

1. **Meeting called to order at 7:00pm**
2. **Roll Call:** Burdo, Holtzer, Kallmeyer, Kelly, Logwood, Machado and Ashton
3. **Approval of Agenda:** Approved.
4. **Approval of Minutes of 8/20/13:** Approved
5. **Open Time for Public Expression:** None
6. **Discussion Item :**
 - A. Request from Quality of Life Commission - Item tabled until further notice.

B. 501c3 Status Report - Kelly reported that the commission will need to establish a set of by-laws, as well as a minimum of three trustee. Burdo recommended purchasing an inexpensive liability policy. Quarterly meetings were agreed upon. Holtzer acknowledged that this would be set up separately from the Commission. Donery stated that staff recommended that a list of questions be presented to the commission for consideration. Burdo informed the commission that there can be no meetings in absentia but can vote in absentia, also providing some insight as to how to proceed, offering to modify language for our purposes. He suggested that three people be identified to act as trustees and proceed from there.

C. ICC Building Improvements: Update and Input - Kallmeyer inquired about funding for the Facilities Master Plan. Donery explained that, of the \$80,000 budgeted, \$55,000 will come from the Rec Fund with \$25,000 offered by Katie Rice. Burdo addressed the 'hazardous materials' issue with ICC. Donery acknowledged that there is asbestos within some of the building's materials and that there are not enough money to fund removal but, the asbestos is contained and that without disturbing it, it does not currently present a hazard. That having been said, Donery agreed once real facility upgrades begin that the asbestos must be abated. Ashton asked Donery to provide specifics about the improvements that are scheduled.

Donery reported that the gym 'kitchen' floor would be cleaned and buffed, all refrigeration units consolidated and enclosed and all existing furniture replaced. Ashton suggested donating the replaced items to Free-Cycle. Kelly addressed the ActiveNet fees and Donery stated that the fees allow the department to maintain a robust software system and in his opinion are the cost of doing business. Donery stated that email marketing functionality alone allows the department to get the word out regarding Special Events such as Picnics on the Plaza and Country Fair Day. Kallmeyer and Holtzer expressed concern with the \$15,000 quoted for the gym kitchen upgrade. Donery explained that, because of under-estimations with other projects, he padded this one but didn't believe it would cost that much. Machado expounded on Dave's explanation with his understanding of what it might cost to create the refrigeration area alone.

7. **Commission Projects and Goals :**

A. Robson Park-Railing Staining Work Party Review: Burdo reported that he and Commissioner Bergman along with David Kallmeyer worked, and the project was completed in three hours. Bergman reported that the railing looks great. The Commissioners stated that the project was a lot of fun, Donery reported that the group received a thank you card from the woman who organized the effort.

B. Picnics on the Plaza Review: Commissioners Kelly and Machado were there early to work the event and decided to give cookies away instead of selling them. The Commission agreed that the band was great, and they started on time and went late. Logwood said that he thought the \$20 fee for unlimited bouncing in the Bounce House seemed high and suggested \$15. Donery was amenable to trying it next year. Tanyana the Face Painter was a big hit. All agreed that they enjoyed doing the last 'Picnic' of the season best. Donery suggested hitting up the schools for Dad bands to boost attendance and mentioned the potential for extending to a seven week season into mid-September. Ashton, who worked from 4 to 5:30pm, said she noticed several families from other towns at the event and wondered if we do any outreach beyond SA. Donery responded, saying that we don't do a lot but could do more.

C. Country Fair Day Update: Donery reported that, in addition to the regular FUN ZONE activities, we will be adding two mechanical bulls - Angus McRodeo for the tots and a larger one for older kids and adults. The SAFETY ZONE will include a Fire Truck, Police Car and a Curbside CPR booth. There will be a misting tent for cooling down set up in Imagination Park.

The Commission's Beverage Booth (Beer & Wine Bar) will be stocked with beer procured by Doug Kelly and Steve Burdo early. Kelly will bring an actual bar that he purchased (used). Machado will bring canopy on Sat. Kallmeyer will handle coordination and put together a schedule.

D. BINGO Event: Holtzer reported that Drake High is happy to provide the use of their Student Center. It was agreed that a Saturday night would be best, from 5pm to 8pm - perhaps last weekend in January or first weekend in Feb. Holtzer shared that she plans to attend White Hill's BINGO night to do research. Kelly reported that St. Rita's has cancelled their BINGO night and is selling their equipment - he will negotiate cost with them and see what he can get. It was agreed that there would be prizes in lieu of cash winnings and effort would be made to get the prizes donated. Kelly acknowledged that this would be a perfect event for kids and seniors. Burdo said he would talk to Dana, the Seniors program coordinator. Ashton suggested advertising in the December issue of the Jolly Roger. There was some discussion about food - maybe dinner from 5 to 6pm - further discussion required.

E. Future Projects: Logwood made a point that we should think about taking an idea from the Sausalito Rec. Guide and include a map and info about our parks.

8. **Staff Update :**

A. Sports Programs Report: Recreation Supervisor Greg Mihan, who is in charge of the Recreation Departments many sports programs, gave an in-depth report on the state of the programs as well as fielding questions from the commission. Kallmeyer asked why we didn't do the "Kick It" event this year, to which Greg responded, explaining that it required an extensive partnership of several groups and that, this year, they all agreed that they'd rather each do their own individual thing.

9. **Commission Comments & Questions, Requests for future agenda items :**

Logwood reported that there is a group of dog owners at Robson Park that does abide by the rules and there is no enforcement. There was some discussion and it was agreed that they would to have an agenda item for next meeting to discuss some possible solutions/actions.

Adjourned: 8:45pm