



**PARK AND RECREATION COMMISSION
AUGUST 8, 2024 AT 6:00PM**

In-Person:
SAN RAFAEL COMMUNITY CENTER LOUNGE
618 B STREET, SAN RAFAEL, CALIFORNIA

Participate Virtually:
Watch on Zoom Webinar: <https://tinyurl.com/PRC-8-8-2024>
Listen by phone: (669) 444-9171
ID: 841 0672 5048#

AGENDA

CALL TO ORDER

MINUTES

1. Approve regular meeting minutes of June 20, 2024

Recommended Action – Approve as submitted

OPEN TIME FOR PUBLIC EXPRESSION

The public is welcome to address the Commission at this time on matters not on the agenda that are within its jurisdiction. Comments may be no longer than three minutes and should be respectful to the community.

SPECIAL PRESENTATIONS

2. Introduction of Daniel Avalos, Assistant Library & Recreation Director, Library Division

OTHER AGENDA ITEMS

If necessary to ensure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

3. Other Agenda Items:
 - a. Proposed Design for Peacock Gap Park Playground Renovation Project

Recommended Action: Receive and Comment

STAFF LIAISON REPORT

4. Schedule of Upcoming Events and Staff Liaison Report

COMMISSIONER REPORTS

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

ADJOURNMENT

Any records relating to an agenda item, received by a majority or more of the Commission less than 72 hours before the meeting, shall be available for inspection online and in the San Rafael Community Center, 618 B St., San Rafael, CA 94901 placed with other agenda-related materials on the table in front of the San Rafael Community Center prior to the meeting. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing city.clerk@cityofsanrafael.org or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request. To request Spanish language interpretation, please submit an online form at <https://www.cityofsanrafael.org/request-for-interpretation/>.



Watch on Zoom:
<https://tinyurl.com/PRC-6-20-2024>
Telephone: (669) 900-9128
Meeting ID: 841 0672 5048

CALL TO ORDER

Vice Chair Sandoval called the meeting to order at 6:03 p.m.

ROLL CALL

Present: Commissioner Emerson (Arrived 6:05)
Commissioner Gutierrez
Commissioner Pasternak
Vice Chair Sandoval

Absent: Chair Cabrales

Also Present: Craig Veramay, Assistant Library & Recreation Director
Becky Ordin, Senior Administrative Assistant
Darcie Chellew, Recreation Supervisor

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of April 18, 2024

Commissioner Pasternak moved, and Commissioner Gutierrez seconded, to approve the meetings minutes of April 18, 2024.

AYES: Commissioners: Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales, Emerson
ABSTAINED: Commissioners: None

Minutes approved as submitted.

MEETING OPEN FOR PUBLIC EXPRESSION

Public Comment from the audience regarding items not listed on the agenda

Larry Andow with the Peacock Gap Neighborhood Association addressed the Commission.

SPECIAL PRESENTATIONS

2. Introductions/Awards/Recognitions/Presentations

Mr. Veramay presented the Pickleweed Park Enhancement Project update.

Staff responded to questions from the Commission.

Public Comment: None

OTHER AGENDA ITEMS

If necessary, to ensure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

3. Other Agenda Items

a. Tennis Court Access Pilot Program Update

Mr. Veramay introduced Darcie Chellew who presented the Tennis Court Access Pilot update.

Staff responded to questions from the Commission.

Public Comment: None

Commissioner Gutierrez moved, and Commissioner Emerson seconded to accept the Tennis Court Access Pilot Program Report.

AYES: Commissioners: Emerson, Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales
ABSTAINED: Commissioners: None

Motion passes.

STAFF LIAISON REPORT

4. Staff Liaison Report.

Mr. Veramay shared that the Summer activity guide was mailed out.

The Childcare school-year programs have ended and have transitioned to their Summer programs. Per ongoing discussions with the San Rafael City School District, the Coleman Childcare site has closed, and staff have worked with the school to transition students into an alternative on-site program. The Glenwood childcare will be moving into the Multipurpose room this summer as well. Last night there was a retirement party for Kelly Albrecht. Gaby Farias has been promoted into the Senior Recreation Supervisor position, overseeing the Childcare division.

The Terra Linda Park and Community Center Enhancement Plan is underway. There were about 20 community members that came to the first outreach meeting. Saturday there will be a pop-up event at Ounces in Terra Linda from 4-6pm. Sunday there will be a pop-up event from 11-2pm at the Terra Linda Park. There is an online survey that will be open until July 7th. There will also be an online Zoom meeting on June 26th at 6:30pm.

There will be an outreach event for the Peacock Gap Playground play area project at the park on Saturday, June 22nd from 1-3pm. The event is in partnership with the Peacock Gap HOA ice cream social.

On Monday, the City Council approved the Measure A budget. We will be looking at temporary playground equipment for Boyd Park. The other large project will be the Peacock Gap playground project.

The Assistant Library Director, Daniel Avalos, has been hired and will start in July.

Public Comment: None

COMMISSIONER REPORTS

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

Commissioner Pasternak attended the Pickleweed Advisory Board meeting, and the board approved all the funding for the Co-Sponsorship programs.

Commissioner Guterrez attended a couple of the baseball games at Albert Park.

Commissioner Sandoval will be attending the Peacock Gap Ice Cream social.

Commissioner Emerson shared the Marin County's Fruit and Veggie Fest is coming up on Saturday, June 29th from 11-2pm. The Marin County Fair is also coming up. The first day of the fair is also the free kids day.

Public Comment: None

ADJOURNMENT

Vice Chair Sandoval adjourned the meeting at 7:06 p.m.

BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS ____ DAY OF _____, 2024

CATHERINE QUFFA, Library & Recreation Director



**August 8, 2024
Item #3a**

**TITLE: PROPOSED DESIGN FOR PEACOCK GAP PARK PLAYGROUND
RENOVATION PROJECT**

RECOMMENDATION:

That the Park and Recreation Commission review the proposed design and preferred playground equipment for the Peacock Gap Park Play Area renovation project and provide comment.

BACKGROUND:

Peacock Gap Park is a neighborhood park located on 4.1 acres of land in the San Pedro Peninsula of San Rafael. Park amenities include a playground, restroom, tennis courts, picnic tables and parcourse. The Park is heavily utilized, centrally located in the Peacock Gap neighborhood. The existing playground structures at the Park have been in place for almost 30 years and are experiencing significant wear and tear due to age and the amount of use they receive. The playground equipment at Peacock Gap Park was assessed as part of the Citywide Park and Recreation Master Plan in 2023, which recommended replacement of the equipment as a near-term priority park project.

In October 2023, the City released a Request For Proposal (RFP) for play area design services and entered into an agreement with RHAA Landscape Architecture + Design in early 2024 to assist the City with design of the new play area. In Spring 2024, the City and consultants collected topographic surveys and prepared preliminary design options. The City completed community outreach for this project in June 2024 and expects to finalize designs by late 2024 with a goal of beginning construction in early 2025 and completing the project by Spring 2025.

DISCUSSION:

After evaluating alternatives and community feedback, the consultants have prepared a recommended site concept and preferred alternative playground equipment design. The proposed design will install new play equipment at both the 2-5 and 5-12 play areas. This work will include the removal of the existing accessory structures, swings, slides, and sand. Sand will be replaced by engineered wood chips (FIBAR).

The pathways near the south parking area and park entrance will be enhanced to improve accessibility and the pathway through the center of the park will be replaced to improve the path of travel. The circular brick bench seating area and trees located between the two play areas will be retained, and the pathways to and from the play areas and restroom will be replaced to improve accessibility and allow for better pedestrian circulation. Additionally, the project will install new benches near the play areas, a new bike parking rack, and a new drinking fountain near the tennis courts.

Attachment 1 provides a visual of the site plan and preferred play equipment. The selected playground equipment was developed based on the community feedback collected in June 2024 via online survey and a community ice cream social event at Peacock Gap Park.

Once the project design is finalized, the City will secure a certified contractor to remove the existing play equipment and install the new facilities. While the final schedule has not yet been determined, we anticipate this work commencing in Winter of 2024-25, and project completion by Spring 2025.

COMMUNITY OUTREACH:

Public Works and the Library and Recreation Departments collected community input via an online survey and a community ice cream social outreach event, held in partnership with the Peacock Gap Homeowners Association, at Peacock Gap Park on June 22nd, 2024. The surrounding community was notified about these opportunities through a postcard that was mailed to households within approximately 1,500ft of the park. Additionally, notices were posted at the park and the City shared the survey link via social media pages, e-newsletters, and through the local neighborhood and homeowners associations. The flyers that were distributed are included in Attachment 2.

The survey gathered opinions about four (4) alternative playground equipment options, as well as the community's opinions about whether the City should continue to have a fence around the 2–5-year-old play area and opinions about two trees located in the 2–5-year-old play area. The online survey had 102 respondents, and more than 89 people participated at the outreach event at the park on June 22nd.

The community feedback favored the playground structures and supplemental elements that have been incorporated into the proposed design. The community also expressed a strong preference to retain the fence at the 2–5-year-old play area, which is also included in the design. The proposal recommends removal of one of two trees currently located within the 2–5-year-old play area. The community had mixed opinions about the two trees. Approximately 40% of respondents were in favor of removing the trees if required. The City's arborist assessed both trees and determined the tree proposed for removal had indicators of poor health. Additionally, the tree is leaning significantly, and would limit the design of the new play area.

FISCAL IMPACT:

The City has encumbered \$880,000 in Measure A funds for the design and construction of this project as part of the Fiscal Year 2024-25 budget. This funding is expected to cover all direct expenditures associated with the project.

Submitted by:



Craig Veramay
Assistant Library and Recreation Director

Attachments:

1. Site Map; Preferred play equipment as chosen by the community
2. Peacock Gap Park Public Meeting Poster and Postcard

Peacock Gap Park Playground Improvements

Site Plan



Map Legend

- 01 / ADA-accessible Parking Stall
- 02 / New Bollards
- 03 / Drinking Fountain
- 04 / New AC Paving
- 05 / New Concrete Paving
- 06 / New Play Equipment
- 07 / New Furnishings

Playground Area Improvements



Map Legend

- 01 / Updated Play Equipment and Fibar Surfacing
- 02 / Accessible Ramp to Play Areas
- 03 / Accessible Pathway to Restroom
- 04 / Existing Brick Paving
- 05 / New Furnishings
- 06 / Re-paved AC Path
- 07 / New Concrete Paving

Proposed Improvements

Preferred Playground Structures



Proposed Improvements

Preferred Playground Structures



2 to 5-year-old playground

Proposed Improvements

Preferred Playground Structures



2 to 5-year-old playground

Proposed Improvements

Preferred Playground Structures



5 to 12-year-old playground

Proposed Improvements

Preferred Playground Structures



5 to 12-year-old playground

PEACOCK GAP PARK

**ICE CREAM
SOCIAL**

**AND COMMUNITY
OUTREACH POP UP EVENT**

Saturday, June 22

1:00PM-3:00PM

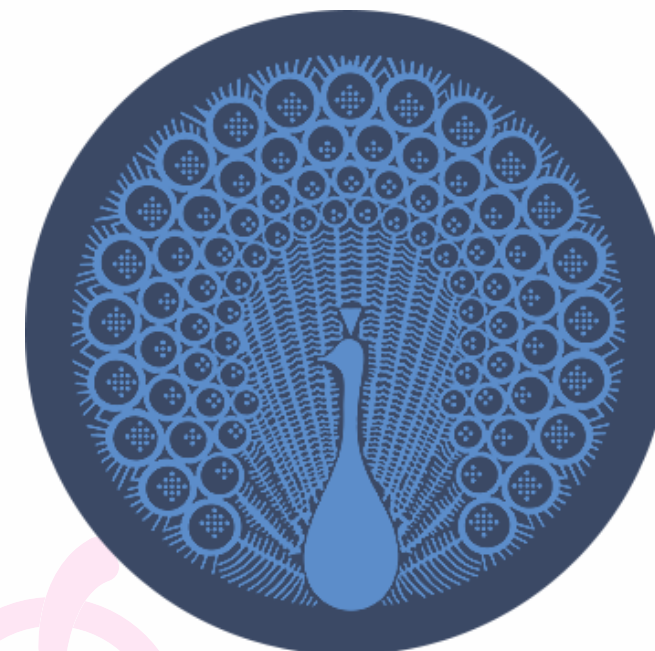
Peacock Drive, San Rafael

We want to hear from you!
Join the City of San Rafael and Peacock Gap HOA
to get the “scoop” on play area improvements
and help us design your park!



Scan the QR code to take
a survey on play area
options!

recreation@cityofsanrafael.org



Peacock Gap Park Play Area Survey

Playground Improvements - Alternative 1

2 to 5-year old playground



5 to 12-year old playground



Playground Improvements - Alternative 2

2 to 5-year old playground



5 to 12-year old playground



Playground Improvements - Alternative 3

2 to 5-year old playground



5 to 12-year old playground



Playground Improvements - Alternative 4

2 to 5-year old playground



5 to 12-year old playground



**We want to hear
from you!**

It's time to update the
Peacock Gap Park
play area.

Use the QR code
below to take our
survey, provide your
feedback, and help us
design your park!

**Scan the
QR code**



SAN RAFAEL
THE CITY WITH A MISSION

Questions?
recreation@cityofsanrafael.org