

MINUTES OF THE REGULAR MEETING  
LARKSPUR PARKS AND RECREATION COMMISSION  
JUNE 19, 2008

COMMISSION:       PRESENT: Chair McNally, Blauvelt, Matteo

                          ABSENT: Hauser

STAFF:               PRESENT: Recreation Supervisor Whitley

Chair McNally called the meeting to order at 7:30 p.m.

APPROVAL OF CONSENT CALENDAR

Approval of Minutes of May 15, 2008

M/s Blauvelt-Matteo, to approve the minutes of May 15, 2008 as corrected.

Ayes: All

OPEN TIME

There were no comments.

BUSINESS ITEMS

1. Revisions to Landscape Plan at Miwok Park

Mr. Michael Hooper, representing Campus Properties, discussed the update to the landscape plan. He noted the project was on hold until the issue regarding the removal of the contaminated soil was resolved. Chair McNally asked if the hotel portion of the project would be located on the former Ross Valley Sanitary District site. Mr. Hooper stated "yes". The property is a total of 10.5 acres and is contained within three parcels. They are waiting for the Department of Toxic Substance Control (DTSC) to sign off on the clean up. He placed the construction plans on the dais for the Commission to review and stated there were three differences. He noted the City approved the Ecumenical Association for Housing (EAH) portion of the project and inadvertently approved their landscape plan with trees in the same location as the Campus Properties landscape plan. He revised the plan to move the same number of trees from the City easement to another location. In addition, while preparing the improvement plans for the residential portion of the project they found four Heritage trees that were leaning or in a state of decay. He noted they need to ask for approval to remove those four Heritage trees since these trees were not on the original application. Chair McNally asked if that approval would go to the Planning Commission. Mr. Hooper stated "yes" but the Planning Director wanted feedback from the Commission. He pointed out the four trees on the plans. He noted

since they were removing four additional trees the number of replacement trees would increase by eight to ten. Chair McNally asked what kind of trees would be planted. Mr. Hooper stated it would be a variety of species and sizes. He stated the Cottage Cooperative Nursery School would be celebrating their 60<sup>th</sup> Birthday and they asked Campus Properties to plant a tree. Campus Properties agreed to plant six trees for the Cooperative since they have some trees to spare. The plan needs to be modified to conform to what he has described and they need to submit the landscape and irrigation plans to Marin Municipal Water District (MMWD). He discussed the studies that were performed regarding the safety of the dam near Tubb Lake. Commissioner Matteo asked Mr. Hooper to point out the location of Tubb Lake on the plans. Mr. Hooper stated they were asked to design an emergency silt collection system and it turned out to be a 42" seat wall. Commissioner Blauvelt asked if it would be masked by the trees. Mr. Hooper stated "yes" but it will look like a concrete seat.

Chair McNally thanked Campus Properties for being so accommodating to the City and the surrounding neighbors.

It was the consensus of the Commission to support the removal of the additional four Heritage trees.

M/s Matteo-Blauvelt, to accept the amended landscape plan submitted by Campus Properties.

Ayes: All

## 2. Discussion of Activities for Centennial Event on July 12, 2008

Commissioner Blauvelt asked for ideas for some old fashioned fun and games prior to the July 12<sup>th</sup> Movies in the Moonlight. She stated the idea was to have some games and food for kids and adults a couple hours before the movie started. She stated simplicity was the key. She suggested the following games: 1) bean bag toss, 2) three-legged race; 3) sack races; 4) tug of war. Recreation Supervisor Whitley suggested holding the three-legged race for the kids only. Commissioner Blauvelt suggested an egg toss and Recreation Supervisor Whitley stated they should be hard-boiled and not raw. Chair McNally suggested a water balloon toss. Commissioner Blauvelt asked Recreation Supervisor Whitley how he envisioned the event (kids vs. kids, mixing it up, etc.) Recreation Supervisor Whitley stated it would be a very fun event for parents to do with the kids. Commissioner Blauvelt stated they could easily put together five or six games. Commissioner Matteo asked if the games would be going on at the same time. Recreation Supervisor Whitley stated if they wanted the event to last for a couple of hours they should do them one at a time. He stated staff has arranged for two Recreation Department employees to assist in running the event. Chair McNally asked how the event would be advertised. Recreation Supervisor Whitley stated staff has access to the Hall Middle School reader board, on the City Website, and through the department summer camps. Commissioner Blauvelt asked if flyers could be distributed to the local businesses. Recreation Supervisor Whitley stated "yes". He stated the movie being shown that night would be 'Surfs Up' and was being sponsored by Dennis and Susan

Gilardi. They often bring popcorn and goodies for everyone. Commissioner Blauvelt asked if they could have a popcorn machine. Recreation Supervisor Whitley stated “yes”. Commissioner Blauvelt stated the manager of Red Robin had stated he would like to supply some ice cream. Chair McNally asked when the movie starts. Recreation Supervisor Whitley stated around 9:00 p.m. Chair McNally stated they should start the games around 7:00 p.m. Commissioner Blauvelt stated the Yankee Pier Restaurant would provide “box lunches”. The Commissioner discussed the issue regarding prizes and decided that everyone should get one since it was a community event. The Commission decided to meet at the park several days before the event for planning purposes.

## RECREATION DIRECTOR’S ORAL REPORT

Recreation Supervisor Whitley reported that Recreation Director Wilkinson sat on a two-day oral board for the Corte Madera Recreation Director position. There was a strong field of seven candidates. Session One of the Ross Valley Summer School will start on Monday the 23<sup>rd</sup> with Session Two ending on July 18<sup>th</sup>. The program will be held at Hall Middle School for the 1<sup>st</sup> through 6<sup>th</sup> graders and Neil Cummins for the pre-k and kindergarteners. There are over 475 students registered. The Art ‘n Sport Camp started on Monday the 16<sup>th</sup> and is open to kids from 5 to 10 years old. The camp has a very energetic staff and is held in Piper Park. He reported that the City of Larkspur, unlike some municipalities in Marin, has a balanced budget. The first Movies in the Moonlight will occur on Saturday, June 21<sup>st</sup> with a showing of “The Bee Movie”. The bids for the Magnolia Avenue Park Project are out and the deadline is July 8<sup>th</sup> at 3:00 p.m. at City Hall. Commissioner Blauvelt asked if the City had to accept the lowest bid. Recreation Supervisor Whitley stated “yes”. The project should be completed sometime in August or September.

## COMMISSIONERS’ REPORTS

Chair McNally stated he would like the Commission to get more involved with other activities, including those that are “green” related. Commissioner Blauvelt agreed. Commissioner Matteo stated he would like to get more engaged with the Public Works/Parks Department activities.

Commissioner Blauvelt discussed the possible purchase of some land in Corte Madera by the City for a new corporation yard.

The Commission wished Supervisor Whitley a Happy Birthday !!

## ADJOURNMENT

The meeting was adjourned at 8:43 p.m.  
Respectfully submitted,

Toni DeFrancis  
Recording Secretary