Sausalito Parks and Recreation Commission 420 Litho Street, Sausalito, CA 94965 Edgewater Room May 20, 2009, 6:30pm

Minutes

Call To Order

- The meeting was called to order at 6:30 pm by John Lerner, Commission Chair.
- Commissioners Present: John Lerner, Gina Viets and Melissa Mooney
- Commissioners Absent: Jayne Reichart and Todd Hurlbut
- Staff: Mike Langford, Parks and Recreation Director

Minutes

• There were no minutes from the April 28th meeting due to broken recorder and Minutes notes were written.

Public Comment

None

Business Items

• Presentation on Rental Bike Parking Plan- Chief Paulin

- o Chief Paulin was not available to attend meeting tonight, Mike Langford gave limited information on Rental Bike Parking Plan
- o Pilot program not permanent, looking at various places and spots for parking.
- o Racks are temporary/seasonal and many will be removed at end of season spaces
- o Chief will attend next meeting if needed to present information
- Mike will email Commissioners the Chief's presentation from the Council meeting

• <u>Updated on possible plaza and placement of Phil Frank Statue next to Ice</u> <u>House on Bridgeway- Paul Anderson</u>

- o Paul Anderson: Combined effort with Historical Society Foundation and with Sausalito Art Festival, to find a place for the Phil Frank statue
- o Looking at redesigning existing plaza on East side of Bridgeway extending from the Ice House 100 feet north.
- o Paul Anderson spoke with Dan Zepponi about the possible removal of several large trees in the area
- o The Foundation plans to sell bricks to raise funds
- o Want to take trees out to place statue
- o A sketch was presented and examined.
- o Commissioner Lerner warned of possible resistance if trees are removed.
- The Parks and Recreation Commission unanimously voted to support the idea as a general concept.

• Staffing Parks and Recreation Booth for the Caledonia Street Fair

- o Mike: have a City booth combined with Parks and Rec. booth. request any Commissioners who wants to volunteer for the booth
- Will ask Susan Nichols to facilitate booth

• Nomination of Grand marshal of the 2009 Fourth of July Parade

- o Melissa: wants to nominate Gina Viets
- Melissa and John: will make a motion for Gina Viets as the 2009 4th of July Grand Marshal for the Parade
- o Melissa: please send an email to Commissioner in regards to the nomination
- o Final decision maker would be the Commissioners
- Make vote in June

• Recruitment of new Parks and Recreation Commissioners to fill vacancies coming up in June

- John: Todd had submitted his resignation from his position as
 Commissioner, he could not commit to the time to come to the meetings
- o Melissa: How many vacancies need to be filled?
- John: 2 Parks & Recreation Commissioners and 1 alternate, Jayne is current alternate which but not committed yet to becoming a full time Commissioner
- o John: we have been sending out application of notification of positions
- o John and Susan Roe have been sending out information
- o Information for application is available from Debbie Pagliaro
- o Application reviewed by Commissioners then passed to City Council

• Partnering with Chamber of Commerce on fundraising for the 2009 Fourth of July Fireworks display

- Mike: negotiating with Chamber about partnering about the Fireworks fundraising. The discussion came up that the since the City will be paying for Fireworks show and the Chamber is making the money from food, beverage, and table sales, that the Chamber raise funds for the fireworks as well.
- o Mike estimated that P&R can raise \$18,000, and the Chamber to commit to raising \$7,000. If combined donations exceed \$25,000, balance will be split with a 32% to Chamber and 68% to the City
- o Chamber is currently not in the position to commit due to their budget and plans for the year
- o The City cannot fund this event due to economical times
- o Partnering together to help raise funds including setting up that night and helping with food sales
- o Last year we fell short on funds for Fireworks
- o Commission voted to support partnering with the Chamber as proposed.
- o John reinforced the fact that we need to begin actively raising funds to help pay for the fireworks.

Director's Report

• <u>Update on Registrations, Budget, marketing and entertainment for Caledonia Street Fair</u>

- o 98 booths registered, sold out
- o Sold more than last year
- o Stages are in the same location as last year
- o Revenue estimate \$13,000
- o Was expecting sponsorship from AT& T fell threw
- o Expense under \$19,000
- o Revenue coming in from Silent Auction
- o Taste of Sausalito Canceled: Many Restaurants and Wineries cannot participate due to the fiscal restraints.
- o Tent and equipment for Taste would have cost approximately \$5,000
- o Ads are in the Marinscope and Marin IJ
- o Entertainment and multicultural dancers are all booked with checks all requested
- o Entertainment includes performances by City offered African Drumming class and Belly dance class.
- o Suggestion from Melissa: flyers for the dancers to promote their classes offered through Parks and Rec.
- o Banner over Bridgeway was not posted this year as banner has information on the Pancake breakfast which is not being held this year.
- o Stage banners and other created in house at \$1 ft. opposed to \$7 a square foot for vinyl banners.
- o Street Closure signs are made and will be posted by VIPS
- o Last year spent \$29,000. Trying to bring costs down this year. Main expenses are tenting at just over \$5,000 and entertainment at \$6,200

• Update on new location of Farmers' Market

- o Moved to Parking Lot 2 behind Bank of America
- o Lynn Bagley is happy with the move
- o Less congestion

• Update on grant funded replacement of MLK gym windows

- o Mike listened in on a teleconference with details on funding
- No real information will be available until after proposal is submitted by the League of California Cities and proposal is accepted by Federal Government

• <u>Update on MLK and Marinship Tennis Courts improvements using Prop 12</u> Park Grant funds

- o Currently going through CEQA process- we are exempt, will be done this week by the Planning Department
- o Hope to have projects completed in June
- o Additional time was been requested due to 5 moth hold on funding
- Once projects have been approved by State we will need to raise matching funds
- o Could use existing funds in Park Improvement Fund
- o Press Release will be submitted to Marin IJ

• April Parks and Recreation financial report

- o Revenue statistic sheet presented
- o Marinship Park \$1700 received, have not received fund from Art Festival yet (\$4,440).
- o Mike reviewed different revenue and expenditure line item amounts
- o Currently looking to exceed revenues with reduced expenditures
- o \$39,00 available for expenditures
- o FY 09 budget does not include salary for recreation Coordinator

• Update on recruitment status of the Recreation Coordinator position

- o Reviewing applications 150 applicants applied
- o June 12th will be first round of interviews

• Update on Jazz by the Bay Table Sales, Bands, and Food Sponsors

- o 5 tables remaining, sold 12 nightly tables
- o Art Festival will be doing food on July 10th, Youth Sailing Foundation on July 24th, sponsors are all booked
- o P&R June 5th and August 28th, extras from Caledonia St. Fair will be sold at Jazz.
- John: Mendocino Brewing has donated beer to the various non-profits in the past but have not committed this year (Approximate value of \$500 per night)
- o Non-Profits should solicit Brewers as sponsors
- o John and Mike met with most of the groups that are doing food and reviewed the procedures and AQBC regulations.
- o P&R has an ice machine to produce enough ice for the event, this will save us and the non-profits money.

• **Update on Gabrielson Park Improvements**

 Working with Rotary to get the concrete out of the park and then put sod down.

Communication

- Harrison Park
 - o Will be meeting with Don Olsen in regards to layout
 - o Currently there's a tree in the way of the new swing set
 - o Have City Manager's backing on revised plan
 - o Still have \$15,000 committed funds from State bonds (valid until 2011)
 - o Melissa: would like a ribbon cutting in the beginning of the school year in September 2009
- Mike will be going on vacation the Tuesday following the Caledonia Street Fair and will be back on Friday, June 5th- Jazz by the Bay

Adjournment

• The meeting was adjourned at 7:38 pm

Respectfully submitted,

Mike Langford Parks and Recreation Director