

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

COMMISSION: PRESENT: Chair Blauvelt, Friedel, Harrison, Koeppe

COMMISSION: ABSENT: Sunshine

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

1. Roll Call

Chair Blauvelt 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 July 29, 2021

M/s Koeppe/Harrison, to approve the July 29, 2021 minutes as submitted.

Ayes: Friedel, Harrison, Koeppe, Chair Blauvelt

Absent: Sunshine

(through a roll call vote)

4. Public Hearing

There were no Public Hearings.

5. Business Items

5.1 Dolliver Park Upgrades

Public Works Analyst Schoch presented a staff report and a PowerPoint presentation that included the following: 1) Dolliver Park Playground Survey; 2) How is Dolliver Park currently being used? 3) What families say about changes to the playground; 4) Preliminary design; 5) Proposed play structure; 6) Additional play equipment candidates; 7) Artist's rendering; 8) Proposed layout. She stated there is a private donor that has volunteered to underwrite a section of the playground and make it a designated play area for children five years of age or under. She discussed the survey questions and responses and the preferred play structure elements.

Chair Blauvelt asked when she would be speaking to the donor and finalizing the budget. Public Works Analyst Schoch stated she would contact the donor once the Commission approves the project.

Chair Blauvelt opened the meeting to public comments.

There were no comments.

Chair Blauvelt closed the meeting to public comments.

M/s Friedel/Harrison, motion to move forward with this project.

Ayes: Friedel, Harrison, Koepfel, Chair Blauvelt

Absent: Sunshine

(through a roll call vote)

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

6. Director's Oral Report

Community Services Director Escobedo reported staff is slowly getting “back to business” and has started renting the Hall Middle School Gymnasium and the Community Room. Some of the regular renters are a bit hesitant and have not yet returned. The Larkspur Walkers started up again in the beginning of September and the tennis program is also up and running. The theater program also started up but is experiencing low registrations. He is moving forward with hiring a Community Services Assistant and this will help increase programming. There have been some issues, including noise and the use of the picnic area, in Piper Park over the last couple of weekends. He will bring these issues to the Commission next month. He discussed the drought and how the department will deal with it in terms of the watering restrictions. The Commission will hear a Tree Removal Permit application next month.

Public Works Analyst Schoch reported she is preparing a survey about Niven Park but is waiting for some graphics from the landscape architect. She noted there is an issue getting supplies for capital projects- this includes the shade sails for Piper Park. The Hamilton Park Improvement Project is slowly moving forward but is dependent on the private donor. She will be holding two meetings in the park with display boards of the preliminary design. She will be sending postcards to residents along South Eliseo Drive announcing the meetings.

Chair Blauvelt opened the meeting to public comments.

There were no comments.

Chair Blauvelt closed the meeting to public comments.

7. Commissioner's Reports

Commissioner Koepfel reported he played volleyball in Piper Park and found the sand to be very soft and well maintained. He stated several players thought the nets might be too

low and he asked how to raise them. Public Works Analyst Schoch stated she and Recreation Supervisor Nicholas Stone were thinking about posting a video on how to adjust the nets.

8. Adjourn Meeting

The meeting was adjourned at 7:20 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