



**County of San Mateo**  
**Parks and Recreation Commission Meeting**  
**Thursday, June 1, 2017 at 4:00 p.m.**  
**Board of Supervisors' Chambers**  
**400 County Center, Redwood City**

1. **Pledge of Allegiance**
2. **Swearing-in Ceremony**
  - 2.1 Parks and Recreation Commissioner Appointee Basem Manneh, 5<sup>th</sup> District
    - A. Administered by Supervisor David J. Canepa, 5<sup>th</sup> District
3. **Roll Call**
4. **Public Comment**
5. **Parks Director's Report**
  - 5.1 Video: SMC Parks – Connecting Parks & People – Introduced by Carla Schoof
6. **Action Items**
  - 6.1 Review for Approval the [Minutes of the April 6, 2017 Parks and Recreation Commission Meeting](#)
  - 6.2 Review for Approval [Revised Parks and Recreation Commission Bylaws](#)
  - 6.3 Review for Approval [Parks and Recreation Commission's Workplan](#)
  - 6.4 Review for Approval [Formation of a Parks Commission Subcommittee for Possible Collaborations with the County Arts Commission](#)
  - 6.5 Review for Approval [Subcommittee Report Format](#)
7. **Commission Subcommittees**
  - 7.1 Dog Management in County Parks
    - A. Report by Commissioner Merrilees and Carla Schoof\*
8. **Parks Foundation Executive Director's Report\***
9. **Commissioner Reports**
10. **Items for Future Agenda**
11. **Adjournment**

\*Indicates that reports are verbal only

**County of San Mateo Parks and Recreation Commission**

*Barbara Bonilla, District 1 (Vice Chair) | Marico C. Enriquez, District 2 | Neil Merrilees, District 3  
Meda O. Okelo, District 4 (Chair) | Basem Manneh, District 5 | Kevin Huo & Eeshan Bhat, Youth  
Commissioners |*

**County of San Mateo Parks Department:**

*Sarah Birkeland, Acting Parks Director  
Lori Mrizek, Executive Secretary*

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

***Accessibility.*** In compliance with the Americans with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when Department is given three days' notice. Please call (650) 599-1393 (voice) or e-mail [lmrizek@smcgov.org](mailto:lmrizek@smcgov.org). For the safety of those sensitive to airborne chemicals, please refrain from wearing chemically based products.

***Commission Clerk.*** Lori Mrizek, Executive Secretary  
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Redwood City, CA 94063  
[lmrizek@smcgov.org](mailto:lmrizek@smcgov.org) / (650) 599-1393