



# Parks and Recreation Commission

Meeting Minutes | June 18, 2019

1. **Meeting Called to Order at 7:01 PM**
2. **Roll Call:** *Kerr, Lafrenz, Frost, Burdo, Cerio, Corr*
3. **Approval of Minutes – May 21, 2019 : Approved**
4. **Open Time for Public Expression:** None.
5. **Financial Report**
  - a. *Mauk* gave a report on the Recreation Department's financial status. As of May 31, 2019, 92% of the fiscal year has elapsed and the Recreation Fund is listed at 124% of projected revenues and 83% of projected expenditures. The Town's audit will not take place until November, so June numbers will be available in December or January.
6. **Action Items**
  - a. **Hal Brown Scholarship Program Revisions**

*Kevin MacLeod and Mattie O'Grady* gave a Staff Report and Power Point presentation to the Commission to propose changes to the Hal Brown Scholarship program which is run through the San Anselmo Recreation Department. The scholarship is available to low income families in the Ross Valley that meet all qualifications. Currently, \$400 is awarded to families in order to assist in paying 50% of costs for each activity they enroll in. The family is then required to pay the remaining balance for the activity. The program awards, on average, 32 scholarships per fiscal year to low income families, however the actual usage of the awarded funds is less than 50%. In the past scholarship funds were given to the San Anselmo Recreation Department from District 2 of Marin County on a yearly basis to cover the cost of the Hal Brown Scholarship program. However, due to low scholarship usage the Recreation Department has not requested funds from the county to help cover the cost over the past few years. Funds from previous years have exceeded the amount used by scholarship recipients, leading to a balance in the Hal Brown Scholarship fund. *MacLeod and O'Grady* proposed changing the program and awarding each household \$300 to cover 100% of the registration fee. The changes would eliminate the out of pocket cost for scholarship recipients. The program will close through the end of the fiscal year once 34 scholarships have been awarded and the total scholarship funding for FY 19/20 would not exceed \$10,200. These changes will better serve the needs of our lower income families and increase fund usage. The Department will renew the relationship with Marin County District 2 for future funding; a critical resource for the San Anselmo Recreation Department to continue providing subsidized programming to lower income families in need.



## Parks and Recreation Commission

Meeting Minutes | June 18, 2019

Motion for approval from *Burdo*, seconded by *Frost*. This proposal was unanimously approved by the Parks and Recreation Commission.

### 7. Discussion Items

#### a. Summer Camp and Program Updates

*O'Grady* gave an update on 2019 Summer/Fall programs at the Recreation Center. After School Enrichment classes grew over the past year. Summer Camp enrollments are full. There are new art and theatre programs at ICC. The recreation staff is trying to create more programs for teens, such as art programs and an afterschool drop-in at Robson. Gymnastics fees will be increased this year by 5%.

#### b. Events

*O'Grady* spoke about upcoming events. Music in the Park, The Beatles Tribute, and Movies on Saturdays, all happening in Creek Park. Picnics on the Plaza start August 2<sup>nd</sup>. Country Fair Day is scheduled for September.

#### c. Memorial Park Restoration Update

*Kerr* gave a short update on the effort to restore Memorial Park. Next Tuesday June 25<sup>th</sup>, Town Council will vote to put the measure on the ballot in November. On August 22<sup>nd</sup> there will be a training for volunteer neighborhood leaders, and on August 24<sup>th</sup> there is a volunteer effort, going out into the neighborhoods to educate the public about the measure.

### 8. Staff Updates

#### a. Welcome back Christina

Christina Downs has returned to the Department from maternity leave.

#### b. Budget

Town Council reviewed the proposed budget at the June 11<sup>th</sup> meeting, and will consider it for final approval at the June 25<sup>th</sup> meeting. A budget presentation will be prepared for the July or August Commission meeting.

### 9. Commission comments & questions, requests for future agenda items:

- a. *Burdo* requested that we have a future discussion about Robson Harrington and improvements that can be made to the house and park.
- b. Next meeting will be July 16th, 2019

**Meeting Adjourned at 8:17 PM. CD**