



Parks & Recreation Commission

Meeting Minutes, October 20, 2016

1. Meeting called to order at 7:03pm.
2. Roll Call: *Kerr, Burdo, Reber, Holtzer, Olson (late)*
3. Approval of 6/20/16 Minutes: M = Kerr, S = Reber Ayes: 4 Noes: 0 Approved
4. Open Time for Public Expression: none

Introductions

5. Financial Report:

A. Review of Recreation Fund Report for period ending September 30, 2016:

As of September 30, 2016, 25% of the fiscal year has elapsed and the Recreation Fund is at 39% of projected revenues and 27% of projected expenditures. Holtzer requested clarification of the \$110,000 line item. Donery explained that it reflected funds set aside for Capital Improvements, investing back into the department. Holtzer expressed her desire to return to including the end-of-year table because it is interesting and helpful. She asked how Parkside Preschool is doing. Donery reported that it is thriving - full with a waiting list. Kerr asked what capital improvements the \$110K will fund. Donery stated that the remodel of the downstairs is scheduled for this winter. Kerr also asked how the Tennis Camps do. Donery explained that they are the smallest of our camps. Because they are only 1.5 to 2 hour classes there is decreased popularity. Burdo asked about promotional marketing, suggesting that we look into Click Campaigns, reporting that they have gotten great response with Contra Costa's service accounts. Donery said he will speak with Mattie O'Grady about it. Holtzer asked about truck expenses - Donery explained that it goes towards oil, tires and maintenance.

6. Dog Park Steering Committee Report:

Mike Belling and Jennie Smith gave a very comprehensive power point presentation, offering a wide range of information about their organization. They provided stats regarding fundraising efforts and how they spend the proceeds. They spoke to the support that they receive from the Parks crew as well as volunteers. They culminated the report with a wish list of improvements to the park. Reber suggested that effort be channeled into building a set of stairs to provide park goers an alternative to using the ADA ramp, to cut down on erosion of hillside that is being used as a shortcut offered her thanks for all their good work. Burdo commended them on their effort and commitment, as well and asked about the chips that are currently used as ground cover. Belling and Smith explained that the decision to use chips was the outcome of extensive research. Safest affordable option. Holtzer expressed her appreciation and asked if they use a notice board. Smith gave a fairly detailed report of their board and what gets posted.

7. Biannual Parks Report:

AJ Shaw, Parks Maintenance Supervisor, gave the first of what will hopefully be monthly reports on the state of the parks. He provided the commission with a handout and fielded resulting questions. Holtzer asked if the Sorich Park project might be a fundraising opportunity. Donery shared that the Open Space committee is taking that on. Shaw provided information about creek restoration projects in response to Olson's inquiry. Holtzer requested that Shaw provide the commission with project suggestions.

8. **Discussion Items:**

A. Memorial Park Master Plan: Donery reported that there will be three pop-up kiosks:

1) Goblin's SPOOKtacular, 2) Red Hill Rookie Soccer Tournament and 3) Peet's Sunday morning from 9 - 11am. There will be outreach to Drake's Leadership class (teens), RVS Luncheon (seniors) and Robson After Care (elementary school children).

B. Country Fair Day review: Holtzer reported that having high bistro tables would be a definite improvement and recommended buying them for future events.

C. Commission Projects & Goals: none at present

9. **Action Items:**

A. Monthly Meeting Date Change: Donery shared that Thursdays are available for scheduling the Chamber. The commissioners agreed to leave it as is, for now but will keep as a standing agenda item.

10. **Staff Updates:**

A. Picnics on the Plaza review: Donery reported that this was the most successful year, so far, of the seven years it has been in existence. It has proven to be self-sustaining through sponsorship of the bands and the selling of popcorn and bounce house tickets. This was the first year that we did not sell dinner food. Olson suggested selling donated boxed meals, as Marin Art and Garden Center does at their event. Reber shared that it is one of her favorite memories of Fall.

B. Goblins' SPOOKtacular: Donery put out the call for volunteers.

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

- 501c3 - Burdo, Holtzer, Kerr and Olson to meet right after meeting.
- Bike path connection between Ross and San Anselmo w/Sean Condry & BPAC

Holtzer asked how we get Tam District to provide better trash maintenance at Red Hill Field? Shaw said he will address it with their contact person. Kerr suggested doubling the trash cans.

Meeting adjourned at 8:54pm

SSV