



AGENDA

Virtual Meeting

Thursday, January 6, 2022

4:00 PM

*****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 January 6, 2022 Parks and Recreation Commission Meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/95855167122>. The meeting ID is: 958 5516 7122. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 958 5516 7122, then press #.

Written public comments may be emailed to 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. 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. Director's Report****8. Regular Agenda**

8.1 Discussion of 2022 Priorities, Work Plan, and Parks and Recreation Commission Retreat

9. Commissioners Reports

9.1 Parks and Recreation Commission Work Plan

10. Items for 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
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 January 6, 2022 Parks and Recreation Commission Meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/95855167122> The meeting ID is: 958 5516 7122. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 958 5516 7122., 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.

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 December 2, 2021, 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 December 2, 2021 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 December 2, 2021, 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 Delta 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 18 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 is 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

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 Delta 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 “substantial” which is the second most serious of the tiers; 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 December 2, 2021, 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 since its December 2, 2021 meeting; 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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COUNTY OF SAN MATEO
Parks Department

DATE: January 6, 2022

TO: Parks and Recreation Commission
FROM: Nicholas J. Calderon, Parks Director
SUBJECT: Discussion of 2022 Priorities, Work Plan, and Parks and Recreation Commission Retreat

BACKGROUND:

At the December 2, 2021 Parks and Recreation Commission ("Commission") meeting, the Commission amended Article 9 of the San Mateo County Parks and Recreation Commission's Bylaws to authorize monthly Commission meetings.

As discussed at the Commission's December 2021 meeting, there is an interest in scheduling a Commission Retreat in early 2022, at which the Commission would discuss priorities for 2022, update the Commission's workplan, and re-visit active subcommittees and their participants.

DISCUSSION:

It is recommended that the following be considered as preparation for the Commission's 2022 Retreat:

- 1) Set the date and time for the Retreat to occur during the month of February
- 2) Discuss the goals and objectives of the Retreat in order for the Commissioners and Department to prepare for the Retreat. Discussion items and tentative agenda items for the Retreat include:
 - a. Commission priorities for 2022
 - b. Department priorities for 2022
 - c. Commission subcommittees, including participating Commissioners and objectives and activities of the subcommittees
 - d. Updates to the work plan
 - e. Identify time-sensitive items and when during the calendar year these may be discussed
 - f. Brown Act training

The outcome of this discussion during the January 2022 Parks Commission Meeting will provide guidance and direction for the content and agenda for the Commission Retreat and inform the Department and Commissioners on appropriate preparation for this Retreat.

AMENDED WORK PLAN – 1/23/20

Parks and Recreation Commission

San Mateo County

Goal	Objective(s)	Activities	Timeline	Who	Notes
1. Advise and make recommendations to the Board of Supervisors regarding the management and operation of County natural preserves, marine reserves, open space areas, trails parks, and/or recreation areas and facilities within unincorporated San Mateo County. (Bylaw direction)	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).	1.1.1 Once a new Director is in place, request and hear management and operational priorities presentation, including ways for the Commission and the public to promote and support these priorities.	Winter 2020	BUDGET & PERFORMANCE SUBCOMMITTEE: GREEN, OKELO	Will request at Feb 2020 meeting.
		1.1.2 Contribute as helpful to strategic planning and refinement of priorities for future efforts.	Ongoing		
		1.1.3 Once a new Director is in place, request that Department leadership consider the development of performance targets and metrics to demonstrate Parks' contribution to County health, well-being, safety, and equitability.	Spring 2020		
		1.1.4 Contribute as helpful to the development of Department targets and metrics.	Ongoing		
		1.1.5 Request presentation on the Department's budget that shows how it is designed to achieve Department management and operational priorities and where gaps remain.	Spring 2020		

Goal	Objective(s)	Activities	Timeline	Who	Notes
	1.2 Promote Parks programs and efforts that promote the health, well-being, and safety of County residents, as well as equitable and diverse access to the County parks.			ALL	
		1.2.1 Request presentation on fuel reduction and any other hazard mitigation programs that enhance public safety, including benchmarks, current performance, and ways to support those programs; and provide feedback.	Summer 2019		Requested and delivered.
		1.2.2 Request presentation on the IDEA initiative, including performance and opportunities for growth and improvement; and provide feedback.	Fall 2019		Requested; info on interpretive plan delivered, full IDEA presentation to come.
		1.2.3 Request presentation on programs that promote health and well-being, including ways to promote, support, and grow (if needed) those programs; and provide feedback.	Winter 2020		Dec 2019 meeting Comm. Merrillees requested a housing meeting, which dovetails with this overall well-being concern for staff. Presentation expected April 2020 meeting in the interest of time Feb 2020.
		1.2.4 Work with Parks Department staff to develop a standard set of information regarding populations served for programmatic presentations.	Spring 2020		To follow IDEA presentation.
		1.2.5 Appoint Commission liaison to the Youth Commission (two-year term).	Fall 2019	OKELO	Dec 2019 meeting.
	1.3 Support implementation of dog management policy recommendations.			MERRILEES, BONILLA	
		1.3.1 Participate in Dog Management Committee.	Ongoing		Ongoing, report at Feb 2020 meeting.

Goal	Objective(s)	Activities	Timeline	Who	Notes
	1.4 Support feasible and strategic park property acquisitions and open space development.	1.4.1 Support Bay to Coast connection with attendance at planning meetings, Committee endorsements, etc. 1.4.2 Support Tunitas Creek Beach Park development with attendance at planning meetings, Committee endorsements, etc.	Ongoing Ongoing	PLANNING & PROJECTS SUBCOMMITTEE: BONILLA, MERRILEES	
	1.5 Develop and deliver Commission updates and recommendations to the Board.	1.5.1 Draft and submit a presentation to the Board of Supervisors. The presentation should both look back to describe work accomplished and look forward to describe work ahead.	Winter 2020	CHAIR	Comm. Manneh to draft retrospective content, Comm. Green to support with material for the current year.
2. Adopt and forward to Board of Supervisors recommendations regarding fees to be charged for the use of the areas noted in 1. (Bylaw direction)	2.1 Develop recommendations for a comprehensive fee strategy for County Parks uses.	2.1.1 Request presentation on in-progress consultant recommendations once completed. 2.1.2 Support development of a feasible and holistic fee strategy for approval by the Commission and recommendation to the Board.	Fall 2019 Spring 2020	BUDGET & PERFORMANCE SUBCOMMITTEE: GREEN, OKELO	Requested to staff in agenda prep call, will be delivered once consultant recs are ready.

Goal	Objective(s)	Activities	Timeline	Who	Notes
3. Advise BOS regarding fish, game, and wildlife policies and programs, and make recommendations to the BOS regarding the expenditure of fish and game propagation funds. (Bylaw direction)	3.1 Ensure citizen access to fish and game propagation funds	3.1.1 Consider recommendation for	Winter 2020	MERRILEES, BONILLA	
		readoption of a Citizens Advisory Committee regarding fish, game, and wildlife policies			
4. Amend the Bylaws, as necessary and as permitted by (1) the ordinance of the San Mateo County BOS that established the Commission and (2) these Bylaws. (Bylaw direction)	None at this time	None at this time			
5. Increase awareness of the San Mateo County Parks Foundation (non-Bylaw item)	5.1 Strengthen relationship between the Commission and the Foundation			MANNEH	
		5.1.1 Appoint Commission liaison to the Foundation (two-year term).	Fall 2019		
		5.1.2 Incorporate notes from that liaison as part of the Foundation's standing Commission agenda item.	Ongoing		
		5.1.3 Assist with future membership drive for the Foundation	Winter 2020		
6. Increase publicity and support attendance for County Parks events in all five districts (non-Bylaw item)	6.1 Publicize Parks events in all five districts.		Fall 2019	ALL	
		6.1.1 Follow Parks Department on social media channels.			
		6.1.2 Share/Create event postings for Parks events.	Ongoing		

Goal	Objective(s)	Activities	Timeline	Who	Notes
		6.1.3 Share work with local City Councils and City Parks Commissions	Ongoing		
	6.2 Attend Parks events.	6.2.1 Attend at least two Parks events in home district and at least two in other districts each fiscal year.	Ongoing	ALL	