

Town of Fairfax

Minutes of  
Fairfax Parks and Recreation Commission  
Monday, July 11, 2016  
7:00 p.m. to 9:00 p.m.  
Youth Center  
16 Park Road

PARC Commissioners in attendance: Richard Pedemonte, Monty Stephens, Sam Parry, Sisi Parry-Hanson, Lisa Taylor. Staff in attendance: Garrett Toy, Town Manager, Anne Mannes, Recreation & Community Services Manager, Programming, Maria Baird, Recreation & Community Services Manager, Events. Others in attendance: Council Member Barbara Coler, Jody Timms, Age Friendly City

The meeting was called to order at 7:00 p.m. The May minutes were approved.

**New Business**

- 1. Memorial Bench Policy** –Council Member Barbara Coler stated she was very impressed with PARC’s accomplishments. She would like to see more publicity on the projects PARC has sponsored, such as the temporary art display at the parkade, the mural at the ball park, etc. She suggested perhaps they be highlighted in Garrett’s town newsletter. Barbara stated her reason for attending the meeting is to weigh in on the memorial bench policy. She e-mailed a copy of the Town of San Anselmo’s Memorial Plaque Policy Request Form, which Maria distributed. Fairfax has a memorial plaque policy, but not a form. Maria added that PARC decided to revise its policy after a recent request for a memorial plaque on an existing bench came in. San Anselmo’s policy states that every attempt will be made to accommodate the request for the memorial plaque, but does not guarantee it, and the requestor will be provided with additional options in that case. Maria will work on revising the Fairfax plaque policy to reflect that language, and also create a form to put on the Town’s website. She will work on a draft for PARC Commissioners to review at their next meeting. Some discussion followed on the location and types of benches to be used for future placement. Currently, Measure A funds have been slated to install 4 new benches on Center Blvd. If requests for memorial benches come in, those spots will be offered to potential applicants. All future benches will also have armrests, so they are senior friendly. After some discussion, PARC indicated they prefer the wooden benches, made of salvaged redwood, rather than metal benches. San Anselmo also has shade trees and water fountains as items that can be sponsored. Garrett had some concerns about irrigation for the shade trees, so they will not be pursued at this time. Water fountains are expensive, \$3,500, so it is not known at this time if those will be pursued either. **ACTION ITEM: Richard made a motion to approve the placement of 4 benches on Center Blvd. All Commissioners voted in favor. The benches will be wooden with armrests.**

2. **Pump Track Proposal near Peri Park -** Maria distributed copies of Alex Fowler's submittal, which consisted of a letter of intent and five proposed designs for the pump track. He also invoiced the town \$1,500 for the proposals. Anne requested more information, such as an estimate of the project, and what would be included with that. Alex responded with a bid in the range of \$15,000-\$18,000. He also stated he is available in September to build the pump track. Garrett had some additional requests, such as the cost to manage volunteers, the scale of the project. Alex responded via e-mail that he did not recommend volunteers build the pump track, due to the length of time involved, and the specialty of pump tracks, that even general contractors are not able to replicate. After much discussion, the group decided to contact Alex and discuss the amount budgeted for this project, which is \$6,000. Alex had initially referenced he had contacts with potential sponsors. PARC would like him to pursue those connections, including Cliff Bar and some local bicycle shops. Monty will also contact a bicycle shop in Sausalito, Richard will reach out to Melissa Bradley Real Estate, and Marin Sanitary for donations. The group also discussed the potential of fundraising, either through a gofund me campaign, or a fundraiser to be held in the community. These options will be explored if additional funding is needed beyond Alex Fowler's contacts. A community meeting will be held on the proposed bike pump track in August at the Women's Club. **ACTION ITEM: Sam made a motion to authorize Maria to contact Alex regarding moving forward on the bike pump track with the Town's given budget of \$6,000, and additional sponsors of the project. All Commissioners voted in favor.**
3. **Artists-in-Residence contract-** Sawyer Rose attended the meeting to give a report on her accomplishments for this past year. She distributed a handout outlining her participation in the Fairfax Festival, the Town-wide picnic, classes for children through the Recreation Program, classes for seniors through the Ross Valley Seniors Program, and Open Studios. At issue is how to move forward with the Artist-in-Residency position. The position is up for renewal on September 1<sup>st</sup>, after which Sawyer will have fulfilled a two year term (one year initially, which was extended for a second year). The AIR seat was changed to a two year term by the Town Council. Considering the time involved in recruiting and appointing a new AIR, it would make sense to have a new artist begin in January. Garrett suggested PARC go to the Town Council in August and ask for a 4 month extension. That will allow time for staff to advertise and interview a new candidate for the AIR position. The position will be advertised beginning September 1<sup>st</sup>, candidates will be interviewed in October, and the candidate can go before the Town Council in November. **ACTION ITEM: PARC voted to extend Sawyer's contract for an additional four months, and then proceed with staff advertising the position in the fall, with a new AIR to be appointed in January 2017.**
4. **Peri Park clean-up day re-cap-** - Maria read a letter from Camille regarding the outcome of the Peri Park clean-up day on May 21<sup>st</sup>. Unfortunately, participation from the public was very low. Park visitors seemed reluctant to chip in and help with the clean-up process. Some discussion with staff resulted in the following changes to park clean up days: Public Works will do the heavy work-

transporting sand, wood chips, etc. The public will be asked to help clean up the toys and rake the sand, lightening the work load. Two clean-up days a year will continue, in the fall and spring.

5. **Wine & Cheese pairing event**-this event has been scheduled for Friday, September 23<sup>rd</sup> from 7-9 p.m. and will be offered by the Fairfax Theater Company. The theme will be “Speakcheesy” and will involve a mystery theater performance.

The meeting adjourned at 9:10 p.m. The next meeting will be on August 8<sup>th</sup>, and start at 6:30 p.m. It will be held at the Women’s Club, so a public hearing on the bike pump track can be included. Sam also requested that the following item be added to the agenda: Haunted House at the Pavilion for Halloween. Maria added that David Smadbeck will be submitting an application for the Irish Festival in October.