

MINUTES OF THE REGULAR MEETING  
LARKSPUR PARKS AND RECREATION COMMISSION  
VIA TELECONFERENCE DUE TO COVID-19  
DECEMBER 16, 2021

COMMISSION:       PRESENT: Acting Chair Friedel, Harrison, Koepfel

COMMISSION:       ABSENT: Chair Blauvelt, Sunshine

STAFF:               PRESENT: Community Services Director Franklin Escobedo  
                          Public Works Analyst Rita Schoch  
                          City Clerk Alison Foulis

1. Roll Call

Acting Chair Friedel called the meeting to order at 6:30 p.m.

2. Public Comment

There were no public comments.

3. Approval of the Consent Calendar

3.1 Approval of Minutes of October 21, 2021

M/s Harrison/Koepfel, to approve the October 21, 2021 minutes as submitted.

Ayes: Harrison, Koepfel, Acting Chair Friedel

Absent: Sunshine, Chair Blauvelt

(through a roll call vote)

4. Public Hearing

There were no Public Hearings.

5. Business Items

5.1 Proposed Project Allocations for State of California Proposition 68 Per Capital Grant Program Funding

Public Works Analyst Schoch presented a staff report and discussed the Parks, Environment, and Water Bond. It was rolled out in different rounds- need based, acquisition projects, etc. The last round was the Per Capita Grant which is based on population. It is the only grant for which the City is eligible. This is a matching grant that has to supplement, and not supplant, City funds. The allocation amount is \$177,000. Staff ran all the parks in the City through the Underserved Community Locator Tool (criteria is median household income) and Remailard Park coming in as the most underserved and Centennial Park as the least underserved. Other criteria include completing projects that have been started but not finished and mitigating safety issues. Staff came up with the following list of projects: 1) Hamilton Park Improvements; 2)

Replacement of Remaillard drinking fountain; 3) Installation of two shade sails at Piper Park; 4) Piper Park pathway improvements; 5) Installation of electrical feed in Piper Park; 6) Relocation of metal climber from Dolliver Park to Greenbrae School Park; 7) Phase II of Heatherwood Park Improvements.

Acting Chair Friedel opened the meeting to public comments.

There were no comments.

Acting Chair Friedel opened the meeting to public comments.

Commissioner Koeppel asked what other projects were considered other than those listed. Public Works Analyst Schoch “none”- stated this is the complete list.

Commissioner Koeppel asked if there were other projects in the Capital Improvement Project (CIP) Budget that would not be funded through this revenue source. Public Works Analyst Schoch stated the only one not listed is Niven Park Improvements, which will be funded through Measure “A” and a private donation. The Dolliver Park Project also has a private donor and does not need another revenue source.

Commissioner Koeppel asked if all the projects listed would go from unfunded to fully funded. Public Works Analyst Schoch stated “yes” with the exception of Hamilton Park.

Commissioner Koppel asked if this is a one-time grant or if there would be additional funds in the future. Public Works Analyst Schoch stated there could be other grants in the future. Many are “needs based” and the City of Larkspur does not meet the eligibility requirements.

Commissioner Koeppel asked about the local match aspect of the grant. Public Works Analyst Schoch stated this is coming from Measure “A”.

Commissioner Harrison asked if these projects would be done in the next year. Public Works Analyst Schoch noted these projects do not need to be completed until 2024. Staff is currently working on the Niven and Dolliver Park Projects. The Piper Park additional shade sails and the climber would probably happen in late 2022 or 2023

Commissioner Harrison asked about the status of the Park Signage Project and if any of the listed projects included signage. Public Works Analyst Schoch stated there is money allocated for the Signage Project. The intent has always been to upgrade signage as improvements to parks are made. Commissioner Harrison liked this approach.

Acting Chair Friedel agreed with the comments made by the other Commissioners. She would like to see the shade sails and the wiring installation for Piper Park completed. She asked if staff could do some type of public announcement advertising this revenue source. Public Works Analyst Schoch stated this information could be posted on the City Website, NextDoor, and other places.

Acting Chair Friedel opened the meeting to public comments.

There were no comments.

Acting Chair Friedel closed the meeting to public comments.

M/s Koeppel/Harrison, to recommend that staff moves forward with the application for this recommended list of projects

Ayes: Harrison, Koeppel, Acting Chair Friedel

Absent: Sunshine, Chair Blauvelt

(through a roll call vote)

## 5.2 Park Updates

Public Works Analyst Schoch presented a staff report. Staff received several preliminary designs from the architect for the improvements to Niven Park. The designs include improvement to the front planting area, addition of picnic tables and bike racks, new pathway lighting, and a new sign! The architect is also working on a design for the playground. These designs will be reviewed by the Commission at next month's meeting. The Donor Agreement was recently signed for the improvements to Dolliver Park and the architect will begin the preliminary designs. The posts are installed for the Piper Park shade sails and measurements have been taken. The sails are being fabricated and should be delivered in several weeks. The Larkspur Community Foundation donated \$6,000 for benches and tables at Hamilton Park. The asphalt path will also be repaved.

Acting Chair Friedel opened the meeting to public comments.

There were no comments.

Acting Chair Friedel closed the meeting to public comments.

The Commission thanked Public Works Analyst Schoch for the great work!

## 6. Director's Oral Report

Community Services Director Escobedo reported he and Recreation Supervisor Nicholas Stone are starting to plan for Super Cool Summer School. The position of Community Services Assistant remains vacant. Staff is making plans for the Spring Egg Hunt but are taking it "one day at a time" since the protocols with respect to COVID keep changing

Actin Chair Friedel asked how the athletic fields are holding up with the amount of rain received. Community Services Director Escobedo stated a lot of trees came down but there was no major damage.

## 7. Commissioner's Reports

Acting Chair Friedel stated the Commons Foundation is moving along and has just surpassed \$2 million. She asked Community Services Director Escobedo about the State matching grant for libraries. Community Services Director Escobedo stated this is an infrastructure grant with equity and safety criteria. The condition of City Hall could move them up in the queue. The maximum amount that can be requested is \$10 million.

He submitted a preliminary application. Acting Chair Friedel gave a huge “shout out” to the Friends of the Library for its support of the new Library/Community Center.

Community Services Director Escobedo stated the Election of the Chair and Vice Chair, and an Update of Piper Park Rules would be on next month’s agenda. Acting Chair Friedel asked Community Services Director Escobedo to provide a list of Commissioners terms at the next meeting.

8. Adjourn Meeting

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Toni DeFrancis,  
Recording Secretary

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Larkspur Parks and Recreation Commission.

*Franklin Escobedo*  
Franklin Escobedo, Community Services Director