



Parks & Recreation Commission

Meeting Minutes, March 15, 2016

1. Meeting called to order at 7:30pm (started late as we needed to wait until we had a quorum)
2. Roll Call: *Burdo, Holtzer, Logwood, Reber*
3. Approval of 2/24/16 Minutes: M: Burdo / S: Reber / Ayes: 4 / Noes: 0 Approved
4. Open Time for Public Expression: None
5. Interviews - Applicants for Memorial Park Basketball & Skate Park Steering Committee:
Brian Lease: A carpenter by trade, he has volunteered his time and expertise to keep the previous wooden ramp in good repair. He is a skateboarder and his ten year old daughter is currently taking lessons with Jeremy. His biggest concern as relates to the skate plaza is the trash and the loiterers who are primarily responsible for it. He would like to continue to offer his services to keep the facilities safe and in good repair, as long as he can be reimbursed for cost of supplies. Holtzer voiced her concern about unenforced rules, to which Brian added his awareness of smokers and people with mental illness hanging out in the dugouts and bleachers. He agrees that the skateboarders need to be more involved in caring for their park. He added that he could be instrumental with fundraising thru coordination of parties.
Brenna Gubbins: Owns a local surf and skate shop in Fairfax. She sees a need for places for kids. When asked how she might be helpful, she offered that she has an awareness of kids making bad choices and acknowledged that an adult presence is key. Additionally, she believes that when kids feel that their voices are heard, they develop more ownership and offered to meet with them. Reber said it was great that she is already part of their world through her shop and agreed that she may get results. Logwood offered that kids respond well to positive reinforcement. Gubbins told the commission that she has sponsored many events and suggested that a skate event might illicit help from the community. To Burdo's question regarding her experience with fund-raising, she said "too much" and quickly said she looks forward to producing events to raise funds.

Donery explained that there are three more adult applicants to interview as well four youth members.

6. **Financial Report:**
A. Review Recreation Fund Report for periods ending February 29, 2016: As of February 29, 2016, 66% of the fiscal year has elapsed and the Recreation Fund is listed at 75% of projected revenue and 69% of projected expenditures. The expenditure total includes a lump sum payment to PERS of \$32,341, a transfer out of \$60,000 designated to cover the cost of a Community Facilities Funding Assessment, and \$50,000 in one-time expenditures for facility improvements. Calculating the actual operational, year-to-date expenditures for the Recreation Fund without the inclusion of these three, one-time expenditures, the fund shows a positive balance of \$ 29,354. Holtzer asked about early enrollment for Summer Camps. Donery shared that the 9 week super saver filled up within the first two weeks. She also asked if we would be having Doodlebug summer camps to which Donery answered affirmatively. Holtzer acknowledged how successful the gymnastics date night program is and wondered if, simultaneously, there might be a Pajama Night with Marnie from doodlebug offering art projects, for those children who aren't into the active program offered at Juan's. Donery agreed that it was a great idea and that he could see it being held in the Vista Room.
7. **Discussion Items:**
A. Memorial Park Master Plan: Donery reported that at the council meeting on the 8th, the council responded to the proposal with a request that staff gather information regarding the cost to make in-place improvements to the park. He added that staff will report at the council meeting

on the 22nd. Reber shared that she was involved with the renovation of Pixie Park and found that the Master Plan informed them as to how to make interim changes that would fit well with the larger plan. Holtzer expressed that they needed to get the community involved as soon as possible to which Burdo expressed agreement. He also added that safety issues with the athletic fields need to be addressed immediately, citing examples. Holtzer stated that she advocates for the splitting of the Memorial Park project and Community Center project, as the park is in need of attention now. Logwood agreed, stating that the park is more "shovel ready" and the work can be done with minimal impact to the adjacent neighbors.

At this point agenda item number 4 is revisited to allow council member, Matt Brown, to speak to the issue. He stated that it is his personal view that the Town deliberately neglected the park during the "detention basin" process. He would like to see community members involved in addressing parks needs and supports expenditures as long as the money is well spent.

After Matt left the council chambers, the commissioners engaged in a robust discussion. After considering both fix-in-place options and a master plan process without contracting Group 4 but rather, contracting a single person (who would be referred to as the contractor, not the consultant) who would report to Donery and lead the process with help from staff, CAC and volunteers, it was agreed that the latter would be worth investigating.

B. Commission Projects and Goals: Holtzer asked for an update of the 501c3. Burdo reported that we need to fill out the 1024 Tax Exempt Status form and hold the initial planning meeting to set the bylaws. Holtzer suggested that Doug Kelly might be a good member of the committee. Donery stated that John Wright has been invited and we could extend the invitation to Doug as well, adding that we should have a separate meeting to discuss 501c3. Holtzer asked for information about the Creekside Q event. Donery reported that he is trying to get an answer from Heidi as to whether Insulata's will be involved this year and will work toward getting an answer by next meeting. Holtzer also suggested that summer time is the best time for fundraising outreach. Donery stated that the Commission's beverage booth at Country Fair Day could be a 501c3 contributor.

8. **Staff Updates:**

A. Potential renovation of lower floor of ICC: Donery reported, with a thriving Carpentry program as well as other programs and the introduction of doodlebug in the first floor classrooms, there has been more consideration of renovating that space. Eventually, we would like to have it referred to as The Makers Den, with a somewhat industrial look.

B. Snack Shack operations: Donery announced that Cathy Thornton has retired from her volunteer roll as the Snack Shack manager. Linda Lujan, who has also worked with us as an events coordinator, has been hired to take over that task.

C. Spring Egg Hunt: The flashlight egg hunt will be Friday evening of the 25th, with the traditional egg hunt for younger kids on Saturday, the 26th. Along with Bradley Real Estate, Block Advisors will be sponsoring the event and will host a food refreshment booth.

9. **Action Items:**

A. Monthly Meeting Date Change: Tabled until more commissioners are present.

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

Meeting adjourned at 9:04pm

SSV