



SPECIAL FAIRFAX TOWN COUNCIL MEETING STAFF REPORT

MEETING DATE May 8, 2024
PREPARED FOR Mayor and Town Council
PREPARED BY Christine Foster, Deputy Town Clerk
SUBJECT Discuss/consider the Residents' Petition submitted per Town Code requesting to Discuss the Creation of a Dog Park

RECOMMENDATION

Discuss/consider the petition and direct staff as appropriate.

DISCUSSION

Pursuant to Fairfax Municipal Code Section 2.08.090 (C), if the Council is presented with a petition signed by 25 Fairfax residents urging consideration of an issue, the issue shall be placed on the Council's agenda for discussion.

On February 26, 2024, a residents' petition was submitted by Jon Elkin to the Town for the Council's consideration. The petition has 25 signatures of Fairfax residents, which meets the 25-signature threshold, and is on file with the Town Clerk. The petition states:

"WHEREAS the Fairfax Town Council has at least twice in recent years been petitioned by residents to take up the issue of creating a dog park in Fairfax (at the July 12, 2017 meeting and its April 7, 2021 meeting);

WHEREAS approximately 38-44% of households in California own one or more dogs, with the 1.6 being the average number of dogs per dog-owning household;

WHEREAS in a recent informal, unscientific poll on nextdoor.com, on whether respondents are in favor of a dog park in Fairfax, not in favor, or don't care. 67% responded they are in favor, 18% are against, and 14% don't care (11 = 76 respondents);

WHEREAS Fairfax is one of the few incorporated towns/cities in Marin without a dog park;

We, the undersigned, petition the Fairfax Town Council to take up the issue of creation of a dog park in Fairfax.

We request that you continue to diligently work on this item until either it comes to fruition, or the Town Council formally votes not to pursue it for the remainder of this term.

We request that you ensure that the issue doesn't fade away with no resolution, as with past petitions on this topic."

The petitioners will be at the meeting to make a brief presentation of 3 to 5 minutes. After the presentation and taking public comment, the Council may discuss the matter and direct staff if the Council would like to prepare a further report, or as needed.

ATTACHMENTS

Previous Park & Recreation Commission Minutes regarding dog parks

Town of Fairfax

Minutes of
Fairfax Parks and Recreation Commission
Monday, May 10, 2021
7:00 p.m.
Via Zoom

PARC Commissioners in attendance: Sisi Parry-Hansen, Sam Parry, Chris Borjian, Dustin Liebman. Others in attendance: Neil Smith, Tom Boss, Marin County Bicycle Coalition. Staff in attendance: Maria Baird, Recreation & Community Services Manager, Garrett Toy, Town Manager

The meeting was called to order at 7:00 p.m.

The minutes of the April 12th meeting were approved.

Public Forum: Tom Boss announced there is a move underway to take Cascade Canyon Preserve out of the creek. He will keep us posted on the effort.

Staff Report: Maria stated that Marguerite Elliot will attend the June meeting to present a proposal on a new sculpture in the Parkade, as she was not yet ready for this meeting.

New Business

- 1. Bocce ball courts improvement-Neil** Smith attended the meeting because he has recently started playing bocce ball and thinks the courts are in need of repair. He has been sweeping the courts, and plays weekly with his neighbors. He thanked the Town for repairing the side rails. Garrett mentioned it was Public Works who had made the repairs. He suggested that \$10-\$15K would be sufficient funds to put in new courts. He originally had indicated he might be interested in starting a GoFundMe to collect funds, but has since starting working again and is not sure if he can commit to the project. He added that \$550 to add new granite and composite would improve the courts, and perhaps its an amount that the Town could provide. Maria mentioned that the Age Friendly Fairfax Committee might be interested in this project, since the bocce ball courts are used by seniors primarily. She added that the Ross Valley Seniors were using the bocce ball courts on a monthly basis when they were meeting in person at the Women's Club.
- 2. Expansion of Peri Park-** Garrett explained that when the new play structures were ordered, there was no site visit conducted by the manufacturer, since the company is based in New York. The structures that were thought to need a 6 feet fall radius for safety actually required a 12 foot fall radius, as it was 6 feet from each structure. In order for the older kids multi-play structure to be installed, the red Spiderman climbing structure had to be disassembled and removed. There is only one company that has the expertise to take the structure apart and put it back together. In order to fit the red Spiderman climbing structure and the swing set,

the park blueprint needs to be expanded behind the area, and the fence moved. The swing set has dry rot, and new wooden poles need to be put in to replace the old ones. PARC was not ready to commit to expanding the park's footprint, because it impinges on the creek access that many families use. They would like to take the time to do a site visit, before determining what is the best direction to proceed with. They would like an additional week to do so. Garrett mentioned they would need to meet as a group to make that decision, so that will occur at the June 14th meeting. Finally, the tire swing will be removed, and not be replaced, as well as the spinner as they cannot be accommodated.

3. **Skate Park Recommendations update**-Chris & Dustin, who make up the sub-committee, had no new news to report. They will come up with some questions to solicit community input regarding the proposed permanent skate park location at the Pavilion upper parking lot. Garrett will then have Camille add an on-line survey to the Town's website and newsletter during the month of June. Feedback is to be reported back to the Town Council in July.
4. **Receive a report on the Town Council direction regarding the Dog Park petition including research regarding the location of a potential Dog Park outside the rear of the Pavilion**-Garrett explained that he would like PARC to consider the area behind the Pavilion, where the scoreboard is for an enclosed dog park. One issue to consider is whether an ADA accessible path can be built in the area. Also, it is the area where Ecofest holds its wine tasting. Additionally, there are some people who recreate back there, walking or doing yoga.

Other business- Garrett announced that Measure A funding could be used for the stationary fitness equipment in Peri Park. Chris is the Measure A appointee for PARC. A meeting will be scheduled for June.

The meeting adjourned at 8:00 p.m.

Town of Fairfax

Minutes of
Fairfax Parks and Recreation Commission
Monday, February 16, 2021
7:00 p.m.
Via Zoom

PARC Commissioners in attendance: Chris Borjian, Eric Kielich, Dustin Liebman; Staff in attendance: Maria Baird, Recreation & Community Services Manager; Garrett Toy, Town Manager, , Council Member Chance Cutrano, Stephanie Mohan, Artist-in-Resident, Susan Pascal-Beran, Artist-in-Resident, Georgia Gibbs, Artists-in-Resident

The meeting was called to order at 7:00 p.m.

The minutes of the January 11, 2021 meeting were approved.

New Business

1. **Age Friendly Fairfax 2020 Progress Report-** Jody Timms had previously distributed the report to PARC, requesting their final approval before the report goes to the Town Council. **ACTION ITEM: Chris made a motion to approve, Eric seconded, all Commissioners voted in favor.**
2. **Artist-in Residence contract extension-**the Artists Collaborative team, consisting of the 3 Artists-in-Residents, Maria & Anne Mannes, would like to extend the contracts of the artists given the pandemic and the desire to have more time to expand their roles. Susan Pascal Beran and Stephanie Mohan expressed their interest in the extension of their contract. Their contracts would be extended an additional 3 years, and Georgia Gibbs would like an extension of one year. **ACTION ITEM: Eric made a motion to extend the AIR contracts and recommend to the Town Council that the artists continue in the role for an additional 3 years and 1 year, respectively, as noted by the artists preference; Chris seconded, all voted in favor. Maria asked Garrett if this would be on the March 3rd Town Council agenda. Garrett replied yes, it would be on the consent calendar. The artists are not required to attend the meeting.**
3. **Discuss/Consider Process for Evaluating a Skate/Scooter Park in Town and Appoint a PARC Sub-committee-**Garrett explained that PARC is being asked to research a permanent location for a skate park in Town. PARC is also being requested to consider the advantages and disadvantages of each location. PARC may consider both public and private sites. Garrett asked if PARC would be able to put together a report for the Town Council in July; PARC members replied yes. Eric has prepared some documents entitled "Public Skatepark Development Guide", "Marin County Skateboard Parks", and "Considerations for discussion". He distributed all the documents to PARC members. Maria inquired as to whether PARC would like to form a sub-committee to address the project. Garrett said the benefits of a sub-committee is the group could meet more

Park on the Green Stage when he was head of the Fairfax Players Theater Group. Jay died tragically in January when a tree fell on a trailer he was in. At Jay Cimo's memorial, several of his friends came up with creative ideas on how he may be honored based on his personality. Larry will talk to Dean Stubbings about a proposed "Director's Chair", which would be made of redwood. Charlotte Fuller suggested installing a see saw near the bocce ball courts, which could be used by children & adults. Maria inquired whether there were other see saws in the area, Chris replied yes, there is one in Bolinas. At this time, these ideas will be considered, and Larry and Charlotte will come back to the group in either July or August to consult with PARC on the best way to honor Jay.

4. **Kids Bike Pump Track**- Chris requested this item be placed on the agenda, to re-visit the project, which had been proposed by the community several years ago. At that time, Deer Park was the targeted location. The Marin Municipal Water District (MMWD) had requested that in exchange for allowing a bike pump track on their property, the Town of Fairfax take over janitorial maintenance for the restrooms located on the premises. Due to cost restraints, the project was not pursued. Chris asked Larry if this consideration could be brought before MMWD once again. Larry replied yes. Garrett added that the cost of having a cleaning crew maintain the restrooms will have to be considered. Chris added some other locations to be considered are Claus Circle, near the Bicycle Museum, the community garden near the Women's Club, the empty lot near Fairfax Market, and the space behind White Hill Middle School.
5. **Skate Park Recommendations update**- Dustin asked Garrett if an on-line survey is necessary to conduct as part of the permanent skate park location, which PARC is tasked with identifying. Garrett replied it is recommended, not necessarily required. **ACTION ITEM: Sam made a motion to recommend the existing site of the temporary skate park as the best location for the permanent skate park, based on the findings of the skate park sub-committee, comprised of Chris & Dustin; Dustin seconded, all Commissioners voted in favor.** Chris & Dustin will prepare a report that will be presented to the Town Council at the July 7th meeting. They will submit the report by June 30th, in time for the deadline.
6. **Expansion of Peri Park playground to accommodate re-placement of Spiderman climbing structure** -Garrett stated that if the new older kid's playground structure could be connected to the red climbing structure, a clearance of 4 feet would be needed, which would allow for both that structure and the swing set to be re-installed with a minimal footprint increase of the park. Additionally, a new swing set could be purchased from Bear Playground Company, and it could have three swings instead of two, since the existing structure has dry rot, and the cost to repair it would be the same as the price of a new swing set. **ACTION ITEM: Chris made a motion to put the red Spiderman climbing structure back in the park, and purchase a new swing set from Bear Playground; Dustin seconded, all Commissioners voted in favor.**

7. **Measure A Funding allocation**-Chris announced that \$10,000 has been allocated to the Bike Pump Track Project, \$8,900 has been allocated for stationary exercise equipment in Peri Park, and \$6,000 has been allocated for a new swing set.
8. **Research regarding the location of a potential Dog Park outside the rear of the Pavilion, considering ADA accessibility**- Garrett stated the area that PARC is being asked to consider is where Ecofest hosts its wine tasting. The consideration is whether this path can be made ADA accessible. Mark Lockaby will be consulted to see whether that can be accomplished and how much it would cost. PARC members do not consider this an ideal location for a dog park. Maria inquired as to whether Deer Park can be considered, behind the Fairfax San Anselmo Children's Center, which is owned by the Ross Valley School District. Garrett will reach out to the Superintendent of Ross Valley Schools to make this request.

The meeting adjourned at 9:00 p.m.

Town of Fairfax

Minutes of
Fairfax Parks and Recreation Commission
Monday, February 12, 2018
7:00 p.m.
Youth Center
16 Park Road

PARC Commissioners in attendance: Sisi Parry-Hansen, Sam Parry, Alexis Lynch, Daisy Stephens, Youth Commissioner. Staff in attendance: Anne Mannes, Recreation & Community Services, Programming; Maria Baird, Recreation & Community Services Manager, Events

The meeting was called to order at 7:00 p.m. The minutes of the January 8th meeting were approved with the following changes: Yvonne Roberts, not Jody Timms, suggested subsidizing seniors tickets to the Alice in Wonderland tea.

New Business

1. **Memorial bench for Diane Hoffman-** Maria announced that Roberta Anthes had contacted her prior to the meeting and asked that this item be postponed until March.
2. **Alice in Wonderland Tea party** – Sisi requested a need for volunteers for the event. Daisy will help; Maria added her daughter and Lauren Brierley, high school students, will also be on hand to help. Anne mentioned she has a group of home schooled 7th graders who are seeking community service projects that can help. Sisi also needs someone to bake scones, and lend tea pots and serving trays. Daisy will ask her mom for help. Maria announced that 15 people have indicated they will attend. Five have bought their tickets in advance; the other 10 will purchase at the door.
3. **Dog park update-** Maria stated that the Ross Valley School District has denied the Town's request to put a dog park in Deer Park. Since there are no other viable locations, the project will not be pursued at this time.
4. **Goals & Objectives for 2018-**Anne distributed the presentation she had made before the Town Council last week. The group identified the following goals for 2018:
 - **Improvement of the Pavilion-**focus on painting the lobby. PARC would like for the Town to allocate \$500 to hire a painting contractor to paint the lobby. Anne & Maria will seek approval from Garrett prior to this occurring. They would also like to replace the lighting fixtures in the lobby. Approximately \$300 is requested for new lighting. Sam & Sisi could purchase, and Public Works could install.

- Bike pump track project in Deer Park. A total of \$10,000 has been allocated in Measure A funds, and an additional \$10,000 in grant funding has been requested from People for Bikes.
- Peri Park renovation project, including playground equipment replacement. A total of \$30,000 has been allocated in Measure A funds. A fundraising campaign led by Alexis will be pursued in the Spring to raise additional funds. In the meantime, Anne will obtain more information from Lagunitas School District on their playground renovation. She will ask Mark Lockaby to accompany her to the school to observe it.
- Beautification of front of Community Center with plantings & bike racks- this area will be improved with the planting of two phoriums and a small rock with a plaque in memory of Ray McCann, which was approved by PARC in November. The bike racks will be installed by Public Works to allow bike parking during Camp Fairfax.
- Open Mic music session for youth – Daisy will approach two new businesses in town, Split Rock, and Way Station. Anne & Alexis provided Daisy with the owners names so she can reach out to them. Wui Temple is too small a venue to offer Open Mic.

The meeting adjourned at 8:15 p.m.

Town of Fairfax

Minutes of
Fairfax Parks and Recreation Commission
Monday, August 21, 2017
7:00 p.m.
Youth Center
16 Park Road

PARC Commissioners in attendance: Monty Stephens, Sisi Parry-Hansen, Sam Parry, Chris Borjian. Staff in attendance: Garrett Toy, Town Manager, Maria Baird, Recreation & Community Services Manager, Events; Stephanie Mohan, Artist-in-Resident. Others in attendance: Gabriel Hamilton, Mallory Geitheim, Alexis Lynch, Linda Mondot, Laura Yocke

The meeting was called to order at 7:00 p.m. The minutes of the July 10th meeting were approved.

New Business

1. **Art in the Parkade sculpture consideration** – Gabriel Hamilton attended the meeting to request that his wooden sculpture be considered for placement at the parkade as part of the rotating art exhibit. Gabriel submitted photographs of his sculpture, which is made out of pine. Everybody was impressed with the sculpture. **MOTION: Monty made a motion to support installation of Gabriel's sculpture; Sam seconded. All PARC Commissioners voted in favor of the sculpture.** Maria will contact Matt Rapalyea, the current artist, to remove his sculpture within two weeks. Given that time frame, Gabriel could install his sculpture any time after September 5th. Maria added that the Volunteers provide funding for drinks & refreshments at the opening ceremony. She will send a press release to the Marin Independent Journal.
2. **Dog Park Analysis**-Garrett introduced the item, stating that Mallory Geitheim had come to the Town Council with a petition of 25 people in support of a dog park in Town. Mallory stated the only location that really has space for a dog park is in Deer Park, which is not Town-owned land. She would ideally like it by the goal posts, which is actually owned by the Ross Valley School District. Another option is near the area that is currently being considered for the bicycle pump track. The challenge is that the pump track and the dog park would have to be small, in order for both of them to be accommodated in that area. **ACTION ITEM: Sam made a motion requesting that Garrett approach the Ross Valley School District and the Marin Municipal Water District for space to accommodate a dog park; Sisi seconded, all PARC Commissioners voted in favor.** Maria will inform interested parties once a decision has been made.
3. **Playground structure replacement for Peri Park**- Alexis attended the meeting because she is interested in fundraising on behalf of Peri Park. She would like to help raise additional funds for the new playground structure, for which the Town

has \$29,000 allocated through Measure A funds. She is also interested in improving the public bathroom in the park, and suggested the wall of the deck could be used to advertise donors to the park. She has experience in fundraising. Maria suggested she might want to join the Park & Recreation Commission, since there is a vacancy. Monty added that her expertise would be greatly appreciated by PARC, since, with the exception of Chris Borjian, the Commission is lacking in members with small children who use the playground. Alexis agreed to serve on a sub-committee consisting of Monty and Chris to help select a playground structure. Alexis also suggested perhaps replacing the sand with rubber surface in the playground. Sand is quite outdated in public playgrounds, and is also a problem as it is constantly moving, and disrupts the placement of the play structures.

4. **Update on Art Walk – September 22nd** Stephanie announced the preparation for the art walk is coming along nicely. She distributed postcards that Georgia Gibbs designed, promoting the art walk. She has gone door-to-door to meet with the merchants regarding their participation in the art walk. She has the following shops on board: Find, Potting Shed, Trouve, Urban Garden, Revolution 9, Morgan Hall Architect, and Sol Studios.

The meeting adjourned at 8:00 p.m. The next meeting will take place on September 11th.

Town of Fairfax

Minutes of
Fairfax Parks and Recreation Commission
Monday, November 13, 2017
7:00 p.m.
Youth Center
16 Park Road

PARC Commissioners in attendance: Monty Stephens, Sisi Parry-Hansen, Alexis Lynch, Chris Borjian. Staff in attendance: Maria Baird, Recreation & Community Services Manager, Events. Others in attendance: Kathleen McCann, Daisy Stephens

The meeting was called to order at 7:00 p.m. The minutes of the October 9th meeting were approved.

New Business

1. **Front of Community Center space-** The group discussed the best use of the outdoor space in front of the community center. Maria suggested that a drought tolerant plant such as a phormium be planted there, along with a large rock, with a plaque honoring Ray McCann (to replace the one that was there before), and four bicycle racks be installed in front of the outdoor patio area. The plants need little to no maintenance. Kathleen McCann offered to pay for two phormium plants, and the plaque. **ACTION ITEM: Monty made a motion to approve the installation of a bike rack, large rock, and planting of two phormiums. All Commissioners vote in favor of the motion. Kathleen will contact Maria once she has purchased the plants and the plaque is ready. Maria will request the Public Works acquire a rock, and install the bike racks.**
2. **Cleaning fee for the Pavilion-** Maria spoke on the request from the Town that a \$325 cleaning fee be added to the rental cost of large parties using the Pavilion. It would apply only to events with over 100 people in attendance. The issue has been that the building is not being cleaned after large events, and it is creating a problem for the next user. Alexis stated this is a large amount to charge, in addition to the hourly rates and security deposit. She inquired as to whether the Town can just keep the \$450 or \$550 security deposit if the building is not cleaned. Maria will relay this to Susan Waters at Town Hall, and the group will re-visit the topic at the next meeting. Monty suggested perhaps a building attendant could be hired, at a lower cost, to oversee the weekend events. Maria will also research other communities to see if a cleaning fee is included in the rental process, and report back at a future meeting.
3. **The Speak Cheesy- re-cap** – Sisi stated the event was very successful, with 40 attendees. The outcome of the event has motivated them to once again sponsor a New Year's Eve Gala, after a long hiatus. Sisi has already reserved the Pavilion. She added it would most likely be for ages 18 and up, and not for children, as it was in the past. The theme will be 1940's Big Band Swing, with a live band.

4. **Peri Park Improvement Project-** Alexis stated she needs a plot map, to give to Holy Selvig, landscape architect. Chris added that Anne Mannes had e-mailed out a plot map, that was used in the last installation of new playground equipment.
5. **Interview & appointment of Youth Commissioner-**Daisy Stephens, Monty's daughter and a junior at Drake High School, attended the meeting because she is interested in serving as the Youth Commissioner on PARC. Alexis inquired as to the relationship of the Youth Commissioner to PARC. Maria explained that it was a liason between Park & Rec and youth in the community. She also added that it was a great way to get high school students to volunteer at events in exchange for community service hours. **ACTION ITEM: Sisi made a motion to appoint Daisy to the role of Youth Commissioner, all Commissioners voted in favor.**
6. **Dates for 2018 events-** Maria stated that Anne would like to confirm dates of events for the first half of next year, to include in the Recreation Guide. The Alice in Wonderland tea will be held on Sunday, February 25th, the Spring Egg Hunt will take place on Saturday, March 31st, and the Peri Park Clean-up will take place on Saturday, May 20th.
7. **Other announcements** –Maria announced that the hike pump track proposal for Deer Park is in the hands of the attorneys at the Marin Municipal Water District (MMWD). Chris added that it is being discussed at a Watershed Committee meeting on December 16 or 17th, and then has to go before the MMWD's regular meeting in January for consideration. He also mentioned the pump track is being proposed for very young children, under age 5. Maria added that the dog park request is in the hands of the Ross Valley School District for decision making.

The meeting adjourned at 8:15 p.m. The next meeting will take place on December 11th at 6:30 p.m. The holiday dinner will follow at 7:00 p.m. at Iron Springs Brewery.