

**San Anselmo Parks and Recreation Commission
Meeting Minutes – 05/18/10**

1. **Meeting called to order 7:00pm**
2. **Roll Call:** Commissioners present: Sullivan, Kallmeyer, Childs, Logwood, Kelly, Hunerberg, Community Services Director, David Donery.
3. **Approval of Agenda:** Agenda Approved
4. **Approval of Minutes:** Minutes approved with two changes:
 - a. Add Laura Hunerberg to attendance/roll call.
 - b. Note that the letter from Robson resident was read by the Commission.
5. **Open Time for Public Expression:** None
6. **Action Items:**
 - A. **Recommended Park Rule Changes – Robson-Harrington Park**
 - Staff report given on proposed dog-specific rule changes at Robson Park. These rules included making the upper lawn and community garden areas permanent on-leash areas, along with restricting off-leash activity to 7-9am, and 4pm to 8pm on the lower lawn area.
 - Community members were present and voiced opinions regarding the proposed rule changes. Some residents spoke about the need for tighter restrictions than are being proposed, some that feel that the new rules are acceptable, and some that feel they are too strict.
 - A Commissioner reiterated the comments from a member of the public regarding standards for dog-oriented rules in neighborhood parks and the fact that she could not think of another similar park in Marin that had such liberal off-leash policies.
 - A Commissioner suggested that a subcommittee be formed to address this topic, using the Red Hill Dog Park rules as a guide. Another Commissioner commented that Robson is not a dog park and that this issue is related to dog use in a neighborhood park. The Commission agreed with this comment.
 - A Commissioner suggested that special collars be sold and the proceeds could go towards maintenance of the park.
 - The Commission decided to not take any action on the proposed park rule changes.
 - The Commission agreed to visit the park over the upcoming month, make observations, and come back to the June meeting prepared to discuss their findings, and make recommendations for dog-oriented rule changes for Robson-Harrington Park.
 - B. **Dog Park Steering Committee – Appointments**
 - Commission appointed Matt Anacker, Michael Belling, Judy Kaufman, Lori Parnell, and Teri Rockas to the San Anselmo Dog Park Steering Committee.
 - C. **Student Commissioner – Appointment**
 - Commission sent a recommendation to the Town Council for the appointment of Kelsey Lopin as the 2010/2011 Youth Parks and Recreation Commissioner.

7. Recreation Fund Revenue and Expenditure Report

- Staff reported that the inflated revenue amounts were due to the new accounting system where programs starting in June are being accounted for in the current fiscal year. Staff also reported that some of the reported revenue would be deferred at the end of May into the new fiscal year, which will give a more realistic picture of where we are to date.
- Commissioner Sullivan asked how the overall budget should end the year, especially when considering the underperformances of StayNPlay and Parkside Preschool programs. Donery stated that there were some salary savings with one staff using family leave for a portion of the year, and the fact that a portion of the summer revenue will be credited to the current fiscal year.

8. Program Area Report - Parkside Preschool

- Staff gave a report about the Parkside Preschool program. Parkside is licensed by the State of California as a preschool.
- Parkside has been in existence for 31 years. Operations run from 8am to 5pm, Monday through Thursday. Fridays were removed in 2006 due to not having any registrations of Fridays.
- Program has consistently provided a profit to the Rec. Dept. In 2003/04, the profit was \$46K, in 2008/09 profit was \$5K. The profit has diminished to higher staff costs, including changing a part time teacher to a 67% FTE to comply with State employment law.
- Program currently has 35 children enrolled. The daily capacity is 35 children. They currently do not have any full-time children enrolled. Most children are enrolled for two to three days per week, or are enrolled four days a week in the nursery program (9:30am to 1:00pm).
- In October of 2009, Parkside's budget was down \$12.8K due to low summer enrollment and weaker than expected fall attendance.
- By January, several new families had registered for the spring, and the deficit slowly began to shrink. By April 30, the deficit was down to \$7.8K.
- In the fall, the department began planning a series of changes designed to increase the exposure of the program in order to attract more families. Two significant changes that have been made are changing the summer preschool format to a summer camp format. As of today, 11 new families have signed up to attend the new Camp KidMarin program. In past years, Parkside has seen one or two new families each summer. The hope is that some of these families would choose to join the preschool in the fall. The other significant change is in the preschool schedule. Parkside will move to a Monday through Friday schedule, and will offer the program from 8am to 3pm.
- Other changes include installing a sign at the entrance to the parking lot and making a banner to hang in front of ICC during key times of year.
- Plans are underway to "beautify" the ICC Recreation Building. Staff is working on a "painting party" where the buildings would receive a new coat of paint, along with other building treatments that could make the facility more attractive.
- Chairperson Kelly noted that there is an organization that offers mentoring to preschools. A mentor is available to come and visit the program and would provide a comprehensive evaluation about what the preschool could do to improve.

9. Staff Update

- A. Red Hill JPA - JPA Board meets on Wednesday, May 19, 2010.
- B. Summer Program Update – Camp Wildcat! Was postponed until 2011. Camp KidMarin programs are doing well. Paintball Camps registrations are slower than expected.
- C. Facilities- ICC will convert the Spectrum offices into art studios. Parks office may be renovated.
- D. May 8th Event review: John Wright Field ceremony, 40-50 people, Drake band played. Also, San Anselmo Tennis Club had their Farewell Party at the Vaccaro's home in Fairfax.

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

- Commissioner Community Comments

11. Meeting Adjourned at 9:37p.m.