

Town of Fairfax
Parks and Recreation Commission (PARC)

Elon Rosenfeld, Chair; Yvonne Roberts, Vice Chair; Vicki Burns, Treasurer; Richard Pedemonte, Karen Arnold, Maya Meissner, Youth Commissioner, Shoshana Parry, Artist in Residence, David Smadbeck, Community at large representative

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

PARC Commissioners in attendance: Elon Rosenfeld, David Smadbeck, Yvonne Roberts, Richard Pedemonte, Vicki Burns, Shoshana Parry. Staff in attendance: Maria Baird. Others in attendance: Susan Shannon

The minutes of the March meeting were approved.

1. Ongoing Business

- a) **Upcoming meeting with San Anselmo-** This meeting has been set for Wednesday, May 14th at the Youth Center in Fairfax. Some topics that will be presented at the meeting include:
 - On-line requests
 - Joint Recreation Center
 - Review of scheduling issues
 - Potential joint grant merger
 - Activities for teens
 - Funding issues
- b) **Kaleidoscope-**Shoshana announced the kaleidoscope is happening this Spring. It will be set-up outside of the Pavilion and be in place for two months, including during the Fairfax Festival.
- c) **New member-Vicki Burns-**PARC commissioners welcomed their new member. Vicki suggested a treasurer's seat be added to Park & Rec. She will serve as the new treasurer.

2. New Business

- a) **All Marin Middle School Dance-** Susan Shannon requested that PARC sponsor the April 26th event at the Pavilion; and waive the 30% profit fee. The reason is the schools donate all of their proceeds that are earned. At the last dance, 200 kids attended representing 12 schools; they collected \$1,000. **ACTION ITEM: PARC voted to accept their proposal, and**

will suggest if they want to make a donation of the proceeds to benefit the Pavilion building upgrades (it will not be mandatory). Yvonne will be the PARC sponsor of this event.

b) **Fairfax Festival**-Richard announced the winner of the poster contest is Josie Grant. Yvonne mentioned there is a chance the kid's activities will be limited to Saturday only at the ballfield, due to possible conflict with Little League games.

c) **Reports/Updates**

a. **Peri Park clean-up**- the next clean-up event will take place in early May. Potential activities include sanding the benches and spreading new sand in the playground.

b. **Pavilion Restoration Committee**-Maria read Karen's announcement of the last meetings minutes as follows:

I. **Kitchen/Storage Building Final Design Elements**: There was group discussion and brainstorming about the components desired for the Pavilion kitchen/storage space. Members felt it was important to have key equipment needed to make the facility useful for town events and rentals income. As a separate building, rentals could be charged a separate fee for access to the kitchen for events.

Items identified as desirable for the kitchen space:

Refrigerator: single door food, stainless steel, food service type (will be purchased by Chamber in 2008) -Three compartment stainless steel sink with drain boards (already available)

Range/oven combo (already available)

Exhaust hood -Small under counter freezer –

Under counter dishwasher

Ice Machine (suggest dispensing type NOT bin type >as bin type are hard to keep clean/sanitized)

Work counters/table

Hand sink

Locking cabinets

Fire suppression system

Janitor closet

Action: Karen will obtain spec sheets for Michael. Below is a good web site for food service equipment:

<http://www.trimarkusa.com/products2006/equipment2006.html>

II. **Updating Cost Estimates**: The cost projection for the phase one kitchen/ storage building needs to be estimated so the funds required for this upgrade can be determined. The town has approximately \$145,000 to contribute towards this project.

Action: Michael Pettit, the architect, will prepare a cost estimate for development of the kitchen/ storage space plans and facility building cost.

III. Funding Opportunities: Continue to pursue "Feasibility Study" grant from MCF to gauge support for a community fundraising campaign. Plus explore alternate funding opportunities.

Next Meeting: To be scheduled for May 8th.

- c) **Pavilion Kitchen Update**-Richard announced Hal Brown will donate \$5,000 towards kitchen improvements following a request from the Chamber of Commerce. The Chamber would like to be reimbursed the \$1,200 that was spent to upgrade the sink.
ACTION ITEM: PARC approved a motion to reimburse the Chamber of Commerce \$1,200 to cover the expenses incurred in the sink installation.

Next meeting-set for Wednesday, May 14th at 6:00 p.m.

Meeting adjourned at 9:00 p.m.