

San Anselmo Parks and Recreation Commission Meeting Minutes – 09/20/2011

1. **Meeting called to order 7:00pm**
2. **Roll Call:** Commissioners present: Bergman, Holtzer, Kelly, Kallmeyer, Logwood, Colardo, Community Services Director David Donery.
3. **Approval of Agenda:** Agenda approved.
4. **Approval of Minutes of September 20, 2011:** Bergman mentioned that at the last meeting it was mentioned that the Commission had committed to discussing the status of the Parkside Preschool subcommittee. Donery stated that he would address the subcommittee during the Fall Program review under staff items. Minutes approved.
5. **Open Time for Public Expression:** None
6. **Discussion Items –**
 - A. Picnic on the Plaza event - Review: Donery stated that the August 26th Picnic on the Plaza, which was sponsored by the Commission was the best POP event of the summer. Kelly stated that the entertainment was a big reason the event was so successful, and he stated that he learned that the Hula dancers were based just down the street on Tunstead Ave. Logwood commented that having the Fire and Police was a huge bonus and thought that the handouts to the kids were very popular. Holtzer asked why the events stop in August when some of the best weather in town is in September and October. Donery stated that the Town does not have a special events division and that the picnic events were sponsored by different volunteer groups in town. Holtzer asked about potentially adjusting the schedule to incorporate the fall months. Donery stated that the Parks & Recreation Commission could decide to host additional events. He stated that he could bring the idea to the Economic Development Subcommittee if the Commission would like to add additional dates. Donery also mentioned that it would be possible to condense the event to eliminate the need for street closures. Kallmeyer agreed that changing the layout could achieve all of the elements of the event within the plaza. Kelly stated that the Commission has some time to think about this since this year's season is complete. Holtzer mentioned that she had a very poor experience at the bounce house. Donery stated that there would be new staff managing the bounce house at future events.
 - B. Work Party - Review: Kelly stated that the work party was a success. He stated that he wished more people would have shown up. Kelly stated that Bergman arrived first and brought the coffee and that Donery brought fruit. He stated that Commissioners Lopin and Kallmeyer came along with two community volunteers including Lori Lopin. Kelly stated that the park ended up looking great. Bergman stated that she felt that the Commission should hold these types of events at other parks in town. Holtzer stated that having other community groups such as the Boy Scouts sponsor these events would help bring people connected to the group. Kelly asked what will happen to the remaining wood chips. Donery stated that the Public Works crew will move the chips to the other part of the park.
7. **Action Items –**
 - A. Country Fair Day – Assignments: Donery reminded the Commission that they were slated to host the beer, wine and beverage booth at the Country Fair Day event on Sunday. Donery stated that Logwood has offered to donate the wine. Bergman asked what kind of wine will be offered. Logwood stated that there is a variety of reds and whites. Logwood asked what types of non-alcoholic beverages will be served and how are we going to get it. Bergman stated that there should be juice boxes available for children. Holtzer stated that they should be 100% juice. Donery stated that there will also be sodas available. Logwood offered to help pick up the sodas with Donery. Kelly offered to pick up drink coolers from Drake to offer water. Logwood stated that he would help picking up the ice on the day of the event. Kallmeyer offered to coordinate the shifts for who will be working which shifts at the event via email.

Goblins' Parade – Assignments: Donery reported that the Goblin's Parade will take place on Thursday, October 27th from 5:00 to 7:00P.M.. Bergman stated that she has felt that the event was slightly unsafe in the past. Donery stated in 2010, the Town erected barricades along many of the side streets to prohibit cars from turning off of the avenue during the event. He stated that all of the side streets from Woodland to Tamalpais Avenues are blocked. Tamalpais Ave is kept open and is staffed by the Police Department. Kallmeyer stated that she would be out of town during the next Commission meeting and asked that she be assigned a task. Holtzer asked about the possibility of starting two lines on each side of San Anselmo Avenue in order to reduce the chaos at the beginning of the event. Donery stated that this isn't done because the Town cannot shut down the side streets on the other side of San Anselmo Avenue. The Police Department will staff the intersection at Tunstead where the group splits off to both sides of the street.

8. Staff Updates:

A. Soccer Parade and Festival - Review: Kelly reported that the Soccer parade was tremendously successful. He stated that there were over 500 people in the parade. Donery stated that all side streets were blocked for the parade, which was at 9:00A.M. on a Sunday morning. Donery said that the festival, which was at Memorial Park, was also very successful. The event included a soccer tournament, a fun zone, a skill zone, a dunk tank, food, and live entertainment. Donery stated that the event was not designed as a fundraiser but that the event did generate slightly more revenue than expenditures. The final net gain from the event will go into the soccer program budget. Donery stated that both the parade and the festival were produced in partnership with the Ross Valley Breakers Football Club, and was designed as a kick-off to the youth soccer season. Donery commented that he expects that this will become a new tradition in San Anselmo.

B. Dog Park Steering Committee - Update: Donery reported that the Committee had met the night before. He stated that the group has just completed a fundraising project called the "My Mutt Campaign" in partnership with a local pet store. They sold raffle tickets and the prize is a sitting for your dog with a professional photographer and a large mounted photo to be displayed at Pet Food Express in San Rafael for six-months. They raised \$500. The Committee would like to come and give the Commission a report and talk about potential language changes in the dog park rules. The Commission discussed the issue of aggressive dogs at the dog park and what type of groundcover would be the best application for the dog park.

C. Fall Programs - Update: Donery reported that the Fall programs are underway. He stated that the department launched several new preschool-oriented programs including toddler art, pre and post-natal yoga, a new mom's group and two music programs. Donery reported that the music and art programs are receiving registrations but the others are slow. Donery stated that this is a program area that he has been trying to develop. Donery reported that the after care program at Robson has made several changes that should benefit local families. Donery went on to share other program information. Donery stated the Parkside Preschool program had a successful summer program but has started the fall with low enrollment. Donery stated that the department offered another Living Social deal and received eight takers. Donery mentioned that in the spring, the Commission developed a subcommittee that had committed to working with staff to help Parkside with marketing. The Commission had begun to work with Parkside staff on a parent survey. The idea was to get information on what factors led to their decision to enroll at Parkside. Kelly stated that the subcommittee made some progress but did not agree on a final survey tool. Donery asked if the Commission is interested in reviving this subcommittee. Bergman asked why the Town is subsidizing a program that is not needed. Logwood stated that the program is needed by the families that are currently using it and that the program has a 35 year track record. Donery stated that the program has never ended a year in the red prior to the 2010/2011 fiscal year. Kelly stated that the Commission told the Town Council that they would be submitting a recommendation to the Council in January of 2012 regarding the future of the program. Kelly stated that the program is constricted due to space limitations. Bergman asked what the subcommittee would be undertaking. Donery stated that the subcommittee was charged with helping develop ways of providing additional exposure in the community and working on a marketing plan. Donery stated that the program traditionally has weaker revenues in the fall but the spring revenues and presales of the summer program have helped keep the program profitable. He stated that this past year this did not happen. Kelly noted that perhaps the program should look into only providing the summer program only and the Parkside space could be reprogrammed for other uses during the school year. Donery stated

that this would mean that the existing staff would not be in place to run the summer program, but this does not mean a summer preschool camp program could not be offered using other staff.

D. Review of Dog-Oriented Rules at Parks – Update: Donery stated that in July, the Town Council heard a review of the rule changes related to use of Robson and Memorial Parks by dogs and their owners. The Council did not take any action and have asked that staff bring back the items separately at the October 11th Town Council meeting.

9. **Commission comments and questions, requests for future agenda items** – Parkside Preschool, Monthly Work Parties. Commissioner Colardo advised the Commission that his work schedule has changed and that he will be resigning his position on the Commission. He stated that he will continue to work with Donery on improving the ICC building.

Meeting adjourned at 8:52PM