to Government Code Section 54953(e). No physical location will be available for the meeting. However, members of the public will be able to participate in the meeting remotely via the Zoom platform. For remote public participation instructions, please refer to the end of the agenda.*

## **PUBLIC PARTICIPATION**

The February 2, 2023 Special Parks and Recreation Commission Meeting may be accessed through Zoom at <https://smcgov.zoom.us/j/99981529656>. The meeting ID is: 999 8152 9656. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 999 8152 9656, then press #.

Written public comments may be emailed to [parksandrecreation@smcgov.org](mailto:parksandrecreation@smcgov.org) and 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.

Spoken public comments will also be accepted during the meeting through Zoom.

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 Janneth Lujan, Acting Clerk of the Commission, by 10:00 a.m. on the day before the meeting at [parksandrecreation@smcgov.org](mailto: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. Resolution Authorizing Virtual Commission Meeting

3.1 Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

## 4. 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 speakers are customarily limited to two minutes.*

## 5. Action to Set the Agenda

## 6. Parks Foundation Executive Director's Report

## 7. Parks Department Update

## 8. Regular Agenda

- 8.1 Informational: 2023 Meeting Topics – discussion of topics and timing for items that the Parks Commission plans to include in 2023 future agendas, and topics and timing for items that the Parks Department will present on in 2023.
- 8.2 Informational: Discussion on the appointment of a Commission Secretary and update on other Commission position appointments

## 9. Subcommittee Updates

- 9.1 Budget & Performance Subcommittee
- 9.2 Dog Management Subcommittee
- 9.3 Parks Naming Subcommittee
- 9.4 Fuel Reduction & Forest Health Subcommittee
- 9.5 Equity, Inclusion, and Access Subcommittee
- 9.6 Transparency & Visibility Subcommittee
- 9.7 Partnerships & Connections Subcommittee
  - Presentation & Discussion by subcommittee on connections with other Parks Commissions and Committees within San Mateo County

## 10. Items for a Future Agenda

## 11. Adjournment

**County of San Mateo Parks and Recreation Commission****Jorge Laguna, District 1 (Chair) | Heather Green, District 2 | Neil Merrilees,  
District 3 | Meda O. Okelo, District 4 (Vice-Chair) | Basem Manneh, District 5 |****County of San Mateo Parks Department****Nicholas J. Calderon, Parks Director****Instructions for Public Comment During Videoconference Meetings**

During videoconference meetings of the Parks and Recreation Commission Meeting, 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](mailto: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:**

Spoken public comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

The February 2, 2023 Parks and Recreation Commission Meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/99981529656>. The meeting ID is: 999 8152 9656. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 999 8152 9656, then press #.

1. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.

2. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
3. When the Parks and Recreation Commission Clerk calls for the item on which you wish to speak, click on “raise hand.” The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
4. When called, please limit your remarks to the time limit allotted.

**To:** Parks and Recreation Commission  
**From:** Nicholas J. Calderon, Parks Director  
**Subject:** Resolution to make continuing findings related to continuing remote meetings under Brown Act

**RECOMMENDATION:**

Adopt a resolution finding that the COVID-19 pandemic state of emergency continues to present imminent risks to the health or safety of attendees and that it continues to directly impact the ability of members of the Parks Commission to meet safely in person.

**BACKGROUND:**

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and which waived, through September 30, 2021, certain provisions of the Brown Act relating to teleconferences/remote meetings by local agency bodies. The Executive Order waived, among other things, the provisions of the Brown Act that otherwise required the physical presence of members of local agency bodies or other personnel in a particular location as a condition of participation or as a quorum for a public meeting.

If the waivers set forth in the Executive Order were to fully sunset on October 1, 2021, and absent any further State action, local agency bodies subject to the Brown Act would be required to fully comply with the Brown Act's meeting requirements as they existed prior to March 2020, including the requirement that the public be afforded physical access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed Assembly Bill (AB) 361, a bill that came into effect immediately and that codifies certain of the teleconference procedures that local agencies have adopted in response to the Governor's Brown Act-related Executive Orders. Specifically, AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders as long as there is a proclaimed state of emergency, in combination with either (1) local health official recommendations for social distancing or (2) findings adopted by majority vote of the local agency legislative body that meeting in person would present imminent risks to the health or safety of meeting attendees.

AB 361 also requires that, if the state of emergency lasts for more than 30 days, the local agency legislative body must make findings every 30 days to continue using the bill's exemption to the otherwise-applicable Brown Act teleconferencing rules. Specifically, the legislative body must reconsider the circumstances of the state of

emergency and find that the state of emergency continues to directly impact the ability of members of the local agency legislative body to meet safely in person.

As noted above, under AB 361, local agency bodies were required to return to in-person meetings on October 1, 2021, unless they chose to continue with fully teleconferenced meetings and made the prescribed findings related to the existing state of emergency. At its meeting of January 5, 2023, the Parks Commission adopted a resolution wherein the Parks Commission found, among other things, that as a result of the continuing COVID-19 state of emergency, meeting in person would present imminent risks to the health or safety of attendees.

The January 5, 2023 resolution also directed staff to bring an item to the Parks Commission prior to its next meeting to consider making the findings required by AB 361 in order to continue meeting under its provisions.

### **DISCUSSION:**

If the Parks Commission desires to continue meeting remotely pursuant to the provisions of AB 361, the Commission must reconsider the circumstances of the state of emergency. As described at length below, the circumstances remain materially similar to those in existence on January 5, 2023, when the Parks Commission authorized its previous AB 361 resolution.

As noted at that time, the County's high vaccination rate, successfully implemented local health measures (such as indoor masking), and best practices by the public (such as voluntary social distancing) have proven effective, *in combination*, at controlling the local spread of COVID-19.

However, the California Department of Public Health and the federal Centers for Disease Control and Prevention have cautioned that the Omicron variant of COVID-19, currently the dominant strain in the country, is more transmissible than prior variants of the virus, that it may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others, resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>).

Reducing the circumstances under which people come into close contact remains a vital component of the County's COVID-19 response strategy. While local agency public meetings are an essential government function, the last 30 months have proven that holding such meetings *in person* is often not essential.

The Parks Commission previously found, and it remains the case, that public meetings pose high risks for COVID-19 spread for several reasons. These meetings may bring together people from throughout a geographic region, increasing the opportunity for

COVID-19 transmission. Further, the open nature of public meetings makes it difficult to enforce compliance with vaccination, physical distancing, masking, cough and sneeze etiquette, or other safety measures. Moreover, some of the safety measures used by private businesses to control these risks may be less effective for public agencies.

These factors combine to continue to directly impact the ability of members of the Parks Commission to meet safely in person and to make in-person public meetings imminently risky to health and safety.

We therefore recommend that the Parks Commission adopt findings to confirm that the Parks Commission has reconsidered the circumstances of the state of emergency caused by the spread of COVID-19; that the state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the Parks Commission to meet safely in person; and that conducting in-person meetings at the present time would present an imminent risk to the health and safety of attendees.

A resolution to that effect and directing staff to return prior to the Parks Commission's next meeting to afford the Parks Commission the opportunity to reconsider such findings, is included herewith.

It should be noted that the County's Board of Supervisors has continued to make similar findings, and has specifically encouraged other County bodies to consider making similar findings and continue to meet remotely.

**FISCAL IMPACT:**

None

## RESOLUTION NO.

### RESOLUTION FINDING THAT THE COVID-19 PANDEMIC STATE OF EMERGENCY CONTINUES TO PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AND THAT IT CONTINUES TO DIRECTLY IMPACT THE ABILITY OF MEMBERS OF THE PARKS COMMISSION TO MEET SAFELY IN PERSON

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**WHEREAS**, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended certain provisions of Executive Order N-29-20 that waive otherwise-applicable Brown Act requirements related to remote/teleconference meetings by local agency legislative bodies through September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361, which provides that a local agency legislative body may continue to meet remotely without complying with otherwise-applicable requirements in the Brown Act related to remote/teleconference meetings by local agency legislative bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided



that the legislative body continues to make such findings during the term of the declared state of emergency; and

**WHEREAS**, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Omicron variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

**WHEREAS**, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and

**WHEREAS**, the County of San Mateo currently has a Community Transmission metric of “low”; and

**WHEREAS**, the County of San Mateo’s Board of Supervisors continues to adopt findings pursuant to AB 361 and strongly encourages other County legislative bodies to consider making similar findings to continue meeting remotely through teleconferencing; and

**WHEREAS**, at its meeting of January 5, 2023, this Parks Commission adopted, by unanimous vote, a resolution wherein this Parks Commission found, *inter alia*, that as a result of the continuing COVID-19 state of emergency, meeting in person would present imminent risks to the health or safety of attendees; and

**WHEREAS**, this Parks Commission has not met after the 30-day validity of the January 5, 2023 resolution to continue to meet virtually; and

**WHEREAS**, this Parks Commission has reconsidered the circumstances of the state of emergency and finds that the state of emergency continues to impact the ability of members of the Parks Commission to meet in person because there is a continuing threat of COVID-19 to the community, and because Parks Commission meetings have characteristics that give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings)

**WHEREAS**, the Parks Commission has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and

**WHEREAS**, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the San Mateo County Parks and Recreation Commission finds that this state of emergency continues to directly impact the ability of members of this Parks Commission to meet safely in person and that meeting in person would present imminent risks to the health or safety of attendees, and the Parks Commission will therefore invoke the provisions of AB 361 related to teleconferencing for meetings of the Parks Commission.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that

1. The recitals set forth above are true and correct.
2. This Parks Commission has reconsidered the circumstances of the state of emergency caused by the spread of COVID-19.
3. This Parks Commission finds that the state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the Parks Commission to meet safely in person.
4. The Parks Commission further finds that meeting in person would present imminent risks to the health or safety of meeting attendees and directs staff to continue to agendize public meetings of the Parks Commission only as online teleconference meetings.
5. Staff is directed to return prior to the next Parks Commission meeting to consider making the findings required by AB 361 in order to continue meeting under its provisions.
6. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

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**DEPARTMENT UPDATE**  
San Mateo County Parks Commission  
February 2, 2023

**Visitor Experience**

*Visitor Data*

In Quarter 4 of 2022 (October - December), the San Mateo County Parks Department served approximately 473,685 visitors. The annual total was 2,520,025 visitors. Data indicates that the most visited parks in the system include the Crystal Springs Regional Trail (109,976 visitors), Fitzgerald Marine Reserve (114,872 visitors), and San Pedro Valley Park (34,792 visitors). It is of note that the trail counters on the Bay Trail through the Coyote Point Recreation Area are not capturing all users because of the detour necessitated by the City of San Mateo's levee project. When the detour is removed, trail counts will more accurately reflect park usage. Historically, Crystal Spring Regional Trail and Coyote Point Recreation Area are the two most visited units in the San Mateo County Parks System. Raw visitor data is included in this report as Attachment 1.

*Interpretive Events*

The Interpretive Program hosted 11 events in January, including in person and virtual classroom programs, a food web program and forest health hike at Edgewood, and a Career Day at Oceana High School. The details of each event are included in this report as Attachment 2.

**Facilities and infrastructure**

*Storm Impacts*

January had a rainy start, with sustained rainfall and wind events impacting most County Parks, which resulted in temporary or ongoing closures throughout the system.

At the time of agenda publication, the following parks, or portions of parks, remain closed due to storm damage:

- Cowell-Purisima Trail
- Crystal Spring Regional Trail - San Andreas Segment (partial)
- Crystal Spring Regional Trail - Sawyer Camp Trail
- Devil's Slide Trail (North Entrance)
- Fitzgerald Marine Reserve
- Memorial Park
- Moss Beach Park
- Coyote Point (Closed: Beach, Upper parking, Knoll, Eucalyptus, Captains House)

Parks staff have been working diligently to address the storm impacts and open parks as soon as feasible, including addressing hazard trees, clearing debris from trails, fixing drainage features, and removing minor land slips. However, in some areas the extent of damage will require a much more extensive repair and will take time to perform this. The repairs include significant road or trail washouts, bridge damage, stair or access

trail damage, sinkholes or undermined trails, etc.

**Natural Resource Management**

*Fuel Reduction and Vegetation Management*

Spring vegetation management planning is underway, with upcoming projects at Pillar Point Bluff and Junipero Serra County Park. Both projects look at tree density reduction in stand of dens Monterey Pine and/or eucalyptus. The projects would reduce fuel density, remove dead understory debris, and address tree hazards.

**Attachment 1**

Site	Jan	Feb	Mar	Apr	May	June	6 Month Totals	July	Aug	Sept	Oct	Nov	Dec	6 Month Totals
<b>Coyote Point Recreation Area</b>	9308	9110	12,161	12894	13134	11637	<b>68244</b>	14316	11443	10382	7079	6171	0	<b>49391</b>
<b>Crystal Springs Trail</b>	70,083	64,505	65,080	64929	78446	58413	<b>401,456</b>	69963	55244	42840	50827	25840	33309	<b>278023</b>
<b>Edgewood Park</b>	9533	12259	13485	5985	20581	11083	<b>72926</b>	9775	17168	9051	10129	9066	6336	<b>61525</b>
<b>Flood Park</b>	4035	5573	3896	11357	13379	6863	<b>45103</b>	20895	14945	15829	10538	4065	4516	<b>70788</b>
<b>Friendship Park</b>	805	1036	1160	1243	1240	1366	<b>6850</b>	1380	1689	1128	1209	946	774	<b>7126</b>
<b>Huddart Park</b>	12050	10963	7029	15209	10391	13016	<b>68658</b>	16185	8922	8890	7407	5427	4834	<b>51665</b>
<b>South County Trails</b>	5276	4120	4152	4476	3519	2160	<b>23703</b>	2155	2788	1821	2191	1485	1046	<b>11486</b>
<b>Wunderlich Park</b>	4089	4470	3996	6351	6732	6905	<b>32543</b>	6809	5828	4610	5931	5460	4132	<b>32770</b>
<b>Sam McDonald Park</b>	2631	2690	2495	2036	2708	3507	<b>16067</b>	3492	2827	2057	1934	1871	1424	<b>13605</b>
<b>Pescadero Creek County Park</b>	870	954	978	696	1600	1470	<b>6568</b>	1973	1581	1586	1830	1168	722	<b>8860</b>
<b>Memorial Park</b>	9063	8188	12952	9412	10589	19385	<b>69589</b>	27787	10800	6765	5891	3307	2275	<b>56825</b>
<b>Cowell Purisima Trail</b>	4969	6472	3418	3524	3660	3554	<b>25597</b>	4037	3290	3152	1874	2265	2154	<b>16772</b>
<b>Devil's Slide Trail</b>	7891	6708	7023	7645	8121	5757	<b>43145</b>	7890	8863	8787	6263	4766	5122	<b>41691</b>
<b>Fitzgerald Marine Reserve</b>	32569	27886	22766	27916	28968	32649	<b>172754</b>	31589	21977	18523	11490	86066	17316	<b>186961</b>

**COUNTY OF SAN MATEO**  
**PARKS DEPARTMENT**

455 County Center, 4th Floor  
 Redwood City, CA 94063-1646  
 650-363-4020  
[www.SMCoParks.org](http://www.SMCoParks.org)

<b>Mirada Surf</b>	1065	1252	1127	1194	492	298	<b>5428</b>	218	494	920	718	501	734	<b>3585</b>
<b>Pillar Point Bluff</b>	6177	6343	6949	6453	8528	7615	<b>42065</b>	7852	7601	5946	4118	5415	5534	<b>36466</b>
<b>Quarry Park</b>	1186	1352	10630	4513	4608	3703	<b>25992</b>	4675	6225	3314	4719	3987	4495	<b>27415</b>
<b>San Pedro Valley Park</b>	24089	23525	28483	16517	24742	26990	<b>144346</b>	25244	16454	12930	12055	12929	9808	<b>89420</b>
<b>Junipero Serra Park</b>	4750	5412	5485	4337	8140	4419	<b>32543</b>	6525	6399	5982	4836	4602	2684	<b>31028</b>
<b>San Bruno Mountain</b>	16074	13458	14423	12418	13559	10868	<b>80800</b>	10468	5292	14392	13697	13433	2964	<b>60246</b>
	<b>226513</b>	<b>216276</b>	<b>227,688</b>	<b>219105</b>	<b>263137</b>	<b>231658</b>	<b>1384377</b>	<b>273228</b>	<b>209830</b>	<b>178905</b>	<b>164736</b>	<b>198770</b>	<b>110179</b>	<b>1135648</b>

**Attachment 2**

<b>Event</b>	<b>Date</b>	<b>Location</b>	<b>Attendance</b>
Classroom Program - Nature Journaling	January 11	Laurel Elementary	26
Edgewood Park Food Web Program	January 12	Edgewood Park	13
Classroom Program - Nature Journaling (Session 1)	January 13	Laurel Elementary	26
Classroom Program - Nature Journaling (Session 2)	January 13	Laurel Elementary	26
Virtual Classroom Program - Animal Habitats	January 18	Laurel Elementary	22
Virtual Classroom Program - Animal Habitats	January 20	Laurel Elementary	22
Virtual Classroom Program - Animal Habitats	January 25	Laurel Elementary	22
Virtual Classroom Program - Nature Journaling (Session 1)	January 27	Martin Elementary	33
Virtual Classroom Program - Nature Journaling (Session 2)	January 27	Martin Elementary	32
Oceana Career Day	January 27	Oceana High School	50
Boy Scout Troop Forest Health Hike	January 28	Edgewood Park	10



## Parks Commission Revised Goals & Objectives 5-5-2022

Goal	Objectives	Action Items
<p><b><u>Goal 1</u></b>            Advise and make recommendations to the Board of Supervisors regarding the management and operation of County natural reserves, marine reserves, open space areas, trails, parks and/or recreation areas and facilities within unincorporated San Mateo County (Bylaw direction).</p>	<p>1.1 Understand and support the Parks Department's management and operational priorities (e.g., major maintenance, capital/infrastructure improvements, resource protection, and equity and accessibility/IDEA).</p> <p>1.2 Promote Parks programs and efforts that promote the health, well-being, and safety of County residents</p>	<p>1.1.1 Request and hear management and operational priorities presentation, including ways for the Commission and the public to promote and support these priorities.</p> <p>1.1.2 Contribute as helpful to strategic planning and refinement of priorities for future efforts.</p> <p>1.1.3 Contribute as helpful on the alignment, reporting, and measurement of current Parks adopted performance measures to demonstrate Parks' contribution to County health, well-being, safety, and equitability.</p> <p>1.1.5 Receive ongoing updates on county's Parks budget and how it is being deployed against department objectives including any gaps</p> <p>1.2.1 Ongoing review of benchmarks and current performance of fuel reduction and other hazard mitigation plans, spend, and programs that enhance public safety. Support these programs as helpful and</p>

	<p>1.3 Support implementation of dog management policy recommendations</p> <p>1.4 Support feasible and strategic park property acquisitions and open space development</p>	<p>provide recommendations to the Board of Supervisors as necessary</p> <p>1.2.2 Review updates on IDEA initiative, interpretive strategic plan implementation, visitor services, and equity; provide recommendation to the board of supervisors as needed.</p> <p>1.2.3 Review programs that promote health and well-being, including ways to promote, support, and grow (if needed) those programs; and Provide recommendations to the Board of Supervisors as necessary</p> <p>1.2.4 Appoint Commission liaison to the Youth Commission (two-year term).</p> <p>1.3.1 Participate in Dog Management Committee.</p> <p>1.4.1 Support Bay to Coast connection with attendance at planning meetings, Committee endorsements, etc.</p> <p>1.4.2 Support Tunitas Creek Beach Park development with attendance at planning meetings, Committee endorsements, etc.</p>
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	<p>1.5 Develop and deliver Commission updates and associated recommendations to the Board</p> <p>1.6 Ensure equitable and diverse access to county parks</p>	<p>1.5.1 Draft and submit a presentation to the Board of Supervisors in time to inform budget decisions for the next cycle. The presentation should both look back to describe work accomplished and look forward to describe work ahead.</p> <p>1.5.2 Develop and submit an annual report to the Board of Supervisors</p> <p>1.6.1 Work with Parks Department staff to develop a standard set of information regarding populations served for programmatic presentations.</p> <p>1.6.2 Review updates on how the Department focus on DEI is supporting inclusive practices and championing the principals of equity in tangible ways for park users.</p>
<p><b><u>Goal 2</u></b> Adopt and forward to the Board of supervisors recommendations regarding fees to be charged for the use of the areas noted in 1. (By law direction).</p>	<p>2.1 Develop Recommendations for a comprehensive fee strategy for County Parks uses</p>	<p>2.1.1 Support development of a feasible and holistic fee strategy for approval by the Commission and recommendation to the Board</p>
<p><b><u>Goal 3</u></b> Advise the BOS regarding fish, game and wildlife policies and programs, and make recommendations to the BOS regarding the expenditure of fish and game propagation funds. (By law direction)</p>	<p>3.1 Ensure access to fish and game propagation funds</p>	<p>3.1.1 Consider recommendation for readoption of a Citizens Advisory Committee regarding fish, game, and wildlife policies</p>

		Commissioner Merrilees to draft language re: ensuring awareness of process, timelines and outcomes
<p><b><u>Goal 4</u></b>  Explore and strengthen partnerships to expand equitable utilization and access to County parks  Strengthen partnerships with local and regional organizations to increase visibility, provide equitable utilization and improve access to county parks</p>	<p>4.1 Build stronger partnership between the Commission and the Foundation</p> <p>4.2 Strengthen relationship between local, regional parks commissions and groups</p>	<p>4.1.1 Support Parks Foundation with attendance at events and promotion of content for online/social media campaigns</p> <p>4.2.1 Establish relationships with local San Mateo County parks groups and attend relevant meetings, communicate work being done by Commission and partner with groups to increase visibility and usage of parks across San Mateo County</p> <p>4.2.2 Ensure representation in cross jurisdictional parks and continuity of trails in projects like Bay Area Ridge Trail and local 30 by 30 initiatives.</p>
<p><b><u>Goal 5</u></b>  Increase transparency and visibility of County Parks plans and initiatives.</p>	<p>5.1 Improve public access to commission materials</p> <p>5.2 Work with Department to ensure items brought before the Commission include sufficient data for informed decision-making</p>	<p>5.1.1 Work with the Department on the Commission web site to make all relevant documentation publicly available and ensure materials are published in a timely manner</p> <p>5.2.1 Create schedule of park, budget and initiative updates timed to provide feedback prior to Board of Supervisors decision making</p> <p>5.2.2 Work with the Department to develop consistent standards for monthly Parks Department packages and updates</p>

	5.3 Ensure effective communication with Board of Supervisors to successfully advocate for Parks programs and priorities	5.3.1 Explore assignment of Board liaison to commission
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### Commission Topics for Future Agendas discussed in 2022 Meetings

- Equity subcommittee update on strategy and areas of focus for commission work plan goals and objectives
- Partnerships and Connections subcommittee – have representatives of Together Bay Area and/or the Santa Cruz Mountains Stewardship Network provide information on these regional networks
- Ranger(s) and/or other Parks Staff to present on “regular” job duties
- Drainage & runoff concerns for Quarry Park & El Granada, and potential input from Department of Public Works
- Parks Naming Subcommittee updates
- Tools or opportunities to collect data on or survey park visitors
- Commission connection with County’s Chief Equity Officer
- Understand metrics and measurement that the department uses to measure success
- Dog policy and dog recreation pilot program updates
- Camping by County residents & non-residents
- Milestones for Memorial for the 100-year anniversary
- How to maintain contact and engagement with former Parks Commissioners

2023 Parks Department Topics for Parks Commission	Estimated Timeframe for Discussion
Huckleberry Dog-friendly Family Camping – Memorial County Park	Feb – March 2023
San Bruno Mountain Day Use Area Improvement Project	March – April 2023
Recommended Budget	April (Annually)
Off-leash Dog Recreation Pilot – Quarry County Park	April – May 2023
Department Wildfire Fuel Management Program 2.0	June – July 2023
Adopted Budget	September (Annually)
Tunitas Creek Beach Construction	TBD
Realize Flood Park Construction	TBD

## Commission Subcommittees

<b>Subcommittees</b>	<b>Assigned Commissioners</b>
Budget & Performance Subcommittee	Commissioner Green, Commissioner Okelo
Dog Management Subcommittee	
Parks Naming Subcommittee	Commissioner Okelo
Fuel Reduction & Forest Health Subcommittee	Commissioner Laguna
Equity, Inclusion, and Access Subcommittee	Commissioner Laguna, Commissioner Green
Transparency & Visibility Subcommittee	Commissioner Green, Commissioner Manneh
Partnerships & Connections Subcommittee	Commissioner Okelo



January 4, 2022

**TO:** The San Mateo County Parks and Recreation Commission  
**FROM:** Partnership Sub-Committee (Merrilees and Okelo)  
**SUBJECT:** Partnership and Connections Sub-committee Report

## **RECOMMENDATION**

That the commission review and provide any additions to the list of organizations identified.

## **BACKGROUND**

In its 2022 workplan, the Commission saw fit to create a Partnership and Connections Sub-committee whose mission was to advise the commission on strategies to foment partnerships with local public and private agencies with the goal of advancing the mission of the county around parks and recreation.

The Sub-Committee has reported to the Commission in previous meetings that it was in the process of compiling, in collaboration with department staff, a list of agencies both private and public that the department is currently working with as well as other entities that it may be beneficial to work with.

It has also been noted in past meetings that the commission has in the past convened a get-to-know-each-other-and-share-our-priorities-gathering at which members of city boards and commission were invited.

Staff has also reported that there is a monthly meeting of Parks and Recreation Directors in the county that Director Calderon as well as previous directors have regularly attended over the years. At these meetings directors report on their respective programs and activities and learn from each other regarding any best practices worth sharing.

## **DISCUSSION**

Goal #4 of the commission's workplan seeks to explore and strengthen partnerships with local and regional organizations to increase visibility, as well as to expand equitable utilization and access to County parks.

As a first step, the sub-committee sought to compile a list of organizations that the department was already connecting and partnering with. Secondly, the sub-committee added names of organizations that may not be on list and that the committee thinks should be included. The sub-committee hopes that the

commission can add to this list the wide array of organizations in the county that we could partner with to accomplish our strategic goals.

The sub-committee will subsequently come back with a specific strategy as to how we would implement a 'partnership' plan.

RESOURCES IMPACT: Undetermined at this point, but will become clearer as the partnership plan is developed.

Attachments:

1. Partnerships and Connections Sub-Committee goal-Workplan Goal 4
2. Current departmental frequent partners
3. Possible additional partners

## ATTACHMENT 1

### Partnerships and Connections Sub-Committee goal

<p><b><u>Goal 4</u></b> Explore and strengthen partnerships to expand equitable utilization and access to County parks Strengthen partnerships with local and regional organizations to increase visibility, provide equitable utilization and improve access to county parks</p>	<p>0</p>	<p>4.1.1 Support Parks Foundation with attendance at events and promotion of content for online/social media campaigns</p> <p>4.2.1 Establish relationships with local San Mateo County parks groups and attend relevant meetings, communicate work being done by Commission and partner with groups to increase visibility and usage of parks across San Mateo County</p> <p>4.2.2 Ensure representation in cross jurisdictional parks and continuity of trails in projects like Bay Area Ridge Trail and local 30 by 30 initiatives.</p>
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## CURRENT FREQUENT PARTNERS

<u>Frequent Partners</u>	PUBLIC AGENCIES	NON-PROFITS/ASSOCIATIONS	FOR PROFITS
	1. Mid-peninsula Regional Open Space District	1. San Mateo County Parks Foundation	
	2. San Mateo County Libraries System	2. Peninsula Open Space Trust (POST)	
	3. San Mateo County Health System	3. Friends of Huddart and Wunderlich	
	4. Golden Gate National Recreation Area	4. Friends of Edgewood	
	5. San Mateo Resource Conservation District	5. Friends of Fitzgerald Marine Reserve	
	6. CALFIRE	6. Friends of San Pedro Valley	
	<b>7. Granada Community Services District</b>	7. San Bruno Mountain Watch	
	8. CITIES: Town Atherton, (No Parks and Recreation Department) <b>Belmont</b> , Brisbane, Burlingame, Town of Colma, Daly City, East Palo Alto, <b>Foster City</b> , Half Moon Bay, Town of Hillsborough, <b>Menlo Park</b> , <b>Millbrae</b> , Pacifica, Town of Portola Valley, <b>Redwood City</b> , <b>San Bruno</b> , <b>San Carlos</b> , <b>San Mateo</b> , <b>South San Francisco</b> , Town of Woodside (Not all cities are part of SM County Directors Group.	8. San Mateo County Historical Association	
		9. CuriOdyssey	
		10. Santa Cruz Mountain Stewardship Network	
		11. Ramaytush Ohlone Tribe	
		12. TOGETHER Bay Area	

## POSSIBLE ADDITIONAL PARTNERS

PUBLIC AGENCIES	NON-PROFITS/ASSOCIATIONS FOR PROFITS
<ol style="list-style-type: none"> <li>1. Parks and Recreation Commissions Town of Atherton, City of Belmont, City of Brisbane, City of Burlingame, Daly City, City of Menlo Park, City of Millbrae, City of Pacifica, Town of Portola Valley, City of Redwood City, City of San Bruno, City of San Carlos, City of South San Francisco, City of San Mateo, City of Foster City, Town of Woodside.</li> <li>2. Ravenswood City School District</li> <li>3. Sequoia Union High School District</li> <li>4. Other school districts in the county.</li> <li>5. Cities without Parks and Recreation Departments or Commissions: City of East Palo Alto, Town of Hillsborough</li> <li>6. <i>Unincorporated communities Baywood Park, Broadmoor, El Granada, Emerald Lake Hills, Highland, La Honda, Ladera, Loma Mar, Montara, Moss Beach, <b>North Fair Oaks</b>, Pescadero, West Menlo Park.</i></li> </ol>	<ol style="list-style-type: none"> <li>1. Ravenswood Education Foundation,</li> <li>2. Boys and Girls Club of Menlo Park</li> <li>3. Boys and Girls Club of East Palo Alto</li> <li>4. Belle Haven Action</li> <li>5. Nuestra Casa</li> <li>6. East Palo Alto YMCA</li> <li>7. Live in Peace</li> <li>8. Project We Hope</li> </ol>