



# AGENDA

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Virtual Meeting

**Thursday, June 4, 2020**

**3:00 PM**

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## **SPECIAL MEETING IN LIEU OF REGULAR MEETING**

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

Pursuant to the Shelter in Place Orders issued by the San Mateo County Health Officer and the Governor, the Governor's Executive Order N-29-20, and the CDC's social distancing guidelines which discourage large public gatherings, the regular meeting location of the Captain's House, Coyote Point Recreation Area, 1701 Coyote Point Drive, San Mateo is no longer open for public meetings.

### **Public Participation**

\* Written public comments may be emailed to [lmrizek@smcgov.org](mailto:lmrizek@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.

### **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. Speakers are customarily limited to two minutes.*

**4. Action to Set the Agenda****5. Parks Foundation Executive Director's Report****6. Department Report**

6.1 Director's Report

**7. Regular Agenda**

7.1 Approval of the Parks and Recreation Commission Minutes of February 6, 2020.

7.2 Parks and Recreation Commission's Presentation to the Board of Supervisors  
(continued from the February 6, 2020 Commission Meeting)

7.3 Accept the Department's update regarding operations during the COVID-19  
pandemic.

7.4 Make a recommendation to the San Mateo County Board of Supervisors to amend the  
San Mateo County Parks Department fee schedule by eliminating the vehicle entrance fee  
at Flood County Park.

**8. Commissioners Reports\*****9. Items for Future Agenda****10. Adjournment**

*\* Indicates that reports are verbal only.*

## 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 [lmrizek@smcgov.org](mailto:lmrizek@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:

1. The June 4, 2020 Parks and Recreation Commission meeting may be accessed through Zoom online at:

<https://smcgov.zoom.us/j/95377539877>

The meeting ID is: 953 77539877. The June 4, 2020 Parks and Recreation Commission meeting may also be accessed via telephone by dialing: (669) 900-6833 (Local). Enter the meeting ID: 953 77539877, then press #.

- 2. 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.**
- 3. 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.**
- 4. 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.**
- 5. When called, please limit your remarks to the time limit allotted.**

### **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 [parkscormission@smcgov.org](mailto:parkscormission@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.*