



## Parks & Recreation Commission

Meeting Minutes, November 19, 2013

1. Meeting called to order at 7:00pm
2. Roll Call: *Ashton, Bergman, Holtzer, Kallmeyer, Kelly, Logwood, Machado*
3. Approval of Agenda: Approved
4. Approval of Minutes of 10/15/13: Approved
5. Open Time for Public Expression: None
6. Rec Fund Report:
  - A. Fiscal Year 2013-14 Period ending Oct. 31, 2013: Donery reported that we are up 14% from same time last year. All programs are doing very well, particularly the basketball programs. He stated that Greg Mihan is doing a great job running all of the youth sports programs. Additionally, due to low numbers in the softball program, there is now field space for a Rookies program to run concurrently with SABA's, filling a much requested niche. The Dept are also reviving the lacrosse program designed to be a feeder league to the Ross Valley Grizzlys club.
7. Old Business:
  - A. Memorial Park Skate Park Program Proposal: – Donery gave a brief staff report, stating that at the last meeting a sub-committee was established with commissioners Machado and Burdo, to address the questions raised from the last presentation. Although he mentioned that staff is discussing a donor recognition program, there was nothing currently to report. He explained that the subcommittee met with Sean Smith at the Police Department who, although admitted that in the past he had great concerns with regard to behavioral issues arising from the existence of skate parks, was happy to report that existing parks in the county have not been problematic. He did stress the importance of setting and posting clear rules of conduct, enforcement of them by peers and parents and establishing a maximum sundown closure time. Donery reported that the subcommittee also met with Public Works Director Sean Condry, whose concerns included maintenance and safety inspections. Condry committed to doing research regarding California Law with regard to safety inspections and would assume responsibility for inspections and training. With regard to the resurfacing phase of the project, he said he would investigate. Staff recommended establishing a steering committee similar to the Red Hill Dog Park Steering Committee, who has taken on the majority of maintenance and developmental projects. Donery reported that the one issue that has yet to be reconciled is that of sound. Staff recommends that noise and sound be heavily considered throughout the process. Lisa Graham reported that students at White Hill are starting a skateboard club and the feedback from them is that they really want this skate park and are very aware of the importance that they act as ambassadors of exemplary behavior. Dave suggested that the skater component be brought in to the next meeting. Logwood enquired about grants to which Donery expressed that Sean Condry is very adept at locating them if they exist.

8. **Commission Projects & Goals:**

- A. BINGO Fundraiser: Holtzer reported that the space is reserved at the Drake High Student Center and determined that hiring Atomic Casino Parties in Santa Rosa to run the BINGO game, would be the best way to go. It was agreed that dinner should be part of the entrance fee, along with one BINGO card (additional cards would be available for purchase). Food should be readymade – pizza or burrito. Suggestions for vendors were Chipotle and High Tech Burrito. The entrance price settled upon was \$20 for adults and \$10 for children (2 years and under free with no card or dinner). There was discussion about providing desserts in addition to additional shutter cards for sale as fundraising items. Each commissioner agreed to be responsible for soliciting 4 or 5 prizes each.
- B. 501c3: Kelly reported that there were a few questions that needed to be answered and that the process required there to be a President, VP and Treasurer. Logwood suggested asking Carter Coleman to set it up with Steve Burdo and/or Maria Kallmeyer. Kelly agreed to reach out to Carter and cc: Maria
- C. Future Projects: All agreed to a moratorium.

9. **Staff Update:**

- A. Goblins' Parade – Review: Donery reported that the weather was good and the event was heavily attended. Sean Smith of the PD brought out a large safety component. The general consensus was to keep those safety measures in place for next year but shift from a 'parade' event to an 'open house' where the families show up within the time frame and trick-or-treat at the participating merchant shops.
- B. Dogs in Parks – Update: Donery reported that he has met with Sean Smith at PD who shared his that he has experienced identical issues in Larkspur and that there is nothing on the books that would be applicable for citing infraction of a park rule. He is looking for something to present to the Town Council. Once he has something definitive, Donery will present a report.
- C. Measure 'A' Funding: Donery reported that the Town will receive their first allocation of Measure A funds in January and that it is expected to be in the amount of \$36K. This amount represents about 50% of what the Town can expect annually for the life of the tax. He reported that the Town Council voted to have this initial allocation go toward the purchase of Sky Ranch to preserve it as Open Space in perpetuity. He stated that the Council recommended that the parks & Recreation Commission and Open Space Committee work together and bring forward options for Council consideration for future allocations. Donery stated that he had suggested during the October staff report that the Council could choose to use of the funds for improvements in Creek Park and a bathroom at Robson Park.
- D. New Commission Resolution: Donery reported that there is an effort to clean up guidelines for service for all commissions by using the resolution format on the Town's website.
- E. December Social: Donery stated that he will defer to the commission with regard to the annual Holiday Social. Kelly suggested that the back area of Marinitas be reserved for an Open House. He volunteered to talk to Heidi about securing the space. It was agreed that it would on Tuesday, December 17<sup>th</sup> at 7pm, in lieu of the December meeting.

10. Commission Comments & Questions, Requests for future agenda items: None

Adjourned: 8:50 pm