



# Parks & Recreation Commission

## Meeting Minutes, June 16, 2015

1. Meeting called to order at 7:04pm
2. Roll Call: *Bergman, Burdo, Holtzer, Logwood, Reber*
3. Approval of 05/19/15 Minutes: M-Logwood/S-Reber /Ayes = 5; Noes = 0 - Approved
4. Youth Commissioner Interviews:

Conner Clark - Indian Rock Road - see's the youth commissioner role as a great opportunity to get closer to the community. He has a great love of the outdoors and could bring that happiness to the commission as well as a youthful perspective. He has a lot of social media/IT experience and understanding which could also be an asset. He sees himself as a leader and is good friends of many of the GSE club at school who sees as being instrumental in getting high school students more involve in town events. He has been involved in Rec sports since he was very young, including soccer and baseball. He sees the drought as a major concern and can bring thoughts and ideas from family experience of taking measures to save water. He has committed to attending at least 80% of the meetings. Logwood confirmed with Connor that his first choice is with the Open Space Committee.

Adrienne Barberich: She is interested in getting more involved in with her community and sees the youth commissioner position as a way to inform ASB and the Drake community of events and opportunities. She has been involved with the Movie Nights in the Park and Country Fair Day. Holtzer agreed with the need for more outreach with ASB teams to get more student involvement in our events. Adrienne committed to at least 80% of the meetings.
5. Open Time for Public Expression: None
6. Recreation Fund Report:

Fiscal Year 2014/15 - Period ending 05/31/15: Donery reported that, as of May 31st, 2015, 92% of the fiscal year has elapsed and the Rec Fund is listed at 114% of projected revenues and 90% of projected expenditures. Two changes effecting expenditure numbers include increased cost of wages due to raises to staff along with the addition of \$60,000 transferred from the fund balance to the expenditure side of the current Recreation department budget to cover two facility improvement projects, those being the kitchen remodel in the ICC recreation building and 50% of the cost of the ICC signage program. Logwood initiated a round of kudos and acknowledgement, from the commissioners, to Donery and his staff for all of the hard work that has resulted in the success of the Recreation Department.
7. Action Item:

A. Select Youth Commissioner(s) for the 2015/16 Term:  
Commission agreed to postpone selection until the July 21st meeting. Holtzer requested that it be stated for the record, that she strongly feels that we shouldn't use youth commissioners to meet quorum as she sees it as too large a responsibility. Bergman agreed, especially with regard to votes involving the creation of policy recommendations to Council, stating she believes we should only choose one youth commissioner. Logwood stated that he would like to have the opportunity to interview the other two applicants who were unable to attend this evenings interview process before making a decision, sharing that, should there be two exceptional candidates, he does not want to have made the decision to select only one. In response to the concern that the Youth Commissioners are too young to understand all of the complexities of certain issues, he stated that it is the responsibility of the Commissioners to make sure they are informed and understand the motions on which they will be called to vote. Burdo expressed a desire to evaluate as the process evolves, stating a concern that we advertised for two positions. Donery committed to checking on the language of the advertisement. Burdo agreed that, if we are voting on a crucial

issue, it is up to the commissioners to make sure they are informed and up to the task. Donery suggested that, in the spirit of moving forward, a motion be made. Motion to table this item until after the interviews are completed. M = Logwood; S = Reber; Ayes = 3; Noes = 2. Motion passed.

8. **Discussion Items:**

A. Development of the Memorial Basketball & Skate Plaza Steering Committee:

Donery reported that Marin Sanitary has donated \$5,000 so there are now enough funds to schedule a Fall surface paving of the plaza. Lisa Graham, who has been working with Patty Garbarino, has been able to secure a donation of the asphalt for the project through The Dutra Group with the help of Aimi Dutra. Donery drew attention to the first-draft handout of the MEMORIAL PARK BASKETBALL AND SKATE PARK STEERING COMMITTEE OPERATIONAL GUIDELINES for the commissioners to review. Holtzer requested that the addition of a line item that reads: "Chair and Vice Chair to report bi-annually to the Parks and Recreation Commission." Donery noted her request and stated that it would be added to the following draft. He expressed a desire to add this item to a future agenda when Lisa will be able to attend.

9. **Commission Projects and Goals:**

A. Country Fair Day - Commission's Beverage Booth: Donery asked the commission how they would like to handle the loss of Erin Bergman and Doug Kelly. Burdo suggested that they still run the booth and volunteered to help coordinate.

B. 501c3 Status: Burdo reported that papers have been file, an account has been set up and next order of business is to finalize bylaws and seat board members. There was discussion about potential members and a list of people to contact was created: Denise Young, Jon Wright, Jay Wyle, Connie Rogers, Michael Schwaab, Kelly Murphy, Carter Coleman, Kathleen Holtzer and Steve Burdo. There was also discussion regarding where to find funds to deposit into the 501c3 account. Donery said he would speak with Daria Carrillo, Finance & Administrative Services Director at Town Hall, regarding the location of appropriate funds to transfer into the account.

C. Future Projects: None right now

10. **Staff Updates:**

A. Summer Events: Donery reported on the Creekside Q event, stating that Insalata's will be providing the food, with Bradley Real Estate realtors and Town Hall staff serving respective tables. The Hidden Valley band, El Cajon, will be providing the music entertainment this year and Mattie O'Grady is organizing the kid's contest with Carla Overberger. This year it will involve whipped cream and bubble gum and should be a lot of fun and very entertaining. There will be a Kid's Korner with fun projects and face painting. Donery also reminded everyone of the first Picnics on the Plaza happening on Friday, August 7th. Country Fair Day is in the beginning phases of organization and a new event called BOW WOW Film Night, designed to raise money for The Kerne Project (NorCal Family Dog Rescue), is scheduled for September 19th.

B. Skate Plaza Project: See Discussion Items.

C. Facility Upgrades: Donery reported on the progress of the ICC Mt. Tam Room, sharing that it is nearly finished. All that remains is the installation of the drinking fountain/water bottle filling station. Also, a new stove will be installed in the Vista Room. Signage installation starts this week and should be completed by next. The ADA ramp is near completion - we are just waiting for the railings to be installed, soon. This coming Fall, we hope to see an upgrade of the gymnasium.

D. Memorial Park Detention Basin: Donery reported that there has been Council level discussion about the Memorial Park initiative that a group of community members are working to get placed on the November ballot. He stated that it is expected that the necessary signatures will be

collected to put the initiative on the ballot. Donery explained that the initiative would, if passed by the voters, create a General Plan amendment that would prevent any non-recreational changes to the park including the use of the park as a flood detention basin. Donery reported that at their June 9<sup>th</sup> meeting the Town Council has directed staff to craft a counter ballot measure that would provide the community with another choice. This option would still allow a vote on the use of the park for flood mitigation, but would allow the CEQA process to take place with a chance for citizens to become more informed of what all of the options are related the project. Holtzer stated that she thinks this is a great idea and would like to bring the item back to the July meeting for a formal vote on a recommendation to the Town Council.

**II. Commission comments and questions, requests for future agenda items:**

- Add an action item to the July agenda regarding a recommendation to the Town Council on a potential ballot measure regarding the future Memorial Park Detention Basin project.
- Add an item for discussion about Friends 501c3 board members.

Meeting adjourned at 8:14pm

SSV