

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

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 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. 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

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.



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

<u>5A. Discuss topics/issues raised/observed by PARC at its special meetings held in Eastwood Park</u> 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

AYES: 5

NAYS: 0

ABSENT: 0

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

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.

C. Discuss/consider PARC short and long term goals and priorities

This item was continued from the August PARC meeting.

GM Toy Commissioners summarized the list of short and long-term goals discussed at the July 7 PARC meeting.

The Commission made a few changes, primarily reordering of goals, asked questions of staff.

Chair Rosenblatt invited public expression. There was none.

D. Discuss/consider options for the TCSD memorial bench/furnishing policy This item was continued from the August PARC meeting.

Assistant General Manager Shear gave a brief overview of the proposed policy. Commissioners discussed at length the long-term maintenance of the benches.

Commissioners asked questions of staff.

Staff was directed to bring back an inventory map of the benches currently in Tam Valley.

Chair Rosenblatt invited public expression. There was none.

E. Change 11/10 meeting date and consider regular meeting schedule for 2024.

Due to the Veterans Day holiday, the November PARC meeting scheduled for November 10 will take place on November 17 at 3:00 PM. The Commission also established a regular meeting schedule for 2024; the second Friday of each month at 3:00 PM in the Community Center.

Chair Rosenblatt invited public expression. There was none.

MOTION TO APPROVE THE NOVEMBER PARC MEETING DATE CHANGE TO NOVEMBER 17TH M/S: P. KEON/M. WISNER AYES: 5 NAYS: 0 ABSENT: 0

MOTION TO APPROVE THE 2024 REGULAR PARC MEETING SCHEDULE

M/S: P. KEON/M. WISNER AYES: 5 NAYS: 0 ABSENT: 0

6. CONSENT CALENDAR

A. Approve minutes of August 10, 2023 meeting

MOTION TO APPROVE THE CONSENT CALENDAR

M/S: P. KEON/V. JORDAN AYES: 5 NAYS: 0 ABSENT: 0

There was no public expression

7.	FUTU	RE PARC	AGENDA	ITEMS
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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 or	:



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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.	<u>ADJOURNMENT</u>			
	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 (TCSD) 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 Tamalnais Community Services District