

Town of Fairfax

Minutes of  
Fairfax Parks and Recreation Commission  
Monday, March 10, 2014  
6:00 p.m.  
Youth Center  
16 Park Road

PARC Commissioners in attendance: Monty Stephens, Sisi Parry-Hanson, Claudio Tamaso. Staff in attendance: Maria Baird, Community Resources Coordinator; Anne Mannes. Others in attendance: Patrice Hickox, Charlie Hickox, Wendy Wollish, Leslie Ellison

The meeting was called to order at 6:00 p.m. The February minutes were approved.

1. **New Business**

- Nancy Helmer Memorial bench** – Patrice & Charlie Hickox presented a proposal on the memorial bench in honor of their friend Nancy Helmers, who had served on the Open Space Committee. They would like to install a redwood slab bench in Bolinas Park, in the grove area, facing Bolinas Road. They submitted blueprints on the proposed bench, which were approved by Mark Lockaby, Building Inspector. They will incur all expenses for the bench. Maria inquired as to whether PARC would like to make a motion on the proposal. The next step would be for it to go to the Town Manager, who has the discretion to approve it, or take it to the Town Council for consideration. PARC recommend this item go the Town Council for approval.
2. **Egg hunt- April 19<sup>th</sup> in Bolinas-** Maria announced this year eco-friendly eggs have been purchased for the hunt. They are made of a plant based derivative that breaks down over time. The event will begin at 10 a.m., and be advertised in combination with the Youth Commission's egg hunt for teens later that afternoon in Peri Park. In addition to the Easter bunny, music will be provided by James K, and face painting will be offered for a fee by Tatiana. Camille will prepare a poster promoting both events. Maria will hang the poster in the shops downtown.
3. **Contest for artwork to encourage proper pet waste disposal-** Maria announced that Councilmember Renee Goddard came up with the idea for this contest. Maria noted the Fairfax Volunteers have installed pet waste bag dispensers in the parks and throughout the town. The challenge is getting pet owners to use the bags to clean-up after their pets. Monty suggested reaching out to the schools to conduct the contest. He will speak with White Hill School staff. Anne will come up with rules for the contest, and e-mail them to Sisi. Sisi will also promote the contest at Manor School. PARC suggested a May 1<sup>st</sup> deadline for this contest. School kids will hopefully come up with a catchy slogan and artwork that can be reproduced and posted near the pet waste stations.

4. **Review of building rental fees & comparison to other cities** –Maria distributed a matrix she prepared showing what other towns charge for events in their buildings. (See attached.) She researched the facilities owned by the following towns: San Anselmo, San Rafael, Mill Valley & Novato. In comparison, Fairfax has the lowest fees (except for the senior rate that the City of Novato charges for the Margaret Todd Center, which is the Senior Center for Novato). The findings support Anne’s recommendations that the youth rate be increased from \$25 to \$50 per hour, and the non-profit rate for the Women’s Club be raised from \$50 to \$60 per hour. The recommendations will be taken to the Town Council meeting in April. If adopted, the new rates will take effect July 1<sup>st</sup> of this year.
  
5. **Workplan for 2014** – Maria distributed a chart with the goals that PARC had come up with at the previous meeting. She included a section on key milestones and dates by which the project would be accomplished (see attached). PARC added one more goal to their list, which is establishing a Parks & Recreation Department. This will be advertised on the Town’s website and streamlined with the existing departments. There was some discussion on how some of the goals would be achieved. It was agreed that paving the Pavilion parking lot is a long term goal, which would require major funding. It is not realistic that PARC would be able to raise the funds for this project. It was decided to leave it as a long term goal. PARC commissioners were assigned to each goal as having the primary oversight of the project. Monty added he is able to obtain stainless steel prep tables for the Pavilion kitchen, as well as a dishwasher from a restaurant that is going out of business.
  
6. **Committee Reports-FOCAS Update-** Anne announced the purchase of the playground replacement equipment through the KaBOOM grant was approved by the Town Council at the March meeting.

**The meeting was adjourned at 7:30 p.m.**