

Town of Fairfax
Parks and Recreation Commission (PARC)

Elon Rosenfeld, Chair; Vicki Burns, Treasurer; Richard Pedemonte, Monty Stephens, Sisi Parry-Hanson, Ivy Meissner, Youth Commissioner, Shoshana Parry, Sam Parry, Artists in Residence, David Smadbeck, Community-at-large representative, Camille Esposito, FOCAS Coordinator

Minutes of
Fairfax Parks and Recreation Commission Meeting
Wednesday, October 14, 2009
7:00 –9:00 p.m.
Youth Center
16 Park Rd. Road

PARC Commissioners in attendance: Elon Rosenfeld, Vicki Burns, Sisi Parry-Hanson, Monty Stephens. Staff in attendance: Maria Baird, Community Resources Coordinator, Michael Rock, Town Manager
Others in attendance: Sam Parry, Shoshana Parry, David Smadbeck, Patrick Troup, Terry Ciafrei

The meeting was called to order at 7:00 p.m. The minutes of the September 9, 2009 meeting were approved. PARC members officially welcomed Monty as a new commissioner.

1. New Business

- a) **Halloween event**-Patrick submitted a poster for approval to PARC. To summarize, his event will run from 11:00 a.m.-4:00 p.m. in Peri Park with amplified music on October 31st. He will distribute smaller flyers of the event and advertise the Chamber of Commerce Halloween parade and the Halloween dance as well. Terry Ciafrei announced he will decorate the grove for Halloween following the parade. He will use the giant blow up Halloween fixtures which are easy to assemble.
- b) **Halloween dance**-Sisi submitted an application on behalf of the Marin Artists International Network, a non-profit organization. Mariposa de Los Angeles, organizer of the event, submitted a permit to ABC to sell beer & wine at the dance. Police Chief Ken Hughes approved the application, and established certain conditions be set in place to curtail under-age drinking. The event will be open to those 18 years and older. Attendees must have different color hand stamps or wear distinctive colored wristbands to indicate they are 21 years of age or older. The organizer must check ID and enforce the no alcohol policy to those attendees under 21. Sisi announced the group has a professional bartender who will cater the event. There will be two live

bands. The admission fee is \$10 per person. The Artists-in-Residence will be responsible for decorating the Pavilion, which will begin Friday. It will be recommended that 20% of the profit go to the Town, 20% to the Artists-in-Residence, and 60% percent remain with the organizer. The organizer will pay the sports youth rate of \$25 per hour for renting the Pavilion. **ACTION ITEM: PARC voted to sponsor this event.**

- c) **Ice skating event**-Maria announced this will take place the weekend of January 2nd & 3rd, 2010. The event will be promoted with the banner across Sir Francis Drake Blvd. on the reverse side of the New Year's Eve banner. Elon suggested we use signs around Town once again. Monty mentioned he could borrow the snowman signs from Manor School. Vicki requested the use of walkie/talkies to communicate during the event. Maria added the Volunteers had purchased a set for the Town picnic, and would request borrowing them for the event. It was also recommended that more volunteers be secured for the event. More details will be determined at the next meeting, including what fee to charge participants.
- d) **Revision of PARC sponsorship form**-the following comments were suggested: add time frame, state benefit to the community, clarify if the event is a benefit for a specific organization. PARC also suggested including a checklist as part of the application, which would include information on the following:
- garbage disposal & recycling services (i.e., provide containers, dumpster if needed)
 - cleaning deposit (will be mandatory for all events except internal ones)
 - provide schematic diagram of outline of event, including where vendors are located (David will provide map of Bolinas & Peri Park; Monty will ask his wife to make maps of the other facilities, including Pavilion and Women's Club.) David also added that Morgan Hall has a map to scale of the Pavilion. Currently, the Town has a map of the ball field.
 - address prohibition of Styrofoam, plastic bags, and other Town ordinances
 - police notification
 - fire department notification,
 - alcohol being sold or served

PARC would also like to include a disclaimer, such as the right to refuse to sponsor an event. Also, a previous negative experience by PARC will be grounds for the right to deny an event proposal to the same applicant. The percentage of the event proceeds going to the Town of Fairfax will remain at a minimum of 30%.

PARC will request a financial summary from the event organizer within 30 days of the event.

PARC would like to review the applications of other towns before finalizing the revised application document. Sisi mentioned that the Town of San Anselmo has a good model. The Commission will review the applications of other communities and bring those findings to the next meeting. The goal is to have the application finalized by January 2010. The application will be submitted to the Town Council for approval in January 2010.

II. Old Business Reports/Updates

- a) **Fairfax Festival Update**-No news to report
- b) **Peri Park Update**-David reported he will follow up with Kathy Wilkie to fix the playground equipment in Peri Park. He would like to pursue a sign on water conservation for the water feature. It was suggested a changing table be installed in the public restroom of Peri Park. Monty will see if he can find a used one from a restaurant that has gone out of business, and Public Works will oversee the installation.
- c) **Artists-in-Residence** –Shoshana announced the Arts & Crafts fair will be in the spring of next year. She is collaborating on art classes with Camille for seniors in the Youth Center. She would also like to offer a ceramics class, and perhaps some other art program for youth. Her program could potentially be an after-school program to replace the youth services that Community Action Marin was providing. Michael informed her she would need to submit a proposal to the Town Council for approval. Sam announced the theme for this year's New Year's Eve dance will be Carnival. Sam added he would like to work on developing a lecture series in town, with guest speakers every month. Michael Rock suggested researching the City of Mill Valley or Sausalito, where they have similar activities. Monty mentioned he would like to pursue some form of music school for youth.

III. Committee Reports

- a) **Tree Committee**-no news to report.

IV. Next meeting- scheduled for November 18th at 7:00 p.m. in the Youth Center. The meeting adjourned at 8:45 p.m.