

**Tomales Park Committee meeting minutes**

Monday, October 24, 2016 Meeting began @ 6:35 pm

Margaret Graham chaired the meeting.

Walter Earle served as note taker.

Present for meeting were: David Judd, Beth Koelker, Patty Oku, Susan Alvarez. Absent: Bill Bonini

Agenda:

Open Communication

New Committee Member - Assuming Board Approval

Define the Role of Project Manager

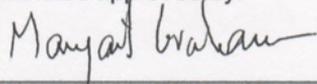
Park Agreement Review

Beth and Bishop's Donation Box

Adjourn

<u>Agenda Item</u>	<u>Discussion</u>	<u>Action</u>
Open Communication	Margaret and Walter will be gone for the November Park Meeting. Patty agreed to hold the meeting. We're hoping to resolve the issue of a Project Manager. We also want to know how many members we can have on our committee.	
New Committee Member - Assuming Board Approval	Susan Alvarez has agreed to join our committee and will submit an application to the Board for approval at the November meeting.	
Define the Role of Project Manager	We explored how it worked with re-building the park and including the bathroom. David did initial drawings and then they were sent to Barber's office for engineered drawings. Karl would submit to the county and pay the fees. This was done as an owner builder Under Measure A there are a lot more rules. We need someone who: 1. Facilitates in the production and technical details of the RFP's and reviews bids. 2. Orders materials and keeps the ball rolling. 3. Knows or can find out the rules. 4. Makes sure regulations are followed. 5. Interfaces with the Board of Directors. We need RFP's for the three following projects: Fence and retaining wall, Handicap ramps in play areas, Gazebo.	Motion: We ask the Board to hire a Project Manager soon. Our first Gazebo inspection is due this spring and we need to build the ramps before the rules change so that the playground can be certified. Walter/ Beth. Passed
Park Agreement Review	We reviewed the Park Rental Agreement. The main issue was what is Local? We recommend including the following communities as local: Marshall, Two Rock, Valley Ford, Bloomfield and Dillon Beach. We made no changes to the rest of agreement.	Motion: Define the 5 communities as being what is local Patty/ Beth. Passed
Beth and Bishop's Donation Box	Beth found a donation box on line that can be mounted on the door of the mechanical room. She will send the order information to Melinda.	
Meeting adjourned at 7:30 pm.		Motion to adjourn: Patty/ Walter

Minutes approved by:



Date: 11-10-2016