

Town of Fairfax  
Parks and Recreation Commission (PARC)

Elon Rosenfeld, Chair; Vicki Burns, Treasurer; Richard Pedemonte, Karen Arnold, Ivy Meissner, Youth Commissioner, Shoshana Parry, Sam Parry, Artists in Residence, David Smadbeck, Community-at-large representative

Minutes of  
Fairfax Parks and Recreation Commission Meeting  
Wednesday, November 12, 2008  
7:00 –9:00 p.m.  
Youth Center  
16 Park Road

PARC Commissioners in attendance: Elon Rosenfeld, Vicki Burns, Ivy Meissner, Karen Arnold; Shoshana Parry, Sam Parry. Staff in attendance: Maria Baird, Michael Rock  
Others in attendance: Camille Esposito, Playgroup Supervisor, Jay Cimo, Jessica Segura, Ross Valley Reporter

The minutes of the September meeting were approved.

1. New Business

- **Staff Report**-Karen announced the new refrigerator has arrived at the Pavilion, and requested Maria ask Public Works to connect it, pending electrical outlet is sufficient. Michael reported that in the next month trenching will begin at the Pavilion. It will take 3 months to complete the project.
- **Fairfax Players Storage Area (Pavilion)**-Jay announced he currently is sharing space with Terry Ciafrei (Halloween supplies) in the closet at the Pavilion, and it is difficult to access Fairfax Players equipment. Maria will invite Terry to the next PARC meeting in December to discuss storage issues and future Haunted House events.
- **Ice skating event (Jan. 3 & 4, '09)**-PARC decided to begin advertising the ice skating activity. Flyers will be made available at the Manor School Winter Faire on November 15<sup>th</sup>, as well as the holiday caroling party on December 14<sup>th</sup>. Tickets will be sold in advance starting at 11:30 a.m. at the door of the Pavilion, on the days of the event (Saturday & Sunday). PARC will charge the following fees: \$3 for adults; \$2 for kids-up to age 18. Posters will be made by Camille and distributed around town by Maria beginning December 1<sup>st</sup>. Karen will issue a press release to the Ross Valley Reporter and Marin Independent Journal. Jessica Segura of RVR offered to cover the story. Tickets will be color coded according to skating time. The following intervals will be offered: 12-12:30, 12:30-1, 1-1:30, 1:30-2, 2-2:30, 2:30-3, 3-3:30, 3:30-4, 4-4:30 & 4:30-5 p.m. on both days.

Sam & Shoshana will advertise the event in their newsletter. Maria will ask the Volunteers to send out an e-mail blast. PARC will sell food at the event, as a fundraiser. The following items will be sold: hot cocoa, cookies, coffee, soft drinks, and other snacks. Richard will donate a coffee maker to the Pavilion.

- **Discussion of proposed PARC conflict of interest regulation**-Maria distributed Form 790 Statement of Economic Interest to PARC. Michael stated that PARC members are now required to declare their earnings that may conflict with Town business. They are not required to report their house. The reason for the policy is that PARC commissioners make decisions on items that affect Town policy, such as sponsoring events, making recommendations, waiving building rental fees, etc.

## II. Ongoing Business

- a) **Update on Toddler's playgroup**-Camille stated the winter playgroup has begun; there are anywhere from 15 to 60 participants in the playgroup. Camille reported that there were some minor issues at the Pavilion, including cleanliness of the floors, sharing supplies with other users, etc. Maria will follow up with Jack. Peri Park is temporarily shut down due to falling tree branches. An arborist will be consulted to trim the trees. Camille expressed interest in a new mother's group, art projects for pre-school age children in the Pavilion, and other suggestions she has that can improve the recreational opportunities in Fairfax. Camille will form a sub-committee for this group. Maria agreed to participate.
- b) **Artist in Residence projects**-Sam and Shoshana have revised the format of the newsletter so that it is now poster size. Fewer copies will be printed, and rather than be distributed to individuals, it will be posted around Town, in the Town Hall bulletin board, the Pavilion, the Scoop, the library, and other public places. This will cut down on cost and paper waste. Another venue they would like to pursue in the near future is art in public places, both indoor & outdoor, based on the Public Art Policy that PARC adopted. This would include public art in public buildings, and incorporate an updated mural at the ball park, to be completed by next June. The kaleidoscope will be retained by the Town. Next Sam & Shoshana will embark on an aquascope. They also unveiled a poster for the upcoming New Year's Eve Ball, with the theme of Enchanted Fairytale costume party. They reported that the Art Fair held this past weekend in the Pavilion was a huge success; they sold out the number of vendor spots. Jessica of the Ross Valley Reporter requested any news items be submitted to her by the Friday deadline, in order to run in the following Wednesday's RVR edition. She will include the New Year's Eve bash in her column. Shoshana and Sam will drape the windows of the Pavilion to keep the building warm for New Year's. They will ask the

Fire Department for recommendation on the use of space heaters in the building.

- c) **San Anselmo MOU/Joint Meeting November 18-** Maria distributed the proposed revised MOU that San Anselmo submitted for review. The main changes are that San Anselmo retains 100% of the fees generated, and Fairfax residents will now have to pay non-resident rates. The reason for this is that San Anselmo Recreation is losing revenue. After some discussion, PARC agreed to support the new MOU with the following changes: **Add to section 3.2, end of first sentence: “in Town of Fairfax facilities.” Request attendance and revenue/expenditure reports to Fairfax at the end of each quarterly session (PARC has not seen these since the first year of the MOU). Change 3.2.2 Fairfax Responsibilities to read: “Fairfax will offer (rather than ensure) San Anselmo scheduled times for use of Fairfax facilities and property that are necessary for the provisions of programs and services contemplated in this Memorandum. Strike the following sentence: All existing recreation programs offered by Fairfax are incorporated into this Memorandum and are subject to the terms and conditions herein. (This would allow Fairfax to conduct programs independent of San Anselmo Recreation. Add to Section 3.3 Revenue: San Anselmo shall retain one hundred percent (100%) of the net revenue generated from recreation programs offered by San Anselmo Recreation and conducted at Fairfax facilities during the term of the Memorandum. Add to Section 3.5, end of first sentence: “at least one month in advance of program schedule printing deadline.”**

The new term of this MOU is from January 2009-August 2009. This would allow for a trial period of 8 months rather than the normal 12 month period.

PARC also requested that Maria asked Doug to provide the following data prior to the joint meeting:

- 1) Number of Fairfax residents attending Fairfax programs from entire period of MOU;
- 2) Number of Fairfax residents attending San Anselmo programming
- 3) Gross revenue generated from Fairfax programs for entire period of MOU.

- d) **Next meeting**-scheduled for December 10, 7:00 p.m. at Sorella Café.