

Town of San Anselmo

Staff Report
February 10, 2021

For the meeting of February 16, 2020

TO: Parks and Recreation Commission

FROM: Dannielle Mauk, Community Services Director

SUBJECT: Appointments to the Community Advisory Committee to for Millennium Playground at Memorial Park.

RECOMMENDATION

That the Parks and Recreation Commission appoint three commissioners to the Community Advisory Committee to assist in community engagement and fundraising for the repairs and potential improvement of Millennium Playground at Memorial Park.

BACKGROUND

In 2000, the Millennium Playground at Memorial Park was built through a successful community effort led by the Millennium Playground Steering Committee. Since it opened in 2000, the playground has been a popular destination for kids and families in the Ross Valley and beyond. The playground includes a preschool area and a school-age area.

DISCUSSION

Due to its constant use and the fact that many of the playground elements are made of wood, much of the playground is in need of repair. Staff is currently working with a playground safety inspector and expects to have a full evaluation of the playground within the next two weeks. Based on that evaluation, staff plans to address any repairs needing immediate attention right away and to develop a comprehensive plan for addressing the identified areas in need of repair. In addition to making the repairs, staff recommends that the Town explore potential opportunities to make improvements within the playground footprint with the intent of improving the playground for use by the community for the next twenty years. This step would include retaining a playground design professional to identify opportunities, engaging the community to receive input about any suggested improvements, and developing a funding plan.

It is important to note that the intention is to preserve the existing park structures and layout through repairs identified in the safety evaluation. Any suggested improvements would be

designed to enhance and compliment the existing playground.

Community Advisory Committee (CAC)

To guide this process, Town Council approved the formation of a Millennium Playground Community Advisory Committee (MPCAC). The MPCAC would act as the project steering committee, with members selected to represent a broad cross-section of the community.

This committee will include two Town Council Liaisons, Steve Burdo and Eileen Burke. Three Parks and Recreation Commissioners and up to seven (7) residents on the MPCAC. The residents will be selected by the Council and Commission liaisons with the intention of providing a community-based CAC with representation from existing users as well as from individuals who can assist in fostering community engagement.

The following is a general outline of steps to initiate the MPCAC:

- Conduct playground safety evaluation. Acquire cost estimates based on repair needs.
- Address immediate safety repairs as per the evaluation. Make plan for all repairs.
- Assemble Community Advisory Committee Liaisons
- Select three Parks and Recreation Commissioners (Feb. 17).
- Recruit up to seven (7) community members to serve on the CAC.

This committee would be subject to Brown Act requirements.

Project Management Team

A staff Project Management Team (PMT) will be assembled to initiate the process and provide professional guidance throughout the effort. The PMT would include the Town Manager, the Community Services Director, and the Public Works Director. The PMT may include other staff as needed. The MPCAC will be tasked with designing and conducting all community engagement activities related to the playground work and will assist in fundraising for the identified improvements.

FISCAL IMPACT

The formation of this Community Advisory Committee will be completed using only staff time. There is not a request for funding at this time. It is expected that the outcome of the committee's work will include cost estimates for playground design consultation along with funding to complete the identified repair and improvement projects.

ENVIRONMENTAL IMPACT

This activity is not a project and is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15378 (b)(4) of the CEQA Guidelines, because it involves governmental activities, which does not involve any commitment to any specific project which may result in a

potentially significant physical impact on the environment.

A handwritten signature in black ink, appearing to read 'Danielle Mauk'. The signature is stylized with a large loop and a horizontal line at the end.

Respectfully submitted,
Danielle Mauk
Community Services Director