

San Anselmo Parks and Recreation Commission Meeting Minutes – 11/16/10

1. **Meeting called to order 7:06pm**
2. **Roll Call:** Commissioners present: Childs, Kelly, Lopin, Colardo, Kallmeyer, Sullivan, Community Services Director David Donery.
3. **Approval of Agenda:** Agenda approved.
4. **Approval of Minutes of October 19, 2010:** Sullivan asked for clarification of wording in Item 7. Minutes approved with changes.
5. **Open Time for Public Expression:** None
6. **Action Items**
 - A. **Applicant Interview** – Dog Park Steering Committee applicant Robert Gerrans was interviewed. The Commission voted to unanimously to appoint Robert to the Dog Park Steering Committee.
7. **Monthly Commissioner Reports –**
 - Doug Kelly asked about the tagline contest winner. Donery stated that the winner was Scott Young, who is a Junior at Drake High School. He stated that Scott would be recognized at the December Town Council meeting.
 - Doug spoke with people at the Goblin Parade and reported that people he spoke with enjoyed the event.
 - Sullivan expressed disappointment that the CreaTech program closed. Donery stated that the instructor of the program will continue to work with the department in the after school and summer youth programs, but that it will not be under the CreaTech name.
8. **Staff Update:**
 - A. **RSVD:** Donery updated the Commission on his ongoing work the Ross Valley School District. He stated that the new Superintendent has been very helpful in allowing the department to send information to families about the after school programs. The school district will insert an item into each school's newsletter three weeks before the beginning of each program session. The item will contain basic information about the Stay-N-Play program and will have a link to the registration website. In addition, schools will have a brochure containing class information available in their offices. These two procedures had not been allowed under previous administrations.
 - B. **Summer School:** Donery reported that the Ross Valley Summer School, which has been run by the Larkspur Recreation Department for many years, has approached the department about moving the program to San Anselmo. The program does not have a campus in Larkspur or Corte Madera this year, and is looking for a new location to run the program. In 2010, there were 700 participants. The Program Director is a San Anselmo resident and Upper Brookside Parent. Donery stated that he will approach the district about a potential site.
 - C. **Isabel Cook Center - Update:** Donery reported that the Town is renovating the former Spectrum offices at the Isabel Cook Center for use as three new art studios. He stated that the space has been vacant for 15 months and that there has been no interest in the space for use as an office, but that artists had inquired about the renting it as a studio. The Town Council approved a \$22K renovation, which should pay for itself in the first ten months once all the units are occupied.
 - D. **Goblin Parade Review:** Donery reported that he was unable to attend the event this year. Chairperson Kelly reported that he was at the event and that there were several hundred people in attendance.

Kelly also reported that Commissioner Kelsey Lopin arrived at the event with six volunteers who were tremendously helpful during the event. He acknowledged the Commissioner Logwood was also in attendance. Kelly stated that he felt that there were more stores along the parade route participated than in previous years. He also stated he brought an idea to Donery about getting a School District Librarian to come and perform a story time activity for the kids at the end of the event. He stated that many of these kids would be attending the local schools and that this would be a good connection for families to make. The idea did not work for 2010, but Kelly stated that he would like to bring this to the 2011 event. Commissioner Childs stated that the event happened late in the day and that it was not a good time for kids to have sugar. He recommended moving the event to a Saturday when more families could participate. Commissioner Kallmeyer stated that Halloween would fall on a Monday in 2011 and that holding the parade on the previous Saturday might work well. Donery stated that he would send all of the suggestions to the organizing committee.

- E. **Holiday Events:** Donery reported that there are three holiday events coming up. On Friday, Dec. 3rd is the Holiday Open House in downtown. Stores stay open late and refreshments are served. This event was well attended in 2010 and should be successful again. On Saturday, December 4th the Chamber of Commerce and the Recreation Department are cosponsoring the annual Holiday Lighting Ceremony from 5 until 6:30pm. The Marin Girls Chorus will perform, there will be several craft tables, refreshments will be served sponsored by the Marin Coffee Roasters and the Salvation Army, and Seawood is hosting free pictures with Santa Claus. Santa will once again arrive aboard the Ross Valley Fire Department's vintage fire truck. The third event is the Breakfast with Santa event, which is moving from the Log Cabin to the downtown Fire Station. The event will be held on Saturday, December 11th. Donery stated that the reason for the move was to increase the capacity of the event, and to be able to bring a partnering organization in to help run it. He stated that there will be two seatings at 8:00AM and 10:00AM and that preregistration will be required. He invited Commissioners who are interested to come and volunteer at the event. Drake's leadership Program will send 6 to 8 students to help with the event.
- F. **Dog Park Steering Committee – Update:** Donery reported that the Committee has instituted a monthly work party on the first Saturday of each month. He stated that there is an issue with rocks, which are very prevalent. The Committee has been systematically removing the rocks and placing them behind the drinking fountain. He also reported that the Committee has formed an outreach committee and will be hosting a community meeting later in the spring to discuss options for groundcover. He reported that the committee has ordered a small storage shed to house the various tools used to maintain the park. The group will be hosting a fundraising event on Dec. 4 at Pet Food Express in terra Linda. They will be selling dog wash tokens and will receive all of the net profit for the sales.
- G. **December Meeting/Social:** Donery stated that traditionally the Commission holds a holiday social in place of its December meeting. He stated that last year the social was postponed until after the holidays and was graciously hosted by Commissioner Denise Young. Chair Kelly stated that he would like to postpone the discussion and that he had an idea but was not prepared to discuss it. He asked that the Commission skip the December meeting and that the social be planned via email. The Commission agreed to cancel the December meeting and to coordinate the social via email and phone.
9. **Commission comments and questions, requests for future agenda items –**
Commissioner Sullivan requested that we review the process the commission went through to determine the recommendation to the Town Council regarding the Robson Park dog rules, and that a protocol be developed for how the Commission is represented during the Town Council's review of the item. Chair Kelly stated that he spoke as an individual at the Town Council. He stated that he believed that Commissioners Kallmeyer and Childs did same. Sullivan stated that she had never been a part of a committee where a decision was reached and those with opposing viewpoints publicly spoke out against the committee's recommendations. She stated that she believed that the Commission should not vote on issues if the entire Commission did not stand behind the group's decision. She stated that she would like to develop a working agreement on how the Commission could handle this in the future. Donery stated that he would put this issue on the Commission's January agenda.

Chair Kelly asked that the Commission receive a report on the status of Parkside Preschool. Donery stated that the school was approximately \$20K in the red at this point in the year due to much of the summer revenues being credited to last year's budget and the fact that the school added Fridays to its schedule which is a new service day. He stated that there will be a mid-year budget report presented at the January meeting.

Meeting adjourned at 7:56PM