



## “The City with a Heart”

Mike Palmer, Chair  
Kris Gonzales, Vice Chair  
Michelle Carranza  
Lorry Greenberg  
Jessica Martinucci  
David Nigel  
John Seevers  
Garrett Toy  
Anchal Gigi Prasad, Youth Representative

### AGENDA SAN BRUNO PARKS AND RECREATION COMMISSION June 17, 2026 6:30 PM

<b>IN PERSON* MEETING LOCATION</b>  Recreation and Aquatic Center 251 City Park Way, San Bruno, CA 94066 Classroom 1  *Please turn off all electronic devices before the start of the meeting to prevent disruptions*	<b>Zoom Link:</b> <a href="https://sanbruno-ca-gov.zoom.us/j/86430126407">https://sanbruno-ca-gov.zoom.us/j/86430126407</a>  <b>Phone Line:</b> 1-669-444-9171 <b>Webinar ID:</b> 864 3012 6407 <b>Webinar Password:</b> 761562  *Teleconference broadcasting is offered in the meeting via Zoom as a courtesy to the public. **No public comment accepted via Zoom
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**PUBLIC COMMENT:** In person attendees who want to provide public comment, will be asked to fill out a speaker card and turn it into Travis M Karlen. Public comment may also be emailed to [tkarlen@sanbruno.ca.gov](mailto:tkarlen@sanbruno.ca.gov). Comments received via email will not be read aloud during the meeting.

**ACCESSIBILITY:** In compliance with the Americans with Disabilities Act, individuals requiring special accommodations or modifications to participate in this meeting should contact Travis M Karlen 48 hours prior to the meeting at (650) 616-7181 or via email at [tkarlen@sanbruno.ca.gov](mailto:tkarlen@sanbruno.ca.gov).

\*Any disclosable public writings related to an open session item on a regular meeting agenda and distributed by the City to at least a majority of the Parks and Recreation Commission less than 72 hours prior to that meeting are available for public inspection at the City Clerk's Office at City Hall located at 567 El Camino Real, San Bruno, California during normal business hours. In addition, the City may also post such documents on the City's Website at <https://www.sanbruno.ca.gov/AgendaCenter>.

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- 1. CALL TO ORDER**
  - 2. ROLL CALL:** Chair Mike Palmer, Vice Chair Kris Gonzales, Michelle Carranza, Lorry Greenberg, Jessica Martinucci, David Nigel, John Seevers, Garrett Toy, Anchal Gigi Prasad, Youth Representative
  - 3. PLEDGE OF ALLEGIANCE**
  - 4. APPROVAL OF THE AGENDA**
  - 5. APPROVAL OF MINUTES:** April 15, 2026
  - 6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA**  
*Individuals allowed three minutes. It is the Parks and Recreation Commission's policy to refer in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Parks and Recreation Commission from discussing or acting upon any matter not agendaized pursuant to State Law.*

**7. NEW CONDUCT OF BUSINESS:**

- a. Introduction of Collette Murphy-Stefanko, Interim Deputy Director - Community Services
- b. CIP Presentation
- c. Cancellation of Meeting – July 15, 2026
- d. July is Parks and Recreation Month

**8. REPORT OUT FROM MEMBERS AND SUBCOMMITTEE REPORTS:**

**9. ITEMS FROM STAFF:**

- a. Recreation Division Update – Presentation
- b. Community Day Recap
- c. Upcoming Events
- d. Parks and Recreation Commission Work Plan Update
- e. Ad Hoc Committee Updates

**10. ADJORNMENT**

**The next regular Parks and Recreation Commission Meeting  
will be on Wednesday, August 19, 2026.**

POSTING: I declare a copy of this agenda was posted at City Hall, 567 El Camino Real, San Bruno, among other locations in the city limits of San Bruno, on June 11, 2026 by 6:00 p.m.



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Travis M Karlen, Community Services Director



**MINUTES**

**Parks and Recreation Commission  
Meeting  
April 15, 2026**

1. **CALL TO ORDER:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:35 p.m.
2. **ROLL CALL:** Commissioners Present: Chair Palmer, Vice Chair Gonzales, Greenberg, Martinucci, Nigel, Prasad, and Toy. Excused Absence Carranza and Seevers. Staff Present: Karlen, Venezia and Wilson.
3. **PLEDGE OF ALLEGIANCE:** Parks Manager Venezia led the Pledge of Allegiance.
4. **APPROVAL OF THE AGENDA:** MSC Greenberg/Nigel. 7-0.
5. **APPROVAL OF MINUTES:** Minutes from February 18, 2026. MSC Nigel/Martinucci with change of misspelling of Name Kurtner to Curtner. 7-0.
6. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:** N/A
7. **NEW CONDUCT OF BUSINESS:**
  - a. Presentation of 2026 Community Recognition Award to **Scott Curtner – Vice President of the San Bruno Education Foundation Alexis Petru** presented her nomination for Scott Curtner. **Commissioner Nigel** presented the award to **Scott Curtner** for the 2026 Community Recognition Award.
  - b. Dog Park Conceptual Design Presentation and Provide Recommendation – **Community Services Director Karlen** introduced **Brian Fletcher from Calendar and Associates** who presented. Vote in favor of plan **MSC Gonzales/Greenberg** 7-0.

**Vice Chair Gonzales** asked what kind of ground the large dog area will be made of and if they don't receive the funding were there other options to get the cost down. **Brian Fletcher** said it would be decomposed granite and there would be lower cost options if funding was not available.

**Chair Palmer** asked about the amount of site work that would be done and **Brian Fletcher** spoke about a large amount of grading and drainage work that would be involved.

**Gomez** from Cherry Ave made suggestions on irrigation, drainage, and recycled water.

**Laura Davis** on Hawthorne Ave asked for better drainage for dog urine to reduce smells.

**Gabrielle O'Neil** on Acacia Ave has a concern of low fencing and dogs that can leap over them.

**8. REPORT OUT FROM MEMBERS AND SUBCOMMITTEE REPORTS:**

**Commissioner Greenberg** – Jr Giants sign-ups are May 4<sup>th</sup>.

**Commissioner Prasad** – Capuchino baseball game at Oracle Park on May 1, 2026, at 7:30pm against Burlingame.

**9. ITEMS FROM STAFF:**

a. Parks Division Overview and Project Update – **Parks Manager Venezia** presented.

b. Parks and Recreation Commission Work Plan Discussion – **Community Services Director Karlen** presented.

c. Ad Hoc Committee Updates – None.

**10. ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 8:19 p.m.

DRAFT



**Date:** June 17, 2026  
**From:** Dan Venezia, Parks Services Manager  
**To:** Parks and Recreation Commission  
**Subject:** Receive and File the Community Services Department Capital Improvement Report

**BACKGROUND**

The Community Services Department prepares Capital Improvement Program project requests each year to identify needed improvements to parks, facilities, and other community assets. These projects help address aging infrastructure, improve accessibility and safety, support recreation programs, and maintain public spaces used by the San Bruno community.

This report is provided as an informational item for the Parks and Recreation Commission. No formal action or vote is requested. Staff will provide a presentation to the Commission and will be available to discuss the projects in greater detail at that time.

**DISCUSSION**

The Fiscal Year 2026–27 Community Services Department Capital Improvement Program requests include park and facility projects. The projects listed below are being requested as part of the City’s budget process and are contingent upon City Council approval.

<b>Project Area</b>	<b>Project</b>	<b>Requested Amount</b>
Parks	Belle Air/Lions Field Park Master Plan	\$60,000
Parks	City Park Drinking Fountain Upgrades Project	\$125,000
Parks	Dog Park Design	\$225,000
Parks	Park Pathways	\$150,000
Parks	Playground Replacement Program	\$500,000
Parks	Recreation and Aquatic Center Landscaping Improvement	\$200,000
Facilities	Senior Center Renovation Project	\$5,500,000

The projects are intended to continue the City’s investment in public spaces and community facilities. The requests include planning work, park access improvements, replacement of aging infrastructure, playground improvements, dog park implementation, landscaping improvements, and renovation of the Senior Center.

**FISCAL YEAR 2025–26 COMPLETED CIP PROJECTS**

During Fiscal Year 2025–26, the Community Services Department completed several major CIP projects. These projects improved parks, public spaces, and recreation facilities throughout the City.



CITY OF SAN BRUNO  
COMMUNITY SERVICES DEPARTMENT

Dog Park Master Plan	Completed planning and community outreach to guide future dog park improvements.
Posy Fountain Rehabilitation	Rehabilitated the downtown fountain, including repairs and improvements needed to return the fountain to service.
Downtown Beautification Project	Improved downtown landscaping, planters, irrigation, medians, and overall appearance of the downtown corridor.
Forest Lane Playground Replacement	Replaced aging playground equipment and surfacing to improve safety, accessibility, and play value.
Field Light Replacement Project	Upgraded athletic field lighting to LED to improve reliability, efficiency, and field use.

**FISCAL IMPACT:**

The Parks project requests total \$1,260,000. The Facilities project in concert with Public Works request is estimated at \$5,500,000 for a total request of \$6,760,000 for Fiscal Year 2026-27.

**RECCOMENDATION:**

Receive and File Report

**ATTACHMENTS:**

1. Presentation

Fiscal Year 2026–27

# Community Services CIP Project Requests

Informational update for the Parks and Recreation Commission



Presentation by: Dan Venezia, Parks Services Manager  
Park and Recreation Commission  
June 17, 2026

# OBJECTIVE

Share the FY 2026–27 requested capital projects and highlight the major CIP work completed in FY 2025–26.

Informational item only — no formal action or vote requested.

Projects continue investment in parks, facilities, safety, accessibility, and aging infrastructure.

Staff will be available to discuss each project in more detail during the presentation.

## FY 25–26

Completed CIP Projects

## FY 26–27

Requested CIP Projects

## Receive and File

Commission Action



# FY 2026–27 CIP REQUEST SUMMARY



The requested program totals \$6,760,000 across Parks and Facilities projects.

**\$1.26M**

Parks project requests

**\$5.5M**

Facilities project request

**\$6.76M**

Total department request



## Funding Split

Parks



\$1,260,000

**Parks: 19%**

Facilities



\$5,500,000

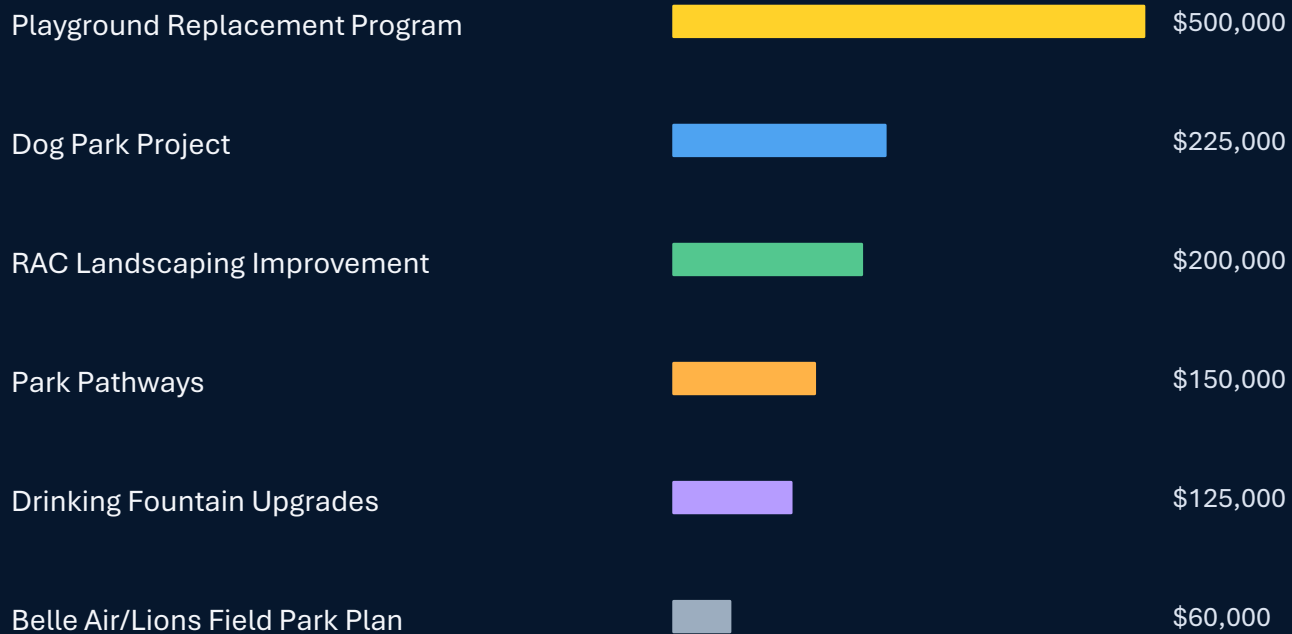
**Facilities:  
81%**

Requests include planning work, park access improvements, aging infrastructure replacement, dog park implementation, landscaping, and Senior Center renovation.

# PARKS PROJECT REQUESTS FY 2026-27



Parks project requests total \$1,260,000.



**Largest request**

**\$500,000**

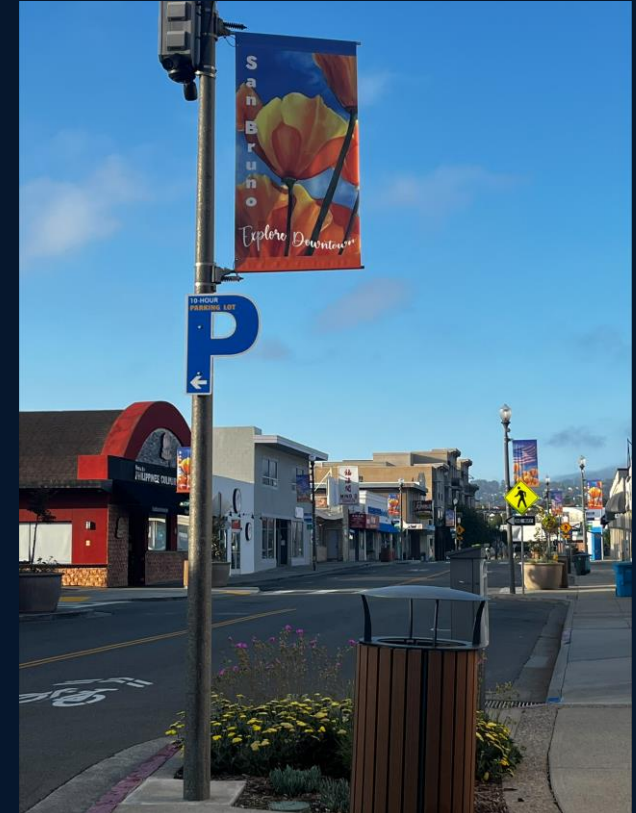
Playground Replacement Program

Focus areas: safe play, accessibility, park access, dog park implementation, drinking fountains, and RAC landscaping.

# FY 2025–26 COMPLETED PROJECTS

Completed CIP work improved parks, public spaces, and recreation facilities throughout the City.

<b>Dog Park Master Plan</b>	Planning and community outreach completed.
<b>Posy Fountain Rehabilitation</b>	Repairs and improvements to return the fountain to service.
<b>Downtown Beautification Project</b>	Landscaping, planters, irrigation, medians, and corridor appearance improved.
<b>Forest Lane Playground Replacement</b>	Aging playground equipment and surfacing replaced.
<b>Field Light Replacement Project</b>	Athletic field lighting upgraded to LED.



**QUESTIONS**



**Date:** June 17, 2026  
**To:** Parks and Recreation Commission  
**From:** Collette Murphy Stefanko, Interim Community Services Deputy Director  
**Subject:** Accept Staff Recommendation to Cancel July 15, 2026, Parks and Recreation Commission Meeting

**BACKGROUND:**

The Parks and Recreation Commission has traditionally cancelled their meeting for July. This had been the practice since 2002. If there are any time sensitive items for a July meeting, staff will recommend the Commission hold the meeting or schedule a special meeting to conduct the pertinent business.

**DISCUSSION:**

At this time, it is not anticipated there will be time sensitive items brought to the commission in July. Any business that is brought forward will be discussed in August.

**RECOMMENDATION:**

Staff recommend that the Commission cancel its July 15, 2026, meeting.

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

None.