

**MINUTES NO. 200
PARKS & OPEN SPACE COMMISSION
JULY 8, 2003 7:00 P.M.
Regular Meeting
Town Council Chambers**

1505 Tiburon Boulevard, Tiburon, California

CALL TO ORDER

Chair Fraser called the regular meeting of the Parks & Open Space Commission to order at 7:03 P.M., Tuesday, July 8, 2003, in the Town Council Chambers, 1505 Tiburon Boulevard, Tiburon, California.

I. ROLL CALL

PRESENT: COMMISSIONERS: McMullen, Lindqvist, Zender, and Canter (late)

ABSENT: None

EX-OFFICIO: Town Engineer/Public Works Director Echols

II. PUBLIC QUESTIONS AND COMMENTS

There were none.

III. STAFF AND COMMISSION BRIEFING

There were none.

IV. CONSENT CALENDAR

A. Minutes of May 13, 2003 (No. 199) approved with the following changes:

- a. Page 1, paragraph 1, line 1: Replace Chair Fraser with Vice chair McMullen
- b. Page 3, paragraph 5, line 1: Indicate that the location of the ash trees is in Blackie's Pasture.
- c. Page 4, paragraph 8, line 1: Indicate that Commissioner Lindqvist endorsed the compromise *reached by the subcommittee*.
- d. Page 4, paragraph 8, line 3: Indicate that the trees referenced in this paragraph are the trees in Ms. Tayer's application.
- e. Page 8, paragraph 6: Change Delray to Dunlay.
- f. Page 9, paragraph 4: Change "...visual impact of the bay" to "...bay view impact".

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- g. Page 9, paragraph 6, line 2: Indicate that Commissioner McMullen stated that there would be no increase in danger compared to the rocks.
- h. Page 10, signature line: Change from "Jim Fraser, Chair" to "Michael McMullen, Vice Chair".

M/S Canter/Zender (5-0) to approve Minutes No. 199 as amended.

V. BUSINESS ITEMS

A. Report by the South of Knoll Subcommittee

Pam Bonnie, 24 South Ridge Drive West, and Derice Tao, 200 Bayview, gave a brief overview of the subcommittee's short and long term goals to improve the safety and appearance of the South of Knoll playground. Tao identified the short-term goals to include increasing sand levels at potential fall zones, particularly at the slide and ladder areas; increase the angle of the tree house ladder to greater than 35 degrees; perform power washing, sanding, and finishing of existing equipment; improve existing structures by making small modifications; and replace in-kind equipment. The power washing, which has already been performed by the Department of Public Works, greatly improved the appearance of the equipment but caused an increase of splintering. Minor modifications to the boat and tree house, such as adding a steering wheel and bells; replacing the sand-digger and playhouse; and well as improving the overall attractiveness of the park, are planned by the subcommittee.

Bonnie stated that Commissioner Zender agreed to discuss the implications of modifying the tree house (a structure that was donated to the Town) with the town attorney. Bonnie noted that the staff report presented by Director Echols addresses some of the issues that she and Tao plan to propose to the Parks and Open Space Commission at their August, 2003 meeting.

The long-term goal of the subcommittee is to include new equipment, which would require earmarking funds and possibly fund-raising. Bonnie stated that according to the manufacturer, future playground structures will comply with ADA requirements.

Commissioner Zender complimented the subcommittee for their efforts. Director Echols spoke briefly to the ADA accessibility requirements and cautioned the subcommittee from including features that create noise, such as bells, to avoid provoking complaints by nearby neighbors.

Tao added that accessibility of structures should be investigated. Zender noted that the target age for the tot-lot is children four and under, and that the subcommittee should take into consideration the physical limitations of children in that age-range.

Director Echols confirmed that replacement of the sand-digger, modification of the ladder angle, along with the replacement of other in-kind equipment, is acceptable. Director Echols added that

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relocating a current structure closer the entrance of the tot-lot would keep costs down when laying asphalt or other compliant surface.

Commissioner Zender identified the three phases of the project:

- Phase I: Power wash (complete), sand, and seal current structures with a non-toxic finish. Improve sand levels.
- Phase II: Replace in-kind equipment using funds from the Tiburon Playground Fund. Modify/enhance existing structures.
- Phase III: Install new equipment.

Director Echols stated that before using funds to replace in-kind equipment, the POSC must make a recommendation that Staff can take to the Town Council that would authorize the appropriation of funds from the Tiburon Playground Fund to purchase the equipment.

Chair Fraser stated that the in-kind equipment should be identified and discussed before a recommendation is made to the Town Council.

Vice Chair McMullen requested a specific, detailed plan that identifies the schedule, costs, and funding sources for the replacement equipment. Cut sheets detailing the specifications of the equipment should be included in this plan.

B. Report on Bicycle Pedestrian Advisory Committee signage along the multi-use path

Ralph Leighton, 578 Virginia Drive, and Tyler Phillips, 8 Audrey Court, of the Bicycle Pedestrian Advisory Committee (BPAC) requested the support of the POSC with the following three items:

1. *Replace the 23 existing signs along the multi-use path (MUP) with new, simplified signs at key locations.*

Phillips described the new signs as part of the BPAC subcommittee's effort to improve safety and convenience along the MUP. The intention of the signs is to reduce the sign pollution along the MUP and draw attention to the new, simplified signs. The subcommittee is working on the possibility of having the Ark assist with a publicity campaign.

The subcommittee presented examples of the new sign to the Commissioners, stating that they will be placed at various locations along the MUP including the Blackie's Pasture entrance, Mar West entrance, both entrances at San Rafael Avenue, and possibly across from Reed and Del Mar. It was added that the actual size of the signs would be larger than the samples provided at tonight's meeting and that Town Hall's phone number will not appear on the final version. The Police Department and Town Council will decide the actual size of the signs. Phillips requested that the POSC make a motion to approve and the concept of replacing the signs so that they may

seek final approval from the Town Council.

Leighton stated that many conflicts exist between bicyclists and pedestrians and the signs are intended to alleviate some of those conflicts. Phillips commented that the MUP is intended for slow, recreational bicyclists and that most serious bicyclists use Tiburon Boulevard. BPAC is also trying to get a shoulder lane designated for bicyclists along Tiburon Boulevard.

Commissioner Zender suggested that the line "control children and pets" be rephrased so as to not offend parents. Zender inquired if the Town had a speed limit for cyclists. Director Echols answered that although there is no speed limit, the Tiburon Police Department can cite cyclists for unsafe riding behavior. Leighton added that BPAC is currently undergoing efforts to educate bicycling groups and the general public by conducting outreach and developing a sign that will address issues such as speeding.

Vice Chair McMullen suggested that the subcommittee ask the Town and the Police Department what specific activities bicyclists can be cited for and possibly add that information, along with the municipal code number, to the signs.

Commissioner Canter suggested that signs prohibiting speeding should be placed at the intersection of San Rafael Avenue and Tiburon Boulevard and at the entrance to the MUP at Blackie's Pasture.

2. Add a line item to the Town's annual budget for maintenance of the MUP

Phillips stated that BPAC recently discovered that there is no line item in the Town's budget that is specifically allocated for maintenance of the MUP. Phillips continued by stating that the MUP is one of the Town's most used and well-known facilities. In response, BPAC has made a recommendation to the Town that they include maintenance of the MUP as a separate line item in future budgets. The subcommittee encouraged the POSC to make the same recommendation. The specific amount budgeted has not been identified at this time. Rather, the concept of adding the line item being is recommended.

Commissioner Canter stated that the Department of Public Works maintains the MUP almost daily and that it is a major focal point of their attention. Phillips replied that adding a line item would ensure that attention is paid to maintenance of the MUP and that problems such as root damage and foliage overgrowth are addressed.

Director Echols stated that many problems, such as root-damaged areas, are being remedied as part of the street rehabilitation project. Echols added that a portion of the MUP (the Trestle Glen side towards the Blackie's Pasture side) will be overlaid this month. Echols further stated that the MUP has been included in the Town's Pavement Management System, along with all of the Town's local roads and streets, and will be rated based on its condition and need for improvement. Echols concluded by stating that there is a line item in the budget for a portion of

the running path.

Chair Fraser suggested discussing this item as part of the POSC's 12-month goals.

3. Installation of 2 signs directing pedestrians to the Ferry Plaza

Leighton requested support from the POSC to install two signs on the fence at Blackie's Pasture displaying the direction and distance to the downtown Ferry Plaza.

M/S McMullen/Zender (4-1) to endorse the concept of installing replacement signs along the MUP as discussed by the POSC.

M/S Lindqvist/McMullen (4-1) to recommend on an interim basis the installation of two signs displaying the direction and distance to the Tiburon Ferry Plaza.

C. Discussion of the Playground Tile Program

Director Echols informed the Commission that there is room to install between 100-200 tiles at the South of Knoll Playground. Quarterly advertisements in the Belvedere-Tiburon Joint Recreation newsletter endorsing the program would cost \$600 per year. The costs for advertising would come from the Tiburon Playground Fund.

Commissioner Zender discussed the possibility of placing a sign in the South of Knoll Playground to promote the program. Zender estimated that the sign would generate approximately 15 percent of donations, and advertisements in the newsletter would bring in the remaining 85 percent.

Vice Chair McMullen inquired about the success of the program in past years. He added that personal phone calls and other types of solicitation might be more successful than advertisements. Zender agreed with McMullen's comment, but added that the majority of recent interest in the program was a result of the advertisements in the Joint Recreation newsletter, noting that advertisement increases awareness of the playground as a whole. Zender also suggested advertising in the Town newsletter and concluded by giving a brief breakdown of the costs associated with producing the tiles.

Commissioner Canter commented that the funds needed to make the improvements proposed by the South of Knoll Playground subcommittee might be so low that this program is not necessary. Zender replied that funds generated by new donations could be used for future equipment and maintenance costs, not only those cited by the subcommittee.

Chair Fraser agreed to Zender's request to work with Pam Bonnie and Derice Tao of the South of Knoll Subcommittee to investigate whether the tile program would benefit their efforts to make improvements at the South of Knoll playground.

Vice Chair McMullen suggested creating a marketing plan for the tile program.

Commissioner Zender will work with the Ark to release an article in mid-September and mid-October about the resurrection of the tile program as well as the improvements being made to the playground.

M/S Fraser/McMullen (5-0) to solicit \$200 donations for the South of Knoll Tile Program through an advertisement in the fourth-quarter Belvedere-Tiburon Joint Recreation newsletter.

D. Coastal Clean-Up Subcommittee

Chair Fraser stated that he would like to schedule a subcommittee meeting in the following month to begin planning the Coastal Clean-Up event that will be held in September. Vice Chair McMullen and Commissioner Lindqvist have volunteered to be on the subcommittee. Chair Fraser has spoken with Jack Doyle of the Belvedere POSC and envisions a joint effort between Belvedere and Tiburon for this year's clean-up. A representative from the Belvedere POSC is expected to attend the subcommittee meeting. Commissioner Lindqvist suggested partnering with the Romberg Center.

The subcommittee will provide an update of their meeting at the August, 2003 POSC meeting.

E. Discussion of goals and objectives for the POSC over the next 12 months

Chair Fraser requested that the Commissioners focus on goals and objectives that the POSC would like to accomplish based on causes that they feel the POSC should champion. Fraser asked that each commissioner be prepared to present two goals or objectives at the August POSC meeting, including the reasoning, method, and timeframe for each goal. Over the course of the next two or three subsequent meetings, the Commissioners will decide upon two goals that the POSC would like to meet and develop a plan to accomplish those goals.

VI. CORRESPONDENCE

A. Correspondence from the Environmental Forum of Marin was noted.

VII. ADJOURNMENT

The meeting was adjourned at 8:40 p.m.

JIM FRASER, CHAIR
Parks & Open Space Commission

Item # 4-A

APPROVED

ATTEST:

PAT ECHOLS, SECRETARY