



# TAMALPAIS COMMUNITY SERVICES DISTRICT

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

THURSDAY, AUGUST 8, 2024, 3:30 P.M.

### 1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Special Meeting was called to order at 3:33 P.M. on Thursday, August 8, 2024, by Chair Rosenblatt.

### 2. ROLL CALL

Commissioners:

Present: 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 Communication Coordinator Camille Esposito

### 3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: P. KEON/E. ROSENBLATT

AYES: 3

NAYS: 0

ABSENT: 1

### 4. PUBLIC EXPRESSION

Chair Rosenblatt invited public expression on non-agenda items. There was none.

There was none.

Chair Rosenblatt closed public comment.

### 5. REGULAR BUSINESS

A. Discuss/consider revisions to 2024 goals & priorities

Vice-Chair Keon distributed a summary of the Commission's 2024 Goals and Activities and the PARC Activity Plan for 2024. Chair Rosenblatt suggested three additional tasks to the activity list:

- Develop new programming that serves the diverse needs of the community
- Develop new park infrastructure for Flamingo Park
- Advise the Board on the Community Center Master Plan

The Commission asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

MOTION TO APPROVE THE REVISED SCOPE OF RESPONSIBILITY AND ACTIVITY PLAN AND TASK LIST

M/S: V. JORDAN/E. ROSENBLATT

AYES: 3

NAYS: 0

ABSENT: 1

B. Discuss/consider TCSD's marketing/communication efforts, event schedule, and other activities

GM Toy summarized the list of upcoming TCSD events. Events and Communications Coordinator Esposito discussed the marketing and communication efforts of TCSD. As part of those efforts, she discussed options for door hangers such as different sizing and pricing. Commissioners provided content suggestions and possible distribution strategies for the door hangers. The tentative timeline for distribution is mid fall.

The Commission then asked about other potential events and the timing of the events, such as:

- garage sale
- earth day
- swap meet
- additional Spaghetti Bingo events
- movie night

Commissioner Jordan mentioned she would contact the Humane Society and ask if there was interest to conduct obedience classes in Tam Valley.

Chair Rosenblatt invited public expression. There was none.

C. Discuss signage in Eastwood Park

Commissioner Jordan distributed a summary listing, along with photos, of the current signage in Eastwood Park. She had several suggestions on improving and updating the signs. She recommended adding QR codes to the signs allowing residents and visitors to submit questions, comments, and concerns to TCSD. Other specific recommendations included:

- adding the 415 area code to the phone numbers listed on all signs, where appropriate
- updating the information on the dispenser for dog waste clean-up bags
- providing more information on the parking around the park

The Commission asked questions of staff. Staff will review the suggestions and return with comments at the next Commission meeting.

Chair Rosenblatt invited public expression. There was none.

D. Discuss potential improvements to the Rock Garden at Flamingo

GM Toy discussed the property lot size at Flamingo and the limitations of any proposed improvements. Due to the pending levy project by the County, Toy recommended waiting on installing a fence in the park. Other proposed improvements such as repairing the picnic tables and adding seating are options. This item will be brought back to the Commission next month for further discussion and direction.

E. Discuss/consider future presentations to the Board  
Vice-Chair Keon will attend the 8/14 Board meeting

F. Discuss/consider PARC regular and special meeting schedules

The next regularly scheduled meeting of PARC, 9/13, is cancelled. A special meeting is scheduled for 9/26 at 3:00pm or 3:30pm, depending upon Commissioner availability.

G. Commissioner reports

Vice-chair Keon then distributed an updated list of the proposed TCSD Speaker Series/Garden Series, including recommended speakers. Keon stated the next confirmed Speaker Series event is "Aging in Place" on September 24 at 7:00pm.

H. GM report

GM Toy provided an update on TCSD projects, parks, events and activities, and the budget. He specifically mentioned the Community Center Master Plan effort and the agreement with the landscape architect going to the Board for approval in September and another Board meeting in October to receive feedback and discuss options from the community. He also discussed the need for the commissioners to fill out the state required Conflict of Interest form (Form 700).

The Commission asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

6. **CONSENT CALENDAR**

A. Approve minutes of July 19, 2024 meeting

**MOTION TO APPROVE THE CONSENT CALENDAR**

**M/S: P. KEON/V. JORDAN**

**AYES: 3**

**NAYS: 0**

**ABSENT: 1**

7. **FUTURE PARC AGENDA ITEMS**

- A. Eastwood Park signage
- B. Flamingo Park project
- C. Speaker Series
- D. Communication Efforts/Door hangers

Next meeting of the Commission will be a special meeting at the Tam Community Center on September 26, 2024, at 3:00pm or 3:30pm

8. **ADJOURNMENT**

**MOTION TO ADJOURN**

**M/S: P. KEON/E. ROSENBLATT**

**AYES: 3**

**NAYS: 0**

**ABSENT: 1**

**MEETING ADJOURNED AT 5:24 P.M.**

Approved by Commission on: 9/26/24