



Parks and Recreation Commission

Meeting Minutes | February 19, 2019

1. **Meeting Called to Order at 7:03 PM**
2. **Roll Call:** *Kerr, Cerio, Naranjo, Lafrenz, Frost, Warner, Burdo*
3. **Approval of Minutes – January 15, 2019: Approved with one change: Burdo was not present in January.**
4. **Open Time for Public Expression:** None.
5. **Financial Report**
 - a. *Mauk* gave a report on the Recreation Department’s financial status. As of January 31, 2019, 58% of the fiscal year has elapsed and the Recreation Fund is listed at 75% of projected revenues and 53% of projected expenditures.
 - b. *Mauk* highlighted a line in the budget for \$50,000 in capital improvements. These funds are slated for improvements at the ICCC center. Improvements include installing new flooring in the 1st floor art studio, painting, putting up new blinds, and upgrading doors for safety.
6. **Actions Items**
 - a. **Review the 2019 Town of San Anselmo Agreement of “Program Partnership” with SABA.**

Mauk presented the “Program Partnership” proposal and asked the Parks and Recreation Commission to review and recommend the attached partnership agreement between the San Anselmo Baseball Association and the Town of San Anselmo to Town Council. The goal of this agreement is to formalize the current relationship between SABA and the Recreation Department. SABA helps maintain and prepare the fields at Memorial Park. Their games are played at Memorial Park and Red Hill. They have been great partners with the Recreation Department for the past 15 years. Alex Gauna, a board member from SABA and an active coach, represented SABA at the meeting and provided further input to the Commission. Burdo motioned to support the agreement, Cerio seconded and motion passed to support the Program Partnership agreement.
7. **Presentations**
 - a. **Recreation Fund Report for period ending June 30, 2018.**

Mauk gave a PowerPoint presentation to the Commission for the fiscal year ending June 30, 2018. It covered strategic plan goals, departmental accomplishments and an overview of the 2017 – 2018 Budget. Total revenue for 2017/2018 fiscal year was \$1,547,899. Childcare was the biggest source of revenue with sports being the second largest. Expenditures for 2017/2018 fiscal year was \$1,488,012. The largest expenditures were overhead and staffing expenses, childcare staffing and sports expenses. Included in sports is the overhead for referees and coaches. Copies of the presentation were distributed at the meeting and are also on the Town of San



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Anselmo website at <https://www.townofsananselmo.org/511/Parks-Recreation-Commission-Meeting-Pack>.

8. Discussion items - Memorial Park Restoration Update.

Kerr updated on the Memorial Park Restoration Project. The plan outlined at the last January's Parks and Recreation Commission meeting of putting the measure on the May 2019 ballot has changed. The change was precipitated by objections the Town received from COST, the Collation of Sensitive Tax Payers.

COST raised three objections to the proposed ballot measure: 1) Having the ballot measure presented at a special election in May, as opposed to a general election; 2) having the tax remain in place for an indefinite term; and 3) allowing for a senior exemption, which they opposed because the park was going to be used by seniors. Because of these objections, COST indicated it was going to actively oppose the proposed ballot measure. This led to discussions with members of their board and a compromise was reached. The compromise includes waiting until November 2019 for a general municipal election and changing the term from "until ended by voters" to 30 years, the length of time it will take to repay the debt incurred by the proposed ballot measure. The Town did not agree to remove the senior exemption. With these two changes COST agreed to withdraw their objection to the proposed ballot measure. *Kerr* thinks the Town will be well positioned for the November election and that the agreement with COST will increase the likelihood of the ballot measure's success.

9. Staff Updates

- a. *Mauk* posted the Coordinator II position last week. The position's focus will be on two underserved populations - older adults and teens.
- b. Summer Activity Guide is due out this weekend
- c. Age Friendly San Anselmo met on January 23rd. Going forward *Mauk* would like a representative from the Commission to be involved.
- d. Dog Park Committee is planning a fund-raising event at the Log Cabin to celebrate its 10th year anniversary.
- e. Fire and Police departments met with *Mauk* about moving their emergency command headquarters in case of flooding to the Vista Room, Mt. Tam Room and Parkside Preschool at the ICCC.

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

- a. *Mauk* to discuss with *Mihan* how to get more coaches involved to improve the Recs sports programs: Some ideas: hire teens with parental oversight, place ads, and better advertising of coaching clinics.



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- b. *Mauk* to discuss with *O'Grady* expanding afterschool enrichment to Ross Valley. Have more programs at Hidden Valley and Brookside.
- c. At the March Parks and Recreation Commission meeting, *Mauk* and *Warner* to provide an update on the Creek Park project;
- d. The Commission would like to discuss Earth Day projects at the next meeting.
- e. The Commission recognized Jackie Olsen's contributions for the past 4 years to the Parks and Recreation Commission. She will be missed by the commission members, staff and the community.

Meeting Adjourned at 8:33 PM PST. CJ