



## TAMALPAIS COMMUNITY SERVICES DISTRICT

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### TCSO PARKS AND RECREATION COMMISSION (PARC) SPECIAL MEETING MINUTES

THURSDAY, DECEMBER 5, 2024, 3:00 P.M.

1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Special Meeting was called to order at 3:04 P.M. on Thursday, December 5, 2024, by Chair Rosenblatt.

2. ROLL CALL

Commissioners:

Present: Dave Hafferty, Valerie Jordan, Vice-Chair 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, Senior Parks Maintenance Worker, Josh Everhart

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: P. KEON/D. HAFFERTY

AYES: 4

NAYS: 0

ABSENT: 1 (BOGART)

4. PUBLIC EXPRESSION

Chair Rosenblatt invited public expression on non-agenda items.

There was none

Chair Rosenblatt closed public comment.

5. REGULAR BUSINESS

A. Review/discuss PARC work/activity plan including past/upcoming events, door hangers, the speaker series, and movie night

Chair Rosenblatt summarized her efforts, along with Commissioner Hafferty, to distribute the door hangers to residents in the Birdland area. Vice Chair Keon and Commissioner Jordan also summarized their efforts. All commissioners stated it was a very good experience, and they received positive comments from the residents. Some of the feedback received:

-Some people stated they didn't know about the TCSO events, although they do like the colorful mailers.

-Several people appreciate the events geared towards children.

-Several residents mentioned the need for a bathroom at Kay Park.

-It was suggested to coordinate events with neighboring agencies, such as Mill Valley's Movie Night.

- Possible opportunity to promote events with colorful banners at Eastwood Park.
- Overall positive experience talking with people and getting out in the neighborhoods.

Based on resident feedback, Commissioner Jordan stated she'll research and contact providers of transportation services to Seniors to determine if the services could be offered in Tam Valley.

Events and Communications Coordinator Esposito provided a summary of the recent Movie Night event. Approximately forty people attended and enjoyed the event. The next movie night event will probably occur in February and Esposito encouraged Commissioners to email her movie title suggestions for the next Movie Night event.

Other upcoming events include Spaghetti Bingo in March and Earth Day on April 26.

Vice Chair Keon stated the previous speaker series event, which occurred on November 12, "Ghosts of the Golden Gate – Now and Then" was well attended. The history of Tam Valley was suggested as another possible speaker series topic. The next speaker series event is planned for January, with the topic of monarch butterflies. The speaker series, as an ongoing event, will be reconsidered at the end of June 2025.

The Commission asked questions of staff.

B. Update on the community center masterplan

GM Toy discussed the Community Center Master Plan process and stated that landscape architect Kevin Conger may return to the Board with conceptual plans at the January 15<sup>th</sup> meeting. However, the date is uncertain at this point.

The Commission asked questions of staff

Chair Rosenblatt invited public expression. There was none.

C. Discuss update on research on a shade structure or a sunshade in Kay Park

Senior Parks Maintenance Worker Everhart provided an update, mentioning the type of fabric used in sunshades is durable, thereby creating a sturdy product with a ten-year warranty. The proposed cost is 20k-30k, depending on the size of the shade. A less expensive version may be available with four posts, instead of the single cantilever model. Installation of the single cantilever model involves digging 8 – 10 feet in the ground. The current size under consideration is 20 x 20, which would provide shade for the two picnic tables in the park. The vendor is scheduled for a site visit to the park. Everhart will continue to research and get additional price quotes and return to the next Commission meeting.

The Commission asked questions of staff. Specifically, what, if any, safety issues exist with the four-post model.

Chair Rosenblatt invited public expression. There was none.

D. Discuss improvements to the Rock Garden at Flamingo

Senior Parks Maintenance Worker Everhart stated he spoke with the next door neighbor to the Rock Garden who mentioned an interest in replacing the fence between both properties. The neighbor also expressed support for other improvements such as planter boxes and is interested in how TCSD would be able to utilize the neighbor's water.

Chair Rosenblatt and Vice-Chair Keon discussed their recent meeting with a representative of the Girl Scouts regarding the status of the rocks. They were told the Girl Scouts have moved on to different projects and are no longer "attached" to the rocks. Previously attempted efforts to redesign the Rock Garden included placing a tarpaulin on the ground to support the rocks, but it sank into the ground. Other options had been discussed, but implementation was challenging due to a lack of resources. Another alternative previously under consideration was to gather the rocks and place them in a half pipe to create a riverbed. Whatever solution is selected, the scouts are recommended as a good resource to help.

The commission is still uncertain about next steps and will continue gathering information and exploring options. Commissioner Hafferty volunteered to compile all the ideas submitted by the commissioners for the Rock Garden. It was suggested to have Events and Communications Coordinator Esposito create a visual representation of the options to allow for more informed decision-making. An update will be provided at a future PARC meeting.

Chair Rosenblatt invited public expression. There was none.

E. Approve PARC special meeting schedule for 2024 and regular meeting schedule for 2025

GM Toy stated that PARC would like to change its regular meeting schedule from the first Friday of the month at 3:30pm to the first Thursday of the month at 3:00pm. The schedule is set by resolution, which also requires Board approval.

Due to a scheduling conflict with the Community Center in January, February, and March of 2025, the first Thursdays at 3:00pm are unavailable. The Commission recommended the following meeting schedule for 2025:

- January 16 – 3:00pm (special meeting)
- February 6 – 2:00pm (special meeting)
- March 5 – 3:00pm (special meeting)
- April 3, 2025 – December 4, 2025 (first Thursday of the month at 3:00pm)

Chair Rosenblatt invited public expression. There was none.

**MOTION TO ADOPT RESOLUTION SETTING THE REGULAR PARC MEETING SCHEDULE FOR 2025**  
**M/S: E. ROSENBLATT/V. JORDAN                      AYES: 4                      NAYS: 0                      ABSENT: 1 (BOGART)**

- F. Commissioner reports  
None provided

G. GM Report

GM Toy provided an update to TCSD projects, parks, events and activities, and the budget. The update also included communication efforts such as the new volunteer profile in the newsletter. Toy also summarized the effort by TCSD to amend the current use permit for the Community Center (203 Marin Ave) to allow for events with amplified music.

The Commission asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

H. Discuss next report to the TCSD Board

Vice-Chair Keon discussed the document template for the monthly report to the Board. Submitting the monthly report to the Board prior to the meeting will allow Board members to review the information and ask follow-up questions during the meeting. Commissioners Hafferty and Bogart will attend the December Board meeting to give the update. If either cannot attend, Commissioner Jordan will attend.

6. CONSENT CALENDAR

- a. Approve minutes of November 7, 2024, meeting
- b. Approve minutes of November 13, 2024, meeting

MOTION TO APPROVE THE CONSENT CALENDAR

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

7. FUTURE PARC AGENDA ITEMS (January 16<sup>th</sup> meeting)

- A. List of special events supported by recreation staff
- B. Creative fundraising events
- C. Budget/staffing
- D. Speaker series
- E. Shade structure update
- F. Flamingo Park/Rock Garden project
- G. Transportation for Seniors

8. ADJOURNMENT

MOTION TO ADJOURN

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

MEETING ADJOURNED AT 4:52 P.M.

Approved by Commission on: 1/16/25