

## **Town of San Anselmo**

Staff Report  
December 10, 2020

For the meeting of December 15, 2020

TO: Parks and Recreation Commission  
FROM: Dannielle Mauk, Community Services Director  
SUBJECT: Memorial Park Playing Field Repair Project

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### **Recommendation**

Consider Memorial Park playing field repairs project and provide a recommendation to the Town Council.

### **BACKGROUND**

In 1924, the Town of San Anselmo acquired seven acres of land and built Recreation Park, which was later named Memorial Park. Baseball fields were installed, and in 1933 the American Legion and the Boy Scouts built the Log Cabin.

Over the years a playground, picnic areas, tennis courts, a community-based garden and most recently a skate park were added. Aside from the addition of the above listed amenities, the park has not received any significant renovations.

In 2018, the Town Council approved the Memorial Park Master Plan. The plan had been developed over an 18-month period and included a comprehensive community input process. In 2019, Measure M was placed on the ballot. Measure M called for a tax on each residential unit in San Anselmo for a term of 30 years. This tax would have funded the implementation of the master plan and provided ongoing maintenance funding for the park. Measure M was rejected by voters in November of 2019.

### **DISCUSSION**

With the defeat of Measure M, staff has been considering how best to utilize the limited funds available to make improvements to the park. With County Sales Tax for Parks funds (Measure A) and State Bond for Parks (Proposition 68), the Town has approximately \$625,000 available for repairs to the park.

In June 2018, staff worked with the Tramutola Group and True North Research to conduct a

public opinion poll regarding Memorial Park. The respondents ranked the importance of different components within the park itself. The primary interest was related to the areas of the park that are considered “common areas” and are enjoyed by a wide variety of users. The common areas are the playing fields and meadow adjacent to the picnic area.

The playing fields are the largest component of Memorial Park. These facilities include three baseball/softball fields with skinned (dirt) infields and a large natural turf area that is used for the baseball outfields, soccer practices and games, and for the many camps, classes and activities offered by the Town’s Recreation Department. The playing fields and meadow receive by far the greatest usage in the park and need substantial improvements to protect the health and safety of its users.

Aside from the playing fields and the meadow which are widely used, there are many components that need improvements. These include the playground, tennis courts, elders garden, the skate park and the basketball courts. While all areas of the park need improvements, staff recommends that priority be given to the playing fields and meadow given their heavy usage and urgent need for repairs.

## **ANALYSIS**

The proposed improvements to the fields and meadow (Attachment 1) will include improved drainage, a new irrigation system, and new turf. The improved drainage will reduce the ponding of water on the fields during the rainy season. The new irrigation system will improve the maintenance of the turf and soil and will have a life expectancy of 30 to 50 years. The new turf will also make the fields and meadow safer for a wide variety of activities.

Abey/Arnold has completed the 75% submittal plans (Attachment 3) and will complete the drawings by early January. Once the plans and specifications are completed, staff will go to Council to get authorization to go to bid. The plan is to go out to bid in February. The preliminary estimate for the repair costs is \$675,000 (Attachment 2).

The repairs would begin in August 2021 after the close of the baseball season. The repairs would be completed in November 2021, and the fields would reopen in March 2022. During this time, the fields will be fenced off to complete the work and ensure the growth of the new turf. The Recreation Department will relocate our soccer program and any other activities to the Red Hill fields and Ross Valley School District fields.

## **FISCAL IMPACT**

The repair costs are estimated to be \$675,000.

The Town has two sources of funding for the repairs: County Sales Tax for Parks funds (Measure A) which total approximately \$450,000 and State Bond for Parks (Proposition 68) funds which total \$178,000. The two sources total \$628,000.

The remaining funds totaling \$47,000 can be funded by the general fund or programmed in FY 21/22 with Measure D funds.

### **Timetable**

December 2020	Review by Parks and Recreation Commission
January 2021	Presentation to Town Council
February 2021	Plans and Specifications completed and put out to bid
May 2021	Town Council Awards bid to lowest responsible bidder
August 2021	Commence repairs
November 2021	Repairs completed
March 2022	Playing fields and meadow reopen

### **Conclusion**

Memorial Park will turn 100 years old in 2026. The park has been an integral part of our community for generations of families in San Anselmo. It is time to repair our fields and meadow so our community will have a restored and safe space for the many activities enjoyed by our residents.

Respectfully submitted,



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Dannielle Mauk  
Community Services Director

### **Attachments:**

1. Memorial Park Field Repair Plan
2. Preliminary Construction Cost
3. Memorial Park Fields, 75% Submittal