



Parks & Recreation Commission

Meeting Minutes – January 28, 2013

1. Meeting called to order at 7pm
2. Roll Call: *Burdo, Bergman, Kallmeyer, Kelly, Machado, Young*
3. Approval of Minutes of 11/20/12: Approved.
4. Approval of Agenda: Approved.
5. Open Time for Public Expression: None

6. **Recreation Fund Reports:**

Fiscal Year 2012/13: Donery reported that midway through the fiscal year, the Recreation Fund is \$90,000 in the black and in extraordinarily good shape due to Parkside's success. Additionally, \$40,000 has been saved due to a staff disability. In addition, as a result of Sandy's position being moved to the General Fund, the money previously allocated to fund her position is now retained in the Rec. Fund. Donery stated that he hoped to be able to make some facility and supply improvements with the excess revenue. Bergman asked if funds will be used to invest in programs such as Parkside. Donery explained that the Rec. Fund reserve needs to be replenished before making expenditures. Kallmeyer asked if Sandy's position is funded from outside the Rec. Fund. Donery explained that Town allocates funds for administrative support, which is the Director's and now the Admin. Services Assistant salaries.. Kelly commented on how gratifying it is to see the hard work paying off. He also made reference to the recently vacated space previously rented by "Robin's Nest" preschool and asked Donery about the possibility of moving Parkside up there. Donery reported that the Ross Valley School District, who owns the space, has offered it to us but that it has not been maintained and is not desirable in its present condition. Bergman commented that it is important to invest in our Parkside teachers.

7. **Commission Projects & Goals:**

- A. MP Detention Basin: Donery reported that the next scheduled meeting is on the 5th of February. He stated that it will be identical to the last one, where the community is invited and welcomed to share their questions and concerns. He explained how lengthy the process is and provided the commissioners with a packet of information, including questions and answers, from the first two meetings, which have been posted on the town's website. Kallmeyer asked if the second meeting was similar to the first. Burdo offered that it was more aggressive at the second meeting with community members spilling out the doors. Kelly listed the Detention Basin positives. Burdo suggested an F.A.Q. format on the website, listing the ten most asked questions and their answers. Kallmeyer asked if there is anything in the grant that we'll be locked into. Donery explained that engineering limitations will be determined by how deep the basin can be. No decisions will be made until after the engineering tests are completed – wells were installed in December – it is a 12 month process. Bergman asked if there will be any outside funding. Donery said there will be tremendous fundraising efforts. Machado reported that SABA has money but will hold onto it until we have the final design. Donery encouraged all commissioners to attend the Feb. 5th meeting.

- B. 2013 Work Party Ideas: It was acknowledged that at the last meeting there was discussion about continuing the Painting Party theme. Kallmeyer resurrected the idea of investing in our parks and revisiting the reports. Young had reported that the Bridge at Creek Park needed painting. Bergman suggested setting a date to refurbish the Creek Park Bridge sometime in May and that the work party consist of just commissioners and their families. Bergman revisited the idea of a Dog Park work day. Donery responded that the Dog Park Steering Committee is suggesting that the PRC join them at their April 6th work party, and reported that the Dog Park Committee would like to officially invite the P & R Commissioners. Also, that the Dog Park Committee is looking for a new member – think about who might be a good consideration. Bergman also recommended helping the Rec Dept with projects. Donery said he liked the idea and would think about potential projects.
- C. Creekside Q Opportunity: Donery reported that he and the mayor, Kay Coleman, are working together to resurrect this family event as part of the “Year of the Family” theme that the mayor wants to promote. The date will be June 30th with a 350 capacity limit. Heidi from Insalata’s agreed to do food. There is a search for free music. As it is a family oriented event, Kay feels strongly that it be an alcohol free event. Kallmeyer asked who the target audience would be – Donery answered families and people who want to attend a Town bbq. The event is designed to be a fundraiser to benefit the Community Events Fund. Donery stated that the Picnics on the Plaza events will start in Aug and end in Sept.
- D. Commissioner’s Message – Summer 2013 Rec Guide:
Kallmeyer explained what she’s written so far, asked for feedback and dates of the various events. Dave assured her that the dates will be inserted. Bergman had two questions: 1) Is there a link on the website? Donery recommended putting one under the ‘Community’ tab. 2) Why was there not more communication about Camp Kinder-Kool at the kindergarten orientation? Donery explained that the school district does not allow organizations to speak at orientations and that most of Kinder-Kool’s marketing comes from word-of-mouth. He stated that he and Jan Bishop will be continuing to work with the district to get back to where they can speak *and* have fliers in the students’ take-home kindergarten orientation packets.
- E. Future Projects: Commission Photos – Sandy will bring camera to next meeting.
8. **Selection of Commission Officers for 2013:**
Kelly nominated Kallmeyer as Chair and Holtzer as Vice Chair. Commission voted unanimously to approve. Kallmeyer will continue for another term as will Holtzer. Machado nominated Mitch Young as Chair: Pro Tem – vote was unanimous to approve.
9. **Staff Update:**
- A. Holiday Events: Breakfast with Santa oversold 10AM seating (2nd seating) – will prepare for increased capacity next year.
- B. Community Facilities Master Plan: Donery reported that he will present a Staff Report to the council at the February 12th meeting, asking for approval of a process to conduct a community facility master planning process.

The February meeting is scheduled during “Ski Week”. Commission agreed to reschedule. Donery will ‘Doodle’ to reschedule.

Adjourned: 8:05pm