

MINUTES OF THE REGULAR MEETING
LARKSPUR PARKS AND RECREATION COMMISSION
OCTOBER 16, 2014

COMMISSION: PRESENT: Chair Matteo, Blauvelt, McNally

 ABSENT: Friedel

STAFF: PRESENT: Recreation Director Dick Whitley
 Public Works Director Mary Grace Houlihan

Chair Matteo called the meeting to order at 7:32 p.m.

APPROVAL OF CONSENT CALENDAR

Approval of Minutes of September 18, 2014

M/s Blauvelt/McNally to approve the minutes of September 18, 2014 as submitted.

Ayes: Blauvelt, McNally, Chair Matteo

Absent: Friedel

OPEN TIME

There were no comments.

BUSINESS ITEMS

1. Mini Parks Acton Plan Update

Public Works Director Houlihan made a Powerpoint presentation that included the following: 1) Funding and manpower sources; 2) The Plan is in action!; 3) What has Public Works been up to?; 4) What are we reviewing tonight?; 5) Bon Air Landing Park; What residents are saying; 7) Centennial Park; What Larkspur residents are saying; 8) Doherty Greenway; What Larkspur residents are saying; 9) Dolliver Park; What Larkspur residents are saying; 10) Dolliver Park; What is in the works; 11) Greenbrae School Park; What Larkspur residents are saying; 11) Greenbrae School Park: What is in the works; 12) Hamilton Park; What Larkspur residents are saying; 13) Heatherwood Park; What Larkspur residents are saying; 14) Heatherwood Park; What is in the works; 15) Hillview Greenway; What is in the works; 16) Neighborhood Park; What Larkspur residents are saying; 17) Niven Park; What Larkspur residents are saying; 18) Next Steps.

Public Works Director Houlihan stated funding for the various projects would come from Measure "A". The Commission recommended and the Council approved applying the full \$71,000 to Heatherwood Park, Dolliver Park, and Greenbrae School Park. The

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Public Works Department has been working on turf and vegetation maintenance, bark enhancement, and tree management. She noted the Public Works Department was fully staffed for the first time in quite a while.

Commissioner McNally asked about the size of the Public Works Department staff. Public Works Director Houlihan stated there were six maintenance workers, a Superintendent, an Engineering Technician, a Junior Engineer, and an Administrative Analyst.

Commissioner McNally asked if any of the Mini Parks were maintained by a homeowner's association. Public Works Director Houlihan stated "no".

Public Works Director Houlihan stated she was very excited about the joint projects with the community. She noted the kids were very anxious to have the Greenbrae School Park basketball court refurbished in time for a big party. Two contractors were involved in the project- one donated his services and the other did the work at cost. The project included resurfacing the court and also all of the walkways in the park.

Public Works Director Houlihan stated they plan to install a new playground in Neighborhood Park soon. The Council recently executed the agreement. This project was funded by the residents of Serenity at Larkspur.

Public Works Director Houlihan stated Greenbrae Management has donated the pedestrian bridge behind the Bon Air Shopping Center that connects with the Via Casitas stairway. It was closed because it was dilapidated. The City will pay to demolish it and rebuild it. This is another joint project.

Public Works Director Houlihan briefly discussed a few of the items for Bon Air Landing Park: 1) Rebuild entrance; 2) New picnic tables and benches; 3) More usable grass area; 4) More interesting landscaping.

Public Works Director Houlihan briefly discussed a few of the items recommended for Bon Air Landing Park: 1) Rebuild entrance; 2) New picnic tables and benches; 3) More usable grass area; 4) More interesting landscaping; 5) Convert irrigation to water efficient controller.

Public Works Director Houlihan briefly discussed a few of the items recommended for Centennial Park: 1) Replacement and refurbish some of some vegetation; 2) Add more benches; 3) Additional pedestrian access points; 4) Install water service.

Public Works Director Houlihan briefly discussed a few of the items recommended for Doherty Greenway: 1) Complete the multi-use path; 2) Relocate the flagpole; 3) Convert the irrigation to water efficient controller; 4) Remove grass under tree canopy.

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Public Works Director Houlihan briefly discussed a few of the items recommended for Dolliver Park: 1) Update existing play structure; 2) ADA access to play structure; 3) Replacement of bathroom; 4) Install bike racks; 5) Move picnic tables from back to front of the park.

Public Works Director Houlihan briefly discussed a few of the items recommended for Greenbrae School Park: 1) Expand play structure; 2) Add more benches; 3) Add restroom facility; 4) Weather protector for play structure; 5) Repave bumpy path.

Public Works Director Houlihan briefly discussed a few of the items recommended for Hamilton Park: 1) Add benches, picnic tables, and barbeques; 2) Replace fencing; 3) Rehabilitate walkway; 4) Redesign the entrance; 5) Landscape improvements

Public Works Director Houlihan briefly discussed a few of the items recommended for Heatherwood Park: 1) Update play structure; 2) Move tables into more centralized area; 3) Replace sand with clean, safe fall material; 4) Renovate basketball court.

Public Works Director Houlihan briefly discussed a few of the items recommended for Hillview Greenway: 1) Complete refurbishment as part of the Bon Air Bridge Project; 2) Regraded to accommodate storm water filtration; 3) Replant native vegetation; 4) Reconfigure and replacement of multi-use path.

Public Works Director Houlihan briefly discussed a few of the items recommended for Neighborhood Park: 1) Add play structure; 2) Update exercise equipment; 3) Add benches; 4) ADA improvements; 5) Convert irrigation to water efficient controller.

Public Works Director Houlihan briefly discussed a few of the items recommended for Niven Park: 1) Maintain and/or expand the play structure; 2) Add more seating; 3) Repave trail; 4) Re-vegetate the corner.

Public Works Director Houlihan stated staff would bring the draft comprehensive plan back in November for Commission comments and recommendations. The plan would be submitted to the Council in December. Commissioner Blauvelt asked staff to prioritize the items for the next meeting.

Commissioner McNally asked if they could make this plan happen. Public Works Director Houlihan stated “yes” and some of the items are budgeted for this fiscal year. The City would receive Measure “A” funding for nine years. Staff would continue to look for other funding sources.

Commissioner McNally asked about the status of the Bon Air Bridge Project. Public Works Director Houlihan stated the work has started in terms of relocation of utilities, etc. Actual work on the bridge would begin in the spring and take about four years.

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2. Parks and Trails Updates

Public Works Director Houlihan presented a staff report. She stated there is a lot going on in Piper Park including: 1) Lifting of the softball outfield in Piper Park; 2) Lifting of the cricket field; 3) Possible enlargement of the dugouts and installation of a shade structure; 4) Possible installation of a green screen in the inside of the batting cage; 5) Refurbishment of benches, tables, and trash cans; 6) Restoration of the dog park to wetlands; 7) Playground replacement; 8) Removal of the Public Works Department trailer and refurbishment of that area.

Public Works Director Houlihan stated the softball user groups would like to get an ATV so they could drag the infield. The user groups want to bring in a prefabricated storage unit (2 foot deep, 8 foot long) that would be placed right next to the restroom. Staff is figuring out how to clean up the storage rooms near the rest rooms. The Commission asked Public Works Director Houlihan to bring back options for the possible location of a storage unit for the ATV.

Public Works Director Houlihan stated staff has been approached about a donation bench that would overlook the turf field. The family also wants to plant a Magnolia tree.

Public Works Director Houlihan there is a trail-resurfacing project in the works which would go out to bid next week in the amount of approximately \$70,000. There are about seven miles of trails throughout Larkspur. She noted there is a lot going on with the Bicycle and Pedestrian Master Plan including several public meetings which were very well attended. She has attended several Technical Advisory Committee meetings and has been working with the consultants and the traffic engineer. Commissioner Blauvelt asked if staff was working with the schools. Public Works Director Houlihan stated “yes”. She is generating applications for at least three Safe Routes to Schools projects.

Public Works Director Houlihan stated she recently went to a Funding Fair in Sacramento regarding grant opportunities. There is money for habitat restoration such as the perimeter of Piper Park. She would talk to the Friends of Corte Madera Creek on the possibility of a joint effort.

RECREATION DIRECTOR’S ORAL REPORT

Recreation Director Whitley reported the remodeling of the Recreation Department is almost finished. He invited the Commission to stop by for a tour. Staff is working on the joint winter brochure with Corte Madera- it should be released in early December. He noted there is an applicant for the vacant seat on the Commission.

COMMISSIONER REPORTS

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Commissioner McNally asked if the Council had selected the design firm for the Community Center/Library facility. Public Works Director Houlihan stated they selected the firm LMS Architects. Commissioner McNally asked if the parcel had been turned over to the City. Public Works Director Houlihan stated “not yet”. The developer is still using it as a staging area.

ADJOURNMENT

The meeting was adjourned at 9:14 p.m.

Respectfully submitted,

Toni DeFrancis
Recording Secretary