

HILLSBOROUGH RECREATION
REGULAR MEETING, RECREATION COMMISSION
Monday, September 23, 2019 – 5:00 PM
Hillsborough City School District, Collaboration Center
300 El Cerrito Avenue
Hillsborough, CA 94010



Approved Meeting Minutes of September 23, 2019

AGENDA

- 1.0 CALL TO ORDER
Commissioner Geddis called the meeting to order at 5:01 PM
- 2.0 ROLL CALL
Present: Don Geddis, Margi Power, Larry May, Jay Benton, Michelle Boschart, Louann Carlomagno, Tony Giacomazzi, Ann Ritzma, Joyce Shen and Chirleen Gragg
- 3.0 APPROVAL OF MINUTES Action
3.1 Approval of Regular Meeting Minutes of May 20, 2019
- It was moved by Jay Benton, seconded by Larry May and unanimously passed to approve the meeting minutes of May 20, 2019
- 4.0 CONSENT AGENDA Disc/Action
Motion "approve the consent agenda"; not debatable; requires unanimous vote. If any member of the Commission, Executive Director, or public so request, any item shall be removed from this selection and placed in the regular order of business.
- 4.1 2019 Summer Programs, Fees, Contractors and Facility Rentals
- It was moved by Larry May, seconded by Margi Power and unanimously passed to approve the Summer Programs, Fees, Contractors and Facility Rentals
- 5.0 INFORMATIONAL UPDATE Information
5.1 Director's Report
5.1.1 Program Review
- Preschools**
- Reviewed fall enrollment numbers, lower than usual
 - New hire for preschool team - Adriana Muhawieh. Will help with tiny-tots and sub coverage for North, South and West
 - Hired a new contracted preschool music teacher - came highly recommended from other preschools in the area
 - Extended an invitation to the Commissioners to the Pre-K Pow Wow, which will be held at North School on Thursday, November 14th from 12:00-3:00 PM
- Afterschool Programs**
- Class enrollment is up for the elementary programs despite lower enrollment numbers in HCSD schools
 - Most popular programs have been Hip Hop, Fastlane, Suzette Odell Art, Green Room Theatre, and Jr. Robotics
 - Elementary Band has approximately 150 students enrolled. Guitar, a new addition this fall, is full with 22 students

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Middle School Sports

- Close to 200 students participating in afterschool sports this fall
- Currently have seven flag football teams and nine volleyball teams
- Cross Country program has 49 students
- Overall enrollment for fall middle school sports is down

Summer

- Camp Galileo and Galileo Summer Quest, Champion Summer Camp, Nature Camp, Bouncin' Round the Bay, HTV Summer Camp, PM Sports Camp, HREC Summer School, HIVE Aftercare/Enrichment, and Adventures in Writing Camp were all programs that were at our sites this past summer
- In Agenda Item 5.1.3 Tony will be presenting an alternative way of running summer programs for 2020

Adult Programs

- This fall HREC offered Mah Jong, Yoga, and two iPhoneography classes; one in October and a November date TBD
- Met with Town Council members, Town Manager, and Tricia Smith from Sausalito Village. HREC will be collaborating with Town on making Hillsborough more age-friendly and figuring out how to better support our aging population

Facilities

- Facilitron is working great, there has been an increase in revenue stream and a greater use of our community utilizing our facilities
- With the increase of use of facilities comes wear and tear. HREC will be monitoring our spaces and will be addressing and maintaining as needed.

5.1.2 Strategic Planning Update

Tony shared that the original date for the Strategic Planning Meeting set for September 30th has moved to October 14th. Big ideas and questions that will be discussed at this meeting - where do we see HREC going and growing? The hope is to widen the lens of how the community views HREC and to educate our community on all the programs that are offered. HREC will be working with the Harvard Community Project on this planning.

5.1.3 2020 Summer Plans

Executive Director Louann Carlomagno shared that one of the many projects that she and Tony have been discussing is how we run our summer programs and how best to service our community. They are currently working on a Hillsborough's Innovative and Venture Enrichment Camp (HIVE Camp) program for the summer of 2020 which will be able to address more of what our families need - directly through HREC, and not using outside contractors.

Tony shared how a HIVE camp operates - an all encompassing program, how a parent can choose which program(s) they would like their child to participate in, costs, and possibilities of what a day/week would look like. He also reviewed a market comparison chart on what current camp programs charge vs. what HREC would charge and the possible financial gain for HREC

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6.0 ACTION ITEMS Disc/Action

6.1 2018-2019 Unaudited Actuals

Chirleen Gragg reviewed the unaudited actuals and stated that the numbers look confident. She shared the new formatting of the report, the spreadsheet of the overall programs and breakdowns of each program; making it much easier to read and understand. She highlighted that the nine thousand dollars for the new website was not originally in the projections, preschool deficit is less than anticipated, elementary programs are offsetting the middle school programs and facilities rentals are doing well and are profitable with the new on-line booking process through Facilitron.

Discussion amongst the Commission to create an additional spreadsheet for "indirect accounts" that would show overhead costs to the Commission on the various programs before allocations are made would be helpful going forward.

- It was moved by Jay Benton, seconded by Larry May and unanimously passed to accept the 2018-2019 Unaudited Actuals

7.0 TOWN-DISTRICT COMMUNICATIONS Information

Ann Ritzma:

- Veteran's Day Event on Monday, November 11th
- Light Up the Town on December 5th
- Thank you to West and HNN for the successful Neighborfest on September 22nd
- The Town's Wildland Urban Interface (WUI) program will be held on Saturday September 28th at 9:00 AM at Town Hall
- October 15th Town Roundtable - nice turnout and great ways to collaborate with all community stakeholders
- Paving to be done on Ralston the first week of October

Jay Benton:

- Has not heard of any water restrictions to date for Hillsborough this year

Tony Giacomazzi:

- North Field is holding up, looks much better than it did a year ago. Having it fenced off all summer helped with the current condition

Larry May:

- Announced he will not be at the Wildland event on Sunday, as he will be attending a Peninsula Clean Energy (PCE) event. Overall they are doing well, supplying the majority of revenues of up to 2.5 million dollars a year, and working on many more projects.
- HPD is being more assertive in reporting crime statistics via social media noting that Hillsborough still reports as a very safe community.
- 1995 kidnapping from South School - after many years of investigating, case has been settled and the person was sentenced to seven years to live

Don Geddis:

- HCSD is currently working with CPM and QKA on Facilities Master Planning. Crocker field in the master plan may have some possibility of artificial turf

Louann Carlomagno:

- Facilities Master Planning is also looking at moving the location of preschools, possibly moving the South to South School
- HCSD looking at going out for a bond in November of 2020, high school district may be going out for a bond in the Spring of 2020

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8.0 PUBLIC COMMENTS
None

9.0 ADJOURNMENT, 6:26

Respectfully,

Louann Carlomagno
Executive Director