



Parks & Recreation Commission

Meeting Minutes, October 21, 2014

1. Meeting called to order at 7:15pm
2. Roll Call: *Bergman, Burdo, Holtzer, Logwood, Machado*
3. Approval of Minutes of 8/25/14: M-Burdo/S-Machado /Ayes = 5; Noes = 0 - Approved
4. Open Time for Public Expression: None
5. **Recreation Fund Report:**

Fiscal Year 2014/15 - Period ending 9/30/14: Donery reported that, as of September 30th, 25% of the fiscal year has elapsed and the Recreation Fund is at 28% of projected revenues and 25% of projected expenditures. There is a gain of \$156,874.00 with the exception of two deposits and two ActiveNet checks that were returned due to insufficient address. Holtzer requested a reporting of the highlights and lowlights. Donery answered, explaining that this year the improvement in our relationship with the school district was reflected in their approval of more than the formerly allotted number of classrooms for Afterschool Enrichment program classes, attributing this highlight to the fact that the program is being run very well. Parkside and RAC are also doing well at near capacity enrollment and Juan's gymnastics program is steady, as usual. Holtzer asked about the final numbers for Kinder-Kool, to which Donery responded, saying that, although we don't yet have the final numbers, it appeared that it had the same ratio of kindergarteners as in years past. Bergman reported that it appeared that there is quite a large kindergarten class at Hidden Valley compared to the HV Kinder-Kool attendance.
6. **Community Facilities Master Plan:**

Donery made reference to one of the handouts labeled Community Meeting #3, which showed the results of the surveys and a breakdown of the site options for Isabel Cook Center (ICC), explaining that there is a separate process for the Robson Harrington site in an effort to make the process more manageable. He went on to describe the various site options illustrated for ICC. Burdo brought up the issue of the community's desire for a pool. After some discussion, it was decided that a subcommittee will be created to research the possibility of the Drake High School facility as an option. They will also conduct a survey to gather very specific information about the community's wishes (i.e. - food concession, lounge chairs and umbrellas, hours for lap swim, recreation, etc.). Burdo volunteered to be on the subcommittee. Bergman expressed concern about allocating such a large percentage of space to child care programs when the survey results reflected a low percentage of interest by the community. Donery shared that the surveys, to date, have not specifically offered preschool as an option. Burdo suggested that we gather more specific feedback to inform this decision and introduced the possibility of convertible space. Donery noted that in many of the facilities toured, the childcare space was convertible. Logwood expressed the importance of an affordable option within the town. Holtzer asked if there were other site options for a preschool other than the ICC site. It was agreed that this topic requires further discussion. Donery reported on the October 9th meeting at the Robson-Harrington site that was set up specifically for the neighboring community. He stated that the meeting went very well. Some of the topics discussed were on-site parking, a new club house for the afterschool program and existing use of the facility. There will be a follow-up meeting on November 13th or 20th, where Group 4 consultants will present site options based upon the feedback from the first meeting. Bergman shared residents' concerns that off-site parking will increase as a result of an increase in capacity of programs and events. Donery stated that he will attest to and take responsibility for making sure that capacity numbers will not be increased. There was discussion regarding the enforcement of existing rules and restrictions regarding amplified music and staying beyond the rental agreement time. It was agreed that withholding deposits of those in violation is the best way to enforce.

7. **Commission Projects & Goals:**

A. Events:

i. Country Fair Day Review:

Holtzer shared that having a beverage booth with soft drinks as well as alcoholic drinks was great. The water stations provided by Q of L Commission got quite a bit of use, also. Donery reported that he received some feedback suggesting that we reschedule Tim Cain to 10am so that there is something for the kids to attend when they leave the Pancake Breakfast at the Firehouse. After further discussion, it was agreed that it would be ideal to move Tim Cain to Imagination Park and have him start at noon.

ii. Millennium Playground Work Party:

All agreed that the project went very well and noted that there were many younger kids there and that everyone worked hard. It was acknowledging that Chris Loper was a key player and would like to make sure that he is included in the planning of the next project. Holtzer suggested that perhaps a key to future success would be to partner with someone or some group.

B. Future Projects: Holtzer introduced the topic of the BINGO Fundraiser, stating that it is a lot of work to organize. Burdo suggested that perhaps the prizes could be smaller, reducing the work load a bit, finishing with an offer to consider organizing the next one.

C. December Social in Lieu of Meeting: It was agreed that it will be on Tuesday, December 16th at the Dugout. Debbie, council members, staff and spouses will be invited.

8. **Staff Update:**

A. Fall Events: This year's Halloween event has been changed from the Goblins' Parade to the Goblins' Spooktakular and is being co-produced by Dana Gibson and Kay Coleman. Instead of the usual parade, it is being offered as a Trick-or-Treating opportunity from 5 to 7pm. All commissioners are welcomed to hold a station and give out candy.

B. Dogs in Parks Ordinance: Donery reported that the ordinance is now in the books. The second reading to the council took place last Tuesday. In thirty days it will become official. There will be one warning followed by a fine of \$150 for the second offense. If four citations are issued within one year, the offense will increase to a misdemeanor.

C. Skate Plaza: Donery shared that there is the potential of a large donor but the meeting with this person has been postponed due to illness. Burdo reported that he spoke with Lisa who shared that she is communicating with a different vendor who may be able to offer a significantly lower bid.

D. Facility Improvements: Donery reported that the final design for the ICC signs are done. The materials recommended are of fairly high quality. Sean is researching providers. Tam Room is still scheduled for remodeling over winter break. The ADA ramp will be installed sometime this fiscal year. Burdo shared a design concept that would incorporate a timeline along the ADA ramp, illustrating various historical dates as related to the Town and/or the ICC center

E. Memorial Park Detention Basin: Donery stated that there is nothing new to report

9. **Commission comments and questions, requests for future agenda items:**

- Levenson would like to add an agenda item to address weddings and receptions at Creek Park and Robson Harrington and has volunteered to head a committee, stating that there is a Marin Art & Garden Center person who has expressed interest in partnering with us. He is hoping to see some revenue generated.