



Parks and Recreation Meeting Minutes | March 16th, 2021

1. Meeting Called to Order at 7:05 PM

2. **Roll Call:** *Kerr, Lafrenz, Frost, Overaa, Lynch, Cerio, Trahan, Wu*

3. **Approval of Minutes – February 16th, 2021: Approved**

4. **Open Time for Public Expression: None**

5. Parks Report

- a. *AJ Shaw* gave an update on the park improvements. He shared pictures of public works preparing the baseball fields for use this spring, cleaning up graffiti around Memorial park, and weeding. They are also putting in new signage for Memorial Park. They have a long to-do list for Creek Park, mostly clean-up and maintenance at this time, with larger projects to be deferred until the bridge is fixed. The brick walls at Robson Harrington park will be repaired piece by piece.

6. Discussion Items

a. Memorial Park updates: fields, playground, and skate park

Fields: In about 6 weeks the bids for the field improvements will be in. There is a \$675K budget to do the work, which will begin in August and run through March 2022.

Improvements will include new irrigation, improved drainage, and new turf. The fields will be enclosed by a fence from August 2021 through March 2022 to allow the new turf to take hold. Playground: The improvements of the playground will take place in 2 phases. First phase is improvement and repairs for safety of the playground. The Town will provide funding for this work. The Memorial Park Playground Community Advisory Committee will host 5 work parties on consecutive Saturdays starting April 17th, Sean Condry, Director of Public Works, will coordinate with a playground expert (Ron Holthuysen) to assess the work to be done each week. *Jan Wu* will coordinate the volunteers. We are requesting that each Commissioner come up with names of contractors/skilled workers that they feel might be willing to volunteer to help with the repairs. The PRC is to meet on March 30th to discuss further.

Skate Park: Work on repairs will begin the first week of April. Costs will be kept to approximately \$20k. There is a gathering March 18th for skate park users to offer their input on improvements to the park. Will Hutchinson of Proof Lab will coordinate the repairs with Sean Condry. Lisa Graham is coordinating the effort to obtain design options for a concrete skate park. A 501c3 has been set up for the fundraising.9

7. Financial Report



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Mauk gave the financial report. 66% of the fiscal year has passed. The Recreation Department is at 44% of projected revenue and 48% of projected expenditures. The department is currently at a \$127,677 deficit and using its reserves to balance the budget.

8. Election for Chair & Vice Chair

Kerr proposed that the chair and vice chair serve one-year terms with the vice chair becoming the chair at the end of the one-year term. *Cerio* moved to approve the proposal; seconded by *Lafrenz*. Motion was approved. A motion to appoint *Kerr* as chair was seconded by *Lafrenz*. Motion was approved. A motion to appoint *Cerio* as vice chair was seconded by *Lafrenz*. Motion was approved.

9. Staff Updates

Our summer guide is online now. This guide was created in house to be more cost effective. Most summer camps are almost sold out. We are opening the gym this month, and baseball opening day is this weekend. The Easter Bunny is coming to San Anselmo on the back of a truck and driving through neighborhoods the week before Easter. Age Friendly and Cedars are teaming up for a community art project in Imagination Park called "Wish Upon a Star." Recreation is still discussing options for a COVID friendly Country Fair Day.

10. Commission comments & questions, requests for future agenda items:

Meeting Adjourned at 8:16 PM. CD