



TAMALPAIS COMMUNITY SERVICES DISTRICT

305 Bell Lane, Mill Valley, CA 94941 ♦ 415.388.6393 ♦ Fax: 415.388.4168
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TCSD PARKS AND RECREATION COMMISSION (PARC) MEETING AGENDA

FRIDAY, OCTOBER 20, 2023

SPECIAL MEETING AT 3:00PM-4:30pm (time approx.)

TCSD MAIN OFFICE, 305 BELL LANE, MILL VALLEY

(Note: location change for this meeting)

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 topics/issues raised/observed by PARC at its special meetings held in Eastwood Park on September 21, 2023. (40 minutes time approx.)
- B. Discuss/consider the process for setting the PARC meeting agendas. (15 minutes)
- C. PARC oral reports at Board meetings. (5 minutes)

6. **CONSENT CALENDAR** (5 minutes)

- A. Approval of minutes for 9/8 and 9/21 PARC meetings.
- B. Adopt resolution for establishing regular PARC meeting schedule for 2024.

7. **FUTURE PARC AGENDA ITEMS AND MEETINGS** (15 minutes)

- A. Meeting to discuss community survey content (note: Board work session on 10-25-23).
- B. Meeting in Kay Park.

8. **ADJOURNMENT**

NEXT PARC SPECIAL MEETING

November 17, 2023 at 3:00pm in the Tam Community Center, 203 Marin Ave, Mill Valley



TAMALPAIS COMMUNITY SERVICES DISTRICT
Staff Report
Parks and Recreation Commission
Special Meeting October 20, 2023

TO: PARKS AND RECREATION COMMISSION (PARC)
FROM: GARRETT TOY, GENERAL MANAGER
SUBJECT: STAFF REPORT FOR ITEMS 5A, 5B, 5C, 6A, and 6B

This is the staff report for Agenda Items 5A, 5B, 5C, and Consent 6A. and 6B.

REGULAR BUSINESS

5A. Discuss topics/issues raised/observed by PARC at its special meetings held in Eastwood Park on September 21, 2023.

PARC will conduct a “debriefing” on its special meeting in Eastwood Park.

5B. Discuss/consider the process for setting the PARC meeting agendas.

Staff will discuss the process/protocols for establishing agendas for PARC meeting.

5C. PARC oral reports at Board meetings.

The Board would like to receive periodic reports from PARC regarding their meetings/activities. The report can be an oral report by the PARC Chair or other PARC member. PARC should discuss the content of such reports, who would make them, and how often it would like to make reports to the Board. The Board indicated that bi-monthly or quarterly reports would be sufficient.

CONSENT CALENDAR

6A. Approval of minutes for 9/8 and 9/21 PARC meetings

See attached.

6B. Adopt resolution for establishing regular PARC meeting schedule for 2024.

PARC established the second Friday of the month as its regular meeting schedule for 2024. PARC is required to establish its regular meeting schedule by resolution. At its September 8th meeting, PARC adopted its regular meeting schedule by minute action (i.e., motion). Staff apologizes for this oversight and any confusion it may have caused.



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TCSD PARKS AND RECREATION COMMISSION (PARC) SPECIAL MEETING MINUTES FRIDAY, SEPTEMBER 8, 2023, 3:00 PM

1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Special Meeting was called to order at 3:04pm on Friday, September 8, 2023, by Chair Rosenblatt.

2. ROLL CALL

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

Staff Present: General Manager, Garrett Toy; Assistant General Manager (AGM) Alan Shear

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: P. KEON/M. BOGART

AYES: 5

NAYS: 0

ABSENT: 0

4. PUBLIC EXPRESSION

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

5. REGULAR BUSINESS

A. Discuss topics/issues discussed by the TCSD Board at their special meetings held in Kay and Eastwood Parks on July 26th.

This item was continued from the August PARC meeting.

GM Toy briefly summarized both Board meetings on operations, maintenance, improvements, uses, policies, rules/regulations, and other related issues in the parks.

Commissioners asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

B. Discuss park management and maintenance schedules, programs, and policies.

This item was continued from the August PARC meeting.

GM Toy provided a brief staff report updating the Commission.

Commissioners asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

7. FUTURE PARC AGENDA ITEMS

Update on the community survey

Next meeting of the Commission will be a special meeting at Eastwood Park on September 21, 2023, at 10:00 A.M.

8. ADJOURNMENT

MOTION TO ADJOURN

M/S: M. WISNER/M. BOGART

AYES: 5

NAYS: 0

ABSENT: 0

MEETING ADJOURNED AT 4:58 P.M.

Approved by Commission on: _____



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TCSD PARKS AND RECREATION COMMISSION (PARC) SPECIAL MEETING WORK SESSION – EASTWOOD PARK MINUTES THURSDAY, SEPTEMBER 21, 2023, 10:00 AM

1. CALL TO ORDER

The Parks and Recreation Commission (PARC) Special Meeting was called to order at 10:01am on Friday, September 21, 2023, by Chair Rosenblatt.

2. ROLL CALL

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

Staff Present: Assistant General Manager (AGM) Alan Shear; Senior Parks Maintenance Worker, Josh Everhart

Others Present: Andy Allen, Gunilla Bjork, Louette Columbano and Steve Levine

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S: P. KEON/M. WISNER

AYES: 5

NAYS: 0

ABSENT: 0

4. PUBLIC EXPRESSION

Chair Rosenblatt invited public expression on non-agenda items.

Louette Columbano spoke about a recent incident at Eastwood Park where two teenagers rode their e-bikes on the grass area and

Andy Allen was speaking as a dog owner and supports dogs and children in the park. The park is typically free of conflict.

Gunilla Bjork said that dogs are everywhere in the park, including picnic tables. She advocated for a specific area in the park designated for dogs allowing others to enjoy the park.

5. REGULAR BUSINESS

A. Discuss Eastwood Park operations, maintenance, management, improvements, uses, policies, rules/regulations, and other related issues; tour the park facilities; and provide direction to staff as appropriate.

Senior Parks Maintenance Worker Everhart briefly summarized the Eastwood Park operations, maintenance, improvements, uses, policies, rules/regulations, and other related issues in the parks.

Commissioners asked questions of staff.

Chair Rosenblatt invited public expression.

Steve Levine said there are too many dogs in the park making it uncomfortable for others to enjoy the park. Many people from outside of Tam Valley utilize the park, including dog owners and pickle ball players.

The Commission then toured the area near the tennis/pickleball courts to discuss parking and emergency vehicle access.

B. `Discuss/consider next October meeting date

The next regular PARC meeting is scheduled for October 13th. Several Commissioners are unable to attend this meeting. Commissioners discussed rescheduling the meeting.

Chair Rosenblatt invited public expression. There was none.

MOTION TO APPROVE THE OCTOBER PARC REGULAR MEETING DATE CHANGE TO OCTOBER 20TH

M/S: E. ROSENBLATT/V. JORDAN

AYES: 5

NAYS: 0

ABSENT: 0

7. FUTURE PARC AGENDA ITEMS

Conduct a similar special work session at Kay Park

8. ADJOURNMENT

MOTION TO ADJOURN

M/S: P. KEON/M. WISNER

AYES: 5

NAYS: 0

ABSENT: 0

MEETING ADJOURNED AT 11:34 A.M.

Approved by Commission on: _____



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RESOLUTION NO. 2023-01

RESOLUTION OF THE PARKS AND RECREATION COMMISSION OF THE TAMALPAIS COMMUNITY SERVICES DISTRICT ESTABLISHING A REGULAR MEETING SCHEDULE FOR CALENDAR YEAR 2024

WHEREAS, Ordinance No. 99, Section 8. "Meetings and Rules of Procedure" allows the Parks and Recreation Commission (PARC) to set dates for regular meetings for the calendar year by resolution subject to approval by the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Parks and Recreation Commission of the Tamalpais Community Services District (TCSO) establishes the second Friday of every month at 3:00pm in the Tam Valley Community Center as its regular meeting day and time, effective January 1, 2024 through December 31, 2024.

The foregoing resolution was duly passed and adopted by PARC at a duly noticed meeting held in said District on the 20th day of October 2023 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Erin Rosenblatt, Chair

ATTEST:

Secretary, Tamalpais Community Services District