

**Town of Corte Madera
Parks and Recreation Commission**

**Nathan Blomgren
Commission Chair**

**Emily Janowsky
Commission Vice-Chair**

**Louise Brown
Commissioner**

**Sarah Elsen
Commissioner**



**Alden Miles
Commissioner**

**Elein Phipps
Commissioner**

**Pat Ravasio
Commissioner**

**Lucy MacPherson
Youth Commissioner**

Monday, October 26, 2020 6:30PM
(Via Videoconference Only)

NOTICE TO PUBLIC: Due to Coronavirus (COVID-19), the October 26, 2020, meeting of the Parks and Recreation Commission will occur via videoconference only. All Commission members will be participating remotely, and residents are urged to follow the orders issued by the Marin County Public Health Officer and Governor and participate in the meeting remotely as well. As allowed under the Governor's Executive Order N-29-20 (March 17, 2020), during the duration of the COVID emergency the Town of Corte Madera will no longer offer an in-person meeting location for the public to attend.

Members of the public may view and participate in the meeting remotely through the following link:

<https://tinyurl.com/yanl69rx>

(No Pre-Registration Needed- Click on Link at Meeting Start Time)

You can also call in using: 1 (408) 638-0968 (Zoom webinar ID: 916-0411-9216)

Or iPhone one-tap: +14086380968,,91604119216#

Submit public comment remotely by:

1. Emailing PublicComment@tcmmail.org prior to 3:00 P.M. on the day of the meeting.
2. Emailing PublicComment@tcmmail.org during the meeting.
3. Joining the meeting using the link above and selecting the "Raise Hand" icon during the meeting to provide public comment verbally when recognized by staff at the appointed time. If you have called in to the meeting, press *9 to add yourself to the speaker queue during the meeting.

Anyone with a disability needing further assistance with public comment should contact the Town Clerk at least 3 hours before the beginning of the meeting to make alternative arrangements at rvaughn@tcmmail.org or 415-927-5050.

Click [here](#) for more information on how view the meeting and submit public comment remotely.

1. CALL TO ORDER, ROLL CALL, AND SALUTE TO THE FLAG

2. OPEN TIME FOR PUBLIC COMMENT

At the beginning of each regular Commission meeting, any member of the public may address the Commission concerning any item not on the Commission's agenda. Speakers will be limited to three (3) minutes unless otherwise specified by the Chair or the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Commission may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Commission no further comment from the public will be permitted unless authorized by the Chair or the Commission and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Commission or as otherwise limited by order of the Chair or Commission.

3. PRESENTATIONS

3 A. Introduction Of Rec Inc From Erin Duggan, Parks And Recreation Coordinator

4. CONSENT CALENDAR

The purpose of the Consent Calendar is to group items together which are routine or have been discussed previously and do not require further discussion. They will be approved by a single motion. Any member of the Commission, Town Staff, or the Public may request removal of an item for discussion. Rescheduling of the item(s) will be at the discretion of the Chair and Commission.

4 A. Approval of Draft Minutes of the September 28, 2020 Commission Meeting

5. BUSINESS ITEMS

5 A. Discussion And Possible Direction To Staff Regarding A Winter 2020-21 Operational Plan For Town Bark (Dog Park)

5 B. Discussion And Possible Action and Direction to Staff Regarding A Park Sign Template

5 C. Discussion And Direction To Staff Regarding Possible Cancellation Or Rescheduling Of The November And December 2020 Regular Meetings Of The Parks And Recreation Commission Due To Proximity Of Holidays

6. STAFF UPDATE AND COMMISSIONER REPORTS

- Director Update
 - Weekly Community Outreach
 - CM Camp
 - Dogs & Town Park- Feedback Received from Community
 - Ballot Box
 - DPW Project Updates- Skunk Hollow
 - Halloween and Day of the Dead Activities
 - Digital Activity Guide
 - PSPS preparation
- Commissioner Reports
 - Updates from Recent Town Council Meetings
 - Executive Advisory Committee
 - Town Park Master Plan Committee
 - Progress Update
 - Individual Commissioner Updates

7. ROUTINE AND OTHER MATTERS

The following items do not require a formal hearing, although the Chair and staff will indicate why each item is on the agenda. Commission may decide to reschedule the item as a public hearing.

7 A. DISCUSSION OF POTENTIAL FUTURE AGENDA ITEMS

- October- Fee Resolution Discussion
 - No proposed changes (Attachment 7A1 Resolution 6/2019)

7 B. ITEMS FOR YEARLY REVIEW

| Month | Agenda Items |
|-----------|--|
| January | <ul style="list-style-type: none"> Commission meeting schedule |
| February | <ul style="list-style-type: none"> Capital Improvements: Director Public Works Commission Strategic Planning/Goals |
| March | <ul style="list-style-type: none"> Budget Summer Brochure Preview Reorganize Commission (Select Chair & Vice Chair at end of meeting) |
| April | <ul style="list-style-type: none"> Commission Capital Improvement Wish List |
| May | <ul style="list-style-type: none"> Volunteer of the Year Summer Camp Presentation |
| June | <ul style="list-style-type: none"> Commission Capital Improvement Wish List |
| July | |
| August | <ul style="list-style-type: none"> Update: Commission Goals |
| September | <ul style="list-style-type: none"> Summer Camp Re-Cap Capital Improvements: Director Public Works |
| October | <ul style="list-style-type: none"> Fee Resolution Discussion |
| November | <ul style="list-style-type: none"> Commission Goals Annual Programming Report |
| December | |

7 C. TOWN COUNCIL MEETINGS

| MONTH | COMMISSIONER | MONTH | COMMISSIONER |
|----------|--------------|-----------|--------------|
| January | Blomgren | July | Janowsky |
| February | Phipps | August | Blomgren |
| March | Ravasio | September | Phipps |
| April | Macpherson | October | Ravasio |
| May | Miles | November | Brown |
| June | Elsen | December | Miles |

8. ADJOURNMENT

- In Honor of former Director, Jackie Branch.

Next regular meeting is scheduled for November 23, 2020

DOCUMENTS: All documents relating to agenda items are available for the public review in the Parks and Recreation Departments of the Town of Corte Madera Offices at 498 Tamalpais Dr., between the hours of 8am – 5pm Monday – Thursday. Staff reports are normally available on Thursday afternoon preceding the Monday meeting. It is recommended that you contact the Parks and Recreation Department for availability.

APPEAL: Following the actions by the Parks and Recreation Commission at a public hearing or meeting, any decision of the Commission may be appealed to the Town Council within TEN (10) calendar days.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Parks and Recreation Department at (415) 927-5072. For auxiliary aids or services or other reasonable accommodations to be provide by Town at or before the meeting, please notify the Parks and Recreation Department at least 3 business days (the Wednesday before the meeting) in advance of the meeting date. If the Town does not receive timely notification of your reasonable request, the Town may not be able to make the necessary arrangements by the time of the meeting.

NOTIFICATION LIST: To sign up to receive automatic notifications regarding meetings and agendas, please visit the Town's website at <https://www.townofcortemadera.org> and click on "Notify Me" to register, or email the Town Clerk at: rvaughn@tcmmail.org

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**TOWN OF CORTE MADERA
PARKS AND RECREATION COMMISSION SPECIAL MEETING
VIA VIDEOCONFERENCE DUE TO COVID-19
SEPTEMBER 28, 2020
DRAFT MINUTES**

Link to meeting video [here](#).

Commissioners

Present: Chair Nathan Blomgren, attended via telephone/video not available
Vice Chair Emily Janowsky
Louise Brown
Sarah Elsen
Alden Miles
Elein Phipps
Pat Ravasio
Lucy Macpherson, Youth Commissioner

Absent: None

Staff Present: Ashley Howe, Parks & Recreation Director
Rebecca Vaughn, Town Clerk/Asst. Town Manager

1. CALL TO ORDER, ROLL CALL, AND SALUTE TO THE FLAG

Vice Chair Janowsky opened the Regular Meeting at 6:32 p.m.

2. OPEN TIME FOR PUBLIC COMMENT

No public comment was received.

3. PRESENTATIONS

A. Introduction From Ashley Howe, Parks And Recreation Director Of Intern Perry Nalle

Director Howe [introduced Parks and Recreation Intern Perry Nalle](#), a recent graduate of Cal Poly San Luis Obispo, who officially joined the Parks and Recreation team on September 14, 2020. Ms. Nalle thanked Director Howe and the Commission and briefly summarized her college focus and the work that she will be assisting the Department with. Her official title is Intern for Event Planning and Emergency Preparedness. The Commission welcomed her to the Town.

No public comment was received regarding this item.

1 B. Update From Xanat Rodriguez, Camp Director On Camp 2020 and Introduction of School
2 Year Programming
3

4 Camp Director Rodriguez introduced her Co-Director, Alexandra Duran, and [provided a presentation](#)
5 on the wrap-up of Camp 2020 (the Summer Camp), and plans for Camp 2020 for the school year,
6 providing distance learning camp and after care programs.
7

8 Director Howe provided an update on the potential for use of the former site of the Twin Cities
9 Childcare for expansion of care opportunities.
10

11 No public comment was received regarding this item.
12

13 C. Update From Jared Barrilleaux, Department Of Public Works On Skunk Hollow Park, Green
14 Room Remodel, Town Park Restroom Upgrades, And Modular Classroom Research
15

16 Senior Civil Engineer Barrilleaux [provided an update](#) on the following ongoing projects:

- 17 • Skunk Hollow Park – the play structure was erected this week, the play surface will follow and
18 the project is in track to be completed within a week or two.
- 19 • Town Park Restroom Upgrades – The project has been in process for several weeks and
20 includes new paint on the walls, new epoxy flooring, new toilets, partitions and fixtures,
21 including dyson air dryers instead of paper. Should be open for public use by the end of the
22 next week.
- 23 • Modular Classroom Research – Staff has reached out to several providers /manufacturers of the
24 modular buildings. It is still in the conceptual stages, working with three vendors to get project
25 designs and cost estimates. The time frame is open and flexible to ensure that the project is
26 aligned with the ongoing town park master plan work that is underway.
- 27 • Green Room Remodel – This project has undergone several iterations to align with current
28 staff needs. The current iteration is a much simplified improvement to the space to provide a
29 flex room that could be office area and break area, with a full ADA accessible restroom facility
30 and access to the kitchen and backstage area. The scope of this project will be evaluated by the
31 Master Plan subcommittee and aligned with the current master planning project.
32

33 No public comment was received regarding this item.

34 Senior Civil Engineer Barrilleaux answered questions from the Commissioners.
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38 4. CONSENT CALENDAR

39 A. Approval of Draft Minutes of the July 27, 2020 Regular Commission Meeting
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41 Vice Chair Janowsky called for any public comment. No public comment was received regarding this
42 item.
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44 M/s/c, Brown/Miles to approve the July 27, 2020 minutes.

45 Roll call vote: 8-0 in favor of the motion.
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5. BUSINESS ITEMS

A. Discussion And Selection Of The 2020 Volunteer(s) Of The Year And Possible Direction For Awardee Recognition

Parks and Recreation Director Howe [introduced the item](#), summarized the information provided in the staff report and the three nominations submitted for consideration in each category: Sarah Goody (under 18), Rob Snavelly (19-60 years), and Pati Stoliar (over 60).

The Commission discussed the nominations and had consensus that all three nominees should be recognized, directed staff to publicize the awardees and also to continue to publicize an opportunity for people to nominate people in our community for doing something good.

There was no public comment on this item.

M/s/c, Janowsky/Miles to Award 2020 Volunteer(s) of the Year to Sarah Goody, Rob Snavelly and Pati Stoliar..

Roll call vote: 8-0 in favor of the motion.

6. STAFF UPDATE AND COMMISSIONER REPORTS

- [Director Update](#): Parks & Recreation Director Howe reported on the following:
 - Dogs in Town Park – At the October 6th Town Council meeting, the Council will consider 2nd reading and possible adoption of Ordinance 1000, limiting the leash length to no longer than 6 feet in length, prohibiting dogs from using the canal on the east side of Town Park and adding a citation for those infractions.
 - Dog Park – There have been questions about how staff will address the winter months ahead, looking at options for use of a different turf at the entry ways and points that are showing more wear.
 - Skate Park – Staff is addressing negative behaviors observed at the skate park, where patrons are negatively interacting with other park users. Staff is reviewing with our Code Enforcement Officer and CMPA, and giving that area more staff attention
 - Calls to Seniors is continuing
 - The Department is running a digital activity guide, which is a cost savings for the Town and much faster and easier to update

Commissioner Reports

- Updates from Recent Town Council Meetings

Commissioner Phipps reiterated Director Howe’s report of the Ordinance introduction at the recent Town Council meeting, limiting the leash length to no longer than 6 feet in length, prohibiting dogs from using the canal on the east side of Town Park and adding a citation for those infractions, and the Ordinance will be coming back for possible adoption at the next Town Council meeting.

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- Executive Advisory Committee

The Executive Advisory Committee did not meet

- Town Park Master Plan Committee

Commissioner Brown [reported](#) that she and Commissioners Ravasio and Phipps completed their meetings with Town staff to go over what’s already in motion, identify future priorities from staff’s perspectives, and create a foundation to build on, and requested the Commission’s feedback on the findings. The next steps would be to get community feedback and then begin to build the master plan. Town Park restroom facilities are going to be a top near term priority, along with programming, classroom and storage space. The full report can be viewed [here](#)

- Community Garden

Commissioner Ravasio [reported](#) that she and Tanya Koenker have been working on a plan for a community garden, to be led by a private group, possibly the Beautification Committee, and are currently looking at the site at the Cove School, at the Porter Cooley site across from the Tam Ridge apartments, and possibly a site at Town Park. A community survey will need to be conducted to ensure that there is community support for one or more of these options.

- Individual Commissioner Updates

Commissioner Ravasio reported that the dog park has a big patch of dirt that will turn into mud when it rains and that there should be a conversation of how to handle the dog park in the winter in order to solve the problem in a way that doesn’t involve closing the park for the winter.

7. ROUTINE AND OTHER MATTERS

A. Future Agenda Items

B. Items for Yearly Review

Vice Chair Janowsky noted that the item scheduled for yearly review in October is to look at the fee resolution.

9. ADJOURNMENT


The meeting was adjourned at 8:14 p.m. Vice Chair Janowsky stated the next Regular Meeting was scheduled for Monday, October 26, 2020.



**CORTE MADERA
PARKS AND RECREATION COMMISSION
STAFF REPORT**

REPORT DATE: October 22, 2020
MEETING DATE: October 26, 2020

TO: Honorable Chair and Members of the Commission

FROM: Ashley Howe, Parks & Recreation Director 

SUBJECT: Discussion and Possible Direction to Staff Regarding a Winter 2020 -21 Operational Plan for Town Bark (Dog Park)



RECOMMENDED ACTION:

Discuss community concerns regarding the condition of the ground surface inside the entry gate to Town Bark with the potential impact of rain, and provide possible direction to staff regarding a Winter 2020-21 operational plan for the dog park. Consider 1) directing staff to apply mulch to the area as a temporary solution to absorb standing water and minimize mud for the Winter 2020-21 season, 2) close the park area after the first rain and reopen after a specified length of time to allow the area to dry out, 3) close portions of the dog park to allow grass regrowth and soil drainage, 4) keep the park area open as is, 5) request more information and related costs for installing synthetic turf in the park area after Spring 2021, 6) provide any additional direction as needed.

BACKGROUND/DISCUSSION:

Since the opening of Town Bark in June 2020, the ground surface inside the entrance gate has been reduced from grass to bare soil due to frequent use. In preparation for rain, staff suggests establishing an operational plan to proactively address the entrance area transitioning from bare soil to mud and possibly standing water.

The first suggestion is to apply mulch to the impacted area is the most cost-effective solution that would allow the dog park to remain open during the rainy months. Mulch is currently used at dog parks in Sausalito and Novato and requires minimal staff maintenance.

Option two, closing the park during the rainy months is a less desirable option for dog-owners, but would preserve the area and reduce maintenance prior to reopening the dog park after rains conclude. One concern voiced by Councilmember Lee in an email to staff, is that the Town has “created a community amenity and social gathering space that will want to spill out back into park if we lock the gates. Given the recent issues with dogs in the wider park areas I have deep

concern that just as we have got the larger complaints under control it will have a second peak this winter". The third solution is a possible compromise to consider sectioning off areas to promote regrowth and drainage that would allow the park to remain open in a reduced capacity. The last alternative would create more staff work related to maintenance and signage, but would allow continued community use.

The fourth option to keep the dog park open as is, which is not recommended by staff. Keeping the park area open without addressing the possibility of standing water from the rains could result in health concerns mentioned by dog owner, Jon Davis in an email to staff. According to the Center for Disease Control and Prevention, one bacterial disease that can be contracted from human or animal exposure to water that has been mixed with animal waste is Leptospirosis. [More information on Leptospirosis infections in pets.](#)

The fifth option is to request that staff provide more information related to costs for installing synthetic turf in the park area after Spring 2021. Staff suggests this solution as a long-term consideration that will require budget planning. Public Works Director estimated that synthetic turf averages \$10-\$14 per square foot to install and typically requires installation of three inches of aggregate base and another inch of decomposed granite.

FISCAL IMPACT:

There is no fiscal impact associated with the requested discussion. If mulch is requested, the Public Works Director estimated an average cost of \$35 -55 per cubic yard delivered. Public Works staff would define the area and suggests applying two inches of mulch.

ENVIRONMENTAL IMPACT:

This activity is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

OPTIONS:

1. Directing staff to apply mulch to the area as a temporary solution to absorb standing water and minimize mud for the Winter 2020-21 season.
2. Close the park area after the first rain and reopen after a specified length of time to allow the area to dry out.
3. Close portions of the dog park to allow grass regrowth and soil drainage.
4. Keep the park area open as is.
5. Request more information and related costs for installing synthetic turf in the park area after Spring 2021.
6. Provide any additional direction as needed.

ATTACHMENTS:

1. Community Feedback- winter operational plans and concerns regarding the area within the entrance of the dog park.

ATTACHMENT 1

Community Feedback

Community Feedback- winter operational plans and concerns regarding the area within the entrance of the dog park

1. Councilmember Charles Lee:

I have been taking my dog to the Town Bark for the past few months and because of this many users have been talking to me about what the town is going to do to help the park function in wetter winter months. One resident yesterday had concerns that one solution proposed is to close it. Another is to allow it to remain as it is. She also said Turf has been ruled out. That is what I hope to speak about in this email. There is only a much smaller patch of area that's is critically impacted by the dog use. This is in the flats near entrance and is the main area that has been reduced to dirt and holes. The main reason stated the turf is ruled out is due to heat. I wanted you to be aware there is new product in the market that has hollow blades of grass and when wet will evaporate and reduce heat throughout the day by up to 50%. I am going to install in my own yard soon. <https://www.watersaversturf.biz/product/hollow-blade-73/> . My request is that you seriously consider installing turf in the smaller area with edge border that is flush with surrounding areas removing trip hazards etc. this would allow the rest of the area to remain natural grass and hopefully that will deal with the majority of impacts in the winter. My biggest concern is that we have created a community amenity and social gathering space that will want to spill out back into park if we lock the gates. Given the recent issues with dogs in the wider park areas I have deep concern that just as we have got the larger complaints under control it will have a second peak this winter.

Happy to discuss further and hopefully have something to share with our residence and users soon.

Charles


2. Jon Davis:

There is (and has always been) a drainage issue in the dog park area where after the sprinklers are run (or after a rain) there is standing water and mud in the lower portion - in Winter this will be the constant condition if drainage is not improved (maybe a french drain and sump-pump?). Combined with dog owners not sometimes picking up after their dogs (the dog bags were out for at least a day recently and some owners don't carry their own bags) or dogs being sick, I think this is a health hazard for dogs if not for people. I know two dogs that are suffering from gastrointestinal problems and they've both been in the park possibly spreading the problem.



**CORTE MADERA
PARKS AND RECREATION COMMISSION
STAFF REPORT**

REPORT DATE: October 21, 2020
MEETING DATE: October 26, 2020

TO: Honorable Chair and Members of the Commission
FROM: Ashley Howe, Parks & Recreation Director 
SUBJECT: Discussion and Possible Action and Direction to Staff Regarding a Park Sign Template



RECOMMENDED ACTION:

Review and discuss the proposed template for park signs and consider 1) approving the proposed template for future park signs and permit staff to make the final decisions related to dimensions and material specific to each location, or 2) provide any additional direction as needed.

BACKGROUND/DISCUSSION:

Discussions following the approval for the sign at Old Corte Madera Square at the February 24, 2020 Commission meeting, Staff and the Commission have expressed the desire for park signs to have a unified look. Based on the design created for Old Corte Madera Square by Alison Bricker, staff suggests approving the design as a template for future park signs.

Staff notes that the egret in the design is a connection to the Town logo, but otherwise the Old Corte Madera Square sign does not list the Town. Staff suggests the Commission consider including or excluding “Town of Corte Madera” on the proposed template.

Two parks are in current need of entrance signs, Cove Park and Skunk Hollow Mini Park. Staff recommends the Commission consider 1) approving the proposed template for future park signs and permit staff to make final decisions related to dimensions and material specific to each location, or 2) provide any additional direction as needed.

FISCAL IMPACT:

There is no fiscal impact associated with the requested discussion.

ENVIRONMENTAL IMPACT:

This activity is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

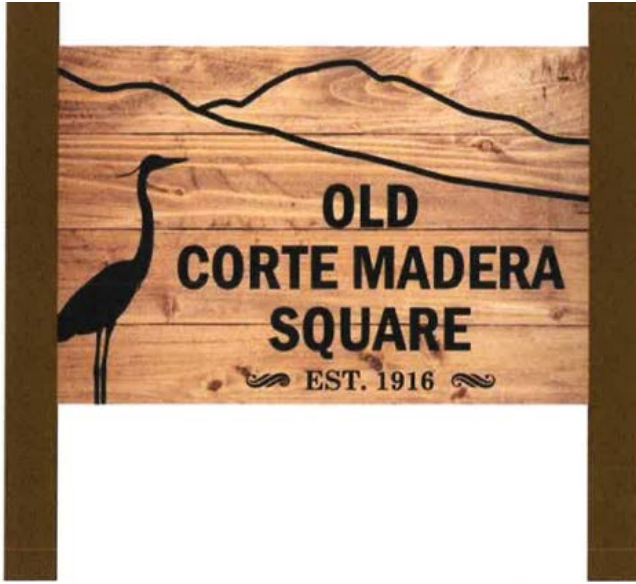
ATTACHMENTS:

1. Proposed Park Sign Template and Draft Designs for Cove Park and Skunk Hollow Park

ATTACHMENT 1

Proposed Park Template

Proposed Template for Park Signs



Draft 1- Sign for Skunk Hollow Mini Park

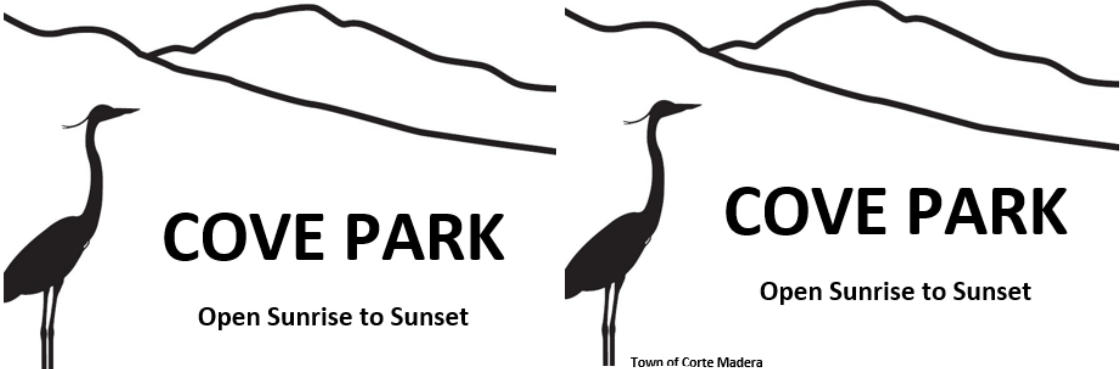


Draft 2- Sign for Skunk Hollow Mini Park with "Town of Corte Madera" included



Draft 3- Sign for Cove Park

Draft 4- Sign for Cover Park with "Town of Corte Madera" included






**CORTE MADERA
PARKS AND RECREATION COMMISSION
STAFF REPORT**

REPORT DATE: October 21, 2020
MEETING DATE: October 26, 2020

TO: Honorable Chair and Members of the Commission

FROM: Ashley Howe, Parks & Recreation Director 

SUBJECT: Discussion and Direction to Staff Regarding Possible Cancellation or Rescheduling of the November and December 2020 Regular Meetings of the Parks and Recreation Commission Due to Proximity of Holidays



RECOMMENDATION:

Staff recommends that the Commission discuss the upcoming meeting schedule for November and December and determine whether to meet as scheduled, or cancel/reschedule one or both of the meetings.

BACKGROUND:

Regular meetings of the Parks and Recreation Commission meeting often need to be rescheduled when they fall in close proximity to holidays. In 2020, the November meeting is scheduled for Monday, November 23, 2020, and the December meeting is scheduled for Monday, December 28, 2020.

DISCUSSION:

Staff recommends that the Commission cancel both regular meetings for November and December and schedule one special meeting for December 14, pending confirmation that a quorum of the members are able to attend.

Options for consideration include:

1. Cancel both regular meetings for November and December, and schedule one special meeting on December 14, 2020.
2. Keep both regular meeting dates for November and December, pending confirmation that a quorum of Commissioners is able to attend.
3. Provide Staff with alternative direction.

FISCAL IMPACT:

There is no fiscal impact associated with the requested action.

ENVIRONMENTAL IMPACT:

This activity is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

ATTACHMENTS: None

RESOLUTION NO. 06/2019

A RESOLUTION OF THE TOWN OF CORTE MADERA SETTING THE FY 2019/2020 FEES FOR RESERVED USES OF TOWN'S OUTDOOR FIELDS AND FACILITIES, COMMUNITY CENTER, NEIL CUMMINS GYMNASIUM, AND FEES FOR SPORTS, CLASSES, PROGRAMS AND ACTIVITIES

WHEREAS, the Town of Corte Madera (hereinafter referred to as "TOWN") provides facilities which may, by permit, be reserved for use at Corte Madera Town Park, The Cove Park, Menke Park, Piccolo Pavilion, Granada Park, Corte Madera Community Center, Community Center, Digital Marquee, and Neil Cummins School Gymnasium; and

WHEREAS, the TOWN also provides facilities for annual and seasonal use by permit at Corte Madera Town Park, The Cove Park and Neil Cummins Gymnasium for organized groups such as the Twin Cities Little League, and St. Patrick's CYO Basketball; and

WHEREAS, the TOWN provides sports leagues, classes and activities at reasonable fees, and augments its recreation programs with fees charged toward covering the costs of providing said programs; and

WHEREAS, it is in the public's best interest for the Council to review fees from time to time.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section I.

Resolution 16/2017 is hereby rescinded. The FY 2017-2018 Parks and Recreation Fee Resolution is hereby repealed and superseded by this Resolution.

Section II.

For the purposes of this resolution, "Residents" shall mean, the following:

- A. For the use of the facilities and programs operated by the Town of Corte Madera, "Residents" shall mean individuals who reside in or groups or organizations which have their principal place of business within the Town limits of Corte Madera, City Limits of Larkspur and attendees of the Larkspur Corte Madera School District.
- B. For membership to the Age Friendly Intergenerational Center. "Residents" shall mean only those who reside within the Town Limits of Corte Madera.
- C. For the purpose of this resolution, all fees will be assessed at those amounts which are in effect during the fiscal year of the scheduled activity, subject to the following

exception: the summer playground program shall be assessed at the amount of the fee set by resolution, regardless of the fiscal year in which the program may begin.

Section III.

The use fees/ charges, applicable to the users of the TOWN'S Recreational Facilities and Programs are outlined in the Town of Corte Madera Parks and Recreation Fee Schedule.

Section IV.

The use fees/charges, excluding duty staff, applicable to users of the TOWN'S parks and recreational facilities shall not be applied to:

A. TOWN SPONSORED PROGRAMS

Town Council, Boards/Commissions, Town Departments, Central Marin Police Authority and Corte Madera Volunteer Firefighters Association

B. TOWN HOMEOWNERS' ASSOCIATIONS

Annual meetings of TOWN'S bonafide Homeowners' Associations held in the Community Center shall be charged \$35 per hour for proactive costs. Charges for the use of other Town facilities shall be at standard resident rates.

C. TOWN CIVIC ORGANIZATIONS

Fee waiver is contingent upon current Building Use Agreement between TOWN and Organization.

- a. Corte Madera Lions Club
- b. Corte Madera Women's Improvement Club
- c. Corte Madera-Larkspur Mothers Club
- d. Friends of the Corte Madera Library
- e. Corte Madera Beautification Committee
- f. Corte Madera Town Band
- g. Corte Madera Community Foundation
- h. Non-Political Informal Community Groups (at Staff's discretion)
- i. Age Friendly Corte Madera
- j. Town-Sponsored Neighborhood Response Group Trainings

D. LARKSPUR-CORTE MADERA SCHOOL DISTRICT

Fee waiver is contingent upon current Joint Powers Agreement and Joint Use Agreement between TOWN and District.

Section V.

Employees of the Town of Corte Madera, the Central Marin Police Authority and the Central Marin Fire Department, shall be allowed to participate in the Corte Madera Summer Playground Program at no charge for their immediate family. All other use of Parks and Recreation Programs and facilities will be charged at the standard rate minus 25%.

Section VI.

In those instances where the Town has sole authority to grant permission to persons ("permittee") wishing to use a Town-owned facility or a facility the use of which is controlled by the Town, the permittee shall not charge those participating in the permittee's activities conducted at the facility a fee or other charge that differentiates between the participants based on the participants' residency or place of business.

Section VII.

The Town Manager, his duly authorized officers and agents, be and the same hereby are, directed to carry out the purposes and intent of the Resolution. This resolution shall take effect on July 1, 2019.

IT IS HEREBY CERTIFIED that the Town Council of the Town of Corte Madera duly introduced and regularly adopted the foregoing resolution at a meeting held on the 5th day of March, 2019 by the following vote, to-wit:

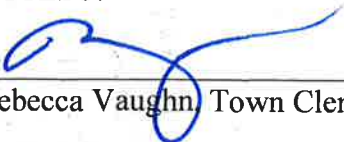
AYES: Councilmember: Andrews, Bailey, Beckman, Kunhardt, Ravasio
NOES: Councilmember: - None -
ABSENT: Councilmember: - None -
ABSTAIN: Councilmember: - None -

APPROVED:



Bob Ravasio, Mayor

ATTEST:



Rebecca Vaughn, Town Clerk

| CORTE MADERA PARKS AND RECREATION FEE SCHEDULE | | | | | | | |
|--|-------------------------------------|------------|-----------|-----------------------|----------|--------------|------------------------------|
| INDOOR FACILITIES | | FY 10-11 | FY 13-14 | FY 15-16 | FY 17-18 | FY 18 - 19 | FY 19-20 PROPOSED CHANGES |
| Corte Madera Community Center | | | | | | | |
| | MAIN HALL | | | | | | |
| | Corte Madera and Larkspur Residents | \$150 / HR | | \$175 / HR | | \$215 / HR | |
| | Non Residents | \$210 / HR | | \$235 / HR | | \$275 / HR | |
| | Corte Madera NRG's Deposit | | | \$500-\$2000 | | | 50 % off Resident Rate |
| | DIGITAL MARQUEE | | | | | | |
| | General Use | | | \$25 / MESSAGE | | | |
| | Commerical Use | | | \$130 / MESSAGE | | | |
| | NEIL CUMMINS GYM | | | | | | |
| | Marin Residents | \$59 / HR | | \$65 / HR | | \$70 / HR | |
| | Non-Residents | \$70 / HR | | \$80 / HR | | \$85 / HR | |
| | St. Patricks CYO B-Ball | \$50 / HR | | \$55 / HR | | \$60 / HR | |
| | St. Patricks CYO V-Ball | | | \$25 / HR | | \$27.50 / HR | \$35 / HR |
| OUTDOOR FACILITIES | | | | | | | |
| | PICNIC SITES | | | | | | |
| | Corte Madera Residents | \$20 / HR | \$25 / HR | \$30 / HR | | | |
| | Non Residents | \$25 / HR | \$35 / HR | \$40 / HR | | | |
| | Deposit | | | \$200 | | | |
| | MENKE PARK | | | | | | |
| | Corte Madera Residents | \$30 / HR | | \$55 / HR | | | |
| | Non Residents | \$35 / HR | | \$65 / HR | | | |
| | Deposit | | | \$300 | | | |
| | ATHLETIC FIELDS | | | | | | |
| | Corte Madera Residents | | | \$95 / HR | | | |
| | Non Residents | | | \$110 / HR | | | |
| | TCLL / TC Softball | | | \$15 / HR | | | \$20 / HR |
| | TENNIS COURT KEY | | | | | | |
| | Corte Madera Residents | | | \$40 / YEAR | | | |
| | Non Residents | | | \$50 / YEAR | | | |
| | Corte Madera Residents | | | \$25 / 1/2 YEAR | | | |
| | Non Residents | | | \$35 / 1/2 YEAR | | | |
| | Corte Madera Residents | | | \$5 / DAY | | | |
| | Non Residents | | | \$10 / DAY | | | |
| | SAND VOLEYBALL COURT | | | | | | |
| | Corte Madera Residents | | | \$20 / HR | | | |
| | Non Residents | | | \$25 / HR | | | |
| | PARKING LOT REDWOOD-HIGHWAY | | | | | | |
| | Residents / Non-Residents | | | \$1000 - \$2500 / DAY | | | |
| | DEPOSIT | | | \$5,000 | | | |

| PROGRAMS | | | | | | | |
|---|--|---------------------|--|---------------|--|--|--------------------|
| KIDS CLUB AFTERSCHOOL PROGRAM | | | | | | | |
| Kindergarten | | \$33 / DAY | | \$36 / DAY | | | |
| Grades 1 – 6 | | \$25 / DAY | | \$25 / DAY | | | |
| Non-School Days | | \$40 / DAY | | \$47 / DAY | | | |
| CORTE MADERA AGE FRIENDLY INTERGENERATIONAL CENTER | | | | | | | |
| Corte Madera Residents | | | | | | | 2019 - \$25 / YEAR |
| Non-Corte Madera Residents | | | | | | | 2019 - \$40 / YEAR |
| SUMMER PLAYGROUND PROGRAM | | | | | | | |
| CM and LK Residents | | \$450 / CHILD | | \$650 / CHILD | | | |
| Non CM and LK Residents | | \$600 / CHILD | | \$850 / CHILD | | | \$750 / CHILD |
| CM and LK Residents - SIB 1 | | | | \$550 / CHILD | | | |
| Non CM and LK Residents - SIB 1 | | | | \$750 / CHILD | | | \$650 / CHILD |
| CM and LK Residents - SIB 2 | | | | \$485 / CHILD | | | |
| Non CM and LK Residents - SIB 2 | | | | \$685 / CHILD | | | \$585 / CHILD |
| Weekly Fee | | | | \$175 / CHILD | | | \$185 / WEEK |
| Daily Drop In | | | | \$50 / CHILD | | | \$55 / DAY |
| CIT YEAR 1 - CM / LK Res | | | | \$300 / CHILD | | | |
| CIT YEAR 1 - Non Resident | | | | \$400 / CHILD | | | |
| CIT YEAR 2 - CM / LK Res | | | | \$200 / CHILD | | | |
| CIT YEAR 2 - Non Resident | | | | \$300 / CHILD | | | |
| CIT YEAR 3 - CM / LK Res | | | | \$100 / CHILD | | | |
| CIT YEAR 3 - Non Resident | | | | \$200 / CHILD | | | |
| PERMIT FEES | | | | | | | |
| Filming Fee | | | | | | | |
| 1-3 People On Crew | | | | \$150 / DAY | | | |
| 4-6 People on Crew | | | | \$200 / DAY | | | |
| 7-9 People on Crew | | | | \$300 / DAY | | | |
| 10+ People | | | | \$700 / DAY | | | |
| Special Event Permit Fees | | | | | | | |
| Residents of Corte Madera | | \$100 / APPLICATION | | | | | |
| Non-Residents of Corte Madera | | \$200 / APPLICATION | | | | | |