



Parks & Recreation Commission

Meeting Minutes | March 20, 2018

1. **Meeting Called to Order at 7:03PM**
2. **Roll Call:** *Holtzer, Kerr, Burdo, Cerio, Ferris, Frost, LaFrenz, Naranjo, Olson*
3. **Approval of Minutes – February 20, 2018:**

Motioned by *Holtzer*, Seconded by *Kerr*. Amended that *Frost* was present. **Approved.**
4. **Open Time for Public Expression:** None.
5. **Financial Report:**
 - a. **Review Recreation Fund Report for period ending February 28, 2017**

Dannielle Mauk, Community Services Director, reported that as of February 28, 2018, 66% of the fiscal year had elapsed, and the Rec. Fund has accrued 70% of its expected revenues while only having spent 56% of projected expenditures. On Monday, February 26th, The Department will be participating in a fee study to ensure that all Town programs are at market price. *Holtzer* inquired how enrollment in the Department-run childcare programs is going - Mauk responded that Robson After Care, Parkside Preschool and Camp Kid Marin are all at, or close to, full enrollment.
6. **Parks Report:**

AJ Shaw, Public Works Supervisor, reported that signage at Creek Park has been replaced, and that the Red Hill Trail has opened.
7. **Presentations**
 - a. **Spring Egg Hunts – March 30th & 31st, 2018**

Greg Mihan, Recreation Supervisor, gave an overview of the two up-coming Egg Hunts. The Flashlight Egg hunt will take place on Friday, March 30th at 8:15pm. This hunt is for kids aged 8 and older and will be held on the Memorial Park Meadow and Field #3. The Daytime Egg Hunt will take place on Saturday, March 31st, at 11am. This hunt is for children aged 7 and younger, and will be held on Fields 1, 2, and 3. The Camp Fair will also take place during the Saturday Egg Hunt.
8. **Discussion Items:**
 - a. **Earth Day - April 21, 2018**

The Commission worked with AJ Shaw, Public Works Supervisor, to come up with a suitable volunteer project for this year's Earth Day Celebration. This year there will be a Trash Clean Up and Gardening/Landscaping Project at the Isabel Cook Community Center. All are encouraged to attend. Coldwell Banker donated in support of the event, and Rec. Dept. will be reaching out to other local businesses who are interested in supporting as well. The poster for the event will be distributed soon.
 - b. **Memorial Park Master Plan – Update**

Rod Kerr reported that the Memorial Park Master Plan was presented to the Town Council on February 27th, 2018 and was approved unanimously. Now the funding process for the Master Plan will begin, likely in the form of a bond measure that will appear on the November 2018 Ballot.



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9. Staff Updates:

a. Archery Range Request

After speaking with the Commission at the January meeting, Scott Bullard of Marin Archery spoke with the Open Space Committee on February 21. Though the Parks & Rec. Commission was supportive of his efforts, Open Space determined that Archery was an “active-use”, and therefore would not be recommended at Sorich Park, which is strictly “passive-use.” The Commission encouraged Scott to contact Dannielle Mauk, Director of Community Services and pursue classes through the Recreation Department and set-up a temporary range for classes.

b. Administrative Services Assistant Position

The Recreation Department is in the process of hiring a new administrative services assistant. First round interviews for the position will be held on March 29th.

10. Commission comments & questions, requests for future agenda items

a. Earth Day

b. Memorial Park Master Plan

c. Ross Valley Healthy Community Collaborative: Raising the Bar Campaign

Meeting Adjourned at 9:11pm PDT.

JKD