



# TAMALPAIS COMMUNITY SERVICES DISTRICT

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

THURSDAY, SEPTEMBER 26, 2024, 3:00 P.M.

### 1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Special Meeting was called to order at 3:02 P.M. on Thursday, September 26, 2024, by Chair Rosenblatt.

### 2. ROLL CALL

Commissioners:

Present: Michael Bogart, Valerie Jordan, Vice-Chair Keon, and Chair Erin Rosenblatt.

Staff Present: Assistant General Manager (AGM) Alan Shear, Events and Communication Coordinator Camille Esposito

### 3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: V. JORDAN/M. BOGART

AYES: 4

NAYS: 0

ABSENT: 0

### 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 upcoming report to the Board

Chair Rosenblatt and Vice-chair Keon stated they plan to attend the October 9 meeting and provide the update to the Board. A written report will be submitted as part of the agenda packet.

The update will include the following:

- Speaker series
- Updated PARC goals and activity plan
- Door hangers/communications plan
- Kay Park shade structure
- Proposed Rock Garden at Flamingo improvements

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public comment.

B. Review approved PARC activity plan and approve transmittal to the Board.

Assistant GM Shear briefly summarized that staff wanted PARC to confirm the recent revisions to its activity plan which included the 2024 Goals & Priorities before they are transmitted to the Board for approval. The following three items were recently added:

- 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

Chair Rosenblatt invited public expression. There was none.

The commission confirmed the revisions and the transmittal to the Board.

C. Discuss/consider Speaker Series topics and responsibilities such as finding speakers and staffing the event.

Vice-chair Keon gave an update on the Speaker Series, discussing the most recent event and the schedule of upcoming events. The topic of "Aging in Place" received positive feedback and people have requested the discussion to occur again. Some attendees were unaware of the TCSD newsletter. The start time was moved up to 6:00pm to accommodate more people to attend.

Other marketing ideas could include creating a tri-fold brochure to promote events and to post at other venues such as the Mill Valley library and Good Earth, in addition to advertising in the Marin IJ, MV Connect. Also, it was suggested as a method to increase awareness is to promote future events during an existing TCSD event, perhaps with a banner or to distribute promotional materials.

Regarding scheduling future speaking events, predictability is important for attendance. Having events on a regular basis, such as the same day of the month is valuable. The Commission agreed on the schedule of speaker events and the garden talk series through June 2025 and then reassess the speaker series.

For the upcoming event featuring the League of Women Voters discussing the November ballot measures, Vice-chair Keon and Commissioner Jordan stated they would staff the event. As part of the event introduction and to assist in future promotional activities, Vice-chair Keon mentioned asking the attendees standard questions, such as: "How did you hear about the event?" and "Would you be willing to attend more events?"

Vice-chair Keon and Commissioner Bogart volunteered to staff the November speaker series, "Ghosts of the Golden Gate – Now and Then" featuring Ted Barone.

Chair Rosenblatt invited public expression. There was none.

D. Receive update on parking enforcement and signage in Eastwood Park

Assistant GM Shear provided an update on the parking enforcement efforts by the Sheriff's Office. He stated that the County requires a resolution by the Board of Supervisors to enforce the stated parking limitations around Eastwood Park. TCSD staff is working with County staff to get the resolution passed in order to allow the parking enforcement to occur.

Events and Communication Coordinator Esposito suggested for the Eastwood Park signage with a QR code, that she create a form-type prompt on the online form seeking comments and concerns on specific topics, as well as a generic "other" option. Suggested locations for the signs include near the bulletin board and courts in Eastwood Park and a sign in Kay Park. Staff will return to the Commission with proposed ideas for the signs and the online form.

Chair Rosenblatt invited public expression. There was none.

E. Discuss exploring potential Kay Park improvements such as a shade structure/umbrella for picnic tables

Assistant GM Shear discussed that the Board directed staff to explore some type of shade structure above the picnic tables in Kay Park. Staff is suggesting considering the possibility of adding unmovable umbrellas to the picnic tables.

Due to the liability of opening and closing umbrellas, Commissioners recommended sun shades instead of umbrellas. However, sun shades require maintenance and cleaning as they collect a lot of leaves. In addition, a sun shade, while not flammable, can trap smoke from a barbeque grill.

Chair Rosenblatt invited public expression. There was none.

F. Discuss potential improvements to the Rock Garden at Flamingo

The Commission recommended moving forward with refurbishment of the park benches and wait for the completion of the levy project before moving forward with other projects, which could include the following:

- landscaping along the fence and planting a tree(s)
- do something with the rocks
- add seating and signage
- install a fence

Vice-chair Keon stated she would reach out to the Girl Scouts to inquire about the rocks and a potential design for them.

Chair Rosenblatt invited public expression. There was none.

G. Discuss/consider PARC regular and special meeting schedules

The next regularly scheduled meeting of PARC, 10/11 at 3:00pm. The Commission discussed their regular meeting schedule and decided to move their regular meetings to the second Thursday of every month at 3:15pm.

H. Commissioner reports

Vice-chair Keon stated she is trying to contact the Marin Humane Society to conduct obedience classes in Tam Valley. However, the process to speak with someone at the Humane Society has been challenging as no one has responded.

I. GM report

Assistant GM Shear provided an update on the vacant PARC commissioner position, status of the community center masterplan process, and communication efforts such as door hangers. Events and Communication Coordinator Esposito distributed a sample door hanger and discussed design options. Commissioners provided comments and feedback.

Events and Communication Coordinator Esposito also discussed the upcoming Movie Night scheduled for November 8. Commissioners asked questions of staff regarding the logistics of the event, such as staffing and whether to charge admission. Commissioners provided movie title suggestions for the event.

The Commission asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

6. CONSENT CALENDAR

A. Approve minutes of August 8, 2024 meeting

Vice-chair Keon clarified an error in the minutes to reflect that she is contacting the Humane Society to conduct obedient classes, not Commissioner Jordan, as originally stated.

**MOTION TO APPROVE THE CONSENT CALENDAR WITH THE AMENDED MEETING MINUTES**

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

**AYES: 4**

**NAYS: 0**

**ABSENT: 0**

7. FUTURE PARC AGENDA ITEMS

A. Park improvements

B. Speaker Series

Next meeting of the Commission will be a special meeting at the Tam Community Center on October 11, 2024, at 3:00pm.

8. ADJOURNMENT

**MOTION TO ADJOURN**

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

**AYES: 4**

**NAYS: 0**

**ABSENT: 0**

**MEETING ADJOURNED AT 4:55 P.M.**

Approved by Commission on: 10/11/24