



TAMALPAIS COMMUNITY SERVICES DISTRICT

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TCSD PARKS AND RECREATION COMMISSION (PARC) MEETING AGENDA

FRIDAY, July 7, 2023

SPECIAL MEETING AT 3:00PM

TAM VALLEY COMMUNITY CENTER, 203 MARIN AVE, MILL VALLEY

1. **CALL TO ORDER**

2. **ROLL CALL**

Commissioners: Chair Erin Rosenblatt, Vice-Chair Pam Keon, Michael Bogart, Valerie Jordan, Michael Wisner

3. **APPROVE AGENDA**

4. **PUBLIC EXPRESSION**

Members of the public are invited to address PARC concerning topics which are not listed on the Agenda (If an item is agendaized, interested persons may address PARC during the PARC's consideration of that item). Speakers should understand that except in very limited situations, State law precludes PARC from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. PARC reserves the right to limit the time devoted to this portion of the Agenda and to limit the duration of speakers' presentations to no more than 3 minutes per speaker.

5. **REGULAR BUSINESS**

- A. Discuss/consider PARC short and long terms goals and priorities including items for PARC's annual workplan.
- B. Establish regular meeting day and time.

6. **CONSENT CALENDAR**

- A. Approve June 9, 2023 meeting minutes.

7. **FUTURE PARC AGENDA ITEMS**

8. **ADJOURNMENT**



TAMALPAIS COMMUNITY SERVICES DISTRICT
Staff Report
Parks and Recreation Commission SPECIAL Meeting
July 7, 2023

TO: PARKS AND RECREATION COMMISSION (PARC)

FROM: GARRETT TOY, GENERAL MANAGER

SUBJECT: STAFF REPORT FOR ITEMS 5A and 5B

This is the staff report for Agenda Items 5A and 5B

5A. Discuss/consider PARC short and long terms goals and priorities including items for PARC's annual workplan.

Begin discussing short and long-terms goals and priorities for PARC. This is the first step in the process to develop the annual workplan for PARC. Should PARC agree on a set of short and long-term goals and priorities, the next step would be to take the list to the Board for review and comment. After the Board has provided feedback to PARC, we could then begin work on the annual workplan. Additional materials will be distributed at the PARC meeting to help facilitate this discussion.

ACTION: Motion to approve short and long-term goals and priorities for the TCSD Board's review or continue discussion to the next meeting

5B. Establish regular meeting day and time.

PARC will need to set a regular meeting day and time. Ideally, it would be good if it could be the same day and time every month or quarter, but we do have flexibility with regard to the schedule.

As PARC has been meeting on Fridays at 3:00pm, the following are the Fridays the Community Center is available in 2023:

July 21
August 4, 18, 25
September 1, 8, 15, 22, 29
October 6, 13, 20, 27
November 3, 10, 17, 24
December 15, 22, 29

2024 Availability for Community Center (PARC Meeting)

January 12 (second Friday)
February 16 (third Friday)
March 8 & 15
April 12 & 19
May 17 (third Friday)
June 14 & 21

AGENDA ITEM: 5A, 5B

July 12 & 19
August 9 & 16
September 13 & 20
October 11 & 18
November 8 & 15
December 13 & 20

Please remember PARC can always meet more often, but it does need to establish a regular meeting day and time, subject to Board approval.

ACTION: Motion to recommend to the TCSD Board a schedule for regular meeting days and time for PARC.



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TCSD PARKS AND RECREATION COMMISSION (PARC) SPECIAL MEETING

MINUTES

FRIDAY, JUNE 9, 2023, 3:00 PM

1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Special Meeting was called to order by Chair Erin Rosenblatt at 3:06pm on Friday, June 9, 2023.

2. ROLL CALL

Commissioners: Valerie Jordan, Michael Wisner, Vice-Chair Pam Keon, and Chair Erin Rosenblatt

Absent: Michael Bogart

Staff Present: General Manager, Garrett Toy; Assistant General Manager (AGM) Alan Shear; Events and Communications Coordinator, Camille Esposito

Others Present: None

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: P. KEON/V. JORDAN

AYES: 4

NAYS: 0

ABSENT: 1 (M. BOGART)

4. PUBLIC EXPRESSION

Chair Rosenblatt invited public expression on non-agenda items.

There was no public expression.

5. REGULAR BUSINESS

A. Presentation on the TCSD Communications and Events Plan

Events and Communications Coordinator, Camille Esposito, distributed the TCSD Communications and Events Plan and gave a detailed presentation.

Commissioners asked questions of staff.

There was no public expression.

B. Discuss/consider PARC short and long term goals and priorities including items for PARC's annual workplan.

GM Toy distributed a preliminary list of possible short and long term goals and priorities for the Commission. The list was generated by individual Commissioner feedback prior to the meeting. After a review and discussion of the list, the Commission decided to focus on one to two short term goals within the next six to twelve months and wait to establish long term goals until after the results of the community-wide survey are known.

C. Establish regular meeting day and time

Due to the absence of Commissioner Bogart, the Commission decided to wait until all members are present to discuss the regular meeting day and time.

The next special meeting of the Commission is scheduled for Friday, July 7 at 3:00pm in the Community Center.

MOTION TO ESTABLISH

M/S: M. BOGART/V. JORDAN AYES: 4 NAYS: 0 ABSENT: 1 (M. BOGART)

6. CONSENT CALENDAR

A. Approve May 19, 2023 meeting minutes.

MOTION TO APPROVE THE CONSENT CALENDAR

M/S: E. ROSENBLATT/M. WISNER AYES: 4 NAYS: 0 ABSENT: 1 (M. BOGART)

There was no public expression

7. FUTURE PARC AGENDA ITEMS

Next meeting of the commission will take place on July 7, 2023 at 3:00 P.M.

One to two short term goals

Establish regular meeting day and time

8. ADJOURNMENT

MOTION TO ADJOURN

M/S: P. KEON/E. ROSENBLATT AYES: 4 NAYS: 0 ABSENT: 1 (M.BOGART)

MEETING ADJOURNED AT 4:32 P.M.

Approved by Commission on: _____