



Parks & Recreation Commission

Meeting Minutes May 20, 2014

1. Meeting called to order at 7:01pm
2. Roll Call: *Ashton, Bergman, Burdo, Holtzer, Kallmeyer, Logwood, Machado*
3. Approval of Minutes of 4/21/14: M- Burdo/S-Bergman/Ayes = 7; Noes = 0 - Approved
4. Open Time for Public Expression: None
5. **Youth Commissioner Interview with Jeremy Leary**

Leary responded to questions from the commission, explaining that he would like to be more involved in the community and take advantage of opportunities to recruit his peers to do the same. He voiced a desire to bring adults and youth together and find ways to bridge the gap. He has participated in many of the Recreation Department's programs, mainly sports and summer camps and shared that his current passion is Cross Country and Track. He has volunteered at several of the department's special events, listing the Spring Egg Hunt, Breakfast with Santa and the Goblin's Parade. He hopes to continue this involvement, citing the opportunity to provide a role model for younger kids and would encourage his peers in this endeavor. After Leary left, the Commission shared their impressions, all of which were favorable and discussed the possibility of other applicants. Donery explained that the deadline for applying was extended for the Commissions that have not yet received applications and that, because Leary submitted his on time, there will be no extension for the Park and Recreation Commission and that an official selection will be made at the next meeting.
6. **Recreation Fund Report:**

Fiscal Year 2013-14 Period ending 4/30/14: Donery reported that as of April 30th, 83% of the fiscal year had elapsed and that the Rec Fund was at 98% of the projected revenue and 76% of projected expenditures. He explained that the Special Project fund has been used for Master Plan expenses, increasing the total expenditures by \$55K. Holtzer asked how enrollment was looking for the Summer Camps. Donery reported that Parkside is sold out for the summer and Camp KidMarin Mighty is nearly full while Camp Kinder-Kool continues to slowly increase its numbers while stating that Mattie Allison has had great success in running the RAC and the After School Enrichment Program.
7. **Commission Projects and Goals:**
 - A. Summer Events: Holtzer started the discussion with the Kids Activity Area at Creekside Q. The Rec Logo coloring contest, pinwheel project and facepainting were discussed. Bergman volunteered to help coordinate but stated she would not be able to work the actual event. Donery stated that he would like to pay one or two summer camp counselors to supervise and direct CITs with the various activities and have Mattie meet with those counselors to put together a program of activities that they can own. He expressed his desire to have the Commissioners work the Master Plan Kiosk for the Creekside Q as well as possibly the Sunday Music in the Park events and the Friday/Saturday Film Nights in the Park. The P & R Commission 'Picnic on the Plaza' night on Friday, September 5th was discussed. Logwood said he could talk to Rusty, though Burdo offered to get Jon Korty for the event.
 - B. 501c3 Update: Burdo passed around a handout reflecting the work completed to date, explaining that the commission must decide whether the wording is acceptable and propose desired changes. After much discussion, changes to the wording was agreed upon. Burdo will update language and arrange for it to be delivered to Sacramento. He will connect with Donery to coordinate that delivery.

- C. Community Facility Master Plan Subcommittee Update: Burdo reported on the first meeting, sharing that there was visioning of the future, setting schedule of future meetings, and planning of community outreach events. The first will take place on Thursday. Kiosking will take place on the Town Hall Plaza from 3-5pm with a Community Meeting in the Council Chambers from 7-9pm. Bergman stated that a survey has gone out. Burdo explained that the subcommittee meetings take place at different facilities (ICC, Robson) and Donery added that there will be field trips to other municipality's facilities in order to compare and see what is being done elsewhere. Kallmeyer acknowledges the challenge of crossover between the Master Plan and the Flood Detention Basin project. Donery explained that there will be extreme care taken to not include any component of the Basin project. The focus will be entirely on the buildings, not the parks. There were words of thanks to Burdo and Bergman.
 - D. Work Party Options DPW: Donery reported that his meetings with Director of Public Works, Sean Condry, a list of three important projects were prioritized, the first being the linseed oiling of the Millenium Playground wood. Second, the painting of the Memorial Park bathroom and third, the staining of the various wood in Creek Park (benches, stage, railings and the interior of the bridge). It was eventually agreed that the playground was the best choice and there was discussion about when and how many volunteers would be needed. It was agreed that mid-October would be best and a date of Saturday, October 18th was settled upon. It was determined that twenty to thirty volunteers would be needed - Machado suggested tapping the original community volunteers who helped build the playground. Burdo suggested church and affordable housing groups. Donery suggested an Action Item of all commissioners bringing a list of groups to tap from to the next meeting.
 - E. Future Projects: Skip
8. **Staff Update:**
- A. Dogs in Parks New Ordinance - Signs: Donery reported that the Deputy Town Attorney will bring a proposed citation ordinance to council in two weeks. Dog signs have been posted.
 - B. Master Plan: Donery explained that there will be two events that implement intercept kiosks acting as interactive survey sites. One will take place on Sunday, June 1st in front of Peet's Coffee at Redhill Shopping Center and at the Snack Shack in Memorial Park. The second will be on Monday, June 2nd in front of Pizzalina and will focus on the teen sector. The Senior's focus group will be on June 5th. So far, 240 have responded to the online survey during the three weeks that it has been available. Other outreach includes banners, email blasts to the Rec Center customer base, Debbie's newsletter and the Town website. Tomorrow night's meeting will focus heavily on the Robson-Harrington facility.
 - C. Skate Plaza Project: Donery shared that the Town has agreed to contribute \$10,000 to the project. The Committee will now endeavor to fund raise the remaining monies needed to build it.
 - D. Facility Improvements: Donery requested suggestions of someone to design the Mt. Tam room. Burdo offered to talk to someone he knows. This project would not be 'shovel ready' until next year.
 - E. Memorial Park Detention Basin: Nothing new to report.
9. **Commission comments & questions, requests for future agenda items**: None

Adjourned: 8:37 pm