



# Parks & Recreation Commission

## Meeting Minutes March 18, 2014

1. Meeting called to order at 7:05pm
2. Roll Call: *Ashton, Bergman, Burdo, Holtzer, Machado*
3. Approval of Minutes of 1/21/14: M/S/Ayes = 5; Noes = 0 - Approved
4. **Open Time for Public Expression:** Michael of 55 Magnolia sang a song and expressed gratitude and appreciation for Imagination Park. He shared that, as a landscape gardener, he didn't believe that the roses were planted in the best place. He also expressed his pride for the commission for their role in the approving of the Skate Plaza.
5. **Recreation Fund Report:**  
Fiscal Year 2013-14 Period ending 2/28/14: Donery reported that as of February 28, 66% of the fiscal year had elapsed and that the Rec Fund was at 73% of the projected revenue and 55% of projected expenditures. He reported that Parkside is \$10,000 ahead in revenue when compared to the same period in 2013, and that the Robson After Care (RAC) is \$40,000 ahead. Holtzer asked how long RAC has been in operation. Donery explained that the program started as drop-in afterschool care and has evolved into a market rate program and acknowledged that the program coordinator, Mattie Allison, has done a great job. He added that there has been discussion about the need to raise the rates by 3 to 5% each year to stay competitive and cited the soccer programs as an example. For years the rate was \$120 but for the last few years the rate has been increased annually by \$5 and now there is money to reinvest in equipment and other needs. Donery reported that Camp Kinder-Kool enrollment is down this year due to the fact that there are fewer kindergarten enrollments in the district, resulting in a \$15,000 reduction from last year. Bergman commented on the lack of extended care to which Donery replied that it is, indeed, an ongoing issue. He explained that the one year that it was offered, there was not enough enrollment to make it sustainable or cost effective. Bergman asked if numbers are expected to remain in the black to which Donery responded that he does not foresee any surprises.
6. **Discussion Items:**
  - A. Dogs In Town Parks: Donery provided background on rules regarding dogs in Town parks. He explained that the Town had spent considerable time over the past several years establishing a set of rules that worked for Robson and Memorial Parks. He stated that although the rules are in place, it has been discovered that the Town lacked the needed ordinance and process within the Municipal Code to be able to properly cite people who were breaking the rules in the parks. Donery then introduced Captain Nick Valeri of the Central Marin Police Authority and explained that he is currently working on a solution that would work for both Sa nAnselmo and Larkepur, where they have identical issues. Capt. Valeri explained that other municipalities under the CMPA's jurisdiction are faced with similar issues, and that there is a desire to create a uniform ordinance that could be enforced in all areas of their authority. He acknowledged that, although initially, it could be challenging, the end result would heighten the probability of success of enforcement. The goal would be to create an ordinance with a process similar to that of a traffic violation, whereby, initially, a warning would be issued, followed by a citation with fine for further violations. He acknowledged that all proposals must have the input and approval of the Council. Holtzer asked if the Town needs to create a leash law, to which Valeri replied that the adoption of a leash law would be up to the Town Council. Bergman shared that there are community members who have expressed shock when learning that the established rules were not enforceable. Burdo voiced that a more positive way to view it would be to acknowledge that the citizens were given the opportunity to comply and have chosen not to, leaving the Town with little choice but to take this next step. Ashton asked if they have received many calls of

complaint. Valeri reported that there have been several, ranging from concerns of noise to safety and cleanliness. He also commended the Town for setting parks hours between sunrise to sunset rather than specific times. Bergman addressed the necessity of clear signage, stating that current signage is inadequate. Donery agreed, saying that he would like to have signage posted with the municipal code # printed at the bottoms of each sign. Further discussion resulted in the acknowledgement that it may be a while before there is a municipal code # and that signage addressing, solely, rules pertaining to the presence of dogs in the park, should be printed and posted as soon as possible, leaving room at the bottoms for a decal with the code # to be added when available. Donery said he would work with Davis Signs to get that done ASAP. Valeri suggested that signage be bilingual and added that the Corte Madera signage doesn't specify dogs but states "No Animals Allowed" on their signs.

- B. Measure A (Parks Tax) FY 14/15: Donery reported that the 2014/15 allotment of Measure A Parks tax revenue to the Town is \$74,215.95. He requested that the commissioners take a moment to read a handout listing various options for the allocation of those funds. After some discussion, Holtzer suggested that some of the money be used to repair/replace drinking fountains in Memorial Park. Donery stated that the idea was great and would look into pricing for that. Ashton asked about the positioning of an outdoor bathroom at Robson Park (one of the suggestions on the handout) to which Donery answered that specs have already been drawn up for a prefabricated unisex building that would be placed near the BBQ area. Bergman suggested that it might be a good idea to create a budget with money for maintenance, as well. Donery informed the commission that the Council would like to see the recommendations in May. Machado suggested that the Dedication Plaques on the backstops in Memorial Park be replaced as the existing ones are in pretty bad shape. Donery agreed, stating that that could be addressed separately. Burdo commented on the handout suggestion of contributing funds to the Skate Plaza, clarifying that he would recommend a partial contribution rather than full funding. It was agreed that recommendations would be finalized at the next meeting.
7. **Commission Projects and Goals:**
- A. Egg Hunt - April 18th & 19th: Donery reported that Kendall Gali's Leadership group has volunteered to stuff the eggs and that volunteers are needed for the Traditional Egg Hunt for the 0 to 7 year olds Saturday morning from 9 to 11am.
- B. Summer Events: Donery reported that the Creekside 'Q' is scheduled for Wed., June 25th. Insalata's will be providing the food again and expressed a desire to have the commission be in charge of the Arts & Crafts table again and additionally, organize the contests. Holtzer requested a calendar of the Summer events that the commission would be involved in. Donery listed Creekside 'Q' and Picnics on the Plaza (Sept. 5<sup>th</sup> was suggested). Holtzer expressed some concern that the Hidden Valley School Ho Down might conflict and would email Sarah Sanders to find out when they plan to schedule their event this year. Donery added Country Fair Day on Sunday, 9/28th to the list.
- C. 501c3: Burdo reported that he and Donery met and that he had also spoken with an attorney. Burdo suggested that they pay an experienced attorney to set it up. If Donery can get the articles and bylaws together, it could be done by the next meeting. Holtzer asked if members of the board have been identified and stated that she would like Burdo to be the President as it should be someone who knows how to move the process forward. Burdo stated that the election of officers/board members would be set in the by-laws and acknowledged that only one meeting a year is required. Bergman expressed her desired to have the 501c3 be specific to Parks in a somewhat broad sense and asked where the Bingo revenue went, to which Donery replied that it was deposited into the Scholarship Fund.
- D. Future Projects: None at this time.
8. **Staff Update:**

- A. Skate Plaza Proposal: Donery reported that on March 3rd the Planning Commission approved the proposal with the addition of a 40" tall fence separating the skate area from the basketball court.
- B. Facility Improvements: Donery reported the new tables and chairs for the Vista Room have arrived. New doors with window in them along with a window along side the door for Parkside, have been ordered and will hopefully be installed by April.
- C. Facility Master Plan: Donery was happy to report that Marin County Supervisor Katie Rice has contributed half of the consultant's fee as a result of a decision to enter into the planning process with regard to how the Affordable Housing complex will figure into the planning process.

Holtzer asked for information regarding the Flood Detention Basin. Donery explained that the Town's involvement with what is essentially a county project, is on hold until the CEQA study has been initiated. He added that the results of that environmental impact report will help determine whether or not the building of a detention basin would even be feasible. The study could take up to a year or more.

9. **Commission comments & questions, requests for future agenda items:**

- Due to the meeting falling within the week of the RVSD's Spring Break, it was agreed to reschedule the next meeting. Donery will handle the polling to establish the date.
- It was noted that with Kallmeyer will not be returning for another term, there will be two seats to fill.

Adjourned: 8:45 pm