

# MARINWOOD COMMUNITY SERVICES DISTRICT

## MINUTES OF PARK AND RECREATION COMMISSION MEETING

January 28, 2014

**Time and Place:** 7:30 Marinwood Community Center Classroom.

**Present:**

Commissioners: Chair Izabela Perry, Tom Kunkel, Eammon O'Brien and Sarah Paoli.

Absent: Kimberly Call.

Staff: District Manager Tom Horne, Park Manager Gary Harrelson, Recreation Director Shane DeMarta, Recreation Supervisor Robyn Bruton, Recreation Coordinator Luke Fretwell and Administrative Assistant Carolyn Sullivan.

Others present: Directors: Deana Dearborn, Bill Shea and Justin Kai, Linda Barnello, Eric Dreikosen and Chris Hanson.

**Approval of Agenda**

Perry asked Commissioners and staff introduce themselves to everyone in the room.

**Public Comment**

No comments.

**Minutes of November 26, 2013 Commission Meeting**

M/s Kunkel/O'Brien to approve minutes of November 26, 2013 Commission Meeting.

Approved unanimously.

**Review of draft Board Minutes of January 14, 2014**

No comments.

**Summer program 2014 budget recommendations**

Perry noted for full disclosure she had met with DeMarta, Bruton and Fretwell last week to discuss their recommendations. She said the staff had taken great time and consideration in coming up with these recommendations.

Pool: Fretwell stated 2013 was the best pool season the District had seen in awhile, with strong revenues good attendance. This year the fee structure is designed in a very organized manner. The fee structure is based upon a resident individual rate and all other memberships derive from that. In the past there has been no structure for our membership fees; if these recommendations are accepted all memberships in the future will have an increase of the same percentage. Barnello objected to the amount of increase for the "resident senior" membership. Perry replied the 2013 fee was unreasonably low and the proposed price would be in line with other pools in the area, not to mention our facility offers a longer season. DeMarta reiterated the 2013 rate was disproportionately low, even some of the senior rate members agreed. The staff has worked hard to increase lap swim times and try to accommodate all members. The proposed increase in question equates to \$24 over a 28 week pool season, or about a dollar a week for seniors. Fretwell added in comparison with nearby pool facilities Marinwood has a longer season and a larger discount for its residents. O'Brien asked if staff would consider a smaller increase for resident seniors. DeMarta replied if the Commission would like to decrease the proposed recommendation that is their decision, but noted that lap swim hours – the activity where most seniors are represented - are the most expensive to staff. Paoli noted a 25% increase is high, but she understands why staff has made these recommendations. Dearborn asked if Marinwood would be offering any Groupon deals. DeMarta replied yes, they have worked in the District's favor in the past, and last year we were able to find a good balance. He added that the redemption rates are quite low and our operational costs do not change. Perry commented it has become a good marketing tool. Shea asked the qualification age for a "senior". Fretwell replied 60. Dearborn asked if Marinwood takes into account hardship circumstances. DeMarta replied Marinwood offers a few scholarship memberships as well as payment plans. Kai reiterated DeMarta's sentiment in regards to lap swimmers willing to pay more for their memberships. The lap swimmers do appreciate the less crowded facilities and are willing to pay for that luxury.

M/s Perry/Kunkel to approve the recommendations presented by staff for the 2014 pool rate schedule.

Ayes: Kunkel, Paoli and Perry. Nays: O'Brien.

O'Brien commented his nay was representative. If the Board decides the increase to seniors to too large the Commission would like to see a 12.5% increase or \$12 increase for the season, and the same percent the following year.

Summer Day Camps: Robyn Bruton presented the staff recommendation of a 6% increase to the summer camp programs. Even with this proposed increase Marinwood will stay competitive with other camp options. This year Marinwood will be offering more camp options and have secured the Dixie School campus for additional space. Perry stated when one looks at the summer comparison spreadsheet they will see the pool facility earning about \$50,000 while the summer programs bring in \$200,000. O'Brien commented the drop-in rate will remain the same. Bruton replied yes. O'Brien added he had heard complaints from local daycares saying Marinwood is "stealing" their clientele over the summer months, due to our high quality and reasonable rates. Dearborn commented the rates for residents are good. Horne commented in the economic downfall of a few years ago he saw other recreation programs failing, but DeMarta discovered a great model of offering high quality traditional summer day camps that still maintain affordability.

M/s Perry/Paoli to approve staff recommendations for 2014 summer camp rates.  
Motion carried unanimously.

#### **Budget 2014/15**

Perry asked if there was an increase to property taxes. Horne replied the County is suggesting 4%, while he is estimating about 3.5%. Perry asked about the 4% salary increases. Horne replied they are built-in step increases, but noted that the Recreation employees have greatly increased their productivity only to see their paychecks decrease. He would like to see wage increases in recognition of the success of Recreation staff in increasing programs and participation. Horne stated staff will be working on line-by-line budget estimates next week.

#### **Earth Day observation ideas**

Perry would like to see a simple project, but with high visibility to the community. Horne stated the project needs to be within our grounds and be simple enough for everyone to participate, and they should not be maintenance. Paoli commented she hesitates to do a project on Earth Day, it's a Tuesday and there are so many other activities planned around that time. Harrelson added he would hesitate to do any new plantings due to the drought restrictions. Dearborn added it is wise to consider age appropriate participation. Another suggestion would be to offer free childcare so parents can get fully involved. Perry appreciated all the suggestions and stated a Community Day would be appropriate; she will think of some specific projects and come back to the Commission. Harrelson added one project he has done in the past is to have young children find/hunt for acorns, older children can germinate the acorns and the oldest children can help dig and plant the sapling. Getting parent involvement would be critical, but it has worked as a school project in the past. Eric Dreikosen commented that the projects involving youth should have an educational element as well and suggested looking at what other public agencies are planning.

#### **Tennis court resurfacing**

Perry stated this item would be eligible for Measure A funding, additionally the Marinwood Tennis Association has raised about \$4,000 to help with costs. DeMarta commented he had met with Francie Burkhart from the Association and they would like to see a formal bid for the resurfacing. Paoli noted the bid from 2011 was about \$12,900, what is the expected cost for 2014. Horne replied possibly \$14,000. Perry noted she would like the Commission to re-visit the Measure A allocation spreadsheet next month.

#### **Board policy for appointing Commission members**

Horne noted he had drafted the policy and stated it could be attached to the Authority and Responsibilities document. Kunkel stated he disagreed with the requirement that standing Commission members must write a letter of intent to remain on the Commission; since each Commissioner has been vetted by the Board, a letter of intent should be unnecessary for a Commissioner to be re-appointed. Dearborn replied it had been her idea, since as a new Board member she wanted to get to know the Commissioners; the intention is for a written policy. Kunkel stated in regards to potential Commission candidates the District Manager has received 6 letters of intent, only 2 of those candidates are in attendance this evening. He added each Commissioner serves at the pleasure of the Board and at any time the Board may release a Commissioner. The Commission recommended that the wording in the draft policy to read, "Commissioners whose terms are expiring must submit a letter of interest if they wish to be re-appointed."

#### **Commission Priorities for its 2014-15 work plan**

Tabled.

#### **Maintenance and Recreation activities reports**

Perry asked if Commissioner had any questions on the submitted reports. Kunkel asked if any of the Maintenance staff had approached a woman in the open space walking six dogs. Harrelson replied he had been notified that Kunkel had called the Maintenance office and one crew member did go to the trail head, but failed to see the woman. Kunkel asked if Harrelson would call the woman whose number he had acquired. Harrelson stated he would call her and discuss the open space rules.

Harrelson commented MMWD has placed water restrictions in the area, the landscaped areas in Marinwood use reclaimed water, except Lucas Valley Estates which uses potable water; those residents will see a difference in their landscaped areas. O'Brien replied the CSD should notify the LVE residents of this issue.

#### **Q&A discussion with staff re: items not otherwise covered on the agenda**

No other questions.

The meeting concluded at 9:30 PM.

The date of the next Park and Recreation Commission meeting is February 25, 2014 at 7:30 PM at the Marinwood Community Center Classroom.

Respectfully submitted,  
Carolyn Sullivan