

San Anselmo Parks and Recreation Commission Meeting Minutes – 04/19/2011

1. **Meeting called to order 7:00pm**
2. **Roll Call:** Commissioners present: Logwood, Young, Kallmeyer, Lopin, Colardo, Sullivan. Community Services Director David Donery.
3. **Approval of Agenda:** Agenda approved.
4. **Approval of Minutes of March 15, 2011:** Minutes approved.
5. **Open Time for Public Expression:** None
6. **Recreation Fund:** Donery stated that the Department was at 75% of revenues and 73% of expenditures. He stated that summer enrollment looks to be tracking similarly to the last fiscal year. Donery stated that the program areas that are showing lower than expected revenues are the adult programs and the Parkside Preschool program. Donery stated that the Parkside program should close some of their deficit with the summer camp enrollment, which is beginning to come in. Donery mentioned that summer camp registration is steady. Logwood asked how the Paintball Camp registration is doing. Donery stated that the program is about half full, and that he predicts that the program will probably fill one of their two sessions, as they did last year. Logwood mentioned that he has suggested using Groupon as a way to market some programs. Donery stated that he would have a report on this at the June meeting. Kallmeyer asked how the Parkside staff had received the feedback they had received from the Commission. Donery stated that staff told him that they had left the meeting feeling supported and that they greatly appreciated the ideas that were generated from the discussion. The Commission discussed the ongoing development of the Parkside parent survey and agreed to focus on getting the survey completed for use with the parents of the 2010/11 school year.
7. **Discussion Items –**
 - A. Joint Meeting with Town Council – Agenda Items: Kallmeyer stated that the Joint Meeting with the Town Council has been rescheduled to Tuesday, May 17th. She referred the commission to the minutes from the March meeting which outlines the list of items to be discussed, along with Commissioners assigned to lead each item.

Donery asked that the Commission to review the plan, and to confirm that this is the direction the Commission still wants to take. Colardo stated that we need to be very prepared. He asked what we have to present that could lead in to each of these items. Regarding facilities, he stated that it would make sense that we address first what is needed now (maintenance), what could be “spruced up” (improvements) and where can we go in the future (new facilities). He stated that he would be willing to, with staff help, develop a Power Point presentation that could illustrate these thoughts. Kallmeyer stated that what Colardo was speaking about addresses the two most significant topics, budget and facilities. She stated that the other items were more housekeeping/administrative items. She agreed that presenting the larger items using a visual component is a great idea. Colardo stated that he does not feel that it is the right time to ask for additional funding. He stated that he feels that the discussion should be focused on planning and facility improvements and that we separate the funding discussion from the facilities discussion.

Young stated that she would like to see the Commission leave with one concrete agreement for the funding of a San Anselmo Parks & Recreation Department sign in front of the Isabel Cook building. Kallmeyer referred to the CPRS Budget Survey which stated that on average, towns the size of San Anselmo receive 50 to 60% of their operating budgets from the General Fund. She asked why this is different in San Anselmo, where the department receives only 15%. She asked whether additional funds have every been asked for. Donery stated that the department had never received much funding, and that it has been requested, but due to the overall lack of funds in the Town’s budget, that when extra funds are available, they are put towards repairs to the

Town's crumbling infrastructure. He stated that the department has been forced to be incredibly entrepreneurial but has also caused it to suffer from lack of administrative support and become less efficient.

Sullivan stated that the department also suffered from somewhat of a bad reputation in the community of being disorganized and that some of the programming was not as high quality as it could be. She stated that she feels that this has changed and that this process is a part of that change.

Young asked whether we still wanted to touch on all of the items that were developed in March, or do we want to hone the list. The Commission discussed this and came to the following list of items:

The Commission agreed that the following questions would be addressed by:

- Overview of department (stats) and facility development ideas (PPT)
- When items should come to the Commission prior to going to the Council
- Dog Management/Leash Law
- Frequency of Joint Meetings with Town Council
- Boards and Commission Social

Young stated that the Commission should provide refreshments and agreed to email Commissioners to organize this.

B. Picnic on the Plaza - Donery reminded everyone that the Commission has committed to hosting the final Picnics on the Plaza on Friday, August 26th. Lopin asked what our theme was. The Commission discussed having a tropical/beach theme. Donery said that he would find out what other themes were being considered. Donery reminded the Commission that they need to arrange for a band. Lopin stated that there is a Halau down the street on Tunstead and that they may be able to provide hula dancing and Hawaiian music. Lopin stated that she would check into this.

8. Monthly Commissioner Reports: The Commission discussed types of reports should be presented here and decided that reports should be anything related to recreation in the Ross Valley.

9. Staff Updates:

A. Red Hill JPA – Update: Donery stated that the Red Hill JPA Board met in April and voted to recommend for approval the Joint Use Agreement between the Town and the Tamalpais Union High School District and the dissolution of the RHJPA agency. In May, the School District Board of Trustees and the Town Council voted to approve these two items.

B. Dog Park Steering Committee: Donery reported that the Committee is working on its two-year anniversary party which is scheduled for May 23rd from 4 to 7pm at the dog park. They will have a hosted BBQ.

C. Children's Egg Hunt – Volunteers: Donery stated that the annual Egg Hunt is set for the following Saturday. He stated that the Drake Leadership Program has stuffed all of the eggs and some would come and help at the event. He stated that they could still use a few volunteers. Logwood agreed to help. Young agreed to send her son Scott to help.

D. Reorganization – Status: Donery stated that the reorganization plan is being vetted by SEIU. Once this process is complete, the plan will be sent to the Town Council for consideration.

E. Country Fair Day – Changes: Donery reported that the 2011 event will include a music and food component at Creek Park, which would run from Noon to 4pm. The street fair will be condensed to a smaller area and shorter time span. The pancake breakfast and parade will remain the same.

10. Commission comments and questions, requests for future agenda items –
Country Fair Day, Picnics on the Plaza

Meeting adjourned at 8:59PM