



Parks & Recreation Commission

Meeting Minutes – March 19, 2013

1. Meeting called to order at 7:05pm

2. Roll Call: *Burdo, Bergman, Holtzer, Kallmeyer, Kelly, Machado, Young, Logwood*

3. Approval of Agenda: Approved.

4. Approval of Minutes of 2/28/12: Approved.

5. Open Time for Public Expression:

Teymy Bahmani, 163 Butterfield Avenue resident presented the commission with a document outlining some of his ideas regarding the layout of the athletic fields for the proposed MP Flood Detention Basin. Bahmani requested that the project consider other sports besides baseball by creating two full-sized fields. Donery reminded Mr. Bahmani that the Parks & Recreation Commission is not in a position to discuss the design of the field. He explained that if the project receives the Prop 1E grant from the State, design options will be discussed during community meetings that would begin in the fall of this year. Donery stated that a discussion regarding the design would require both an engineer and landscape architect in order to keep the planning within the scope of what's actually feasible. Donery reiterated his recommendation to Teymy that he continue to work with other user groups to discuss, process and come to a unified vision regarding their thoughts and concerns, which may then be presented in the public forum and will be so much more effective if presented as a group. The Commission discussed value of finding a way to determine athletic program trends. Donery shared that he has numbers with regard to *our* programs and some rough SABA numbers. It was acknowledged that a survey may be of value.

Tanya Clark, Fairfax resident, acting as Ross Valley Breakers representative, shared that she knows lots of folks who are involved in running athletic programs – can help pull statistics together. And that she intends to attend future meetings to keep abreast of the situation.

Kallmeyer encouraged Bahmani and Clark to gather whoever is interested and get involved at Commission and Council meetings and thanked them for showing up.

6. Recreation Fund Reports:

Period Ending 2/28/13: Donery stated that the at the end of February, the Recreation Fund \$153,000 dollars in the black. He stated that this is primarily due to the success of Parkside, as well as the afterschool program and the fact that we have not been compensating one of our program coordinators for the first seven months of the fiscal year. This, in addition to general uptick in participation overall, has us looking pretty healthy. Holtzer wanted it stated for the record that, now that Parkside is doing so well, that she feels that the department should channel a good bit of the revenue back into that program for capital improvements. Donery asked for examples of capital improvements that Holtzer has considered. Holtzer: It needs windows! Holtzer also asked how registrations were looking for summer programs. Donery stated that registration is strong. Camp Kinder-Kool is doing very well with over one hundred registrations already. He stated that the department is tracking a little higher than where we were at last year. Donery reported that expenditures for Parkside are currently at \$92,200 so we are up \$30,000. They are bringing in \$23,000 a

month now as compared to \$9,000 last year. Logwood asked about returning employee benefits – Donery responded, acknowledging that we need to see sustained growth before the department will look at providing additional employee benefits. He stated that in addition to the employee who gave up her full-time status, there are other employees that we need to consider providing full-time status. Donery stated that the affected employee continues to receive full retirement benefits. Kallmeyer suggested that we go back to Council for an annual celebratory review. Logwood suggested inviting Dawn to that meeting to get feedback from her and ask what we can do to give back to a program that has done so well? Donery asked for examples of capital improvements tha Holtzer has considered. Holtzer: It needs windows! There was much discussion about considering moving to the old Robin’s Nest facility with great interest in researching cost and availability for, if not Parkside, perhaps other programs like Camp KidMarin. Holtzer pointed out that if we don’t use the space someone else, and perhaps a competitor for Parkside, will. Donery agreed and said he will do the necessary research. Burdo stated that there is a ballot measure for childcare subsidies – if it goes forward, that could be a monetary source for us.

7. Commission Projects & Goals:

A. 2013 Work Party Ideas:

- i. Dog Park Work Party 4/6 - Dog Park work parties are on the first Saturday of each month. Commissioners had difficulty finding a date that all could make. Donery suggested that they each contact him with the date they can show up and he’ll relay that information to the Dog Park Steering Committee.
- ii. Creek Park Bridge Painting 6/1 – Holtzer suggested Friday, May 31st / June 7th at 4:30 -5pm to finish by 6:30 - 7pm. Kallmeyer instructed commissioners to email Donery the date/s that would work for them.

B. Creekside ‘Q’ Event Update: Donery reviewed last meeting’s information that he and Mayor Coleman are working together to resurrect this family event. The date will be Thursday, June 27th from 5:30 – 7:30pm. Insalata’s is providing dinner– Sweet Cheeses is providing desserts. There will be entertainment. Trying to get as many commissions and other town groups to help - two different shifts. One from 3:30 – 6pm to setup and work first half of the event. The other from 5 – 8pm to work the second half of the event and cleanup. As it is a family oriented event, Kay feels strongly that it be a sober event. Logwood asked about t-shirts – Donery said he and Kay are talking about shirts for volunteers.

C. Picnics on the Plaza Date Selection: Donery reminded the commission that we are shifting the dates into September - traditionally we do the last Friday, which is the 6th of September and is still available. The Chamber and the Pacific Sun are doing the one before ours on 8/30 and, in the hope that the park will be completed, they could attract visitors from the America’s Cup with something related. A vote was taken to take the 9/6 date for the P & R Commission ‘Picnic on the Plaza’.

D. Future Projects: Donery stated that the Commission has a full plate for the rest of the year with Creekside Q, Picnics on the Plaza, Country Fair Day on 9/29 and work parties for bridge painting and Dog Park. Bergman asked if the All-Commission Holiday Party was something we still wanted to consider or was it being replaced with the Creekside Q event. Donery reported that very recently it was decided to use monies from an old volunteer fund to pay for a Volunteer Recognition event Ice Cream Social on June 30th to recognize and honor all commissioners, coaches and other volunteers who have donated

thirty-five hours or more in volunteerism. It will be held at Robson – formal invitations will be sent out. Donery talked about the upcoming Egg Hunts - Flashlight Egg Hunt on Friday night at 8:15pm for kids 8 and up. Last year it was huge. Next day the Easter Bunny will be at the small children's Egg Hunt which starts at 11am if anyone wants to attend – Drake's leadership club is providing a lot of help. It was suggested that the Mayor's speech be shortened. Donery explained that the donors need recognition but will talk to Kay.

8. **Staff Update:**

- A. Community Facilities Master Plan Update: Reviewed last meeting – finalizing RFQ/RFP which will be sent to all the architectural firms for review who will then submit proposals to work on the Community Facilities Master Plan. Will start working with the selected firm in the new fiscal year when the money is released. 501C3 subcommittee has been created. Burdo asked who would be named on the paperwork. Donery said probably himself, Debbie or a council member and several members of the community. Donery discussed the development of a survey tool and explained that the Fall will be especially busy with community meetings for *both* the MP *and* the Detention Basin projects. The commission's role will be significant in both processes. Right now we are putting together the beginnings of a community advisory committee, which has been strongly recommended and should have at least two commissioners on it. Donery acknowledged that there will be at least two people from the financial advisory board on the committee.
- B. San Anselmo Day at the Pacifics: Wednesday, July 24th will be San Anselmo Day at the Pacifics ball game in San Rafael. Details will be finalized by May– Tickets will be available to purchase a package that includes BBQ on the field with the kids, special seating and other goodies. It will be a fundraiser for the community center. Holtzer talked about ways in which the team might interact with the kids at the event to make it a little more special. Donery said he would look into it.
- C. Department Staffing: Dave reported that the Town will be filling the vacant Rec. Coordinator position. He stated that there are ten very qualified applicants. He will select a top three and have them meet with current staff, who will give him input. He expects to have the position filled by early May.

9. **Commission Comments & Questions, Requests for future agenda items:**
Seniors Programs

Adjourned: 8:45pm