

**TOWN OF CORTE MADERA
PARKS AND RECREATION COMMISSION MEETING
CORTE MADERA TOWN HALL COUNCIL CHAMBERS
JUNE 25, 2018
APPROVED MINUTES**

Commissioners

Present: Fred Casissa, Chair
Nathan Blomgren
Sarah Elsen
Pam Fong

Commissioners Eric Engstrom
Absent: Emily Janowsky
Elein Phipps

Staff Mario Fiorentini, Recreation Director
Present: Dave Wilkinson, Recreation Consultant

1. CALL TO ORDER AND ROLL CALL AND SALUTE TO THE FLAG

Chair Casissa opened the meeting at 6:30 p.m.

2. OPEN TIME FOR PUBLIC COMMENT

There were no comments.

3. PRESENTATIONS

- Presentation to Outgoing Commissioner Pam Fong

Chair Casissa read a Proclamation thanking Commissioner Fong for her twelve years of service on the Commission and presented her with some gifts.

Commissioner Fong stated she enjoyed her service on the Commission. She encouraged new Commissioners to listen, keep your eyes open, and have fun.

4. CONSENT CALENDAR

There were no Consent Calendar items.

5. PARK AND RECREATION DIRECTOR AND COMMISSIONER REPORTS

- 5.1 Commissioners' Reports
- June Town Council Meetings

Commissioner Elsen reported there were no Recreation Department of Commission items on the Council agendas. The Council approved the Capital Improvements Projects (CIP) Budget for Fiscal Year 2018/19. Chair Casissa reminded the Commission that they do not have to attend the Council meetings if there were no department related agenda items.

- Individual Commissioner Updates

Commissioner Elsen reported her daughters were attending the Summer Playground Program and are having a great time! She stated there seemed to be more kids in attendance this year.

- Executive Advisory Committee

Chair Casissa reported the Executive Advisory Committee did not meet.

5.2 Park and Recreation Director's Report- Update

- Community Center
- Outdoor
- Neil Cummins Gym
- Summer Playground
- Special Events
- Capital Projects
- Disaster Council
- Dave Wilkinson

Recreation Director Fiorentini reported staff will be scheduling an Executive Advisory Committee meeting before the July Commission meeting. The Council approved the Fiscal Year 2018/19 Budget at the last meeting, including the Capital Improvement Projects (CIP) Budget. The two Recreation Department CIP project slated for next year were the Basketball Courts and conversion of the Green Room into the Parks and Recreation Department Administrative Offices. Staff will be working with the architects over the summer. The demolition work will begin after the Summer Playground Program was over. The Summer Playground Program was going very well with approximately 165 full registrations. This does not include the weekly registrations or daily drop-ins. They had 58 daily drops-ins last week putting them over 200 campers. The Summer Playground Program Director will make a presentation to the Commission in September. Chair Casissa asked why the numbers have increased this year. Recreation Director Fiorentini stated it was due to last year's success, an increase in marketing, and simple "word of mouth". Recreation Consultant Wilkinson stated the addition of weekly registrations and daily drop-ins has helped.

Commissioner Elsen asked if there was a limit to the number of registrations. Recreation Director Fiorentini stated the maximum would be about 200 full registrations (not including weekly or daily drop-ins). Commissioner Elsen stated they currently use the Green Room on hot days and she asked if they have a plan for next year. Recreation Director Fiorentini stated they will use the Community Center and the patio. Chair Casissa asked if Town employees get a discount. Recreation Director Fiorentini stated there is no fee for Town employees- it is part of the benefit package. Commissioner Fong stated the Summer Playground Program was the best deal in the County. Commissioner Blomgren asked about the age distribution. Recreation Consultant Wilkinson stated the full time registrations included 94 kids ages 5-8 and 59 kids ages 9-12. The weekly registrations included 33 kids ages 5-8 and 25 kids ages 9-12. Recreation Director Fiorentini stated the trend was towards the younger kids. Chair Casissa asked about the residency breakdown. Recreation Consultant Wilkinson stated the full time registrations included 111 non-residents and 42 residents. Recreation Consultant Wilkinson stated he is very impressed with the Summer Playground Program- the Director and staff do a great job! Recreation Director Fiorentini reported the new Kindergarten Camp was a big success and had 36 students being taught by Neal Cummins teachers. Commissioner Elsen stated staff might want to schedule the Kindergarten Camp closer to the start of the school year. Recreation Director Fiorentini reported on the new Flying Dutchman Gymnastics class which would start in the fall. Recreation Supervisor Hernandez is working on new skateboarding classes. The Jazzercise instructor has expressed an interest in expanding the program. Staff is very excited about these new offerings! Staff has been working with the Larkspur Recreation Department staff on some upcoming Summer Concerts and Movies in the Park. The Chili Cook-off is scheduled for August 18th. Recreation Consultant Wilkinson stated RecInc, a non-profit organization that provides services for developmentally disabled adults, is planning on holding dances at the Neal Cummins Gymnasium in the future. He has been working on the Recreation Department Budget with staff and it looks very good- the amount of Town subsidy is way down and will decrease more with the new programming and increased revenues. Recreation Supervisor Hernandez met with the Larkspur Recreation Department staff about the joint brochure- it should be out the first week of August. Recreation Consultant Wilkinson stated he has started working on the process of job responsibilities for the department including the Intergenerational Center. The final thing they need to work on is the Website in terms of making it more user-friendly. Recreation Director Fiorentini stated staff is focusing on customer service in response to the recent Town survey. The Website is key along with office hours, etc. Chair Casissa asked Recreation Consultant Wilkinson when his final report would be coming out. Recreation Consultant Wilkinson stated probably in

September. His contract will finish up around Halloween. Chair Casissa asked if they should schedule a joint meeting with the Larkspur Parks and Recreation Commission. Recreation Consultant Wilkinson stated he would figure that out once he meets with the two City Managers. Recreation Director Fiorentini reported the Twin Cities Disaster Preparedness Council has hired a new Neighborhood Response Group Coordinator.

6 BUSINESS ITEMS

6.1 Discussion and Possible Action on Animals in the Park Ordinance

Recreation Director Fiorentini stated there was no new information to report. The Commission discussed this item at the last meeting and expressed support in makes some modifications to the ordinance. He noted changing an ordinance is not something that should be done lightly. It would be helpful to continue the thoughtful process.

A resident asked about the possible changes. Recreation Director Fiorentini stated the Commission is considering changing the ordinance to allow dogs on-leash in the park.

Chair Casissa stated he would like to continue this item since several Commissioners were absent.

6.2 Approve minutes of May 21, 2018 meeting

M/s, Fong/Blomgren, and approved unanimously (Engstrom, Janowsky, Phipps absent) to approve the May 21, 2018 Commission meeting minutes as submitted.

7. ROUTINE AND OTHER MATTERS

7.1 Future Agenda Items

Chair Casissa stated the following items would be on a future agenda: 1) Skate Park Rules; 2) Animals in the Park; 3) Fall Survey.

8. ADJOURNMENT

The meeting was adjourned at 7:30 p.m. Chair Casissa stated the next Regular Meeting was scheduled for Monday, July 23, 2018 in the Council Chambers.

Respectfully submitted,

Toni DeFrancis
Recording Secretary