



Parks and Recreation Commission

Meeting Minutes | November 19, 2019

1. **Meeting Called to Order at 7:02 PM**
2. **Roll Call:** *Kerr, Lafrenz, Frost, Burdo, Cerio*
3. **Approval of Minutes – Sept 17, 2019: Approved**
4. **Open Time for Public Expression:** None.
5. **Financial Report**
 - a. *Mauk* gave the financial report on the Recreation Fund. As of Oct 31, 2019 33% of the fiscal year has passed and the fund is at 48% of projected revenues and 37% of projected expenditures.
6. **Parks Report**
 - a. *AJ Shaw* gave an update on the maintenance of the parks. They are installing a drain pipe on the walking trail in Memorial Park to prevent flooding. Red Hill Dog Park signage has gone up. The maintenance team is preparing for winter, clearing leaves, etc.
7. **Presentation**
 - a. **Open Space**

Jonathan Braun of the Open Space Committee gave a presentation on the history of the committee, now in its 38th year. He highlighted some of the space they have preserved over the years, and their current project, securing 5 acres of land on Bald Hill from the Seminary. The Committee raises funds from their annual Spring Benefit and from their newsletter appeal.
 - b. **Sports**

Greg Mihan gave an update on the Recreation Department's Youth Sports programs, including Basketball, Soccer, Baseball and Softball.
 - c. **Breakfast with Santa**

Mihan also gave a brief update on the Breakfast with Santa event happening on Dec. 14th at the Fire Station.
8. **Discussion Items**
 - a. **Country Fair Day Wrap- Up**

Mattie O'Grady gave a wrap-up on this year's Country Fair Day event. Overall revenue was down 5% this year, with a total of \$16, 487. Expenses were up by 30% due to new marketing material, tents, more porta potties, and increases in rental fees from vendors. Booth spaces were up 27%, the largest vendor attendance to date. Next year Cedarsville will not have any rides.
 - b. **Memorial Park Restoration Project Update**

Commission has decided to discuss options on how to move forward with Memorial Park upgrades in the new year.



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9. Action Items

a. Town of San Anselmo and San Anselmo Baseball Association Contract

Mauk presented the new partnership contract for the Commission to review. The new contract stipulates that SABA will still manage registrations but all participants will sign Town waivers. The Town will collect 10% of the registration fees, the Town will handle all advertising and maintain the Snack Shack inventory.

Burdo motion to Approve, *LaFrenz* seconded, Commission approved.

b. December 17th Meeting – cancelled in favor of a Commission Holiday party.

Burdo motion to approve, *LaFrenz* seconded, Commission approved.

9. Staff Updates

a. Holiday Tree Lighting – December 7th

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

- a. Commission thanked Steve Burdo for his many years of hard work and service to the Parks and Recreation Committee. He will be joining the Town Council in 2020.
- b. Jen Trahan is the newest member of the Commission, and Town Council will be interviewing two more potential members.

Meeting Adjourned at 8:43 PM. CD