

**TOWN OF SAN ANSELMO  
STAFF REPORT  
March 21, 2012**

For the Meeting of March 27, 2012

TO: Town Council

FROM: Debra Stutsman, Town Manager

SUBJECT: Volunteer Median Improvements

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**RECOMMENDATION**

That Council receive the proposal regarding using volunteers to redo the Town's central medians from resident Michael Moncayo.

**BACKGROUND**

Town resident Michael Moncayo has been very active as a volunteer in the Town of Corte Madera. He was involved in the remodel of the Corte Madera Recreation Center recently in conjunction with his membership in the Lion's Club. With that project finished, Mr. Moncayo is interested in starting a volunteer effort to redo the San Anselmo medians, most specifically the Sir Francis Drake median from the hub to Bolinas Avenue, the Red Hill median and the median outside the Post Office from Ross to Bolinas Avenues.

**DISCUSSION**

Mr. Moncayo and I discussed this project at length and staff is thrilled to have such an energetic and talented volunteer who is willing to take the lead on such a big project.

As with any project, there are some issues to be worked on that we have also discussed. Included in this area is the liability of volunteers working in the medians, the availability of water in the medians and the future care required given our limited staff.

Liability – Volunteers are covered under the Town's workers compensation self-insurance, as long as they are officially signed up for a project. However, in order to reduce our risk, it is important that we only utilize volunteers in medians where their safety can be appropriately ensured. The more narrow medians, such as on Drake between Tunstead and the hub, do not provide enough protection for volunteers and require extensive traffic control measures to be in place during work. This issue has been discussed with our self-insurance pool administrators, and they are very cautious about the idea of utilizing volunteers in medians due to risk.

Water – We have water in the S.F. Drake median (from Bolinas to the hub). There is no water in the Red Hill median or the Post Office median. There is water at the hub but the pressure is such that it cannot be extended beyond its current parameters.

Care of Medians - We want to ensure that if improvements are made to our medians that we have the capability in house to care for the improvements appropriately. The last thing we want is to have the improvements fall into disrepair. As you know, our Public Works crew is just six people at full staffing, and they are responsible for all of our Town parks, streets and buildings. Ten years ago the crew had twelve people.

## **CONCLUSION**

Staff would like to work further with Mr. Moncayo to have him: a) flesh out his ideas, b) get plans prepared that outline the proposed improvements and specific plants, and c) get a work plan together that would address the insurance/liability concerns. We, unfortunately, have limited staff time to dedicate to this type of an effort, but would do everything possible to assist within our limitations.

Respectfully submitted,



Debra Stutsman  
Town Manager