



TAMALPAIS COMMUNITY SERVICES DISTRICT

305 Bell Lane, Mill Valley, CA 94941 ♦ 415.388.6393 ♦ Fax: 415.388.4168
info@tamcsd.org ♦ www.tamcsd.org

PARKS AND RECREATION COMMISSION (PARC) SPECIAL MEETING AGENDA

WEDNESDAY, OCTOBER 1, 2025

3:00PM-4:30PM (time approximate)

Tam Valley Community Center, 203 Marin Ave., Mill Valley

(Please Note: The regular PARC meeting on October 2nd is CANCELED)

1. CALL TO ORDER

2. ROLL CALL

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

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 agendized, 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. Consider PARC work/activity plan including, but not limited to, past & upcoming events and schedule (e.g., Oktoberfest, Creekside, Spaghetti Bingo), TCSD communications (e.g., newsletter), TCSD programs/activities (e.g., volunteer program), FY25-26 operating and capital budget, and/or goals and priorities for 2025. (25 min)
- B. Discuss/consider Cabin masterplan preliminary site concepts (30 min)
- C. Discuss/consider improvements in the Rock Garden at Flamingo including any follow-up discussions from the special PARC meeting on September 17, 2025 (20 min)
- D. Commissioner reports (5 min)
- E. GM report (5 min)
- F. Discuss the next report to the TCSD Board (5 min)

6. CONSENT CALENDAR

- A. Approve August 7, 2025, meeting minutes
- B. Approve August 28, 2025, meeting minutes

7. FUTURE PARC AGENDA ITEMS AND NEXT MEETING SCHEDULE

8. ADJOURNMENT

NEXT PARC MEETINGS

November 6, 2025, at 3:00pm at the Community Center, 203 Marin Ave., Mill Valley

Special Needs: In compliance with the Americans with Disabilities Act (28 C.F.R. 35.102-35.104, ADA Title II) if you need special assistance to participate in this meeting, please contact the TCSD at (415)-388-6393, x10. Notification 48 hours prior to meeting enables TCSD to make reasonable arrangements to ensure accessibility. In compliance with Senate Bill 343 the law requires writings subject to the Public Records Act to be available for public inspection at the time the writing is distributed to the member of the legislative body
In compliance with Senate Bill 343 materials or writings subject to the Public Records Act is available for public inspection at 305 Bell Lane, Mill Valley, California between the hours of 8:00 a.m. through 4:30 p.m. Monday through Friday.



TAMALPAIS COMMUNITY SERVICES DISTRICT
Staff Report
Parks and Recreation Commission
Special Meeting
October 1, 2025

TO: PARKS AND RECREATION COMMISSION (PARC)

FROM: GARRETT TOY, GENERAL MANAGER
ALAN SHEAR, ASSISTANT GENERAL MANAGER

SUBJECT: STAFF REPORT FOR ITEMS 5A – 5F and Consent Calendar

This is the staff report for Agenda Items 5A through 5F, and Consent

REGULAR BUSINESS

- 5A. Consider PARC work/activity plan including, but not limited to, past & upcoming events and schedule (e.g., Oktoberfest, Creekside, Spaghetti Bingo), TCSD communications (e.g., newsletter), TCSD programs/activities (e.g., volunteer program), FY25-26 operating and capital budget, and/or goals and priorities for 2025.**

This is a standing agenda item to review PARC's progress in meeting its annual goals. PARC may want to discuss upcoming events, follow-up for past events such as Oktoberfest and Creekside Unplugged, communications and promotions, Operating and Capital budget for FY25-26, volunteer program, and/or goals & priorities for 2025. The Communications and Events Specialist will attend the meeting to report on past events and answer any questions

ACTION: Discuss items and provide direction to staff.

- 5B. Discuss/consider Cabin Masterplan preliminary site concepts.**

At its September 10th meeting, the Board received a presentation from CMG Landscape Architecture (CMG) regarding 3 preliminary site concepts for the Cabin Masterplan. CMG also provided the Board with a summary of the input received from the community at the 9/5 Creekside Unplugged event at the Cabin.

Staff recommends PARC review the site plan concepts and provide formal comments/suggestions to the Board regarding the site plans and any other issues.

ACTION: Discuss concepts and provide comments to the Board.

- 5C. Discuss/consider improvements in the Rock Garden at Flamingo including any follow-up discussions from the special PARC meeting on September 17, 2025.**

PARC met at the Rock Garden on September 17th. PARC may want to discuss any follow-up issues/actions. The Senior Park Maintenance Worker will attend the meeting to report on his activities in the Rock Garden.

ACTION: Discuss and provide direction to staff.

5D. Commissioner reports

This is an opportunity for Commissioners to report on specific PARC-related topics or activities they have been working on.

ACTION: Receive reports, if any.

5E. GM report

Oral report on general improvements, community center/cabin, TCSD events/activities, new part time position, past and upcoming Board meetings, after care recreation youth program, TVIC, TCSD communications, budget, maintenance, newsletter content, and/or repair projects in park facilities.

ACTION: Receive report.

5F. Discuss the next report to the TCSD Board.

PARC reports on its activities at the monthly Board meetings under “Receive PARC oral report,” which is a “standing” agenda item on the Board’s regular meeting agenda.

ACTION: Discuss reporting at future Board meetings.

CONSENT CALENDAR

- 6A.** Approve August 7, 2025, meeting minutes
- 6B.** Approve August 28, 2025, meeting minutes

ATTACHMENTS

- A. Work plan
- B. Cabin Masterplan slides from 9/10/25 Board meeting
- C. August 7, 2025, minutes
- D. August 28, 2025 minutes



PARC ACTIVITY PLAN – 2025

DRAFT 03 05 2025

CHARGES	ONGOING RESPONSIBILITIES	ACTIONS	STATUS	TASKS
1. Review, make recommendations to and/or advise the District on policies relating Ordinance 94, including the	Maintain a thorough understanding of existing TCSD Parks & Recreation assets, including facilities and programs, challenges and opportunities, and the interests and needs of residents in the TCSD community.	Advise Board on Community Center Master Plan.	_____	Attend Board meetings which include consideration of Master Plan.
<ul style="list-style-type: none"> • creation • operations • use policies • maintenance • improvements • management • user fees 	Support the TCSD mission to “protect and enhance a healthy community.”	Develop new park infrastructure for Flamingo Park.	_____	Schedule and hold Flamingo Park “Open House” for Spring 2025 to solicit community input.
for all	Identify opportunities to enhance community education about and understanding of policies, rules and management of parks and facilities	Encourage Parks and Recreation users to attend PARC meetings, and share perspectives with PARC commissioners.	_____	Develop strategies beyond newsletter and signs.
<ul style="list-style-type: none"> • parks • playgrounds • Community Center • Cabin • Trails • open space parcels • community recreation programs • event activities. 	Reflect the preferences and expressed needs of TCSD residents by advising Board of Directors regarding current and potential PARC programming, with particular attention to any programmatic needs to be served or gaps to be filled.	Assess, advise and support TCSD volunteer program.	_____	TBD
This may include modification of existing policies and/or creation and implementation of new policies.		Monitor Recreation programming and recommend enhancements and/or modifications as indicated, attending to needs of community and sustainability of programming.	_____	Sponsor “Good Canine Citizenship” workshop in May 2025.
		Advise TCSD Board of Directors of any potential opportunities for increased revenue through PARC programming.	_____	Oversee Speaker Series and Evaluate in June 2025.
			_____	Provide monthly reports to Board of Directors.
			_____	Commissioners rotate responsibilities for written and in-person reporting.
2. Provide an annual work plan to the Board for approval.			_____	Approve draft plan and submit to Board.

The mission of Tamalpais Community Services District is to protect and enhance a healthy community in Tamalpais Valley.

**2024 COMPLETED**

GOAL	ACTIONS
Assist and advise the District on policies relevant to Ordinance No. 94 and Ordinance No. 99:	<ul style="list-style-type: none"> • Evaluated usage of parks and other TCSD facilities. • Reviewed existing Parks and Recreation policies. • Advised on 2024 Community Survey. • Review results of 2024 Community Survey. • Reviewed Parks and Recreation budgets, future anticipated expenditures and sources of revenue. • Meet with key staff relevant to management of Parks and Recreation assets and programs • Reviewed annual calendar of recreational events, and developed understanding of past events that are not currently occurring • Conducted onsite inspections of each park and other recreational assets, excluding open space parcels • Elicited perspectives and priorities of each member of the Board of Directors. • Developed understanding of the vision of the Board of Directors and opportunities and needs for a new community gathering place. • Advised, contributed to and assisted in completion of TCSD 2024 Community Survey. • Created and implemented monthly Speaker Series. • Created and implemented quarterly Garden Talks. • Coordinated Marin Humane conducting Good Canine Citizen workshop.
	Develop a thorough understanding of existing TCSD Parks and Recreation assets, including facilities and programs, challenges and opportunities, and the interests and needs of residents in the TCSD community.
	Use information gained through strategies above to advise Board of Directors regarding modification of existing policies and/or creation and implementation of new policies that support the mission to protect and enhance a healthy community and reflect the preferences and expressed needs of TCSD residents.

September 10th, 2025

Tam Valley Cabin Masterplan

Board Meeting 2

cmg

Agenda:

- Introduction
- Site Observations & Opportunities
- Concept Plans
- ROM Cost Estimates
- Discussion

Introduction



cimg

September 10th, 2025

Community Center Masterplan

LEGEND

- 1 STAGE
- 2 SOUND WALL AT STAGE
- 3 STABILIZED CRUSHED STONE STAGE VIEWING AND "DANCE FLOOR"
- 4 EVENT PLAZA
- 5 CONCRETE SEAT WALLS
- 6 NEW RESTROOM
- 7 TVIC EXHIBIT SIGN
- 8 TVIC ARCHIVE BUILDING
- 9 PARKING PLAZA
- 10 FLEXIBLE-USE LAWN AREA
- 11 PICNIC TABLE
- 12 BENCH
- 13 COMMUNITY CENTER OUTDOOR GATHERING SPACE WITH TRELLIS & OUTDOOR KITCHEN/GRILLS
- 14 SEATING AREA
- 15 RE-LOCATED FLAG POLE
- 16 BOCCIE COURT
- 17 EXISTING TRASH SHED
- 18 GARDEN WALK
- 19 STORAGE SHED
- 20 NATIVE PLANTING
- BUILDING ENTRY



September 10th, 2025

Community Center Masterplan: Community Center Entrance



Community Center Masterplan: Stage Area



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September 10th, 2025

Community Center Masterplan: Back Lawn Area

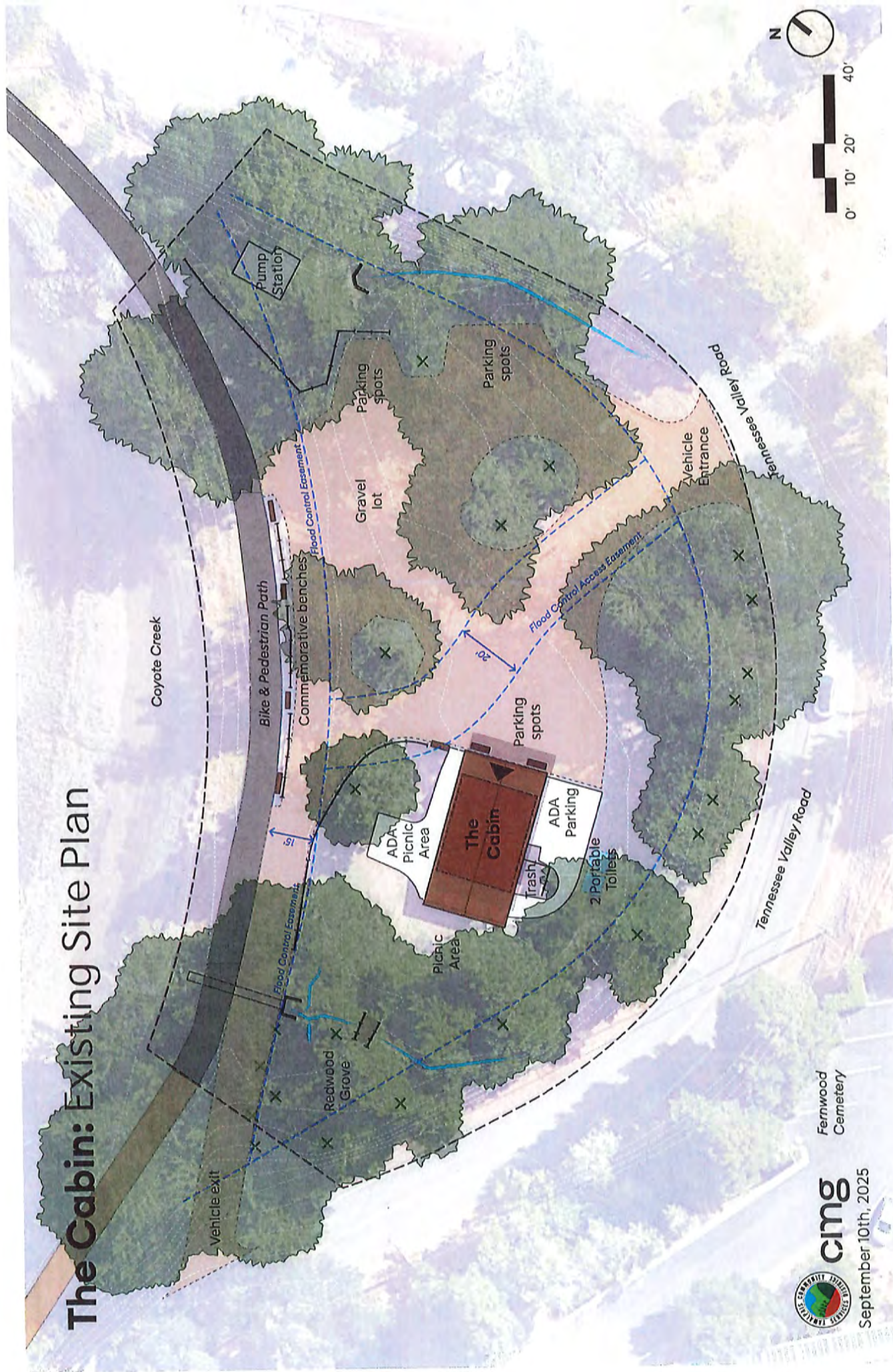


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September 10th, 2025

Site Observations

The Cabin: Existing Site Plan

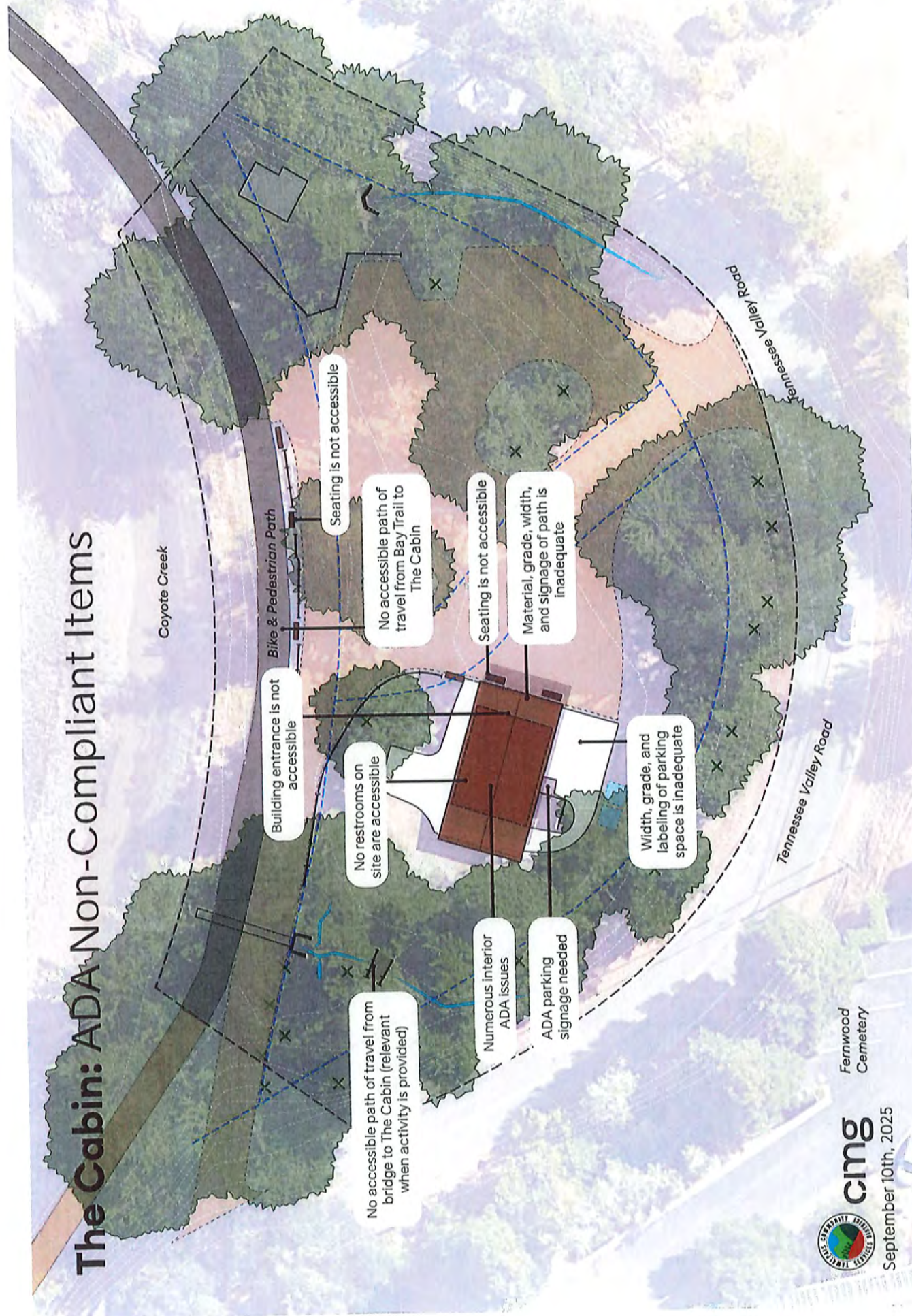


Fernwood Cemetery

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September 10th, 2025

The Cabin: ADA Non-Compliant Items



Fernwood Cemetery

September 10th, 2025

Site Observations

1. ADA Access needs to be improved.
2. Vehicle access takes up excess space and could be improved for safety.
3. The site has beautiful natural character that could be enhanced.
4. The site is well used for private event rentals and community events.
5. The site is a well used amenity along the Tennessee Valley bike and pedestrian path.



September 10th, 2025

Site Opportunities

1. Optimize vehicle circulation layout for efficiency and pedestrian safety.
2. Reconsider how the cabin is used and its purpose to the site, while solving for ADA issues.
3. Highlight the natural character and ecology of site.
4. Improve site for private event and community event uses.
5. Improve site for everyday, passive uses along the Tennessee Valley bike and pedestrian path.



September 10th, 2025

Project Goals

1. Fix ADA violations, and create a site with equal access.
2. Identify cost effective, yet high impact improvements that can be made to enhance existing uses of the site (community & private events, passive recreation).
3. Determine how improvements to the cabin site can complement uses of the community center site.



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September 10th, 2025

Concept Plans



cing

September 10th, 2025

What we heard: Creekside Unplugged Community Event

"Add in a fence along the road to protect kids!"

"I like the pavilion but it should be enclosed, it is too cold otherwise"

"The cabin is historic. The rustic charm is what makes it great, leave it alone."

"The community needs an affordable rental space."

"More bikeracks please!"

"Make native plant gardens as an educational opportunity for kids."

"I walk by the Cabin everyday and would be so upset to see it go!"

"Make the site kid friendly."



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September 10th, 2025

What we heard: Creekside Unplugged Community Event

1. Preserve the cabin, but include renovations that will encourage more use of the building.
2. Replace the cabin with a new building or enclosed pavilion that is purpose-built and more desirable as a rental space than the cabin.
3. Remove the cabin and keep the site as a park, with significant improvements to event spaces and activities focused at the Community Center.



September 10th, 2025

Concept A The Cabin: Community Feedback

What we heard:

1. It is important to the community that The Cabin is preserved.
2. The Cabin is the only aordable rental space in the area, but is underutilized. Rennovations should imprpove the space to encourage greater use.



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September 10th, 2025

Concept A: The Cabin



September 10th, 2025

Concept A: The Cabin



The Cabin remains and is renovated for ADA access



Railroad tie seat walls



ADA accessible DG paths & native planting



Bike racks & water filling stations



Community events & parties continue at Cabin & patio



Reservable group picnic areas



Felled logs in redwood grove



New restroom

Plant Palette: All Concepts

1. Native California Perennials and Grasses for Sun

- Drought Tolerant
- Low Maintenance
- California Native
- Mix of Flowering Perennials, Evergreen Grasses, and Sub-shrubs
- A ractive to pollinators and hummingbirds



Yellow / *Adiantum millefolium*



California Poppy / *Eschscholzia californica*



Meadow Flower / *Diplopentia aemula*



Pacific Coast Iris



California Fuchsia / *Epilobium ciliatum*



Deer Grass / *Muhlenbergia ligens*



Red Buckwheat / *Eriogonum grande*



Hummingbird sage / *Salvia spaldingii*



Purple Sage / *Salvia 'celestial blue'*



Creeping Sage / *Salvia 'gracilis'*

Plant Palette: All Concepts

2. Native California Perennials for Shade and Redwood Understory

- Shade Tolerant
- Drought Tolerant
- Low Maintenance
- California Native
- Mix of Ferns, Perennials, and groundcovers



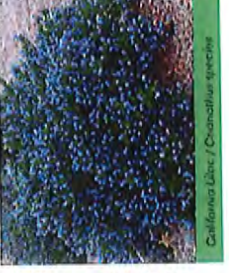
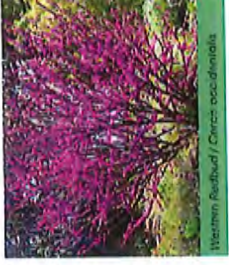
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September 10th, 2025

Plant Palette: All Concepts

3. Native California Shrubs

- Drought Tolerant
- Low Maintenance
- California Native
- Mostly Evergreen with some Deciduous
- Seasonal flowering and fruit
- Attracts Birds and Pollinators



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September 10th, 2025

Plant Palette: All Concepts

4. Native California Creek Upland Planting

- Salt Tolerant
- Low Maintenance
- California Native



Western Ragweed/Ambrosia Pycnostachya



Salt Marsh Bocchans / Bocchans Glutinosa



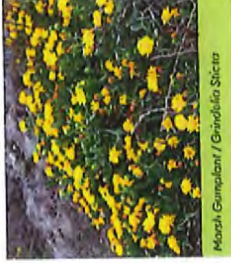
Creeping Wildrye / Elymus Tricardus



Lomat Tail / Eriophyllum Stancheadifolium



Marsh Aster / Symphyotrichum subulatum



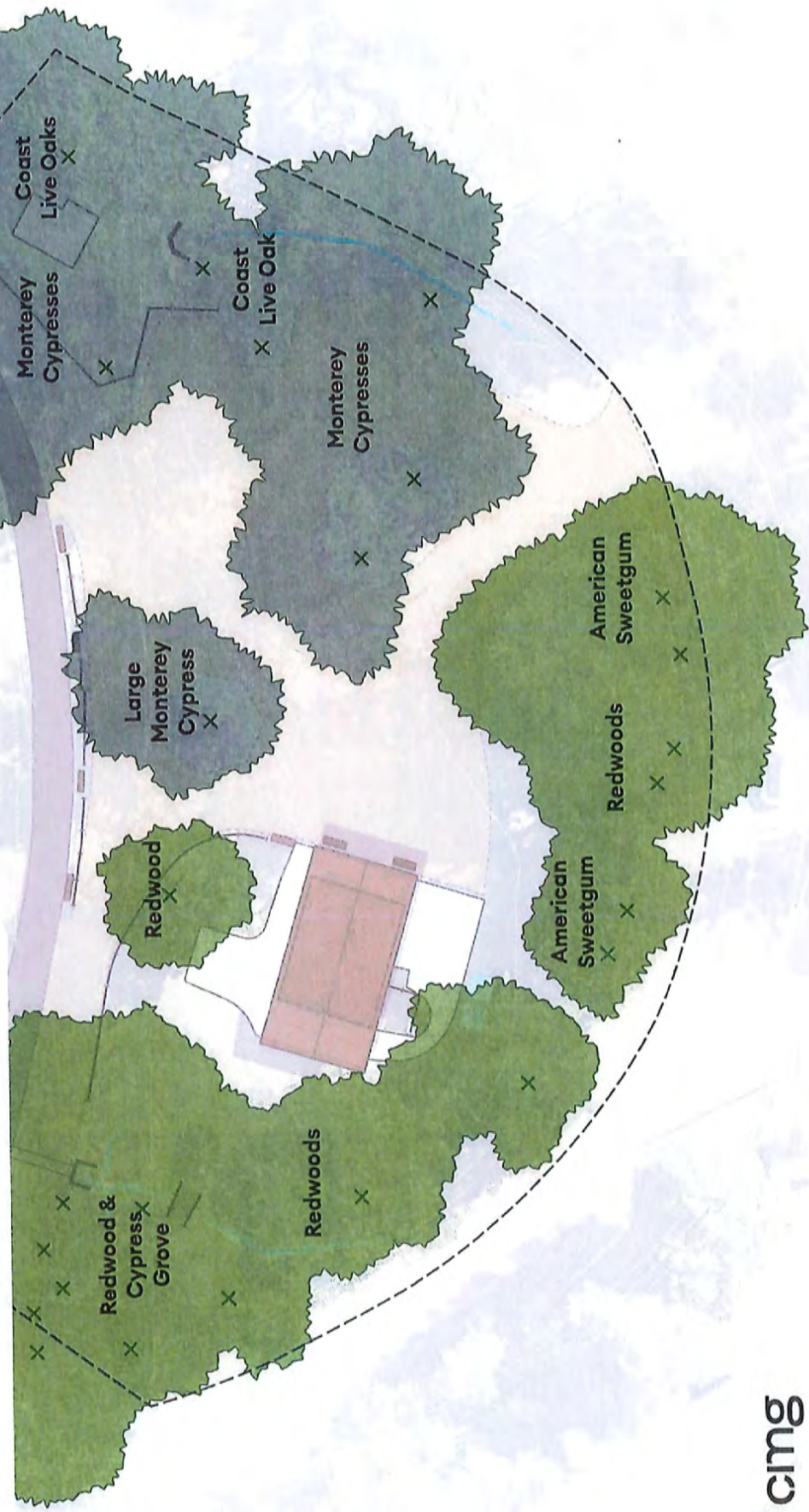
Marsh Gumpant / Grindelia Sistris



September 10th, 2025

Proposed Tree Plan: All Concepts

- Existing trees appear to be in fair or good health and will remain.
- No new trees are proposed.



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September 10th, 2025

Concept B Pavilion: Community Feedback

What we heard:

1. The Cabin is well-loved but underutilized, there is community support for replacing the cabin with a pavilion to improve the site for events and private gatherings.
2. An enclosed pavilion may be preferred over an open-air pavilion to provide protection from wind.



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September 10th, 2025

Concept B: Pavilion



Concept B: Pavilion



Bike racks & water filling stations



ADA accessible DG paths & native planting



New seating elements



Cabin replaced by open air pavilion



New restroom



Felled logs in redwood grove



Group and individual picnic areas



Community events at pavilion

Concept C Park: Community Feedback

What we heard:

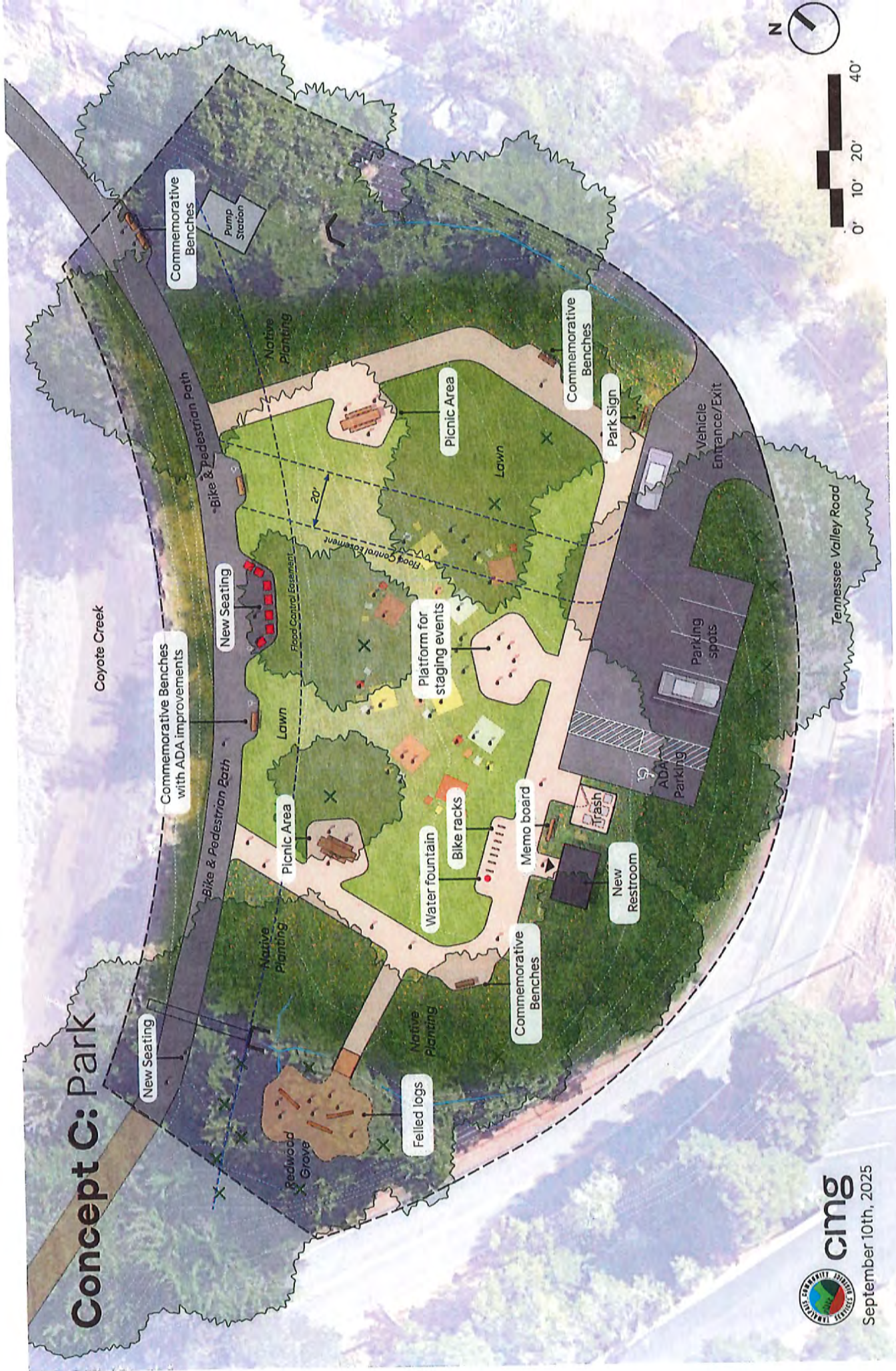
1. It is not well supported by the community to remove the cabin entirely.
2. Across concepts, the community appreciated ideas to reduce the parking lot, improve safety for children, enhance the natural character of the site, and add in general park amenities.



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September 10th, 2025

Concept C: Park



September 10th, 2025

Concept C: Park



Bike racks & water filling stations



ADA accessible DG paths & native planting



New seating in redwood grove and along bike path



Cabin replaced by new central lawn space



New restroom



Felled logs in redwood grove



Small picnic areas for casual gathering



Events on paved platform

A photograph of a park setting with several wooden picnic tables arranged in rows. The ground is covered with dry, brownish leaves, suggesting an autumn scene. In the background, there are tall, thin trees with sparse foliage, and a body of water is visible in the distance. The text "ROM Cost Estimates" is overlaid in a bold, black, sans-serif font, oriented vertically in the center of the image.

ROM Cost Estimates

ROM Cost Estimate: The Cabin Concept

\$2,386,860 - \$3,580,290



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September 10th, 2025

ROM Cost Estimate: Pavilion Concept

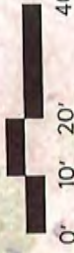
\$1,917,700 - \$2,876,550

Open Air
Pavilion



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September 10th, 2025



ROM Cost Estimate: Park Concept

\$877,640 - \$1,316,458



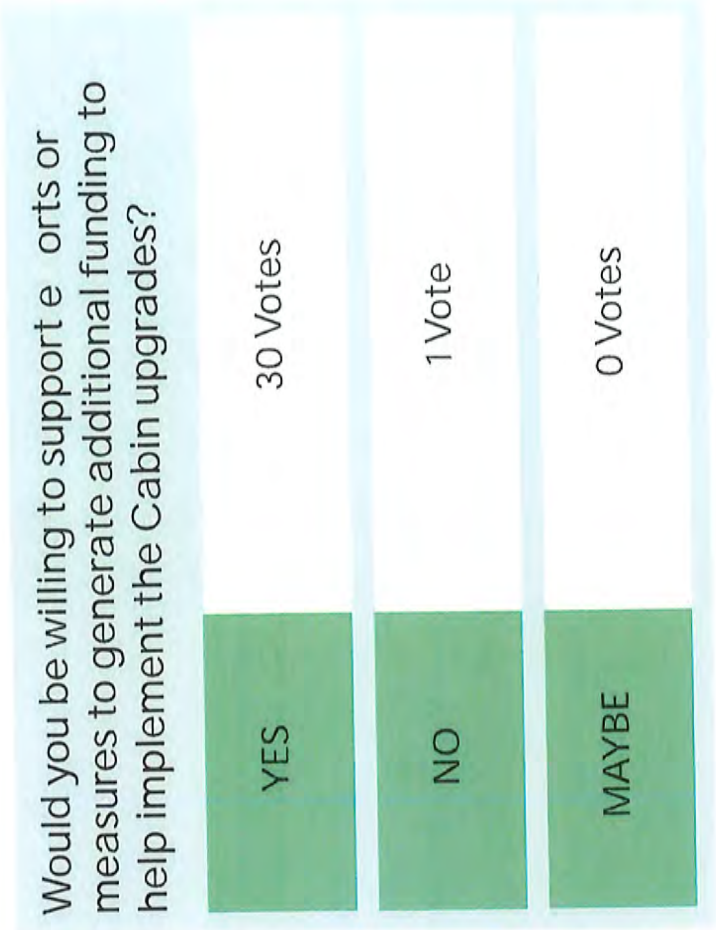
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September 10th, 2025

Funding

What we heard:

- 1. The community is supportive of fund raising, donations, and/or municipal bonds to support the Cabin project.



Questions



Community Center ROM Cost Estimate

Tam Valley Community Center Masterplan <small>CMG Landscape Architecture for TCSD</small> <small>3/11/2025</small>	
Accessibility & Entry Planting	
Sub Total	\$ 604,318
Western Park & Planting	
Sub Total	\$ 308,340
Community Center Patio	
Sub Total	\$ 355,521
Stage & Garden	
Sub Total	\$ 1,316,264
Parking Lot Improvements	
Sub Total	\$ 532,280
Total	\$ 3,116,722



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September 10th, 2025

ROM Cost Estimate: ADA Code Requirements

\$558,356 - \$684,010

450 Architects Cost Estimate		
<u>Initial Base Construction Scope</u>		
Provided by RHC ROM Detailed Estimate		\$200,710.00
Prevailing Wage Mandate		\$ 20,071.00
Subtotal		\$220,781.00
<u>Prorate Additions to the Estimate</u>		
Design Contingency	30.00%	\$66,234.30
General Conditions	10.00%	\$22,078.10
Construction Contingency	15.00%	\$33,117.15
Bonds & Insurance	2.50%	\$ 5,519.53
Contractor's Fee	8.00%	\$17,662.48
Business Tax	0.055%	\$ 1,214.30
Permit Fees	10.0%	\$22,078.10
Subtotal basic construction costs		\$388,684.96
Estimated A&E Basic Services Fees		\$58,000.00
Subtotal		\$446,684.96
Project Contingency	25.00%	\$111,671.24
Subtotal		\$558,356.20
<u>Escalation</u>		
Year 1	+7.00%	\$39,084.93
Year 1 total		\$597,441.13
Year 2	+7.00%	\$41,820.88
Year 2 total		\$639,262.01
Year 3	+7.00%	\$44,748.34
Year 3 total		\$684,010.35

* Cost estimate prepared by 450 Architects



September 10th, 2025



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TCSO PARKS AND RECREATION COMMISSION (PARC) REGULAR MEETING MINUTES THURSDAY, AUGUST 7, 2025, 3:00 P.M.

1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Regular Meeting was called to order at 3:06 P.M. on Thursday, August 7, 2025, by Chair Rosenblatt.

2. ROLL CALL

Commissioners:

Present: Michael Bogart, Dave Hafferty, Vice-Chair Pam Keon, and Chair Erin Rosenblatt

Absent: Valerie Jordan

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

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: D. HAFFERTY/E. ROSENBLATT

AYES: 4

NAYS: 0

ABSENT: 1 (JORDAN)

4. PUBLIC EXPRESSION

Chair Rosenblatt invited public expression on non-agenda items.

There was none

Chair Rosenblatt closed public comment.

5. REGULAR BUSINESS

- A. Consider PARC work/activity plan including but not limited to, upcoming events and schedule, TCSO communications (e.g. newsletter), TCSO programs/activities (volunteer program), FY25-26 operating and capital budget and/or goals & priorities for 2025

Communications and Events Specialist Esposito reviewed the efforts to recruit volunteers, as well as the overall structure of the volunteer program to plan and recruit. Commissioners discussed the volunteer efforts of planning and recruitment and provided comments and suggestions and asked staff questions.

Esposito also discussed sending out a new postcard listing of TCSO fall and winter events.

Chair Rosenblatt invited public expression.

There was none.

Chair Rosenblatt closed public expression.

B. Discuss the Board's 2025 goals and priorities

GM Toy summarized the Board's 2025 goals and priorities that impact PARC-related activities.

Goal #2 – Focus on website improvements to make it more user friendly and easier to navigate. Commissioners were encouraged to provide feedback to staff.

Goal #7 – Explore grant opportunities to address climate change/sea level rise with focus on developing pilot/demonstration projects.

Vice-Chair Keon mentioned that NRG (Neighborhood Response Group) has conducted research and gathered information on sea level rise and could assist in the Board's effort on this goal.

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public expression.

C. Discuss upcoming park and facility improvements

GM Toy provided an update on the status of the improvements at the Cabin. He specifically mentioned the path of travel from the parking lot to the accessible picnic table has been repaved with the tree root damage removed. Regarding other park improvements, installation of the shade structure at Kay Park is still pending, as is the playground equipment replacement (Lolli ladder) at Eastwood Park. Also, staff is researching potential replacement benches for the Kay Park play areas.

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public expression.

D. Discuss improvements to the Rock Garden at Flamingo

Chair Rosenblatt spoke with muralist Linsey Vera and asked her for a proposal and mock-up for the mural/art installation project at the Rock Garden. Vera inquired about materials for the project, specifically if we have 4 x 8 plywood panels. Discussion and questions then followed around who will be responsible for paying for the project materials. Chair Rosenblatt will get a proposal from Vera with a cost estimate.

Other improvements to the Rock Garden at Flamingo include the following with a total budget allocation of \$5,000.00:

- new bench
- outdoor planters
- 2x3 metal sign

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public expression.

- E. Discuss draft job description for part-time coordinator
Assistant GM Shear summarized the draft job description and answered questions from the Commission.

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public expression.

F. Commissioner Reports

Vice-Chair Keon mentioned the Community Center Paint Sub-committee is considering colors for the exterior of the building. Keon also suggested as a possible Speaker Series topic, having a “Zone Zero” presentation by Jim Kasper on vegetation management.

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public expression.

- G. GM report
GM Toy provided an update on TCSD projects, parks, events and activities, and the budget. He discussed the status of the use permit application for 305 Bell Lane.

Chair Rosenblatt invited public expression. There was none.

Chair Rosenblatt closed public expression.

- H. Discuss next report to the TCSD Board
The next PARC meeting will be a joint meeting with the Board on August 13 at the Cabin to receive a presentation by CMG Architects regarding the Cabin Master Plan.

6. CONSENT CALENDAR

- A. Approve July 18, 2025, special meeting minutes

MOTION TO APPROVE THE CONSENT CALENDAR

M/S: P. KEON/D. HAFFERTY

AYES: 4

NAYS: 0

ABSENT: 1 (JORDAN)

7. FUTURE PARC AGENDA ITEMS

- A. Cabin update
B. Volunteer program
C. Flamingo Park/Rock Garden project

8. ADJOURNMENT

MOTION TO ADJOURN

M/S: E. ROSENBLATT/P. KEON

AYES: 4

NAYS: 0

ABSENT: 1 (JORDAN)

MEETING ADJOURNED AT 4:51 P.M.

Approved by Commission on: _____



TAMALPAIS COMMUNITY SERVICES DISTRICT

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TCSD PARKS AND RECREATION COMMISSION (PARC) SPECIAL MEETING MINUTES THURSDAY, AUGUST 28, 2025 Tam Valley Community Center

1. **CALL TO ORDER**

The Parks and Recreation Commission (PARC) Special Meeting was called to order at 3:01 P.M. on Thursday, August 28, 2025, by Chair Rosenblatt.

2. **ROLL CALL**

Commissioners:

Present: Michael Bogart, Valerie Jordan, and Chair Erin Rosenblatt

Absent: Vice-Chair Pam Keon and Dave Hafferty

Staff Present: Assistant General Manager (AGM) Alan Shear

Others Present: Lynsey Vera, Muralist

3. **APPROVE AGENDA**

MOTION TO APPROVE THE AGENDA

M/S: V. JORDAN/M. BOGART

AYES: 3

NAYS: 0

ABSENT: 2 (HAFFERTY, KEON)

4. **PUBLIC EXPRESSION**

Chair Rosenblatt invited public expression on non-agenda items.

There was none.

Chair Rosenblatt closed public comment.

5. **REGULAR BUSINESS**

A. Discuss improvements such as a mural and other creative ideas in the Rock Garden at Flamingo

Chair Rosenblatt summarized the proposed design elements, included in the agenda packet, for a mural from artist Lynsey Vera.

Commissioners asked questions and discussed the budget for the mural and whether the artist would receive a fee for services and who would pay for the materials needed for the project.

Artist Lynsey Vera reviewed her design proposals. She stated that all proposals involve movable pieces that can be angled and arranged around the fence in the rock garden. Vera also mentioned that she can create the pieces and TCSD can install them at the desired location(s). Depending on the budget, she can create between four to six panels.

Chair Rosenblatt stated the overall budget for improvements at the rock garden is \$15,000. Up to \$10,000 of the budget can be allocated towards the cost of time and materials to create the mural.

Ms. Vera stated that she will provide two specific cost proposals with proposed timelines for completion.

The Commission discussed the possibility of meeting on site at Flamingo to deliberate placement and types of proposed improvements.

Since the next Board meeting (September 10) will occur prior to the next PARC meeting (September 11), Chair Rosenblatt, as part of the update to the Board, will share the proposals with the Board with the goal of making certain the Board is in general agreement with PARC pursuing art in the Rock Garden. Assuming the Board supports the general concept, PARC would then discuss the project specifics and decide on the type of mural/art project. Therefore, PARC will hold a subsequent meeting, or a special meeting at the Rock Garden.

Chair Rosenblatt invited public expression. There was none.

B. Commissioner Reports

There were no Commissioner reports

C. GM report

Assistant GM Shear confirmed the ability of commissioners to attend the next Board meeting and stated that CMG will present input received from the September 5th Creekside Unplugged event regarding the three conceptual site plans for the Cabin.

Chair Rosenblatt invited public expression. There was none.

D. Discuss next report to the TCSD Board

Chair Rosenblatt will provide the update to the Board at the September 10 meeting.

6. FUTURE PARC AGENDA ITEMS (September 11, 2025th meeting)

A. Flamingo Park/Rock Garden project

7. ADJOURNMENT

MOTION TO ADJOURN

M/S: V. JORDAN /M. BOGART

AYES: 3

NAYS: 0

ABSENT: 2 (HAFFERTY, KEON)

MEETING ADJOURNED AT 4:11 P.M.

Approved by Commission on: _____