



Parks & Recreation Commission

Meeting Minutes, November 15, 2016

1. Meeting called to order at 7:05pm.
2. Roll Call: Bemis, Corr, Kerr, Holtzer, Olson, Reber
3. Approval of 6/20/16 Minutes: M = Kerr, S = Olson Ayes: 6 Noes: 0 Holter motioned to approve with modification to remove the word "late". Olson seconded. Ayes: 6 Noes: 0
4. Open Time for Public Expression: Holtzer stated that she will move item number 4 to the end in the event that someone arrives later.

Introductions

5. Financial Report:
 - A. Review of Recreation Fund Report for period ending October 31, 2016:

Donery reported that, as of October 31, 2016, 33% of the fiscal year has elapsed and the Recreation Fund is listed at 45% of projected revenues and 33% of projected expenditures, referring to the handout for specific numbers and highlighting comparisons with previous budget years reflected in the table. Parkside preschool is thriving and showing significant growth. Youth sports is growing each year, reflecting increases in revenue. Capital improvement expenditures for remodel of lower level of ICCC are deferred due to lack of contractor bids, citing issues with prevailing wages. Kerr asked when the Town is audited to which Donery stated "Every September", and followed with a brief description of the process.
6. Program Area Report:
 - A. Sports Division: Greg Mihan, Recreation Supervisor and Sports Programs Coordinator, gave a report, referring to a hand out that outlined the various programs for which he coordinates throughout the year, including Fall Soccer, Winter Basketball and Spring Baseball and Softball. Information shared with the commission included participant numbers as well as the various divisions, number of practices and games, uniforms and equipment provided for each sport program. He concluded by acknowledging that the San Anselmo Recreation Department offers "quality, affordable youth sports activities and leagues to the Ross Valley community year round. The program continues to grow and is only limited by facility availability".
7. Parks Report:

AJ Shaw, Parks Maintenance Supervisor, gave his monthly report on the status of the parks. The most significant share was the fact that the fields in Memorial Park would be closed and fenced off for reseeding for two and a half months during the winter, for the first time in it's history. It will be interesting to see how the general public responds. Currently, the crew is preparing for storm control with leaf raking, clearing drains and sand bag prep. Shaw addressed questions from Holtzer regarding drainage on the trails in Sorich Park. He also addressed questions Olson had about Creek Park as it relates to the Film Night in the Park series. He explained Parks' role in supporting the Community Garden in Robson Park, in response to Olson's questions. There was a brief conversation contemplating the possibility of bocce ball courts in Memorial Park. When asked for a list of possible projects for the commission, he promised that he will put one together to present at the next meeting in January.
8. Discussion Items:
 - A. Commission Projects and Goals: After some discussion, at Shaw's suggestion, the commission agreed to focus on the painting of the bathroom in Memorial Park. It was requested that setting the date for this project be added to January's agenda as a discussion item.

9. **Action Items:**

A. Consider cancellation of December meeting: After a brief discussion, the commission voted to cancel the December meeting with a motion from Reber, seconded by Olson and a unanimous vote. Instead, the commission agreed to meet at Marinitas at 6pm on the 20th for a holiday social and will extend the invitation to the parks crew.

10. **Staff Updates:**

A. Memorial Park Master Plan: Donery reported that Phase One is coming to completion, with only three outreach dates left - one for elementary school kids from Wade Thomas, one for discussing artificial turf vs. natural turf and the last taking place at the Annual Holiday Lighting event. Once completed, all outreach data will be given to the architect for use in creating the conceptual plans. Donery stated that in late January, the CAB will reconvene for a first look at the conceptual designs as well as scheduling Phase Two for presenting the designs to the public.

B. Holiday Events: Donery briefly reported on the upcoming Holiday Lighting ceremony and Breakfast with Santa.

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

- **Discussion Item: set date for the Memorial Park bathroom painting project and discuss options of groups with which to partner.**

Meeting adjourned at 8:34pm

SSV