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**MINUTES NO. 201
PARKS & OPEN SPACE COMMISSION
AUGUST 12, 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 7:00 P.M., Tuesday, August 12, 2003, in the Town Council Chambers, 1505 Tiburon Boulevard, Tiburon, California.

I. ROLL CALL

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

ABSENT: None

EX-OFFICIO: Town Engineer/Public Works Director Echols

II. PUBLIC QUESTIONS AND COMMENTS

There was none.

III. STAFF AND COMMISSION BRIEFING

There was none.

IV. CONSENT CALENDAR

A. Minutes of July 8, 2003 (No. 200) approved with the following changes:

1. Business Item B: M/S McMullen/Zender (4-1, Nay vote by Commissioner Canter) to endorse the concept of installing replacement signs along the MUP as discussed by the POSC.
2. Business Item B: M/S Lindqvist/McMullen (4-1, Nay vote by Commissioner Canter) to recommend on an interim basis the installation of two signs displaying the direction and distance to the Tiburon Ferry Plaza.

V. BUSINESS ITEMS

A. Report by the South of Knoll Playground Subcommittee regarding equipment replacement – *continued from July 8, 2003*

Derice Tao of 200 Bayview Drive and Pam Bonnie of 24 South Ridge West outlined the project phases for play structure refurbishment and replacement at the Tot Lot in South of Knoll Park.

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Discussion included anticipated project costs and fund-raising ideas. Three phases are to be completed over the course of two years:

Phase I: Power washing of the playground structures is complete and additional sand was poured at a key fall zone at the bottom of the slide. The Town of Tiburon Public Works Department was complimented on the good work.

Fund-raising for this phase is provided by the sales of playground tiles. Advertising for the sale of the tiles was published in the BelTib Recreation Guide. A full page ad insert will be included in the next Tiburon Newsletter.

Phase II: Improvement and replacement of existing play structures. First goal of phase two is modification of the tree house ladder to be complete by the end of 2003. The angle of the ladder is too steep and as a result unsafe. The Town of Tiburon will modify the ladder ascent to decrease its angle and improve safety.

The second goal of phase two is to replace the old spring rocker with a new rocker. A depiction of a new rocker with nautical theme was presented. The old rocker is unsafe because there are no barriers on either side to save children from falling or getting pushed off. The newer equipment has a safer design with two walls that prevents these types of accidents. The example equipment purchase cost is \$300 and is made by Columbia Cascade Company. The subcommittee is currently checking references on the company to ensure that it will be a good vendor choice.

The third goal of phase two is to restore the sand claw. Because the sand claw had existed previously, ADA regulations will not apply.

The last goal of phase two is to replace the wooden boat structure by early 2004. The existing boat received cosmetic improvement with the recent power washing, but the structure has even more potential for user friendliness and expanded creative play. Replacing the structure will not trigger ADA requirements because it is pre-existing. Sample photos of new boats were reviewed. The new boat will be custom made to the exact measurements as existing boat. A nautical theme will be repeated. Interactive panels including a gear panel and periscope panel will be added. The estimated cost for the replacement boat is \$4,817 not including installation, freight and tax. The cost installed would be \$7,251, or possibly less depending on competitive bids. A custom made boat will be required to fit the space of existing structure. A stock boat is much larger and will not fit the allocated space.

Phase III: Long term goals to compliment and extend phase two goals, marked for completion in 2004 and 2005. The subcommittee acknowledges that this phase must conform to the overall plan for the playground, and that the current economic environment should be taken into consideration.

First goal of phase three is to replace the main tree house structure with a new climbing structure in compliance with current ADA requirements. The second goal is to add a new playhouse; the third is

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to replace the swings. Examples of currently available playhouses were presented. The next goal is to resurface the playground. Two resurfacing materials will be considered: one is fibar chips (a type of wood chip material) and the other is a rubberized material. The following goal is to address playground drainage issues. The Town has provisions in the 2004 capital budget for drainage improvements at the playground. The final goal is to consider a play area for older children in 2005-2006.

Project costs and fundraising for each phase were discussed. Phase I costs have been incurred by the Town. Phase II costs are estimated at approximately \$8,000 (boat style spring rocker at \$300, sand claw at \$300 and boat at \$7,200).

Fundraising for Phase II will commence September 2003. Current Tiburon Playground Fund balance is \$10,000. Belvedere had raised over \$100,000 from their community tile program, the Tiburon Peninsula Foundation and the Belvedere Foundation. The most significant component of the \$100,000 raised by Belvedere came from their tile program.

Phase III costs are as follows: The main tree house structure is to be designed by Landscape Structures at an estimated cost of \$15,000 for a custom plan. The new playhouse is to be purchased from Kompan, Inc. at an approximate cost of \$3,000 plus \$600 for installation. Swings, drainage improvements and resurfacing costs as well as funds for an older children playground are still to be estimated.

In closing their report, the subcommittee stated it will focus on pursuing the completion of four Phase II items as discussed above.

Commissioner Zender estimated that 30% of the fund raising goal had been met based on the reported project costs and the current balance in the Tiburon Playground Fund.

The subcommittee stated that they are in fact very optimistic about the fund raising potential in the community.

Commissioner Canter complimented the subcommittee on their report. She questioned the modification of the tree house ladder scheduled in Phase II when the entire tree house is to be replaced in Phase III.

Derice Tao responded that the cost to modify the ladder is minimal and it is a high priority for safety improvements.

Commissioner Canter likes the new design for the spring rocker and thinks the safety feature is an important one. She questioned the need for a custom built boat instead of a ready made boat.

Pam Bonnie explained that the existing size of the current structure is only 4'x9', and the ready-made boats are far too large to fit in that space. Installing a larger boat would also require compliance with

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current ADA regulations. The idea of modifying the existing structure with new panels proved difficult for two reasons: the new parts could not be guaranteed to fit the old boat, and the installation would create manufacturer liability issues.

Commissioner Fraser and Commissioner Zender think that a fund reserve should be maintained.

Director Echols noted that the Playground Fund is for all of the Tiburon playgrounds. The Town Council will hear a recommendation for the appropriation of funds and would likely approve of maintaining a reserve.

Vice-Chair McMullen asked what in general are the annual expenses spent out of the Tiburon Playground Fund.

Director Echols explained that, on the average, a couple of thousand dollars is spent out of this fund for routine maintenance in the community playgrounds.

M/S Fraser/McMullen 5-0 to recommend money be appropriated from the Tiburon Playground Fund for Phase II projects subject to a \$3,000 minimum reserve.

B. Report by the 2003 Coastal Cleanup Subcommittee – *continued from July 8, 2003*

Subcommittee Chair Fraser stated that each subcommittee member would be assigned certain responsibilities. Commissioner Zender was assigned as press contact. The press goal is to ensure media coverage in August and September. Two successive articles are to be published announcing the Coastal Cleanup event on September 20, 2003. Commissioner Canter suggested that the articles should include information about children receiving community service credit for participating in the clean up.

Chair Fraser mentioned that Niki Jorgensen from the Romberg Center will bring a truck and scale for the event to measure the cleanup at the end of the day, and that Jack Doyle of the Belvedere POSC has indicated an enthusiasm for participating in this year's cleanup.

Vice-Chair McMullen commented that the safety briefings were less than adequate last year. He suggests that there be clear and complete information concerning appropriate safety measures to protect the community and to avoid liability issues.

Director Echols advised that liability waiver forms be provided for all participants to sign.

Subcommittee Chair Fraser announced the next subcommittee meeting is scheduled for August 27, 2003.

C. Discussion of POSC goals for the next twelve months – *continued from July 8, 2003*

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Chair Fraser recapped his request that each Commissioner bring two goals or objectives that they would like to see accomplished by the POSC. From these items, the Commissioners will then choose one or two things to focus on as a group.

The Commissioners agreed on the following topics to choose from:

1. Playgrounds
2. Cohesive fund-raising strategy
3. Public education
4. Play areas for older children; Bel Air Park, Cypress Hollow Park, Belveron Mini-Park
5. Multi-use Path refurbishment/enhancement
6. New public restroom facilities
7. Mar West footpath (from Tiburon Boulevard to Esperanza)
8. Water access for kayaks, etc. (but not a boat ramp)

The next meeting's goal will be to prioritize the above list.

VI. CORRESPONDENCE

- A. Reservation forms for the Bay Area Open Space Council's Sixth Annual regional conference.

Director Echols to brief commissioners at next meeting if Town will sponsor attendance.

VII. ADJOURNMENT

M/S McMullen/Zender (5-0) to adjourn at 8:40 p.m.

JAMES FRASER, CHAIR
Parks & Open Space Commission

ATTEST:

PAT ECHOLS, SECRETARY