

APPROVED

**MINUTES NO. 205
PARKS & OPEN SPACE COMMISSION
MARCH 9, 2004 7:00 P.M.
Regular Meeting
Town Council Chambers
1505 Tiburon Boulevard, Tiburon, California**

CALL TO ORDER

Chair McMullen called the regular meeting of the Parks & Open Space Commission to order at 7:07 P.M., Tuesday, March 9, 2004, in the Town Council Chambers, 1505 Tiburon Boulevard, Tiburon, California.

I. ROLL CALL

PRESENT: Chair McMullen, Vice-Chair Zender, Commissioners Lindqvist, Hermann, and Canter (7:10)

ABSENT: None

EX-OFFICIO: Town Engineer/Public Works Director Echols

II. PUBLIC QUESTIONS AND COMMENTS

There were none.

III. SWEARING IN OF NEW COMMISSIONER

Jim Hermann was administered the Oath of Office and sworn in as a Commissioner by Director Echols.

IV. STAFF AND COMMISSION BRIEFING

Director Echols informed the Commission that the Committee for a Skatepark will present their site analysis at the March 17 Town Council meeting and that copies of the report are available by contacting Administrative Aide Creekmore.

V. CONSENT CALENDAR

A. Minutes of January 13, 2004 (No. 204) approved as submitted by consent.

VI. BUSINESS ITEMS

A. Update by the South of Knoll Subcommittee on the preliminary design/layout for renovation of the Tot Lot

Vice Chair Zender introduced the item and presented the proposed layout design for the tot lot. Zender said that the revisions will incorporate the same elements that currently exist at the playground, but some of the materials will be modified to be safer and comply with current ADA requirements.

Pam Bonnie, 24 South Ridge Road West, representative for the South of Knoll Playground Subcommittee, presented the proposed playground layout design and product specifications. To reduce costs, Bonnie said the subcommittee will solicit contractors to donate labor for equipment installation. The subcommittee will forward the plan to a safety consultant to verify that it meets current safety and ADA requirements. The subcommittee does not anticipate the consultant fees to be a costly expenditure. Bonnie expects to have a final proposal within the next two months.

Bonnie said that the subcommittee has been working on developing a fundraising plan that includes signs, posters, and telephone solicitation to various schools and local organizations. They are hoping to secure a challenge grant from the Tiburon Peninsula Foundation that would donate an amount equal to what the subcommittee raises. The subcommittee's goal is to raise all funds by October and to begin implementing the renovation plan in Spring 2005.

During a recent conversation with Belvedere City Manager Bob Branz, Director Echols ascertained that even with a labor donation from Hadley Construction, the Belvedere Playground renovation cost the city \$230,000, with site demolition and preparation alone costing \$30,000 (other bids came in at \$50,000). Extrapolating that number to the square footage of the South of Knoll tot lot, Echols estimated that the renovation would cost approximately \$100,000. Echols believes that the preliminary costs proposed by the subcommittee should be expected to increase.

Funding sources that may be available to apply towards the costs of renovating the tot lot include California Integrated Waste Management Board grants for the use of recycled materials (Belvedere secured approximately \$50,000 from CIWMB) as well as State Parks grants.

Chair McMullen suggested soliciting members of the community to donate labor by organizing a weekend event, not only as a way to reduce costs but also to involve the community in the project.

Based on a similar experience with renovating a playground during his employment with the City of San Anselmo, Echols said that organizing such an event requires a lot of coordination and effort to be successful. Additionally, there are many liability concerns. However, he does encourage the subcommittee to pursue a community volunteer event, particularly for site demolition and preparation. Bonnie said that approximately 1,100 people participated in the San

Anselmo community volunteer event.

The subcommittee discussed the various surfacing materials that are being considered. Commissioner Lindqvist noted that concrete borders can be hazardous.

Echols confirmed for Chair McMullen that the project will be exempt from CEQA and BCDC regulations.

M/S Zender/Canter (5-0) to approve the concept plan for renovations at the South of Knoll tot lot.

B. Discussion of Multi-Use Path long-term strategy

Director Echols stated that Planning Commissioner Fraser, upon his resignation from the POSC, requested that the goal to develop a long-term strategy for the multi-use path continue to be worked on by the POSC. Echols informed the Commission that although it was agendized for discussion at the joint meeting between BPAC and the POSC, a long-term strategy for the MUP was not discussed. Echols recommended that one of the Commissioners volunteer to take over Fraser's role as the lead Commissioner to champion this goal and arrange to work with BPAC on the issue, beginning with another joint meeting between BPAC and the POSC.

Vice Chair Zender stated that it has been her experience that creating separate meetings work most effectively to focus on specific topics such as this.

Commissioner Hermann volunteered to champion the goal.

Director Echols recommended that the POSC invite members of BPAC to discuss the item at a regularly scheduled POSC meeting. Echols will forward a memo to Advance Planner Bryant, Staff liaison for BPAC, requesting that he inform them of the POSC's intent to have a joint meeting.

Echols stated that the idea of forming a subset committee comprised of both POSC Commissioners and BPAC Members was discussed and recommended by Town Manager McIntyre, Planning Manager Watrous, Planning Commissioner Fraser, and himself. Echols informed Vice Chair Zender that the Town Council will be kept informed of plans for MUP improvements as they develop.

Echols said that funding opportunities should be investigated; however they are expected to be bleak over the next two to three years due to budget cutbacks.

Commissioner Lindqvist asked if BPAC had addressed whether a bike path with lanes separating pedestrian traffic or a road-side bike lane will be pursued. Director Echols responded that he is not aware of any decisions BPAC has made about a separated path. Most of the work done by BPAC up to this point has been to make short-term improvements through the use of signage and

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stenciling along the MUP. Echols added that adding a lane on the side of Tiburon Boulevard would encroach on CalTrans' right-of-way and would be physically problematic.

Echols reiterated that he will send a memo to BPAC via Advance Planner Bryant indicating that the POSC will agendaize discussion of developing a long-term strategy for the MUP at an upcoming meeting and that either their full presence or a subset of their committee representing BPAC is invited to participate.

Commissioner Hermann asked what, if any, MUP issues had already been identified. Echols replied that the prime topics of the initial meeting would be to establish what the issues are, begin to think about what constraints exist, develop a direction that they want to go in, and start to lay out the steps needed to achieve their goals.

Echols brought the Commission's attention to Attachment B, the proposed directional signs developed by BPAC. Echols said that he liked the new signs and, unless there is any objection, he will proceed with ordering the signs for placement in the Blackie's Pasture parking lot.

Commissioner Hermann asked if there is a Town standard for this type of sign. Echols replied that CalTrans, not the Town, has specific standards and that the proposed sign complies with those standards.

Commissioner Lindqvist commented that she likes the slim design of the sign.

VII. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.

MICHAEL MCMULLEN, CHAIR
Parks & Open Space Commission

ATTEST:

PAT ECHOLS, SECRETARY