



# City of Santa Clara

## Meeting Agenda

### Parks & Recreation Commission

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Tuesday, January 19, 2021

7:00 PM

Virtual Meeting

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

Via Zoom:

<https://santaclaraca.zoom.us/j/91316665755>

Meeting ID: 913 1666 5755 or

Phone: (669) 900-6833

The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than ten (10) people gathering. The Chair will be present for the meeting with the staff liaison and commissioners participating remotely.

#### **CALL TO ORDER AND ROLL CALL**

#### **CONSENT CALENDAR**

- 1.A 21-509** [Action on the Parks & Recreation Commission Minutes of the November 17, 2020 Meeting](#)

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the November 17, 2020 Meeting.

#### **PUBLIC PRESENTATIONS**

#### **GENERAL BUSINESS**

- 2. 21-130** [State of California Proposition 68 Competitive Grant Program and Potential City Application for Parkland Acquisition, Development and Rehabilitation Project at Machado Park](#)

**Recommendation:** Discuss and Receive Public Input on the Proposition 68 Competitive Grant Program and Potential City Application for Machado Park Expansion & Rehabilitation Project.

3. 21-28 [Parks & Recreation Commission Work Plan Goals for FY 2020/21](#)

**Recommendation:** Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2020/21 and appoint subcommittee(s) as needed.

**STAFF REPORT**

**COMMISSIONERS REPORT**

**ADJOURNMENT**

*The next meeting will be on Tuesday, February 16, 2021.*

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

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21-509

Agenda Date: 1/19/2021

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### **REPORT TO PARKS & RECREATION COMMISSION**

#### **SUBJECT**

Action on the Parks & Recreation Commission Minutes of the November 17, 2020 Meeting

#### **RECOMMENDATION**

Approve the Parks & Recreation Commission Minutes of the November 17, 2020 Meeting.

Prepared by: Dale Seale, Deputy Director of Parks & Recreation

Approved by: James Teixeira, Director of Parks & Recreation

#### **ATTACHMENTS**

1. Draft - Parks & Recreation Commission Minutes of the November 17, 2020 Meeting



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

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11/17/2020

7:00 PM

Virtual Meeting

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

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The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than ten (10) people gathering.

#### **CALL TO ORDER AND ROLL CALL**

Chair Martinez called the meeting to order at 7:01 PM.

**Present** 7 - Commissioner Andrew Knaack, Chair Joe Martinez, Commissioner George Guerra, Commissioner Burt Field, Vice Chair Eversley Forte, Commissioner Derreck Carter-House, and Commissioner Kelly Gonzalez

#### **CONSENT CALENDAR**

**Commissioner Carter-House made a motion, seconded by Commissioner Forte to approve the consent calendar.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field, Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**1.A** [20-1086](#) Action on the Parks & Recreation Commission Minutes of the October 20, 2020 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the October 20, 2020 Meeting.

#### **PUBLIC PRESENTATIONS**

**GENERAL BUSINESS**

2. [20-1172](#) Consideration of the Proposed Schematic Design for the Fairway Glen Park Restroom Project

**Recommendation:** Recommend City Council Approval of the Fairway Glen Park Restroom Project Schematic Design (Option One, or Option Two) and a Park Master Plan Update to include the proposed restroom building.

**Commissioner Guerra made a motion, seconded by Commissioner Field to recommend City Council approval of the Fairway Glen Park Restroom Project with Option One (green color), and an Update of the Fairway Glen Park Master Plan to include the proposed restroom.**

**Aye:** 5 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , and Commissioner Carter-House

**Nay:** 2 - Vice Chair Forte, and Commissioner Gonzalez

3. [20-1087](#) Introduction of an Integrated Goose Management Plan for Central Park and Recommendation

**Recommendation:** Recommend Council approval of an Integrated Goose Management Plan for Central Park.

**Commissioner Gonzalez made a motion, seconded Commissioner Carter-House to recommend Council approval of an Integrated Goose Management Plan for Central Park.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

4. [20-1079](#) Recommend Eligibility Criteria for the Community Garden Program at the Mini Park Located at 3450 Copper Place

**Recommendation:** Recommend community garden eligibility criteria (geographic proximity, income, age, and residency) in the following priority order: (1) Santa Clara residents living within the Community Facilities District No. 2019-1 (Lawrence Station) boundaries, (2) Santa Clara residents who are Low Income, (3) Santa Clara residents 55 years and older, and/or families with children under age 18, (4) Other City of Santa Clara residents.

**Commissioner Carter-House made a motion, seconded by Commissioner Knaack to recommend approval of community garden eligibility criteria in the priority order presented in the report.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

5. [20-1081](#) Recommend Approval of Proposed Community Garden Guiding Principles & Rules for the Mini Park Located at 3450 Copper Road

**Recommendation:** Recommend that Council approve the Community Garden Guiding Principles & Rules for the Mini Park Located at 3450 Copper Road.

**Commissioner Carter-House made a recommendation, seconded by Commissioner Guerra to recommend that Council approve the Community Garden Guiding Principles & Rules for the Mini Park located at 3450 Copper Road.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

6. [20-1090](#) Recommendation to the Governance and Ethics Committee to Name the New Public Parks located at 5123 Calle Del Sol.

**Recommendation:** Recommend a name for the Governance and Ethics Committee consideration for the New Public Park and/or the New Public Park Plaza located at 5123 Calle Del Sol (Ensemble Residential Project).

**Commissioner Carter-House made a motion, seconded by Commissioner Guerra to recommend the Governance and Ethics Committee consider naming the new public park and new public plaza located at 5123 Calle Del Sol, the Calle Del Sol Micro Plaza.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**STAFF REPORT**

**Deputy Director Seale** provided an update to the Commission on numerous park projects. The Agnew Park Playground Rehabilitation Project is complete including the newly renovated asphalt pathway. The engineering firm for the Bowers Park Roof Project has been tentatively selected. The Commission has recommended approval of the Fairway Glen Park Restroom Project schematic design with Option 1. Fuller Street Park Phase II (sports courts) is now complete and the Department is working on adding fencing along two sides of the sports courts. The Homeridge Park Playground Rehabilitation Project is expected to be completed in December. The construction at Lawrence Station Area Plan (LSAP) park playground is near completion with poured in place surfacing installation this week. The construction meeting at LSAP occurs weekly. Creekside Park in the Santa Clara Square area will be completed in early 2021. The Montague Park Rehabilitation Project plans are at 100% completion, with staff discussing with design team corrections based on lessons learned from recent park projects. Construction of the Raymond G. Gamma Dog Park Rehabilitation Project is on schedule. The Reed & Grant Sports Park fields and the Jerry Marsalli Community Building are complete and awaiting final inspection to be followed by the issuance of a certificate of occupancy in early December.

**Director Teixeira** informed the Commission about election results, with particular focus on the passage of City of Santa Clara Measure E (Transient Occupancy Tax) that may increase Santa Clara's hotel tax by up to 4% over time to support essential City services, paid by guests staying in hotels. Currently hotels are closed, so it will not have an immediate effect. Long term however, Measure E will provide additional revenue for the City's programming, services, and infrastructure improvements. The Department will be working with partners such as Our City Forest to plant trees and complete volunteer projects in various parks in the near future. Director Teixeira described how the case count and hospitalizations for COVID-19 in the County, State and nation has dramatically increased. The practice of the required health and safety protocols is essential for all in order not to jeopardize the community's access to recreation activities and to stay healthy and safe.

**Recreation Manager Castro** provided the update on recreation programs including the City's Virtual Annual Holiday Tree Lighting with the Kaiser Permanente Intensive Care Unit Team as the "honorary tree lighters" for 2020. The virtual event will be broadcast on social media channels on Friday December 4, 2020. The City's holiday programs registration starts on November 18, 2020 with a virtual visit from Santa, gingerbread house making, etc. The Recreation Division is continuing winter programming activities taking into consideration Santa Clara County is now in the most

restrictive purple tier. All programming is done in accordance with CDC, State of California, and County of Santa Clara health guidelines and protocols. The Department continues to provide essential services as Disaster Service Workers, such as the daily distribution of meals at the Senior Center CPOD and the weekly activation of the Food for Families Salvation Army CPOD on Wednesdays starting on November 18, 2020 until the end of the year.

### **COMMISSIONERS REPORT**

**Commissioner Carter-House:** Visited Lick Mill Park, and Thamien Park, and noticed the increased number of Canada Geese in parks.

**Commissioner Field:** Visited Reed & Grant Sports Park.

**Commissioner Forte:** Visited Mary Gomez Park and received feedback from park patrons about adding one barbecue grill to the picnic area. There was also a request for more public swim time at pool facilities.

**Commissioner Gonzalez:** Visited Santa Clara Youth Soccer Park, and Henry Schmidt Park. She has not noticed signage along the San Tomas Aquino Trail addressing health and safety protocols including social distancing while we cope with the COVID-19 pandemic.

**Commissioner Guerra:** Visited Mary Gomez Park, and Central Park. The services at the International Swim Center are continuing, which is appreciated.

**Commissioner Knaack:** Visited Reed & Grant Sports Park, enjoyed the First Kickoff event and thanked staff and everyone involved for bringing the project to completion.

**Commissioner Guerra made a motion, seconded by Commissioner Forte to cancel the December 15, Parks & Recreation Commission Meeting.**

**Aye:** 6 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field, Vice Chair Forte, and Commissioner Gonzalez

**Nay:** 1 - Commissioner Carter-House

**ADJOURNMENT**

**Commissioner Carter-House made a motion, seconded by Commissioner Gonzalez to adjourn the meeting at 9:12 PM until the next regularly scheduled meeting at 7:00 PM on January 19, 2021.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez



## Agenda Report

21-130

Agenda Date: 1/19/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

State of California Proposition 68 Competitive Grant Program and Potential City Application for Parkland Acquisition, Development and Rehabilitation Project at Machado Park

#### COUNCIL PILLAR

Enhance Community Sports, Recreational and Arts Assets

#### BACKGROUND

On June 5, 2018, State of California voters approved Proposition 68, the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (2018 Bond Act). The 2018 Bond Act provides funding for the Statewide Park Development and Community Revitalization Program (Grant). The Grant will create new parks and recreation opportunities in critically underserved communities in California (see Public Resources Code §§5640 through 5653). The State Grant guidelines (Attachment 1) require a community outreach and input process, a project application, and an authorizing resolution among other supporting documents. The Grant application is due by March 12, 2021.

One of the City Council Pillars is to "enhance community sports, recreation and arts assets." In addition, the City's parks and recreation Facility Condition Assessment (Kitchell, 2018) provided an inventory of existing park buildings and assets in need of rehabilitation/renewal to meet current accessibility, building and safety codes. Over the past several years, Santa Clara has prioritized the rehabilitation of parks and recreation facilities to make them code compliant and accessible while meeting the diverse needs of the increasing resident population by making them more inclusionary, environmentally sustainable, age-friendly, and providing measurably increased play value as well as new desired amenities.

While a short timeline for completion, the City intends to explore submission of an application for a project that may involve the combination of (a) acquisition of new parkland, (b) development of additional recreation features envisioned by the public, and (c) potential renovation of aged park infrastructure. The Parks & Recreation Commission regularly conducts public outreach and community engagement to help identify and prioritize parks and recreation needs and makes recommendations to City Council regarding public park improvements.

#### DISCUSSION

The 3.5 acre Machado Park (Park) has a 1960's era neighborhood recreation building, restrooms, playground, basketball court and picnic-barbecue facilities. The park is located adjacent to Briarwood Elementary School, on which sits underutilized grass and turf areas, as well as fenced baseball fields used by Briarwood/El Camino Little League, and undeveloped/inaccessible connections to the neighborhood. The City completed a Facility Condition Assessment dated January 2018 that

prioritized the Park for renovation (Attachment 2), and a Park Master Plan update dated December 2017 that detailed community prioritized improvements (Attachment 3 and 4). The City was able to complete the playground rehabilitation/expansion in 2020 with limited City Capital Improvement Project funds.

However, not all Machado Park needs were able to be addressed. Aged infrastructure needs can be satisfied through rehabilitation, and additional recreational amenities and opportunities that may be identified through a community-based outreach and design process, provided alternative funding sources can be identified and awarded. However, given that Machado Park is the only neighborhood park in the district, and there are less than 3 acres of parkland per 1,000 residents in the neighborhood (Attachment 5), the additional parkland needs would have to be satisfied through acquisition and dedication of additional public parkland (purchase or long-term lease), and given limited City funding sources, the identification and use of a significant funding source.

The Grant is a competitive grant and staff have reviewed the criteria carefully, discussed a possible application for Machado Park with our State Grant manager and concluded that a Machado Park Project is the most competitive given the potential to acquire additional parkland. Unlike other Prop 68 funding opportunities that are based on per capita, the Grant application will compete with other cities' projects that have more opportunities for park acquisition and/or that are more competitive by virtue of their demographics. In any case, the Grant is a potential source of funding where the State's Grant goals, guidelines and priorities match the City's interests. For example, and subject to formal negotiation and approval, the City could work with the Santa Clara Unified School District (SCUSD) to address limited park acreage by expansion of Machado Park. Grant funds could be used to improve access and community use of underutilized ballfields and grass areas at Briarwood Elementary School Site, or to develop a walking/fitness loop with outdoor gym equipment. The Grant could also fund other community prioritized items such as rehabilitation and expansion of the community building in Machado Park, completion of previously identified items in the Updated Master Plan such as the dog park, and support amenities such as safety lighting, access to off-street parking at Nobili Avenue, and fencing.

To be clear, the City does not have any City funds available for a potential project to address acquisition/expansion, rehabilitation and development of Machado Park without Grant funding. The Grant does not require a match. The competitive Grant process is a very unique opportunity to explore with community input. The City will engage with the community, SCUSD, and a consultant through virtual workshops, online survey, and in-person/on-site opportunities (COVID19 health and safety protocol compliant) in the January-March timeframe to develop a competitive Grant application, proposed site plan and supporting information for Council consideration.

At the January 19, 2021 Parks & Recreation Commission meeting, the Commission will discuss the Grant guidelines, evaluation criteria, community input process, and Machado Park and receive public input including the neighborhood park needs and priorities.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

**PUBLIC CONTACT**

Public contact was made by posting the Parks & Recreation Commission Meeting agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov.

**RECOMMENDATION**

Discuss and Receive Public Input on the Proposition 68 Competitive Grant Program and Potential City Application for Machado Park Expansion & Rehabilitation Project.

Reviewed by: Dale Seale, Deputy Director

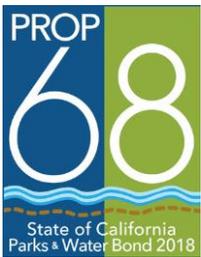
Approved by: James Teixeira, Director of Parks & Recreation

**ATTACHMENTS**

1. Competitive Grant Guidelines
2. Machado Park Facility Condition Assessment 2018
3. Machado Park Master Plan Update and Council Report 2017
4. Presentation December 2017
5. Community Fact Finder

# Statewide Park Development and Community Revitalization Program

July 1, 2020 Round Four  
FINAL APPLICATION GUIDE



California Department of  
Parks and Recreation  
Office of Grants and  
Local Services

# State of California Department of Parks and Recreation

## Office of Grants and Local Services

### DEPARTMENT MISSION

The mission of the California Department of Parks and Recreation (DPR) is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

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### COMMUNITY ENGAGEMENT DIVISION MISSION

Encouraging healthy communities by connecting people to parks, supporting innovative recreational opportunities, embracing diversity, fostering inclusivity, and delivering superior customer service, with integrity for the enrichment of all.

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### THE OFFICE OF GRANTS AND LOCAL SERVICES (OGALS) MISSION

To address California's diverse recreational, cultural and historical resource needs by developing grant programs, administering funds, offering technical assistance, building partnerships, and providing leadership through quality customer service.

### OGALS VISION GOALS

- Proactive in meeting California's park and recreation needs through innovative grant programs and customer service.
- Commitment to providing quality customer service in every interaction and transaction as honest, knowledgeable, and experienced grant administrators.
- Sensitive to local concerns while mindful of prevailing laws, rules, and regulations.
- Responsive to the needs of applicants, grantees, non-profit organizations, local governments, tribes, and legislative members, as partners working to improve the quality of life for all Californians by creating new parks and recreation opportunities.

Cover images of parks created by this program:

Top to bottom, Noyo Headlands Park in Fort Bragg, Boedekker Park in San Francisco (photo by Jeremy Beeton, courtesy of The Trust for Public Land). Inspiration Park in Fresno, Bryce E. Haynes Park in San Bernardino, Serenity Park in Watts, and Rancho Las Flores Park in Coachella.

# Welcome to the Statewide Park Development and Community Revitalization Program (SPP)

## FOREWORD

Since 1965, statewide grants administered by OGALS created and improved over 7,580 parks. We look forward to continuing this legacy with grantees to improve the quality of life for communities throughout California.

Parks are unique places where children can play, families and friends bond, people exercise, seniors socialize, youth are mentored, cultures are celebrated, and everyone connects with nature. For these reasons and more, vibrant parks funded by this program will create humane and healthier communities. Building successful parks in underserved communities is “a work of art.” SPP embraces meaningful engagement with local residents where park designs represent each community’s unique recreation needs and creativity.

SPP is the largest park related grant program in California’s history and possibly U.S. history, with over \$1 billion in funding between the 2018 Prop. 68 and 2006 Prop. 84 Bond Acts. To record the legacy of this program, “before and after” site photos will be featured at [parksforcalifornia.org](http://parksforcalifornia.org). Thank you for your interest.

## APPLICATION GUIDE

Use these guidelines to plan and submit the grant application. The SPP Team is committed to give technical assistance, taking pride in being approachable and informative. Contact information and program updates are at [parks.ca.gov/spp](http://parks.ca.gov/spp).

## CONTACT INFORMATION:

### Office Address:

Calif. Dept. of Parks and Recreation  
Office of Grants and Local Services  
1416 Ninth Street, Room 918  
Sacramento, CA 95814

### Online Application:

Follow instructions for online applications at [parks.ca.gov/spp](http://parks.ca.gov/spp)

**MAIN LINE:** (916) 653-7423

**PROGRAM WEBSITES:** [parks.ca.gov/spp](http://parks.ca.gov/spp) | [parksforcalifornia.org/communities](http://parksforcalifornia.org/communities)

# Revitalizing Communities Statewide

Serenity Park Watts



Rancho Las Flores Coachella



Noyo Headlands Fort Bragg



Inspiration Park Fresno



Bryce E. Haynes Park San Bernardino



Boedekker Park San Francisco



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Words and terms in SMALL CAPS are defined in the back of this guide.

### I. PROGRAM OVERVIEW

#### INTENT

Statewide Park Program (SPP) competitive grants will create NEW PARKS and NEW RECREATION OPPORTUNITIES in CRITICALLY UNDERSERVED COMMUNITIES across California.

#### Proposition 68 Funding

- \$650,275,000 will be distributed throughout multiple ROUNDS.
- Use this Application Guide for each ROUND.

#### LEGACY

Previously, Proposition 84 (2006 Bond Act) funded two ROUNDS:

- \$2.9 billion was requested. \$368 million was awarded.
- Over one hundred new parks were created and twenty existing parks were improved throughout California.

SPP legislation is found in Public Resources Code §§5640 through 5653.

Proposition 68 (2018 Bond Act) continues this program's legacy.

#### ELIGIBLE APPLICANTS

- Cities
- Counties
- DISTRICTS (as defined on page 71)
- JOINT POWERS AUTHORITIES (one member of the JOINT POWERS AUTHORITY must be either an eligible DISTRICT, City, or County)
- NON-PROFITS with 501(c)(3) status

#### TYPES OF PROJECTS

A PROJECT must involve either DEVELOPMENT or a combination of ACQUISITION and DEVELOPMENT to:

1. Create a NEW PARK, or
2. EXPAND an EXISTING PARK, or
3. RENOVATE an EXISTING PARK

All PROJECTS must create or RENOVATE at least one RECREATION FEATURE. Examples of RECREATION FEATURES include but are not limited to the following:

### RECREATION FEATURES (eligible examples)

- ACQUISITION of land:
  - Combined with DEVELOPMENT of a NEW RECREATION FEATURE.
  - OR
  - Already has a RECREATION FEATURE for public use at close of escrow.
- Aquatic center, swimming pool, splash pad, fishing pier or paddling launch site
- Amphitheater/performing arts dance, music, and theater stage
- Athletic fields (soccer regulation or “futbol-rapido”, baseball, softball, football, etc.)
- Athletic courts (basketball, “futsal”, tennis, pickleball, etc.)
- Community gardens, botanical or demonstration gardens and orchards
- Community/Recreation center (only if it will be in or ADJACENT to a PARK)
- Dog park
- Jogging and walking loop, par course, running track
- Non-motorized trail, pedestrian/bicycle bridge, greenbelt/linear PARK
- Outdoor gym exercise equipment (stations fixed into ground)
- Open space and natural area for public recreation use
- Picnic/Bar-B-Que areas
- Playground and tot lot
- Plaza, Zocalo, Gazebo
- Public art (mosaic tiles, sculptures, murals)
- Skate park, skating rink, and BMX or pump track (non-motorized bike tracks)
- Lighting to allow for extended night time use of a RECREATION FEATURE
- Shade structure/COVERED PARK areas over a RECREATION FEATURE to allow for extended day time use

## I. PROGRAM OVERVIEW

### MAJOR SUPPORT AMENITIES (eligible examples)

A PROJECT may also include MAJOR SUPPORT AMENITIES such as:

- Restroom building, snack shack
- Parking lot, staging area, pathway for access to a RECREATION FEATURE
- Landscaping or lighting that will be constructed throughout the PARK

APPLICATIONS where the majority of the TOTAL PROJECT COST is for a MAJOR SUPPORT AMENITY will be less competitive. PROJECTS should create a NEW RECREATION OPPORTUNITY(S) as the primary goal.

APPLICATIONS only for MAJOR SUPPORT AMENITIES are ineligible; a PROJECT must create or RENOVATE at least one RECREATION FEATURE.

### GRANT AMOUNT PER APPLICATION

- Maximum grant request per APPLICATION/PARK: \$8,500,000
- Minimum grant request per APPLICATION/PARK: \$200,000

One PARK = One Application:

Each PARK requires its own, separate APPLICATION. Only one APPLICATION, requesting up to \$8.5 million, may be submitted for the same PARK in the same ROUND.

Multiple PARKS = Multiple Applications:

An APPLICANT may submit multiple APPLICATIONS for different PARKS. An APPLICANT can potentially receive multiple GRANT awards that total more than \$8.5 million in the same ROUND. There is no cap to the amount of grants an APPLICANT may receive per ROUND.

No Match Required:

The GRANT by itself may fund the entire PROJECT.

**AMOUNT AVAILABLE PER ROUND**

\$650,275,000 will be split into multiple ROUNDS as shown below:

Round	State Budget APPROPRIATION DATE = Start of GRANT PERFORMANCE PERIOD	Funding Amount
2019 ROUND	July 1, 2018 (APPROPRIATION DATE)  GRANT PERFORMANCE PERIOD: July 1, 2018 – June 30, 2024	\$254,972,845
2020 ROUND  See <a href="https://parks.ca.gov/spp">parks.ca.gov/spp</a> for future funding announcements	July 1, 2020 - June 30, 2025 GRANT PERFORMANCE PERIOD	\$395,302,155
		<b>Total: \$650,275,000*</b>

A minimum of 20% of funds available (at least \$134,125,000 of the \$650,275,000) will fund PROJECTS that EXPAND or RENOVATE EXISTING PARKS.

\*Of the total \$650,275,000, up to 80% (\$516,000,000) can fund the creation of NEW PARKS.

**APPLICATION DEADLINE FOR EACH ROUND**

The APPLICATION deadline will be unique for each ROUND of SPP and will be announced at [parks.ca.gov/spp](https://parks.ca.gov/spp).

**APPLICATION PROCESS**

1. Review the “Competitive Chart” at [parks.ca.gov/spp](https://parks.ca.gov/spp).
  - The “Competitive Chart” is an important technical assistance tool that outlines what needs to be prioritized and considered for a competitive SPP APPLICATION.
2. Review this guide to understand the competitive APPLICATION requirements in more detail.
3. Participate in the extensive technical assistance methods such as APPLICATION workshops and contacting OGALS SPP experts. See page 56 for a complete list.
4. Review the GRANT ADMINISTRATION GUIDE, including CONTRACT provisions, to understand the requirements if the competitive APPLICATION is selected for funding.

## I. PROGRAM OVERVIEW

5. Send the APPLICATION to OGALS postmarked by the application deadline announced at [parks.ca.gov/spp](https://parks.ca.gov/spp). APPLICATION submittal instructions are found on page 10.
6. As another form of technical assistance, APPLICANTS may be advised to correct or complete documents after the APPLICATION is submitted.
  - Exception: Project Selection Criteria (pages 14– 31) responses must be complete by the APPLICATION deadline. Revisions will not be accepted.
7. The competitive APPLICATION(S) will be evaluated and ranked based on Project Selection Criteria responses. GRANT award decisions will be announced approximately five months after the application deadline. APPLICANTS will receive either a GRANT award or GRANT denial letter.

### GRANT ADMINISTRATION PROCESS AND PERFORMANCE PERIOD

1. APPLICANTS who receive a grant award letter from OGALS must attend a mandatory GRANT ADMINISTRATION workshop.
2. After the mandatory workshop, OGALS will send a CONTRACT to the APPLICANTS.
3. After a signed CONTRACT is returned and signed by the State, the APPLICANT becomes a GRANTEE. The GRANTEE will receive a deed restriction/grant notice to record on the title to the property if the GRANTEE owns the land. The deed restriction/grant notice refers to the CONTRACT that requires GRANTEES to ensure operation and maintenance of the PROJECT SITE for 30 years.
4. The GRANT PERFORMANCE PERIOD starts with the APPROPRIATION DATE. If the grant is awarded, PRE-CONSTRUCTION COSTS dating back to the APPROPRIATION DATE may be reimbursed.
5. PROJECT COMPLETION is at least three months before the end of the GRANT PERFORMANCE PERIOD.
6. Send the final payment request to OGALS at least three months before the end of the GRANT PERFORMANCE PERIOD. This gives time for OGALS to review the payment documents, conduct a final site inspection, and process the final payment through the State Controller's Office.
7. The CONTRACT requires GRANTEES to ensure operation and maintenance of the PROJECT SITE for 30 years. The 30-year period begins with the APPROPRIATION DATE.
8. Each ROUND will have a unique GRANT PERFORMANCE PERIOD based on the APPROPRIATION DATE. Dates for each round will be posted at [parks.ca.gov/spp](https://parks.ca.gov/spp).

# Community Park Beautification



Before



After



After

From blighted land to a vibrant park with soccer and play areas.  
Shown above: Vacant land before, becomes Benito Juarez Park, after.



Before



After

A restroom's exterior is enhanced to tell the community's story.  
Left: Noyo Headlands Park, before. Right: Noyo Headlands Park, after.

## II. Application Package

This section (pages 10 to 52) provides detailed guidance to complete the APPLICATION.

As a reminder, each PROJECT SITE requires its own separate APPLICATION.

Please follow these five instructions to prepare the APPLICATION.

- 1. Use the Application Checklist on the next page to organize the APPLICATION.**
  - Checklist items 1-13 are required for all APPLICATIONS.
  - Checklist item 14 is only required for NON-PROFIT APPLICANTS.
  - Checklist item 15 is required for APPLICANTS who choose to follow the Conservation Corps Consultation Process.
  - If an item is pending, submit a placeholder that describes the next steps for completion with dates. The Project Selection Criteria (Checklist item 2) must be complete by the APPLICATION deadline.
- 2. Provide a Table of Contents** based on the Checklist on the next page.
  - Each document will be uploaded separately using the online application system. Please do not mail a paper copy of the APPLICATION. Only submit the application online at [parks.ca.gov/spp](https://parks.ca.gov/spp).
- 3. Send only the items requested in the Checklist.** Do not send supplementary materials, such as PowerPoint presentations or letters of support.
- 4. Submit one APPLICATION for each PROJECT SITE.**
  - Please keep at least one copy for your records. Original signatures are not required.
- 5. Instructions for online paperless submittals will be posted** at [parks.ca.gov/spp](https://parks.ca.gov/spp).

The APPLICATION must be submitted online by the ROUND'S APPLICATION due date announced at [parks.ca.gov/spp](https://parks.ca.gov/spp).

**APPLICATION CHECKLIST**

Use the checklist below to organize the APPLICATION. Directions and forms for each Checklist item can be found on the page number listed below.

<b>APPLICATION Item</b> <input checked="" type="checkbox"/>	<b>Application Guide Page Number</b>	<b>Signed by Authorized Representative</b>	
<input type="checkbox"/>	1. Application Form	Pg. 12	<input type="checkbox"/>
<input type="checkbox"/>	2. Project Selection Criteria	Pg. 14	N/A
<input type="checkbox"/>	3. Community FactFinder Report and Handbook Form	Pg. 33	<input type="checkbox"/>
<input type="checkbox"/>	4. Resolution	Pg. 35	N/A
<input type="checkbox"/>	5. Grant Scope/Cost Estimate Form	Pg. 37	<input type="checkbox"/>
<input type="checkbox"/>	6. Funding Sources Form	Pg. 39	<input type="checkbox"/>
<input type="checkbox"/>	7. Project Timeline Form	Pg. 42	<input type="checkbox"/>
<input type="checkbox"/>	8. Applicant Capacity	Pg. 45	N/A
<input type="checkbox"/>	9. California Environmental Quality Act (CEQA) Compliance Form	Pg. 46	<input type="checkbox"/>
<input type="checkbox"/>	10. Project Site Ownership, Acquisition, or Lease	Pg. 48	N/A
<input type="checkbox"/>	11. Concept Level Site Plan	Pg. 49	N/A
<input type="checkbox"/>	12. Photos and Copyright License Agreement	Pg. 49	N/A
<input type="checkbox"/>	13. Project Location Map	Pg. 51	N/A
<input type="checkbox"/>	14. NON-PROFIT APPLICANT Requirements (only for NON-PROFIT APPLICANTS)	Pg. 51	N/A
<input type="checkbox"/>	15. CONSERVATION CORPS Consultation Review (optional)	Pg. 51	N/A

### PROJECT APPLICATION FORM (CHECKLIST #1)

A “fillable” APPLICATION Form is available at [parks.ca.gov/spp](https://parks.ca.gov/spp).

The AUTHORIZED REPRESENTATIVE will certify on this form that the information contained in the APPLICATION packet is accurate.

For the “Project Site Name and Physical Address”, if a physical address is not available, please provide the latitude and longitude coordinates according to Google maps.

People to List on the Form:

- The “AUTHORIZED REPRESENTATIVE” is the position that signs all forms in the APPLICATION packet.
- The “Application Contact” is the day-to-day administrator who can answer detailed questions about the PROJECT and documents in the APPLICATION.
- The “Grant Contact” will be the lead contact for GRANT administration if it is selected for funding. The “Application” and “Grant” contact may be the same person.

# PROJECT APPLICATION FORM (CHECKLIST #1)

State of California – The Natural Resources Agency  
 DEPARTMENT OF PARKS AND RECREATION  
 Statewide Park Development and Community Revitalization Program of 2018

## PROJECT APPLICATION FORM

<b>PROJECT NAME</b>		
<b>REQUESTED GRANT AMOUNT</b>	\$ _____	
<b>OTHER FUNDING SOURCES</b>	\$ _____	
<b>TOTAL PROJECT COST</b>	\$ _____	
<b>PROJECT SITE NAME and PHYSICAL ADDRESS</b> where project is located (including zip code)	<b>PROJECT SITE OWNERSHIP</b> ( <input checked="" type="checkbox"/> all that apply) <input type="checkbox"/> Owned in fee simple by APPLICANT <input type="checkbox"/> Proposed Acquisition of _____ acres <input type="checkbox"/> Available (or will be available) under a _____ year lease or easement <input type="checkbox"/> TURN-KEY Project	
<b>NEAREST CROSS STREETS</b>		
<b>COUNTY OF PROJECT LOCATION</b>		
<b>APPLICANT NAME</b> (entity applying for the grant) <b>and MAILING ADDRESS</b>		
<b>AUTHORIZED REPRESENTATIVE</b> as shown in Resolution		
Name ( <i>typed or printed</i> ) and Title	Email address	Phone
<b>APPLICATION CONTACT</b>		
Name ( <i>typed or printed</i> ) and Title	Email address	Phone
<b>GRANT CONTACT</b> For administration of grant if awarded ( <i>if different from</i> AUTHORIZED REPRESENTATIVE)		
Name ( <i>typed or printed</i> ) and Title	Email address	Phone
<b>GRANT SCOPE</b> I represent and warrant that this APPLICATION describes the intended use of the requested GRANT to complete the items listed in the attached Grant Scope/Cost Estimate Form. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION, including required attachments, is accurate.		
Signature of AUTHORIZED REPRESENTATIVE as shown in Resolution		Date
Print Name _____	Title _____	

# PROJECT SELECTION CRITERIA (CHECKLIST #2)

## PROJECT SELECTION CRITERIA (CHECKLIST #2)

### OVERVIEW

Structure your response to follow the same numbered and lettered order of the Project Selection Criteria. A template to structure the response titled “Outline for Project Selection Criteria Response” is available at [parks.ca.gov/spp](https://parks.ca.gov/spp).

The Project Selection Criteria are used to rank all statewide APPLICATIONS.

APPLICANTS are encouraged to conceptualize a new project based on the Project Selection Criteria. Technical Assistance tips are included starting on page 56.

The maximum score is 100 points.

- All competing APPLICATIONS start with 0 points.
- Points are gained through the Project Selection Criteria.

PROJECT SELECTION CRITERIA		MAX POINT VALUE
<b>PROJECT LOCATION</b>		
1.	Critical Lack of PARK SPACE	15
2.	Significant Poverty	16
3.	Type of Project	10
<b>COMMUNITY ENGAGEMENT</b>		
4.	Community Based Planning	18
5.	Employment or Volunteer Opportunities	6
6.	Partnerships or Committed Funding	3
<b>OPERATION AND MAINTENANCE CONSIDERATIONS</b>		
7.	Environmental Design	7
8.	Public Use Fees and Hours of Operation	5
<b>SUMMARY ABOUT PROJECT NEED, BENEFITS, AND READINESS</b>		
9.	Community CHALLENGES, Project Benefits and Readiness	20
<b>MAXIMUM SCORE</b>		<b>100</b>

**PROJECT SELECTION CRITERION #1 - CRITICAL LACK OF PARK SPACE**

Use the California State Parks Community FactFinder at [ParksforCalifornia.org/communities](https://ParksforCalifornia.org/communities) to provide information about the critical lack of PARK SPACE within PROXIMITY (a half-mile radius) of the PROJECT SITE. Answer the following:

What is the ratio of PARK acreage per 1,000 RESIDENTS within PROXIMITY of the PROJECT SITE according to the Community FactFinder Report?

Use this chart format to structure the response:

<b>Ratio of PARK acreage per 1,000 residents according to the FactFinder report</b>	<b>FactFinder Report ID Number</b> (found on the top right corner of the report)
---	--

<b>POINTS</b> <i>The scale below shows that 15 points will be given to PROJECTS in PROXIMITY to CRITICALLY UNDERSERVED COMMUNITIES having the lowest ratio of PARK SPACE per 1,000 RESIDENTS when compared with all statewide APPLICATIONS. OGALS will develop a competitive statewide list representing the PARK SPACE per 1,000 RESIDENTS of all APPLICATIONS in ranking order, from lowest to highest.</i>	
	<b>Points</b>
Lowest 10% on the ranked list	15
From 11%-20% on the ranked list	13
From 21%-30% on the ranked list	11
From 31%-40% on the ranked list	9
From 41%-60% on the ranked list	7
From 61%-80% on the ranked list	5
From 81%-100% on the ranked list	3
No information provided.	0
The PROJECT SITE'S half-mile radius has a ratio of more than 3 acres of PARK SPACE per 1,000 residents <u>AND</u> the community has a median household income above \$56,982.	Ineligible

A community's CHALLENGES beyond the ratio of park acres per 1,000 residents can be further explained in Criterion 9(A) on page 31.

Technical assistance is available on page 57.

**PROJECT SELECTION CRITERION #2 - SIGNIFICANT POVERTY**

Using the same California State Parks Community FactFinder Report from Project Selection Criteria 1, provide information about significant poverty within PROXIMITY of the PROJECT SITE by answering (A) and (B) below:

**A.** What is the median household income within PROXIMITY of the PROJECT SITE according to the Community FactFinder Report?

Use this chart format to structure the response:

<b>Median Household Income according to the Factfinder report</b>	<b>FactFinder Report ID Number</b> (found on the top right corner of the report)
---	--

<b>POINTS</b> <i>The scale below shows that up to 11 points will be given to PROJECTS in PROXIMITY to CRITICALLY UNDERSERVED COMMUNITIES having the lowest median household incomes compared with all APPLICATIONS. OGALS will develop a competitive statewide list representing the median household incomes of all APPLICATIONS in ranking order, from lowest to highest.</i>	
	<b>Points</b>
Lowest 10% on the ranked list	11
From 11%-20% on the ranked list	9
From 21%-40% on the ranked list	7
From 41%-60% on the ranked list	5
From 61%-80% on the ranked list	3
From 81%-100% on the ranked list	1
No information provided.	0
The PROJECT SITE'S half-mile radius has a ratio of more than 3 acres of PARK SPACE per 1,000 residents <u>AND</u> the community has a median household income above \$56,982 (80% of the statewide average).	Ineligible

A community's CHALLENGES beyond the median household income can be further explained in Criterion 9(A) on page 31.

Technical assistance is available on page 57.

**B.** What is the number of people living below poverty within PROXIMITY of the PROJECT SITE according to the Community FactFinder Report?

Use this chart format to structure the response:

<b>Number of People Living in Poverty according to the Factfinder report</b>	<b>FactFinder Report ID Number</b> (found on the top right corner of the report)
--	--

**POINTS** *The scale below shows that up to 5 points will be given to PROJECTS in PROXIMITY to CRITICALLY UNDERSERVED COMMUNITIES having the highest number of people below the poverty level compared with all APPLICATIONS. OGALS will develop a statewide list representing the number of people living in poverty of all APPLICATIONS in ranking order, from highest to lowest.*

	<b>Points</b>
Highest 10% on the ranked list	5
From 11% to 20% on the ranked list	4
From 21% to 50% on the ranked list	3
From 51% to 80% on the ranked list	2
81% to 100% on the ranked list	1
No information provided.	0

A community’s CHALLENGES beyond the number of people living in poverty can be further explained in Criterion 9(A) on page 31.

Technical assistance is available on page 57.

**PROJECT SELECTION CRITERION #3 - TYPE OF PROJECT**

Use the following format to explain if the PROJECT will create a NEW PARK, or EXPAND an EXISTING PARK, or RENOVATE an EXISTING PARK:

<p><b>TYPE OF PROJECT</b> <b>(check one of the following)</b></p>	<p><b>QUALIFIERS</b> <b>(respond based on the type of project)</b></p>
<p><input type="checkbox"/> NEW PARK</p>	<p>Describe how the PROJECT SITE qualifies as a NEW PARK by answering the following:</p> <p>A) What was the use of the PROJECT SITE prior to the SPP APPLICATION due date? Describe how the property to be developed into a NEW PARK was not used as a PARK and did not exist as a PARK before the current ROUND'S APPLICATION due date. Explain how the PARK is not ADJACENT to EXISTING PARK SPACE.</p>
<p><input type="checkbox"/> EXPAND an EXISTING PARK</p>	<p>Describe how the PROJECT SITE qualifies as an EXPANSION of an EXISTING PARK by answering the following:</p> <p>A) What was the use of the EXPANSION property prior to the current ROUND'S APPLICATION due date? Why is the EXPANSION property currently not considered part of the existing ADJACENT PARK boundary?</p> <p>B) Describe why the EXPANSION is needed to complement the ADJACENT EXISTING PARK.</p>
<p><input type="checkbox"/> RENOVATE an EXISTING PARK (EXPANSION is not applicable)</p>	<p>Describe how the PROJECT qualifies as a RENOVATION of an EXISTING park by answering the following:</p> <p>A) What RECREATION FEATURE(s) will be added or renovated in the existing PARK?</p> <p>B) Why is it not feasible or desired to create a NEW PARK in a CRITICALLY UNDERSERVED COMMUNITY, or add NEW PARK SPACE ADJACENT to the proposed PROJECT SITE?</p>

## PROJECT SELECTION CRITERION #3 TYPE OF PROJECT

<b>POINTS</b> <i>The scale below shows 10 points are given to PROJECTS that create NEW PARKS.</i>	
	<b>Points</b>
The PROJECT will create a NEW PARK. The property to be developed into a NEW PARK was not used as a PARK and did not exist as a PARK before the current ROUND'S APPLICATION due date. It is not ADJACENT to EXISTING PARK SPACE.	10
The PROJECT will EXPAND an EXISTING PARK. The EXPANSION property is not PARK SPACE and has not been part of the ADJACENT PARK before the current ROUND'S APPLICATION due date.	8
The PROJECT will add or RENOVATE at least one RECREATION FEATURE in an EXISTING PARK. The PROJECT will not EXPAND an EXISTING PARK or create a NEW PARK. The APPLICANT described why it is not feasible or desired to create a NEW PARK or EXPAND an EXISTING PARK.	7
The PROJECT will add or RENOVATE at least one RECREATION FEATURE in an EXISTING PARK. The PROJECT will not EXPAND an EXISTING PARK or create a NEW PARK. The APPLICANT did not describe why the creation of a NEW PARK or EXPANSION of a park is not feasible or desired.	6
PROJECT does not add or RENOVATE a RECREATION FEATURE.	Ineligible

Technical assistance is available on page 58.

**PROJECT SELECTION CRITERION #4 - COMMUNITY BASED PLANNING**

Describe how the APPLICANT or partnering community-based organization(s) made current efforts to engage RESIDENTS to DESIGN the PARK. Use A and B to plan the MEETING location schedule and outreach. Use the three DESIGN goals in C to gather RESIDENTS’ ideas at the meetings. Part C encourages project enhancements that reflect the RESIDENTS’ unique needs and creativity. Photos of MEETINGS are preferred (see Checklist Item 12, page 49).

- A.** How many MEETINGS occurred in the CRITICALLY UNDERSERVED COMMUNITY? Describe why the MEETING locations and times were convenient for RESIDENTS with various employment and family schedules and lack private transportation. If meetings occurred before June 5, 2018 (passage of Prop 68 Bond Act), they may also be listed for historical reference.

Use the chart format below to list the details of each MEETING that occurred in the CRITICALLY UNDERSERVED COMMUNITY.

MEETING Date/Year	MEETING Type, Venue, Address	Times (am/pm)	Day of Week	Description of MEETING location/time convenience
-------------------	------------------------------	---------------	-------------	--

**POINTS** *The scale below shows that up to 4 points will be given for the amount and convenience of MEETINGS that occurred in the CRITICALLY UNDERSERVED COMMUNITY.*

	Points
The APPLICANT or partners facilitated at least five MEETINGS, between June 5, 2018 and the APPLICATION deadline, to obtain ideas from the RESIDENTS. The MEETINGS were located within the CRITICALLY UNDERSERVED COMMUNITY, or within a convenient distance for RESIDENTS without private transportation. At least two of the MEETINGS occurred on a weekend or in the evening.	4
Four or three MEETINGS, between June 5, 2018 and the APPLICATION deadline, were located within the CRITICALLY UNDERSERVED COMMUNITY or within a convenient distance for RESIDENTS without private transportation. One of the MEETINGS occurred on a weekend or in the evening.	2
Two or one MEETINGS, between June 5, 2018 and the APPLICATION deadline, were located within the CRITICALLY UNDERSERVED COMMUNITY or within a convenient distance for RESIDENTS without private transportation. One of the MEETINGS occurred on a weekend or in the evening.	1
MEETINGS were not located within the CRITICALLY UNDERSERVED COMMUNITY or within a convenient distance for RESIDENTS without private transportation. Or, none of the MEETINGS occurred during a weekend or an evening. Or, the MEETINGS did not occur between June 5, 2018 and the APPLICATION deadline.	0

Technical assistance is available on page 59.

## PROJECT SELECTION CRITERION #4 COMMUNITY BASED PLANNING

- B.** For each MEETING listed in the response to 4(A), what method(s) did the APPLICANT or partnering community based organization(s) use to invite RESIDENTS? In the combined set of MEETINGS, was there a BROAD REPRESENTATION of RESIDENTS?

Structure the response using the chart format below to describe the method of invitation. Include the number and general description of the RESIDENTS who participated in each MEETING. List MEETINGS in the order of the response to 4(A).

MEETING Date/Year	Description of the method(s) used to invite RESIDENTS to this MEETING. (see page 60 for a list of seven examples)	Number of RESIDENTS who participated in this MEETING.	General description of the RESIDENTS (youth, seniors, families or other groups) who participated in this MEETING.
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**POINTS** *The scales below show that up to 4 points will be given for methods used to invite a BROAD REPRESENTATION of RESIDENTS who participated in the MEETINGS.*

	Points
For the combined set of MEETINGS, at least three methods were used to invite a BROAD REPRESENTATION of RESIDENTS.	3
For the combined set of MEETINGS, two methods were used to invite a BROAD REPRESENTATION of RESIDENTS.	2
For the combined set of MEETINGS, one method was used to invite a BROAD REPRESENTATION of RESIDENTS.	1
The methods used were limited to inviting advocacy groups likely to promote a specific type of PROJECT. Or, a method was not used to invite the RESIDENTS. <i>In either case, 0 points will also be given to the response for 4(c).</i>	0

	Points
The number and general description of the RESIDENTS who participated in the combined set of MEETINGS consisted of a BROAD REPRESENTATION of the CRITICALLY UNDERSERVED COMMUNITY.	1
The number and general description of the RESIDENTS who participated in the combined set of MEETINGS did not consist of a BROAD REPRESENTATION of the CRITICALLY UNDERSERVED COMMUNITY. Or, only an advocacy group or league likely to promote a specific type of PROJECT was involved. Or, no RESIDENTS were invited or MEETINGS did not occur. <i>In all cases, 0 points will also be given to the response for 4(c).</i>	0

Technical assistance begins on page 59.

- C. During the MEETINGS that occurred in the CRITICALLY UNDERSERVED COMMUNITY, how were the RESIDENTS enabled to DESIGN the PARK using Goals 1-3?

Structure the response by providing the “Process” descriptions and “List” of ideas for the goals shown below.

**GOAL 1** The RESIDENTS engaged in a process to reach a general agreement on the selection of the RECREATION FEATURE(S) and design details for those RECREATION FEATURE(S).

**Selection of the RECREATION FEATURE(S)**

**Process:** *(describe how the RESIDENTS were enabled to identify, prioritize, and then select, RECREATION FEATURE(S) for the proposed PROJECT. The goal is to ask RESIDENTS what facilities they want in the PARK.)*

**DESIGN of the RECREATION FEATURE(S)**

**Process:** *(describe how the RESIDENTS were enabled to provide DESIGN ideas for the selected RECREATION FEATURE(S). The goal is to ask RESIDENTS for detailed design ideas of the features, after the features are selected.)*

**List of design ideas:** *(list the RESIDENTS’ ideas that will be included in the DESIGN of the RECREATION FEATURE(S). Avoid listing ideas that will not be included.)*

**GOAL 2** The RESIDENTS engaged in a process to reach a general agreement on the location of the RECREATION FEATURE(S) within the PARK.

**Location of the RECREATION FEATURE(S) within the PARK.**

**Process:** *(describe the process that enabled the RESIDENTS to express their preferences for the location of the RECREATION FEATURE(S) within the PARK.)*

**List of Reasons:** *(list the reasons that will be used for the location of the RECREATION FEATURE(S) within the PARK. Avoid listing reasons that will not be used.)*

**GOAL 3** The RESIDENTS engaged in a process to provide other PARK DESIGN ideas, including solutions for safe public use, and PARK beautification such as landscaping and public art.

**Safety and PARK beautification**

**Process:** *(describe the process that enabled the RESIDENTS to provide PARK DESIGN ideas for safe public use and PARK beautification.)*

**List of safe public use ideas:** *(list the RESIDENTS’ ideas that will be included in the proposed PROJECT. Avoid listing ideas that will not be included.)*

**List of PARK beautification ideas:** *(list the RESIDENTS’ ideas that will be included in the proposed PROJECT. Avoid listing ideas that will not be included.)*

**PROJECT SELECTION CRITERION #4 COMMUNITY BASED PLANNING**

<b>POINTS</b> <i>The scales below show that up to 10 points cumulatively will be given for MEETING goals 1-3 that enabled the RESIDENTS to DESIGN the PARK.</i>	
<b>GOAL 1</b>	<b>Points</b>
The RESIDENTS identified their preferred RECREATION FEATURE(S) (not limited to a few predetermined options presented by the APPLICANT). Then, the RESIDENTS selected RECREATION FEATURES for the proposed PROJECT.	3
The RESIDENTS provided DESIGN ideas for their selected RECREATION FEATURE(S).	1
The APPLICANT'S response also <u>lists the RESIDENTS' ideas that will be implemented</u> in the DESIGN of the RECREATION FEATURE(S).	1
The APPLICANT'S response does not address any of the elements of Goal 1.	0
<b>GOAL 2</b>	<b>Points</b>
The RESIDENTS expressed their preferences for the location of the RECREATION FEATURE(S) within the PARK.	1
The APPLICANT'S response also <u>lists the RESIDENTS' reasons for the location of the RECREATION FEATURE(S) that will be implemented within the PARK.</u>	1
The APPLICANT'S response does not address any of the elements of Goal 2.	0
<b>GOAL 3</b>	<b>Points</b>
The RESIDENTS provided PARK DESIGN ideas for safe public use.	1
The RESIDENTS provided PARK beautification ideas.	1
The APPLICANT'S response also <u>lists the RESIDENTS' PARK DESIGN ideas for safe public use and beautification that will be included</u> in the proposed PROJECT.	1
The APPLICANT'S response does not address any of the elements of Goal 3.	0
RESIDENTS' PARK DESIGN ideas for safe public use are not included in the proposed PROJECT.	Ineligible

Technical assistance begins on page 59.

## PROJECT SELECTION CRITERION #5 EMPLOYMENT OR VOLUNTEER OPPORTUNITIES

### PROJECT SELECTION CRITERION #5 - EMPLOYMENT OR VOLUNTEER OPPORTUNITIES

Describe how the PROJECT will include employment or volunteer OUTDOOR LEARNING OPPORTUNITIES for RESIDENTS including youth and/or CORPSMEMBERS by answering A and B:

- A. What types of meaningful employment or volunteer activities will be available for RESIDENTS and/or CORPSMEMBERS between June 5, 2018 until PROJECT COMPLETION? (see examples on page 62)
- B. How many RESIDENTS and/or CORPSMEMBERS will receive the OUTDOOR LEARNING OPPORTUNITIES?

Use the following chart format to list each opportunity answering A and B above:

A. Brief Description of the Meaningful Employment or Volunteer OUTDOOR LEARNING OPPORTUNITIES	B. Number of RESIDENTS and/or CORPSMEMBERS
---	--

<b>POINTS</b> <i>The scale below shows that 3 points will be given to PROJECTS that will include employment or volunteer OUTDOOR LEARNING OPPORTUNITIES for at least twenty RESIDENTS and/or CORPSMEMBERS.</i>	
	<b>Points</b>
At least twenty RESIDENTS and/or CORPSMEMBERS will receive employment or volunteer OUTDOOR LEARNING OPPORTUNITIES.	3
Less than twenty but at least ten RESIDENTS and/or CORPSMEMBERS will receive employment or volunteer OUTDOOR LEARNING OPPORTUNITIES.	2
Less than ten but at least five RESIDENTS and/or CORPSMEMBERS will receive employment or volunteer OUTDOOR LEARNING OPPORTUNITIES.	1
The PROJECT will not provide employment or volunteer OUTDOOR LEARNING OPPORTUNITIES for at least five RESIDENTS and/or CORPSMEMBERS, or the APPLICANT did not respond to the criterion.	0

In addition to employment or volunteer opportunities for RESIDENTS, APPLICANTS must contact the CONSERVATION CORPS to discuss the feasibility of using their services.

**C. Citing the Corps Consultation Review Document, what was the outcome of the Corps Consultation Process? (see Checklist Item #15, page 51)**

- If it is feasible for a CONSERVATION CORPS to work on a PROJECT component, list the agreed services and costs for work. Confirm an understanding between the APPLICANT and CONSERVATION CORPS that the agreed scope of work is binding should the GRANT be awarded.
- If the CONSERVATION CORPS offered services but the APPLICANT declines, provide a reason for not using any of their services.

<b>POINTS</b> <i>The scale below shows that 3 points will be given to PROJECTS that will include employment of CONSERVATION CORPS, <u>or</u> the CONSERVATION CORPS determined it is not feasible to work on the PROJECT.</i>	
	<b>Points</b>
The Corps Consultation Process was followed. The CONSERVATION CORPS determined it is feasible to work on the PROJECT should the grant be awarded. A description of the agreed services and cost estimate is provided in the response. Or The Corps Consultation Process was followed. The CONSERVATION CORPS determined it is not feasible to work on the PROJECT.	3
The Corps Consultation Process was not followed. Or The Corps Consultation Process was followed. The CONSERVATION CORPS determined it is feasible to work on the PROJECT; <u>however</u> , the APPLICANT declines all aspects of services offered by the CONSERVATION CORPS.	0

Technical assistance is available on page 62.

**PROJECT SELECTION CRITERION #6 – PARTNERSHIPS OR COMMITTED FUNDING**

Describe partnership assistance given to the APPLICANT beginning with the passage of the Bond Act (June 5, 2018) through PROJECT COMPLETION, by answering the following:

What are the organization names of the partners and what are their roles? If no partners are involved in the PROJECT, but the APPLICANT has COMMITTED FUNDS, write “See Funding Sources Form” in boxes A and B below.

Use this chart format to list and describe each partner in the response:

A. Name and General Purpose of Organization (specify if it is a HEALTH ORGANIZATION)	B. Partnership Role specific to this PROJECT such as assisting with community based planning, contributing volunteer hours or materials, or funding support
--	---

<b>POINTS</b> <i>The scale below shows that a maximum of 3 points will be given to projects that involve at least three partnerships, including a HEALTH ORGANIZATION.</i>	
	<b>Points</b>
The PROJECT involves three or more partners, including a HEALTH ORGANIZATION, providing volunteer hours, or materials, or funding for DESIGN, PRE-CONSTRUCTION, land ACQUISITION, or CONSTRUCTION.	3
The PROJECT involves two partners providing volunteer hours, or materials, or funding for DESIGN, PRE-CONSTRUCTION, land ACQUISITION, or CONSTRUCTION.	2
The PROJECT involves one partner.  Or, the APPLICANT has no partners but is contributing its own funding to the PROJECT.	1
The PROJECT involves no partnerships and the APPLICANT has no COMMITTED FUNDS. Or, a response was not provided.	0

APPLICANTS are encouraged to explore partnerships with at least one HEALTH ORGANIZATION. Technical assistance is available on page 63.

**PROJECT SELECTION CRITERION #7 - ENVIRONMENTAL DESIGN**

Describe how the PROJECT will provide efficient use of water and other natural resources by answering both (A) **and** (B) combined, **or** (C) by itself, to obtain up to 7 points.

**A. How will the PROJECT include the following sustainable techniques?**

For the APPLICATION to be eligible, the PROJECT must include, at a minimum, A(1):

1. **Stormwater:** Incorporate pervious surfaces or other technique(s) such as bio-swales or grading to capture storm water for infiltration or irrigation, or cleanse storm water before release.
2. **Water Efficiency:** Use of water efficient irrigation system that includes a rain sensor, evapotranspiration (ET) controllers, flow sensors, or on-site water recycling that reduces potable water consumption, or the PROJECT will not require additional use of water.
3. **Recycled Materials:** At least 10% of the materials for PROJECT construction will consist of recycled materials, or construction waste will be minimized by the separation and recycling of recoverable materials generated during construction.
4. **Landscaping:** Landscaping that excludes the use of invasive plants and instead features drought tolerant or climate appropriate non-invasive native turf, trees, shrubs, plants, and ground cover. Also discuss how the landscaping minimizes the use of toxic pesticides and inorganic fertilizers.

Use the following chart format to list and describe each sustainable technique in response to (A) above.

Sustainable Technique	Description of the sustainable technique
-----------------------	--

<b>POINTS</b> <i>The scale below shows that up to 4 points will be given to PROJECTS that will include the four sustainable techniques listed in 7(A).</i>	
	<b>Points</b>
The PROJECT will include all four of the listed techniques.	4
The PROJECT will include three of the listed techniques, and includes (A)1.	3
The PROJECT will include two of the listed techniques, and includes (A)1.	2
The PROJECT will include none of the listed techniques, or does not include (A)1.	Ineligible

Technical Assistance is available on page 64.

## PROJECT SELECTION CRITERION #7 ENVIRONMENTAL DESIGN

**B.** How will the PROJECT include the following additional techniques that are not listed in question (A) above?

1. Carbon sequestration tree planting (identify approximately how many trees will be planted). See Greenhouse Gas Emissions Reduction and Carbon Sequestration technical assistance on page 65. If the PROJECT will not include tree planting, include one other energy, water, and natural resource conservation technique.
2. Facilitation of safe and reliable drinking water to park visitors if not yet available. If safe and reliable drinking water is already available for park visitors, include one other energy, water, and natural resource conservation technique.
3. One other energy, water, and/or natural resource conservation technique.

Use the following chart format to list and describe each sustainable technique for B above.

Sustainable Technique	Description of the sustainable technique
-----------------------	--

**POINTS** *The scale below shows that up to 3 points will be given to PROJECTS with at least three other sustainable techniques for efficient use of energy, water, and other natural resources that were not listed in 7(A).*

	Points
The PROJECT will include three other energy, water, and natural resource conservation or carbon sequestration techniques not listed in 7(A).	3
The PROJECT will include two other techniques not listed in 7(A).	2
The PROJECT will include one technique not listed in 7(A).	1
The PROJECT will not include additional techniques beyond 7(A).	0

Technical Assistance is available on page 65.

C. If A and B above is selected, do not respond to this item. This is a 7 point alternative to A and B:

Will the PROJECT include SITES or LEED Certification as an alternative to A and B above? If so, provide a plan for achieving either SITES certified landscaping or LEED certified building construction by answering the following questions:

1. What level of SITES certification or LEED certification, or both, will be obtained?
2. What is the current status and next steps timeline for securing the certification?
3. Will the PROJECT incorporate pervious surfaces or other technique(s) such as bio-swales or grading to capture storm water for infiltration or irrigation or cleanse storm water before release?

<b>POINTS</b> <i>PROJECTS that achieve any level of SITES or LEED Certification, and that capture or clean storm water, will be awarded the maximum of 7 points as an alternate to A and B above.</i>	
	<b>Points</b>
The PROJECT will obtain any level of SITES or LEED Certification and will incorporate pervious surfaces or other technique(s) such as bio-swales or grading to capture storm water for infiltration or irrigation or cleanse storm water before release.	7
The PROJECT will not obtain SITES or LEED Certification.	0

Note: SITES certification is for outdoor PARK SPACES, while LEED certification is for buildings. See the Technical Assistance on page 65 for more information and web-links for SITES and LEED Certification.

Technical Assistance is available on page 65.

**PROJECT SELECTION CRITERION #8 – PUBLIC USE FEES AND HOURS OF OPERATION**

Describe how youth, seniors, and families affected by poverty will have DAILY ACCESS to the PROJECT SITE by answering the following:

- A.** What will be the Monday through Sunday hours of operation for the overall PARK to accommodate various needs of youth, seniors, and families?
- B.** Will the Monday through Sunday hours of operation differ for any RECREATION FEATURES listed in the Grant Scope/Cost Estimate Form? If so, please identify the RECREATION FEATURE(S) and Monday through Sunday hours of operation.
- C.** Will the public be charged entrance or membership fees to enter the overall park? Will entrance, membership, or league/activity fees be charged to use a RECREATION FEATURE that is a majority of the TOTAL PROJECT COST listed in the GRANT SCOPE/Cost Estimate Form? If so, list each fee, identify if the fee is daily, weekly, or monthly, and explain why the fee will not prevent DAILY ACCESS for youth, seniors, and families affected by poverty.

**POINTS** *The scales below shows that up to 5 points will be given to projects with weekday and weekend operating hours appropriate for youth, families, seniors, and other population groups in the CRITICALLY UNDERSERVED COMMUNITY, and with reasonable or no entrance or membership fees.*

	<b>Points</b>
The PROJECT will be open 7 days a week, for at least eight hours per day, such as dawn to dusk, to accommodate the needs of youth, seniors, and families.	2
The PROJECT will be open 7 days a week, from three to less than eight hours per day.	1
The PROJECT will not be open 7 days a week for at least three hours per day or the APPLICANT did not respond to criterion.	Ineligible
	<b>Points</b>
The public will not be charged entrance or membership fees to use the PROJECT. Or, the lowest entrance or membership fees for the public calculate to \$3 per month or less per person and will not deter DAILY ACCESS.	3
The lowest entrance or membership fees for the public calculate to more than \$3 but less than \$10 per month per person which may deter DAILY ACCESS.	1
The public will be charged fees that will calculate to \$10 or more per month per person, or the APPLICANT did not respond to the criterion.	0

Technical Assistance is available on page 66.

**PROJECT SELECTION CRITERION #9 – COMMUNITY CHALLENGES, PROJECT BENEFITS, AND READINESS**

Provide responses to A and B below to summarize the PROJECT’S need and benefits. This criterion is designed for the APPLICANT to tell the story about the PROJECT need and benefits not yet covered through Project Selection Criteria 1 through 8. For C below, OGALS will determine the project’s readiness and APPLICANT capacity using information provided in the entire APPLICATION.

**A.** What CHALLENGES are present within the community that contributes to the need for the PROJECT?

Use this chart format to structure the response for each CHALLENGE.

Challenge	Description of the Challenge
-----------	------------------------------

**B.** How will the PROJECT benefit the HEALTH and quality of life for youth, seniors, and families by improving the community’s recreational, social, cultural, environmental, educational, and economic conditions?

Use this format to structure the response

HEALTH and quality of life conditions	How the PROJECT will benefit the HEALTH and quality of life for youth, seniors, and families.
Recreational	
Social	
Cultural	
Environmental	
Educational	
Economic (and advancing solutions to prevent displacement, if applicable)	

**C.** OGALS will use information provided in the entire APPLICATION, to assess if PROJECT COMPLETION, as well as 30 years of adequate operation and maintenance, appears to be achievable.

Technical Assistance is available on page 67.

<p><b>POINTS</b> <i>The scale below shows that up to 20 points will be given to a community having severe CHALLENGES, and the PROJECT will have significant benefits, and the APPLICANT has sufficient capacity to deliver the PROJECT.</i></p>	
	<b>Points</b>
<p>The community has severe CHALLENGES compared to other APPLICATIONS. The PROJECT will significantly improve the community’s recreational, social, cultural, educational, environmental, and economic conditions. Based on the information provided in the entire APPLICATION, PROJECT COMPLETION and 30 years of adequate operation and maintenance for public use appears to be achievable.</p>	20 - 10
<p>The community has average CHALLENGES compared to other APPLICATIONS. The PROJECT will significantly improve the community’s recreational, social, cultural, educational, environmental, and economic conditions. Based on the information provided in the entire APPLICATION, PROJECT COMPLETION and 30 years of adequate operation and maintenance for public use appears to be achievable.</p>	9 - 4
<p>The community has minimal CHALLENGES compared to other APPLICATIONS. Or, the PROJECT will minimally improve the community’s recreational, social, cultural, educational, environmental, and economic conditions. Or, based on the information provided in the entire APPLICATION, PROJECT COMPLETION, or 30 years of adequate operation and maintenance for public use, appears to be uncertain or problematic.</p>	3 - 1
<p>No information provided.</p>	0

Technical Assistance is available on page 67.

## COMMUNITY FACTFINDER REPORT AND HANDBOOK FORM (CHECKLIST #3)

Provide the following two items:

1. **Community FactFinder Report.** To create a report of the area in PROXIMITY, starting at the PROJECT SITE, use the current FactFinder version at: [ParksforCalifornia.org/communities](https://ParksforCalifornia.org/communities).

Only one report can be submitted per APPLICATION. The report must be created with the starting point (pin) located in the boundary of the PROJECT SITE. The FactFinder Report will be used for Project Selection Criteria 1, 2, and 3, pages 15 to 18.

2. **Community FactFinder Handbook Form.** This Form will be signed by the AUTHORIZED REPRESENTATIVE. Its purpose is to certify that Steps 1-8 described in the FactFinder Handbook were followed and completed before submittal of the APPLICATION. Frequently asked questions with policy responses are included within each step. The FactFinder Handbook is available at [parks.ca.gov/spp](https://parks.ca.gov/spp).

To avoid delays in the competitive review process, please complete the FactFinder Handbook steps at least one month before the APPLICATION is submitted.

- ✓ Send an email to report acreage that should or should not be counted within the PROJECT SITE'S radius to [SCORP@parks.ca.gov](mailto:SCORP@parks.ca.gov). Attach the FactFinder Report to the email. (Step 6)
- ✓ Generate the FactFinder Report with the pinpoint located in the boundary of the PROJECT SITE to create the half-mile radius. (Step 7)

If the addition or removal of PARK acreage was reported to [SCORP@parks.ca.gov](mailto:SCORP@parks.ca.gov) but the Community FactFinder update is not yet complete at the time of APPLICATION, include a copy of the email request as a placeholder. Additionally, in the response to Project Selection Criteria 1 and 2, state that a Community FactFinder update was requested at the time of Application. OGALS will notify the APPLICANT when a new FactFinder Report can be submitted.

OGALS will confirm Steps 6 and 7 in the APPLICANT'S report. If PARK acreage is discovered that should have been reported, or if the pinpoint is outside the PROJECT SITE, OGALS reserves the right to generate a new FactFinder report in the middle of the PROJECT SITE for the purpose of Criteria 1 and 2.



**State of California – The Natural Resources Agency**  
**DEPARTMENT OF PARKS AND RECREATION**  
**COMMUNITY FACTFINDER HANDBOOK FORM**

APPLICANTS will sign this Form after completing Steps 1-8 following the FactFinder Handbook available at [parks.ca.gov/spp](https://parks.ca.gov/spp).

I certify that the California State Parks Community Fact Finder Report that was submitted at the time of APPLICATION met the following two requirements:

- ✓ Acreage that should or should not be counted within the PROJECT SITE'S radius has been reported to [SCORP@parks.ca.gov](mailto:SCORP@parks.ca.gov). (Step 6)
- ✓ The FactFinder Report was generated with the pin located in the boundary of the PROJECT SITE. (Step 7)

I understand if either of the above requirements were not met, OGALS will generate a new report with the pin located in the middle of the PROJECT SITE to create the new half-mile radius and will use the data for purposes of Project Selection Criteria 1 and 2.

---

AUTHORIZED REPRESENTATIVE Signature

---

Date

### AUTHORIZING RESOLUTION (CHECKLIST #4)

The Authorizing Resolution serves two purposes:

1. It is the means by which the APPLICANT'S Governing Body shows it is aware of all the terms of the CONTRACT. It provides confirmation that the APPLICANT has the funding to complete the proposed PROJECT if the GRANT is awarded.
2. Designates a position title (through Provision 4) to represent the Governing Body on all matters regarding the APPLICATION and PROJECT. The incumbent in this position is referred to as the AUTHORIZED REPRESENTATIVE.

All signatures required in this Application Guide are the signature of the AUTHORIZED REPRESENTATIVE. Submitted documents need not contain "wet" signatures, but the APPLICANT must keep all original signed documents.

The AUTHORIZED REPRESENTATIVE can delegate signatory authority to other individuals (by position title) either in entirety or for particular documents. The delegation process requires the AUTHORIZED REPRESENTATIVE to submit a letter (on letterhead) or email to OGALS delegating authority.

#### Format

The Authorizing Resolution on the following page may be reformatted; however, the *language provided in the resolution must remain unchanged*. Any changes to the language may require OGALS Legal Office review. The time involved with the legal review process may delay application approval and could affect OGALS ability to fund the PROJECT.

#### Provision 6

Public Resources Code §80001(b)(8 A-G) requires that public agencies receiving funds from this 2018 Bond Act shall consider a range of actions promoting diversity and inclusion as identified in the "Presidential Memorandum—Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017.

**RESOLUTION OF THE (Title of Governing Body/City Council, Board of Supervisors/Directors) OF (City, County, District, or Non-Profit Organization)  
Approving the Application for  
STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION  
PROGRAM GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the (Applicant's Governing Body) hereby:  
APPROVES THE FILING OF AN APPLICATION FOR THE (NAME OF PROJECT); AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to (designated position) to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

Approved and adopted the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

I, the undersigned, hereby certify that the foregoing Resolution Number \_\_\_\_ was duly adopted by the (Applicant's Governing Body) following a roll call vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_ (Clerk)

## GRANT SCOPE/COST ESTIMATE FORM (CHECKLIST #5)

The GRANT SCOPE/Cost Estimate Form on the following pages has two uses:

1. Establishing the GRANT SCOPE
2. Providing a Cost Estimate for the PROJECT

### 1. Establishing the GRANT SCOPE

This form will be used to establish the expected deliverables for PROJECT COMPLETION paid for by the SPP GRANT plus COMMITTED FUNDS. This form lists what OGALS, auditors, and the public will expect to see in the park by PROJECT COMPLETION. To be eligible for GRANT payment, all RECREATION FEATURES and MAJOR SUPPORT AMENITIES must be included on the GRANT SCOPE/Cost Estimate Form.

Use the form to describe only the RECREATION FEATURES and MAJOR SUPPORT AMENITIES that will be complete for final payment before the end of the GRANT PERFORMANCE PERIOD. Do not include future development phases beyond the GRANT plus COMMITTED FUNDS.

For ACQUISITION and DEVELOPMENT combination PROJECTS, a phase that develops a RECREATION FEATURE on the acquired property must be open to the public before the end of the GRANT PERFORMANCE PERIOD.

Pages 5-6 list examples of RECREATION FEATURES and MAJOR SUPPORT AMENITIES.

### Directions for establishing the GRANT SCOPE:

Use the following phrases to describe the type of work for each RECREATION FEATURE and MAJOR SUPPORT AMENITY:

- “Acquire approximately \_\_\_\_\_” (provide acreage and associated parcel numbers that will be acquired). See definition of ACQUISITION on page 70.
- “Construct a new \_\_\_\_\_” (identify the new RECREATION FEATURE or MAJOR SUPPORT AMENITY that does not currently exist). Add “with lighting” if applicable.
- “Renovate a \_\_\_\_\_” (identify the existing RECREATION FEATURE or MAJOR SUPPORT AMENITY). See definition of RENOVATION on page 75. Add “with new lighting” if applicable.

If lighting or landscaping (more than \$50,000) will be installed throughout the PARK and is not specific to a RECREATION FEATURE or MAJOR SUPPORT AMENITY use these phrases:

- “Construct new lighting throughout the park.”
- “Construct new landscaping throughout the park.”

### **Do NOT list MINOR SUPPORT AMENITIES in the Grant Scope/Cost Estimate Form.**

MINOR SUPPORT AMENITIES such as signs, benches, tables, drinking fountains, or fixed bike racks and trash receptacles are commonly understood to be associated with a RECREATION FEATURE.

**Fold the cost of a MINOR SUPPORT AMENITY into the cost of its related RECREATION FEATURE.** For example: The GRANT SCOPE is “construction of a new playground”. The GRANTEE will have the flexibility to construct or not construct a MINOR SUPPORT AMENITY for the playground such as a bench, a sign, and a drinking fountain. The costs of a MINOR SUPPORT AMENITY will be accepted as part of the construction of the new playground. The construction of the new playground is the expected GRANT SCOPE deliverable for PROJECT COMPLETION.

## **2. Providing a Cost Estimate on the Grant Scope/Cost Estimate Form.**

See the ELIGIBLE COSTS charts starting on page 52 before creating a cost estimate.

- Provide the concept level estimated cost for each RECREATION FEATURE and MAJOR SUPPORT AMENITY described in the Grant Scope/Cost Estimate Form. The estimated TOTAL PROJECT COST on the Grant Scope/Cost Estimate Form must equal the estimated TOTAL PROJECT COST listed on the Application Form.
- If there is an agreement for CONSERVATION CORPS services (Criterion #5C, pages 24, 51), the costs must be built into the lump-sum cost estimate; do not include as a separate line item in the Grant Scope/Cost Estimate Form.
- No more than 25% of the GRANT amount may be spent on PRE-CONSTRUCTION costs.
- OGALS understands that actual costs may change during the course of a PROJECT. In most cases, a revised Grant Scope/Cost Estimate Form is not required when estimated costs fluctuate during the PROJECT. Contingency for costs can be built into the lump-sum cost estimate; do not include as a separate line item in the Grant Scope/Cost Estimate Form. The GRANT ADMINISTRATION GUIDE explains how actual costs are documented and charged to the GRANT.
- As a reminder, for APPLICATION purposes, limit the PROJECT to what can be completed and open to the public at least three months before the end of the GRANT PERFORMANCE PERIOD. TOTAL PROJECT COSTS are costs incurred by the GRANT plus COMMITTED FUNDS only during the GRANT PERFORMANCE PERIOD. Do not include costs for future phases.

Each RECREATION FEATURE and MAJOR SUPPORT AMENITY listed in the GRANT SCOPE, and their related paths of travel from parking lots and roadsides, must be designed to accommodate persons with disabilities per compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et.seq.). Account for this when preparing your GRANT SCOPE/Cost Estimate.

**GRANT SCOPE/COST ESTIMATE FORM**

Follow the directions starting on page 37

<b>GRANT SCOPE ITEMS</b>	<b>ESTIMATED COST</b>
<b>ACQUISITIONS:</b> List each parcel number, acreage, estimated date of purchase, and cost	
<b>DEVELOPMENT:</b> List each RECREATION FEATURE and MAJOR SUPPORT AMENITY	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Estimated Cost for the RECREATION FEATURES and MAJOR SUPPORT AMENITIES (A)	\$
Total Estimated PRE-CONSTRUCTION COST (B)	\$
TOTAL PROJECT COST (A+B)	\$
Requested GRANT Amount	\$
Estimated amount of the GRANT to be charged to PRE-CONSTRUCTION COSTS (cannot exceed 25% of the GRANT)	\$

The APPLICANT understands that this form will be used to establish the expected GRANT deliverables; all of the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed on this form must be completed and open to the public before the final GRANT payment will be made. The APPLICANT also understands that no more than 25% of the GRANT amount may be spent on PRE-CONSTRUCTION costs. See the ELIGIBLE COSTS charts starting on page 52 before creating a cost estimate.

\_\_\_\_\_  
 AUTHORIZED REPRESENTATIVE Signature

\_\_\_\_\_  
 Date

### FUNDING SOURCES FORM (CHECKLIST #6)

- Use the Funding Source Form to identify each funding source by name and amount.
- Note if the source is state, local city or county, federal, or private.
- If the source is a loan, identify the type of loan. Please be mindful of Grant Contract Provision N:

#### **N. Use of Grant Monies** (language below copied from Grant Contract Provisions)

GRANTEE shall not use any grant funds (including any portion thereof) for the purpose of making any leverage loan, pledge, promissory note or similar financial device or transaction, without: 1) the prior written approval of the STATE; and 2) any financial or legal interests created by any such leverage loan, pledge, promissory note or similar financial device or transaction in the project property shall be completely subordinated to this CONTRACT through a Subordination Agreement provided and approved by the STATE, signed by all parties involved in the transaction, and recorded in the County Records against the fee title of the project property.

- Provide a commitment date for each funding source indicating when it was committed to the PROJECT. All additional funds must be secured within four months of the APPLICATION deadline. See the definition for COMMITTED FUNDS.
- If the funding sources change during the course of the PROJECT, a revised form is required within 30 days.
- The TOTAL PROJECT COST listed at the bottom of this form must equal the estimated TOTAL PROJECT COST listed on the Application Form and at the bottom of the GRANT SCOPE/Cost Estimate Form.



### PROJECT TIMELINE FORM (CHECKLIST #7)

The 2018 Bond Act/Proposition 68 Public Resources Code §80050 (c) requires a “rigorous prequalification process to determine the capacity of a potential grant recipient to...implement the project in a timely manner.”

The purpose of this “Project Timeline” requirement is to encourage APPLICANTS to discuss the PROJECT and create a timeline with each agency that will have approval responsibilities. For example: If another agency is responsible for approving a construction permit, the estimated time period for obtaining the permit, along with the agency’s name and a representative’s contact information, should be included in the schedule.

- Add any additional task requirements that are necessary to complete the PROJECT.
- For each task, identify the agency contact who reviewed the schedule and agreed that “the estimated time period set aside to complete the task is reasonable, absent any unforeseen circumstances”. If an item is already complete with no issues, the right two columns can state “Item Complete”.
- Not all tasks in the form are required to be complete by the time of application; however, the form serves as evidence that APPLICANTS are aware of potential time periods for all PROJECT tasks.

Format Notes:

A different format may be used to expand the width of each column, and larger sized paper up to 11x17 may be used. However, the following columns must remain in the same order:

- “Tasks”
- “Start Date Month/Year”
- “End Date Month/Year”
- “Lead Agency...contact information”
- “Notes about potential delays/issues”

As stated in the top left corner of the Form, the list of tasks may be adjusted or reorganized based on each unique PROJECT.

STATE OF CALIFORNIA DEPARTMENT OF PARKS AND RECREATION  
PROJECT TIMELINE FORM

<b>TASKS</b> The below list can be adjusted/reorganized with tasks added/removed unique to each <b>PROJECT</b> .	<b>START DATE</b> (MM/YY)	<b>END DATE</b> (MM/YY)	<b>LEAD AGENCY</b> responsible for task and contact information	<b>NOTES ABOUT ANY POTENTIAL DELAYS/ISSUES</b>
1. Appraisal and Purchase Agreement (for ACQUISITION)				
2. Close of escrow (for ACQUISITION)				
3. Schematic/concept level design with community-based planning and ADA (Americans with Disabilities Act) considerations				
4. Site risk assessment for possible contaminants and other complications				
5. CEQA for the construction scope				
6. Engineer cost estimate				
7. Consultation with CONSERVATION CORPS to consider feasibility				
8. Construction Documents (final design includes the community based planning results)				
9. Construction Permits				
10. Other permits (Note if Department of Toxic Substances Control, Division of the State Architect, US Army Corps of Engineers, or other regulatory permits as				

## PROJECT TIMELINE FORM (CHECKLIST #7)

<b>TASKS</b> The below list can be adjusted/reorganized with tasks added/removed unique to each <b>PROJECT</b> .	<b>START DATE</b> (MM/YY)	<b>END DATE</b> (MM/YY)	<b>LEAD AGENCY</b> responsible for task and contact information	<b>NOTES ABOUT ANY POTENTIAL DELAYS/ISSUES</b>
applicable to site, are required)				
11. Construction Bid Package Preparation/start Bid Process				
12. Bid Approval for Construction				
13. Environmental cleanup/remediation				
14. Construction Period				
15. Grand Opening/completed for public use with grant completion package (three months before the end of the GRANT PERFORMANCE PERIOD).				
16. Thirty years of operation and maintenance for public use.				Thirty years beginning with APPROPRIATION DATE

I certify that the above timeline has been created with input from each agency contact listed in the right column above. The agency contacts for each milestone above have reviewed the project concept, including its location and scope, and represent that the time period estimated for the step “*is reasonable absent any unforeseen circumstances*”.

\_\_\_\_\_  
 AUTHORIZED REPRESENTATIVE Signature

\_\_\_\_\_  
 Date

### APPLICANT CAPACITY (CHECKLIST #8)

The 2018 Bond Act/Proposition 68 Public Resources Code §80050 (c) requires a “rigorous prequalification process to determine the fiscal and operational capacity of a potential grant recipient...”

The purpose of this requirement is to evaluate the APPLICANT’S capacity to achieve PROJECT COMPLETION as well as 30 years of adequate operation and maintenance.

OGALS analyzes the APPLICANT’S experience or capacity for PROJECT COMPLETION and long-term operation and maintenance based on the PROJECT’S design as well as previous grant and operational experience. Using this example, if the PROJECT is a \$3 million NEW PARK with long-term operation and maintenance costs that are low, OGALS may have fewer questions for an APPLICANT with less experience or capacity. If the PROJECT will build higher operation and maintenance cost facilities, and the APPLICANT has less experience or capacity, OGALS may ask additional questions about revenue sources.

OGALS recommends that APPLICANTS consider the projected monthly/annual operation and maintenance costs. These costs include, but are not limited to, water and energy utilities, staffing, repairs, etc. The projected annual cost compared to projected long term funding sources for operation and maintenance must be considered. Another entity can provide operation and maintenance services. However, the CONTRACT requires the GRANTEE to ensure the park is operated and maintained and open to the public.

#### Provide a response to the following:

1. Describe up to three park or other construction projects completed by the APPLICANT. Include:
  - project address
  - scope of work
  - total project cost
  - funding sources
  - start date, and date of completion
2. Provide an operation and maintenance budget breakdown (chart) showing the monthly and annual total expected cost to operate and maintain this proposed PROJECT (include utilities, routine repairs/upkeep, and staffing costs in the chart).
3. What are the planned funding sources to operate and maintain the proposed PROJECT?
4. Provide the weblink for a list of PARKS and facilities the APPLICANT currently oversees. If a website is not available, please provide the list in this response. OGALS may visit some of the APPLICANT’S PARKS to review the level of ongoing operation and maintenance.

### CEQA COMPLIANCE (CHECKLIST #9)

“CEQA” is the California Environmental Quality Act as stated in the Public Resources Code §21000 et seq.; Title 14 California Code of Regulations §15000 et seq. CEQA law establishes policies and procedures that require entities to identify, disclose to decision makers and the public, and attempt to lessen significant impacts to environmental and historical resources that may occur as a result of an entity’s proposed PROJECT. For more information see [opr.ca.gov/ceqa/](http://opr.ca.gov/ceqa/).

The APPLICANT should check with its local city or county planning agency for CEQA compliance information.

#### Required CEQA documentation:

1. CEQA Compliance Certification Form.
2. Copy of the Notice of Exemption or the Notice of Determination that has been filed or stamped by the County Clerk.

#### Development Only Projects

The CEQA compliance documentation listed above demonstrates project readiness at the time of APPLICATION. If CEQA is not complete at the time of APPLICATION or submitted within three months of the APPLICATION due date, the project may not be considered for funding. OGALS may ask for updates and documents showing progress to determine if the CEQA analysis is near completion.

The CEQA compliance documentation must give environmental clearance for the actual construction of the PROJECT.

#### Acquisition and Development Combination Projects

For ACQUISITION and DEVELOPMENT combination projects, OGALS recognizes that APPLICANTS often cannot conduct the CEQA analysis for the construction phase until after the property is acquired. In these situations, CEQA compliance at the time of APPLICATION may be for the ACQUISITION phase only. Items 1-2 above are required. CEQA compliance for the PROJECT construction must be complete within six months of escrow closure. Be mindful of the GRANT PERFORMANCE PERIOD that includes completion of both ACQUISITION and DEVELOPMENT phases.



### PROJECT SITE OWNERSHIP, ACQUISITION, OR LEASE (CHECKLIST #10)

The purpose of this requirement is to ensure the APPLICANT will have SITE CONTROL that allows for PROJECT COMPLETION. PROJECTS may involve multiple parcels of land. For example: An APPLICANT may own part of the PROJECT SITE, and is proposing to acquire an ADJACENT parcel of land. More than one of the following scenarios may apply. Provide the applicable item(s) below to show how the APPLICANT proposes to have SITE CONTROL over the entire PROJECT SITE:

- The land is already owned by the APPLICANT. **Provide #1 below.**
- The land is not owned by the APPLICANT. The APPLICANT is proposing an ACQUISITION to become the land owner. **Provide #2 below.**
- The land is not owned by the APPLICANT. The APPLICANT will have a lease agreement with the land owner (school district, utility land owners, etc.). **Provide #3 below.**
- The land is not owned by the APPLICANT. The APPLICANT will do a “TURN-KEY” where it completes the PROJECT then transfers Operation and Maintenance requirements to an eligible grant land owner with approval from OGALS. **Provide #4 below.**

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#### 1. If the PROJECT site is owned in fee simple by the APPLICANT:

- Provide a copy of the deed, or deed recordation number, or title report, or current county assessor’s parcel map showing the APPLICANT owns the land.

#### 2. If the APPLICANT is proposing an ACQUISITION to become the land owner:

- Provide a county assessor’s parcel map showing the parcel(s) to be acquired that match the parcel numbers listed on the Grant Scope/Cost Estimate Form.
- Provide a letter from the land owner(s) indicating the intent to sell the property subject to grant award. The letter does not need to include legally binding language. Or, provide a document indicating the land is publicly for sale.

ACQUISITION of land from a willing seller is eligible for reimbursement. ACQUISITION costs associated with condemnation or eminent domain are not eligible for reimbursement.

The land’s sale price may be up to, but cannot exceed, fair market value. State funds may not be used in part or whole to acquire property above fair market value. If OGALS intends to award the GRANT, and before the GRANT contract will be issued, OGALS will require an appraisal and a written concurrence of the appraisal by an independent third party Certified General (AG) appraiser. [orea.ca.gov](http://orea.ca.gov) provides a list of AG appraisers.

The Eligible Costs Chart on page 52 includes appraisals. Appraisal costs incurred during the GRANT PERFORMANCE PERIOD can be reimbursed.

#### 3 and 4. See “Lease Agreement and TURN-KEY Agreements” at [parks.ca.gov/spp](http://parks.ca.gov/spp).

- These types of agreements are for PROJECTS where the land will not be owned by the APPLICANT. The land must be owned by a public agency or utility and the agreement must be approved by DPR.

# CONCEPT LEVEL SITE PLAN (CHECKLIST #11) TO PHOTOS AND COPYRIGHT LICENSE AGREEMENT (CHECKLIST #12)

## CONCEPT LEVEL SITE PLAN (CHECKLIST #11)

- Provide a drawing showing where the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the Grant Scope/Cost Estimate Form will be located in the park.
- If the GRANT scope includes construction of a building(s)
  - Identify the proposed percentage of indoor versus outdoor space; no more than 50% of the overall PARK can be designated for indoor use through the PROJECT.
  - Identify the total square footage of the building and note the function and approximate square footage of each space designated for recreation. For community centers that are proposed for SPP grant funding, at least 75% of the building's square footage must be designed for recreation. Lobby areas, hallways, meeting rooms, office space, storage, and restrooms do not count as square footage designed for recreation.

## PHOTOS AND COPYRIGHT LICENSE AGREEMENT (CHECKLIST #12)

In addition to giving reviewers a better understanding of the PROJECT SITE and community, items 1 through 4 below may be used to report the “before and after” accomplishments of GRANTEES.

### Project Site Photos

1. Provide up to four 8 ½” x 11” sheets with photos of the PROJECT SITE and its surrounding area. Include captions to orientate the reviewer. Please include at least one panoramic photo that captures as much of the PROJECT SITE as possible with a background point of reference for potential “before and after” photos.

### Community Based Planning Photos (preferred) and Video Clips (optional)

2. Provide up to four 8 ½” x 11” sheets with photos of various Community Based Planning MEETINGS per Project Selection Criteria 4 on page 20.
  - a. Photos of RESIDENTS actively providing ideas are preferred. The photos do not need to include every RESIDENT that participated. Include a caption that provides the date and location of the MEETING.
  - b. Optional: Video highlights of the MEETINGS or interviews with RESIDENTS. If video highlights are included, please use at least 1080p resolution. Please limit the total highlights to 5 minutes or less on the same flash drive with photos. Video filming at the project site is preferred. The video highlights may be featured in a statewide documentary about SPP. As a reminder, video footage is only optional.
3. Include a flash drive of the same PROJECT SITE and Community Based Planning photos. High-quality resolution is recommended such as 2048 x 1536 pixels. OGALS may highlight awarded projects at [ParksforCalifornia.org](https://www.parksforcalifornia.org).
4. Provide one signed Copyright License Agreement (see next page) from the APPLICANT that will cover all photos or video footage.

State of California - The Resources Agency  
DEPARTMENT OF PARKS AND RECREATION

**COPYRIGHT LICENSE AGREEMENT**

COPYRIGHT REGISTRATION NO.

ITEM DESCRIPTION

hereafter called the "Material," a copy of which is attached hereto as Exhibit "A".

I, \_\_\_\_\_, am the creator of, and/or have acquired the intellectual property rights to the Material, and hereby warrant that I have the authority to issue this license and to authorize and release the Material for use by the California Department of Parks and Recreation (the "Department") and its designated agents. I understand that the Department wants to use and reuse the Material, as the Department deems appropriate.

I hereby grant to the Department an unrestricted, fully paid up, world wide, irrevocable, perpetual license to use, reproduce, distribute, create derivative works, publicly display and perform the Material, in whole or in part, in any manner, for any purpose and in any medium now known or hereinafter invented. This right includes, but is not limited to, the right to copy, publish, distribute, alter and publicly display the Material for education, interpretation, advertising and other purposes consistent with the mission of the Department.

I understand that I will not receive any money for this license agreement, or for any use described above. I understand that I will retain the copyrights to the Material, but hereby grant an unrestricted license to the Department.

I release and discharge Department from any and all claims and demands arising out of, or in connection with any use of the Material, including but not limited to, any and all claims of libel, moral rights and invasion of privacy, and/or any claims under the Visual Artists Rights Act. I realize that I cannot withdraw my consent after I sign this form and I realize this form is binding on me and my heirs, legal representatives and assigns.

I am at least 18 years of age and have the right, ability and authority to enter this binding license agreement.

**AGREED AND ACCEPTED**

BY >	DATE	BY >	DATE
PRINTED NAME OF PERSON SIGNING		PRINTED NAME OF PERSON SIGNING	
ADDRESS		TITLE	DISTRICT/SECTION
CITY/STATE/ZIP CODE		State of California Department of Parks and Recreation	
PHONE NO.	EMAIL	PHONE NO.	EMAIL

DPR 992A (New 3/2003)(Excel 3/28/2003)

## PROJECT LOCATION MAP(S) (CHECKLIST #13) TO CONSERVATION CORPS CONSULTATION PROCESS (CHECKLIST #15)

### PROJECT LOCATION MAP(S) (CHECKLIST #13)

- Provide a map showing highway and street access to the PROJECT SITE.
- Ensure the PROJECT SITE is clearly shown on the map.

### NON-PROFIT REQUIREMENTS (CHECKLIST #14)

Only for non-profit organization applicants

Please provide items 1-2 below:

1. Letter of Determination from the Internal Revenue Service indicating current 501(c)(3) status
2. First two pages of the NON-PROFIT'S most recently filed federal 990 forms

The following are not required in the APPLICATION. OGALS reserves the right to request the following four items at any time during the review process:

- Articles of Incorporation
- Mission Statement
- Income statement showing revenue and expenditure projections for the next calendar or fiscal year
- Balance sheet showing assets and liabilities for most recent Fiscal Year

### CONSERVATION CORPS CONSULTATION PROCESS (CHECKLIST #15)

Public Resources Code Section 80016 states "To the extent feasible, a project whose application includes the use of services of the California Conservation Corps or certified community conservation corps, as defined in Section 14507.5, shall be given preference for receipt of a grant under this division."

The California Conservation Corps (CCC) and the California Association of Local Conservation Corps (CALCC) developed this consultation process:

1. Applicants are encouraged to reach out to both the CCC and CALCC as early as possible before the APPLICATION deadline to obtain the required "Proposition 68 Corps Consultation Review Document." The document and guidance can be provided by the contacts below.
2. Email the "Proposition 68 Corps Consultation Review Document" to both the CCC and CALCC emails below. Include a copy of the emails.
3. After completing their consultation process, provide the "Corps Consultation Review Document" in this APPLICATION submittal.
4. The response to Project Selection Criteria #5.C will also describe the agreed services and cost estimate, if applicable.

Consultation Contacts:

- California Conservation Corps Consultation Email: [Prop68@ccc.ca.gov](mailto:Prop68@ccc.ca.gov)  
Phone: (916) 341-3272
- California Association of Local Conservation Corps Consultation  
Email: [Inquiry@Prop68CommunityCorps.org](mailto:Inquiry@Prop68CommunityCorps.org) Phone: (916) 426-9170 x4

### III. Eligible Costs

This section provides rules and examples of ELIGIBLE COSTS for ACQUISITION and DEVELOPMENT.

#### ACQUISITION Costs

The following chart provides examples of ELIGIBLE COSTS for ACQUISITION.

<b>ACQUISITION COSTS</b> (Up to 100% of GRANT Amount)	<b>EXAMPLES</b>
Purchase price of the property and other activities necessary to complete the ACQUISITION.	<ul style="list-style-type: none"> <li>● <b>Appraisals, surveys</b></li> <li>● <b>Preliminary title reports</b></li> <li>● <b>Title insurance fees</b></li> <li>● <b>Escrow fees and purchase price</b></li> <li>● <b>Relocation costs:</b> costs resulting in displacement of tenants (not willing sellers or GRANTEEES) pursuant to Government Code §§7260 – 7277.                             <ul style="list-style-type: none"> <li>● If the GRANT is not paying for relocation costs, the GRANTEE must ensure that the willing seller is paying displaced tenants in compliance with Government Code §§7260 – 7277.</li> </ul> </li> <li>● <b>Employee services:</b> see accounting rules for employee services explained in the GRANT ADMINISTRATION GUIDE.</li> <li>● <b>PROJECT/GRANT administration and accounting</b></li> </ul>

#### DEVELOPMENT Costs

DEVELOPMENT includes PRE-CONSTRUCTION COSTS and CONSTRUCTION COSTS.

PRE-CONSTRUCTION is the phase that includes planning, design, construction documents, and permits necessary before construction can begin. No more than 25% of the GRANT amount may be spent on PRE-CONSTRUCTION COSTS.

For the purpose of the GRANT, PRE-CONSTRUCTION COSTS occur:

- during the planning, design, and permit phase of the PROJECT, before construction can begin, and
- end when ground-breaking construction activities such as site preparation, grading, or gutting begins.

CONSTRUCTION COSTS start when:

- ground-breaking construction activities such as site preparation, grading, or gutting begins after the necessary PRE-CONSTRUCTION phase has concluded.

**PRE-CONSTRUCTION AND CONSTRUCTION COSTS**

The following charts provide examples of ELIGIBLE COSTS for PRE-CONSTRUCTION and CONSTRUCTION COSTS.

<p><b>PRE-CONSTRUCTION COSTS</b> (Maximum 25% of GRANT amount)</p>	<p><b>ELIGIBLE COSTS EXAMPLES</b></p>
<p>Costs incurred during the planning, design, and permit phase of the project, <u>before</u> construction begins.</p>	<ul style="list-style-type: none"> <li>● <b>Community based planning MEETINGS/focus groups/design workshop costs.</b> May include multi-lingual translation, materials etc.</li> <li>● <b>Plans, specifications, construction documents, and cost estimates</b></li> <li>● <b>Permits</b></li> <li>● <b>CEQA</b></li> <li>● <b>SITES Certification or LEED Certification</b></li> <li>● <b>Premiums on hazard and liability insurance to cover personnel or property</b></li> <li>● <b>Fidelity bond premium cost</b></li> <li>● <b>Bid packages</b></li> <li>● <b>Employee services:</b> see accounting rules for employee services explained in the GRANT ADMINISTRATION GUIDE.</li> <li>● <b>PROJECT/GRANT administration (excluding grant writing) and accounting.</b></li> </ul>

<p><b>CONSTRUCTION COSTS</b> (Up to 100% of GRANT Amount)</p>	<p><b>ELIGIBLE COSTS EXAMPLES</b></p>
<p>Costs incurred during the construction phase of the PROJECT when ground-breaking construction activities such as site preparation, grading, or gutting begins.</p>	<ul style="list-style-type: none"> <li>● <b>Site preparation, grading, gutting, demolition</b></li> <li>● <b>Foundation work</b></li> <li>● <b>Purchase and installation of permanent equipment:</b> playground equipment, benches, signs, display boards, sounds systems, video equipment, etc.</li> <li>● <b>Construction supplies and materials:</b> may be drawn from central stock if claimed costs are no</li> </ul>

<p>Costs incurred during the construction phase of the PROJECT when ground-breaking construction activities such as site preparation, grading, or gutting begins.</p>	<p>higher than supplies or materials purchased elsewhere.</p> <ul style="list-style-type: none"> <li>● <b>Construction equipment owned by GRANTEE:</b> equipment owned by the grantee may be charged to the grant for each use. Rental rates published by the California Department of Transportation may be used as a guide. For audit purposes, a report or source document must describe the work performed, indicate the hours used, relate the use to the GRANT SCOPE, and must be signed by the operator or supervisor.</li> <li>● <b>Construction equipment rented or purchased by GRANTEE:</b> equipment may be rented or purchased, whichever is the most economical use of GRANT funds. For purchased equipment, the GRANT will pay for the rental price equivalent in proportion to the time the purchased equipment is used on the GRANT SCOPE. (Rental rates published by the California Department of Transportation may be used as a guide.) The GRANT will pay for the total cost of the equipment if the purchase price is less than the rental price equivalent. Any funds earned by the GRANTEE from the sale of equipment purchased with the GRANT must be spent on the PROJECT.</li> <li>● <b>Construction management:</b> including site inspections, scheduling mobilization, directing equipment, materials, and construction personnel.</li> <li>● <b>Employee services:</b> see accounting rules for employee services explained in the GRANT ADMINISTRATION GUIDE.</li> <li>● <b>PROJECT/GRANT administration and accounting</b></li> <li>● <b>Miscellaneous costs:</b> other costs incurred during the construction phase, such as transporting materials, equipment, personnel, communications and landscape establishment periods.</li> </ul>
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INELIGIBLE COSTS

INELIGIBLE COSTS	EXAMPLES OF INELIGIBLE COSTS
<p>Cannot be charged to the GRANT</p>	<ul style="list-style-type: none"> <li>● <b>Outside PARK/PROJECT SITE boundaries:</b> streets, traffic lights, or other infrastructure not located within the PARK/PROJECT SITE.</li> <li>● <b>Outside the GRANT PERFORMANCE PERIOD:</b> costs incurred before or after the GRANT PERFORMANCE PERIOD.</li> <li>● <b>Projects imposed on an APPLICANT through legal mitigation</b></li> <li>● <b>Indirect costs:</b> overhead business expenses <u>of the GRANTEE’S fixed or ordinary operating costs:</u> (rent, mortgage payments, property taxes, utilities, office supplies).</li> <li>● <b>Fundraising</b></li> <li>● <b>Food</b></li> <li>● <b>Grant Writing</b></li> <li>● <b>Operation and Maintenance, moveable equipment</b></li> <li>● <b>Record keeping discrepancies</b> <ul style="list-style-type: none"> <li>● Charging employee services without documentation of actual time spent on the project</li> <li>● Lack of source documents (no evidence of invoices, bid process, payment receipts, etc.)</li> <li>● See GRANT ADMINISTRATION GUIDE’S “Accounting Requirements” for additional guidance</li> </ul> </li> </ul>

## IV. Appendices

### TECHNICAL ASSISTANCE FOR APPLICANTS

This page summarizes the assistance available to APPLICANTS.

To ensure a fair process, OGALS' SPP experts will provide all APPLICANTS with correct and consistent guidance.

OGALS' SPP experts have experience gained through reviewing 900 statewide applications requesting \$2.9 billion through ROUNDS One and Two.

All statewide APPLICANTS are encouraged to access the following:

#### Application Workshops by OGALS

*For each* ROUND, over fifteen Application Workshops will be offered throughout California. OGALS' SPP experts will give a page-by-page review of this Application Guide. The workshops are in-person and are highly interactive. Questions are encouraged to promote an exchange of ideas.

#### Access to Program Experts

OGALS' SPP experts will strive to give outstanding customer service to all APPLICANTS. APPLICANTS are encouraged to call, email, or schedule in-person meetings when guidance is needed. A list of OGALS' SPP experts will be available at [parks.ca.gov/spp](https://parks.ca.gov/spp).

#### Assistance with Incomplete Application Documents

OGALS may contact APPLICANTS to explain what corrections are needed. OGALS does not automatically disqualify an APPLICATION if a document is incomplete or needs a correction with the exception of the Project Selection Criteria.

OGALS' SPP experts can also preview documents before the APPLICATION deadline.

#### Strengths and Weaknesses

APPLICANTS that do not receive a grant award can get "strengths and weaknesses" feedback based on the Project Selection Criteria at the end of the ROUND. This feedback may be useful to APPLICANTS if another ROUND of funding is available.

#### Grant Administration Workshop

APPLICANTS who receive a grant award will attend a mandatory GRANT administration workshop. During the workshop, OGALS and DPR auditors will provide an in-depth review of the GRANT ADMINISTRATION GUIDE that explains the requirements and forms necessary for administration. OGALS staff are also available to answer administrative questions through PROJECT COMPLETION.

## PROJECT SELECTION CRITERIA GUIDANCE

This section gives technical assistance for Project Selection Criteria 1 through 9 found on pages 15 to 31.

### PROJECT SELECTION CRITERION 1 {CRITICAL LACK OF PARK SPACE} ON PAGE 15

and

### PROJECT SELECTION CRITERION 2 {SIGNIFICANT POVERTY} ON PAGE 16

The FactFinder Handbook at [parks.ca.gov/spp](https://parks.ca.gov/spp) includes visual examples and tips to select a competitive origin of the half-mile radius.

The APPLICANT may choose any point in or on the boundary of the proposed PROJECT SITE to locate the origin of the half-mile radius.

The use of the half-mile radius helps steer APPLICANTS towards placing projects in areas that best meet the program's highest priority. The FactFinder's half-mile radius uniformly quantifies the ratio of PARK SPACE per 1,000 residents, number of residents below poverty, and median household income in PROXIMITY to projects using consistent data available statewide.

**If the radius were larger, it could encompass higher income areas, or greater PARK acreage areas, which would disadvantage or disqualify many statewide APPLICATIONS.**

- It is understood that some PROJECTS may attract visitors who live outside the half-mile radius and are able to travel from greater distances to the proposed PROJECT SITE. This may be described in Project Selection Criteria 9(A and B) on page 31.
- Describe CHALLENGES not captured by the FactFinder in Criteria 9(A) on page 31.

For the APPLICATION to be eligible, the community within PROXIMITY of the PROJECT SITE must meet one of the following conditions based on the Community FactFinder Report:

- Has a ratio of less than 3 acres of PARK SPACE per 1,000 residents.  
OR
- Has a median household income lower than \$56,982, (80% of the statewide average) which means it is a disadvantaged community as defined by subdivision (g) of §75005 of the Public Resources Code. See Project Selection Criteria 2(A).

Only one of the above conditions must be met for the APPLICATION to be eligible. Both are not required.

Proposition 68 (2018 Bond Act) §80008(a)(1) requires that at least \$130,055,000 of the \$650,275,000 is allocated to projects in severely disadvantaged communities with a median household income below \$42,737 (60% of the statewide average).

### **PROJECT SELECTION CRITERION 3 {TYPE OF PROJECT} ON PAGE 18**

For the APPLICATION to be eligible, the proposed PROJECT must create at least one NEW RECREATION OPPORTUNITY.

#### NEW PARKS

- Qualifies as a NEW PARK: Land zoned or designated to become a PARK, but not yet developed and open to the public prior to the current ROUND'S SPP APPLICATION due date.
- Does not qualify as a NEW PARK: Land developed and open to the public as a PARK or ADJACENT to an EXISTING PARK before the SPP APPLICATION due date. If there is an EXISTING PARK next to or across the street from the project, regardless of which agency owns the EXISTING PARK, the project will qualify as an EXPANSION.
- In built-out communities, a NEW PARK can be created by acquiring and demolishing a blighted building. Or, a street can be vacated and permanently redeveloped into a PARK.

#### EXPAND EXISTING PARKS

- To EXPAND an EXISTING PARK, the PROJECT will acquire or develop land that is currently not part of the ADJACENT EXISTING PARK boundary. This includes adding new acreage of PARK SPACE that is easily accessible next to or across the street from an EXISTING PARK, regardless of which agency owns the EXISTING PARK.
- If a project will EXPAND an EXISTING PARK, the APPLICANT has the option but is not required to also improve the EXISTING PARK area. The APPLICATION will qualify and score as 'Expand an Existing Park' for this criterion.

#### RENOVATE EXISTING PARKS

- The PROJECT must add or RENOVATE a RECREATION FEATURE. Examples of RECREATION FEATURES are listed on page 5.

Including a community center or gymnasium building in NEW, EXPANDED, or EXISTING PARKS:

- If the PROJECT will create a new community center or gymnasium building, or increase square footage of an existing recreation building, at least half of the entire PARK must be designated for outdoor recreation and open space.
- The intent of this program is to create, EXPAND, or improve PARKS. Community centers not in, or ADJACENT to a PARK, are ineligible.
  - Improving an existing community center that is not in a PARK is ineligible.
  - The construction of a new community center that is not part of a new PARK, or next to an EXISTING PARK, or in an EXISTING PARK, is ineligible.
- Community centers and gymnasium buildings are eligible as long as they are related to a PARK.

## PROJECT SELECTION CRITERION 4(A) {COMMUNITY BASED PLANNING} ON PAGE 20

Effective, highly used and safe PARKS are designed using significant community input. APPLICANTS are encouraged to partner with community based organizations that can help engage the RESIDENTS during the community based planning MEETINGS.

The purpose of having meetings is to promote a group dynamic, with participants building upon the ideas of one another. Engaging and interactive group discussions can lead to a more in-depth understanding of what the RESIDENTS need.

A survey may be used during the process, but a survey by itself is not a MEETING.

See [parks.ca.gov/spp](https://parks.ca.gov/spp) for COVID-19 guidance and past examples of creative MEETINGS use for PARK planning and DESIGN, such as :

- Focus groups
- DESIGN workshops
- PARK DESIGN activities with students at the schools nearest to the PROJECT

Schedule convenient locations and times for the RESIDENTS using cost effective approaches, such as:

1. MEETING locations preferably within walking distance for the RESIDENTS, such as “sidewalk meetings” at the proposed PROJECT SITE. APPLICANTS or a partnering community group can set up a banner, easels, and tables on a Saturday morning and knock door-to-door inviting residents to join neighbors and discuss PARK DESIGN ideas. In addition to meetings at the PROJECT SITE, neighborhood/community based organizations and schools may let you use their meeting space.
2. Have MEETINGS where RESIDENTS will already be present. For example, facilitate MEETINGS with students in their classes or add to the agendas of neighborhood/community based organization MEETINGS where RESIDENTS will be available. Use community festivals, cook-outs, and other events that attract RESIDENTS.
3. Schedule multiple MEETINGS to accommodate RESIDENTS with different employment and family schedules, including weekend or evening hours.

It is recognized that in some cases the PROJECT may be driven by a general or park master plan process. Meetings may have occurred years ago. If a potential project concept is driven by a previous plan, the applicant should take the plan design and ground-truth it with the current RESIDENTS following goals 1-3 on page 23 in order to obtain maximum points. Some parts of goals 1-3 may lead to design enhancements.

**PROJECT SELECTION CRITERIA 4(B) {COMMUNITY BASED PLANNING} ON PAGE 21**

Inviting the RESIDENTS is an important factor for attendance. If they do not know about the MEETINGS, they will not come. Involving a BROAD REPRESENTATION of RESIDENTS to DESIGN the PARK ensures that it will meet the diverse needs of the community.

- Different types of methods can be used to invite and encourage RESIDENTS to participate. Each of the following examples would count as one method:
  1. Providing incentives to attend is a technique that agencies have used to increase turnout. Make the incentives clear in the invitations.
  2. Partner with community leaders and organizations to assist with outreach.
  3. Post flyers in high foot traffic areas such as bus stops, major intersections, stores, schools, community centers, and libraries. Provide invitations and meeting materials in predominantly-spoken languages in the community. If needed, have an interpreter present at meetings.
  4. Door-to-door in-person invitations.
  5. Mail invitations that may include surveys (same language idea noted above).
  6. Notices distributed at local schools.
  7. Scheduling one or more MEETINGS where RESIDENTS will already be present counts as one method for inviting RESIDENTS.
- The cumulative effect of the MEETINGS should result in a BROAD REPRESENTATION of residents. For example, meeting with youth at a school, seniors at a center, or parents at a PTA meeting may not get you a BROAD REPRESENTATION in each meeting, but when each meeting is added with others, the combination does.

## PROJECT SELECTION CRITERIA 4(C) {COMMUNITY BASED PLANNING} ON PAGE 22

Structure the MEETINGS following the minimum goals of Criteria 4(c) starting on page 22.

- Goal 1 is for the RESIDENTS to select their RECREATION FEATURE(S). See the 3 point scoring description on page 23. Keep in mind that “not limited to a few predetermined options presented by the APPLICANT” means the RESIDENTS were given a blank slate as a starting point.
- Using easels or other means for the RESIDENTS to provide visuals (e.g. sketches) of their ideas is an effective way to enable the RESIDENTS to DESIGN the PARK. Engage children at the meetings by providing them with pictures, stickers and art materials or other tools to articulate ideas. Some children may also add to group discussions.
- For Goal 2, RESIDENTS will often have practical ideas about locating features. For example, a parent may suggest playgrounds further away from streets or near spectator bleachers.
- For Goal 3, public art or beautification ideas can link with Criteria 5 and 9(B).
- To help the RESIDENTS prioritize the selection of their preferred RECREATION FEATURE(S), make budget limitations and projections clear to RESIDENTS. The MEETINGS will take place before the APPLICATION is sent to OGALS. Make it clear to RESIDENTS that this program may be highly competitive, funding is not guaranteed, and be prepared to discuss other options.
- The community based planning process can also be used to obtain RESIDENTS’ input on the topics detailed in Criteria 5 through 9.
- 4(c) Eligibility Criteria – Community Based Planning for Safe Public Use
  - For the APPLICATION to be eligible, the proposed PROJECT DESIGN must include RESIDENTS’ ideas to ensure safe public use. See Goal 3 described above.

## **PROJECT SELECTION CRITERION 5 {EMPLOYMENT OR VOLUNTEER OPPORTUNITIES} ON PAGE 24**

### Resident Employment or Volunteers

This criterion encourages and is designed to give RESIDENTS a sense of “ownership” to increase the use, safety, and care for their PARK. The criterion also provides opportunities to help build resumes for career pathways.

A combination, or just one, of these meaningful examples can be used to benefit at least twenty RESIDENTS and/or CORPSMEMBERS to obtain the 3 points:

- Outreach to RESIDENTS during community based planning (youth leadership and community organizing)
- MEETINGS assistance
- Plant trees in the PARK
- Make art tiles and add them to walls or walkways in the PARK
- Paint murals or install mosaics
- Training for RESIDENTS provided by contractors
- Create a community garden
- Create or restore natural habitat
- Other employment or volunteer OUTDOOR LEARNING OPPORTUNITIES with designing, landscaping, or constructing the park.

For example, 5 youth taught to lead community based planning, landscaping by 5 CORPSMEMBERS, and 10 RESIDENTS creating public art reaches the goal of benefiting 20 RESIDENTS and/or CORPSMEMBERS.

**The employment or volunteer opportunities must occur by PROJECT COMPLETION.** (Not long term operation/programs after PROJECT COMPLETION.)

### CONSERVATION CORPS Consultation Process

Use of the Corps Consultation Process is voluntary; however, to receive the 3 points, APPLICANTS must follow the “Corps Consultation Process for Proposition 68” established by the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC).

Use the instructions on page 51, Checklist Item 15. It is recommended that consultation begin more than one month prior to the APPLICATION deadline.

If either the CCC or CALCC offers to work on the PROJECT, but the APPLICANT does not agree to use any of the CONSERVATION CORPS’ offered services, 0 points will be awarded. Prop 68 Public Resources Code §80016 gives preference to PROJECTS that include use of CONSERVATION CORPS services.

## PROJECT SELECTION CRITERION 6 {PARTNERSHIPS OR COMMITTED FUNDING} ON PAGE 26

The 2018 Bond Act (Proposition 68) Public Resources Code §80001 (a)(5) declared “The California Center for Public Health Advocacy estimates that inactivity and obesity cost California over forty billion dollars annually through increased health care costs and lost productivity due to obesity-related illnesses, and [investments in infrastructure improvements to promote physical activity] would result in significant savings.”

Partnerships involving the HEALTH sector are encouraged. California’s Statewide Comprehensive Outdoor Recreation Plan (SCORP) has identified Park and HEALTH ORGANIZATIONS as having mutual goals for using recreation to improve HEALTH and wellness. [ParksforCalifornia.org](http://ParksforCalifornia.org).

“HEALTH ORGANIZATION” is broadly defined to mean a government, foundation or community-based organization, or private entity with a primary mission of promoting community design principles supporting physical activity, active transportation, social and mental wellness, nutrition, housing-related anti-displacement strategies, and a thriving environment.

To form new partnerships with the HEALTH sector, APPLICANTS may want to consider local health departments, health insurance companies or local hospitals and clinics, NON-PROFIT health advocates or community-based organizations, and even statewide or national health foundations.

Public Resources Code §80001(b)(2) gives priority to PROJECTS that “*leverage private, federal, or local funding or produce the greatest benefit.*” PROJECTS that “*produce the greatest benefit*” are prioritized through a statewide analysis of all Project Selection Criteria 1 through 9 responses.

**There is no point advantage for greater amounts of COMMITTED FUNDS. Cash contributions are not required to receive the maximum 3 points.**

Partners can donate volunteer services or materials without a cash contribution. For example: a partner assisting with outreach and MEETINGS with RESIDENTS (see Criterion #4 Technical Assistance) can count as one point, a partner contributing materials can count as a second point, and a partner leading a PARK beautification effort such as public art can count as a third point.

Other examples can include partial or full donation of land, and grants or other funding contributions from an agency other than the APPLICANT until PROJECT COMPLETION.

**Time period:** To receive up to three points, the partnership contributions will occur between June 5, 2018 until PROJECT COMPLETION. Do not include operation and maintenance and long-term programs after PROJECT COMPLETION.

**PROJECT SELECTION CRITERION 7(A) {ENVIRONMENTAL DESIGN} ON PAGE 27**

## Criteria 7(A)(3)

- A potential resource guide for recycled material content is available at the CalRecycle website: [calrecycle.ca.gov](http://calrecycle.ca.gov).
- “Separation and recycling of recoverable materials” may include the recycling of demolished buildings, concrete, wood, or steel that will be removed when creating a NEW PARK.

## Criteria 7(A)(4)

- The “California Invasive Plants Inventory” published by the California Invasive Plant Council may be helpful: [cal-ipc.org/plants/inventory](http://cal-ipc.org/plants/inventory).

**PROJECT SELECTION CRITERION 7(B) {ENVIRONMENTAL DESIGN} ON PAGE 28**

In addition to the four sustainable techniques that are listed in Criteria 7(A), the PROJECT will need to include three more techniques for efficient use of energy, water, and other natural resources, in order to obtain the maximum 7 points.

Other natural resource conservation and ecological techniques include but are not limited to:

1. Create iconic “place-making” with native vegetation landscapes and locally crafted RECREATION FEATURES.
2. Create RECREATION FEATURES using locally sourced materials to reduce environmental impacts from global transportation.
3. Replace blighted property with a PARK to beautify the community.
4. Create a recreational greenbelt or trail within the PROJECT SITE that also serves as off-street commuting and interconnectivity between neighborhoods
5. Use of rapidly renewable (harvested within a ten year cycle) building materials; agrifiber, linoleum, wheatboard, strawboard, bamboo, and wool or cotton insulation.
6. Use of certified wood (environmentally responsible forest management certified by the Forest Stewardship Council)
7. Reduce urban heat island effects
8. Preserve special status trees. Preserve and restore native wildlife habitat
9. Protect and restore riparian and wetland buffers
10. Repair or restore damaged or lost streams, wetlands and coastal habitat
11. For buildings, using any of the following qualifies as a technique. a) Energy efficient outdoor lighting, solar tubes, skylights, and skylids for indoor lighting. b) Design and locate buildings considering sun orientation for heating, cooling and lighting needs. c) Minimize building heating and cooling requirements with vegetation on roof-tops or use of shade trees. d) Comprehensive building insulation. e) Cooling/heating system efficiency f) Low flow water fixtures.

## PROJECT SELECTION CRITERIA 7(B)(1) {GREENHOUSE GAS EMISSIONS REDUCTION AND CARBON SEQUESTRATION} ON PAGE 28

The 2018 Bond Act's PRC §80001(b)(7) encourages measurement of carbon emission reductions and carbon sequestrations for Greenhouse Gas Reduction.

If the PROJECT involves tree planting, provide an estimate of the amount of trees to be planted and any other details regarding tree planting known at the time of APPLICATION. If the GRANT is awarded, and before PROJECT COMPLETION, GRANTEES may be required to report the following information about the PROJECTS:

- Tree species
- Size of trees at planting
- Information on the distance and direction to the nearest building (if applicable)
- Information on the age and climate control of any nearby buildings (if applicable)
- Information about the tree's growing conditions

The i-Tree site at [planting.itreetools.org](http://planting.itreetools.org) may be used as a measurement tool for GRANTEES.

If the PROJECT does not involve tree planting, state "the PROJECT does not involve tree planting" in the response to Project Selection Criteria 7(B)(1), and select an alternate technique. Examples for alternative techniques are listed on the previous page above.

## PROJECT SELECTION CRITERIA 7(C) {SITES OR LEED CERTIFICATION} ON PAGE 29

### SITES-certified landscapes

- Help reduce water demand, filter and reduce stormwater runoff, provide wildlife habitat, reduce energy consumption, improve air quality, improve human health and increase outdoor recreation opportunities.
- Information on the SITES program is located at: [sustainablesites.org/certification-guide](http://sustainablesites.org/certification-guide).

### LEED Certified Buildings

- Includes construction or renovation of a building larger than 2,000 gross square feet can achieve LEED Certification.
- Information on the LEED program is located at [usgbc.org](http://usgbc.org).

#### PROJECT SELECTION CRITERION 8(A) AND (B) {HOURS OF OPERATION} ON PAGE 30

For the APPLICATION to be eligible, hours of operation following PROJECT COMPLETION must accommodate DAILY ACCESS.

**Hours of Operation:** Holidays are excluded from DAILY ACCESS considerations. Weather is also excluded because weather (such as snow) cannot be controlled.

#### PROJECT SELECTION CRITERIA 8(C) {PUBLIC USE FEES} ON PAGE 30

**Fees:** Fees can be a barrier for access. APPLICANTS are encouraged to find partners or have an operation plan that will offset the need to charge fees to the general public for PROJECTS funded by this program.

To compare daily fees with monthly fees, the daily fee will be multiplied by 30. For example, if the daily entrance fee is \$1, it would be calculated as \$30 per month for DAILY ACCESS.

- **Activity or program fees/league registration fee:** If the activity or permit fee is required at all times to enter and use the project, then it does affect the score. For example, if the PROJECT is a soccer field, and only soccer teams can use the field by permit, then the fee charged to join the team/league counts. Using the same example, if the general public can use the soccer field without paying, indicate when the field will be available for the general public.
- **Fees based on residency:** GRANTEES cannot apply differences in admission or other fees on the basis of residence for state-funded projects.
- **Fees based on income:** For the purposes of this program, the entrance or membership fee will be calculated based on what any person would pay to be able to use the PARK before having to prove they are affected by poverty. APPLICANTS should consider members of the public affected by poverty as the baseline for determining what the fee will be for everyone.
- **Parking fees:** If the only way to enter the PARK is by driving, the parking fee will count as a DAILY ACCESS entrance fee. If pedestrians can easily enter the PARK without paying to enter, the parking fee would not affect the score.
- **Costs to use certain RECREATION FEATURES:** If the majority of the grant request will pay for one or more facilities that are free, the \$0 charge will be considered. If a facility with an entrance fee is the majority cost of the grant request, the entrance fee will be considered when evaluating the response. This includes nighttime lighting fees.
- **Rental fees for parties or other special functions:** Rental costs that are not part of a facility's usual daily entrance fees are excluded from the fee calculation.
- **Fixed fee rate during the 30 year contract performance period:** Grantees can contact OGALS if inflation affects the rate in this criterion over the 30 years.

## PROJECT SELECTION CRITERION 9(A) {CHALLENGES} ON PAGE 31

Review the definition for CHALLENGES and use it as a guide to describe the community's story. Criteria 9(A) is the APPLICANT'S chance to describe the need for the PROJECT not covered by the data found in the Community FactFinder. There may be other circumstances affecting the need for the PROJECT in addition to the examples listed in the definition for CHALLENGES. If so, describe those circumstances as well.

## PROJECT SELECTION CRITERION 9(B) {QUALITY OF LIFE BENEFITS} ON PAGE 31

Projects that will meet multiple needs of youth, seniors, and families will be more competitive than ones that provide a single use for a more limited group. The community-based planning MEETINGS with youth, seniors, and families should result in the DESIGN of a PARK that will benefit their HEALTH and quality of life. Consider how the DESIGN of the PARK will improve each of these conditions:

**Recreational Conditions** - to benefit the HEALTH and quality of life for youth, seniors, and families. PARKS can provide places for individual or team sports, jogging or walking, and other exercise that can improve HEALTH and help prevent obesity and diabetes. PARKS can provide space for community gardens that can support intergenerational recreation, and fruits and vegetables grown by RESIDENTS in PARKS could support healthy eating.

**Social Conditions** - to benefit the HEALTH and quality of life for youth, seniors, and families. PARKS can support places where YOUTH AT HIGH RISK can be mentored, seniors socialize, and families bond.

**Cultural Conditions** - to benefit the HEALTH and quality of life for youth, seniors, and families. Performing arts facilities can support cultural recreation such as dance, theater, and music, which can improve the HEALTH and quality of life for all. Cultural conditions can be improved through public art in PARKS such as mosaics, murals, and sculptures that reflect and celebrate the history and diverse cultures of surrounding neighborhoods. Older existing PARKS may have their own unique histories which can be told through public art.

**Environmental Conditions** - to benefit the HEALTH and quality of life for youth, seniors, and families. A NEW PARK can improve the appearance of a community by replacing blighted properties with green space and "placemaking" design. Beautification of existing PARKS through landscaping or public art can also enhance the community's appearance. Environmental design techniques can also be used to improve the community's environment.

**Educational Conditions** - to benefit the HEALTH and quality of life for youth, seniors, and families. PARKS can support places where RESIDENTS can be tutored, coached, and taught a wide range of HEALTH and life skills. History of the area can be taught through panels or public art. The PROJECT'S environmental design techniques can also be interpreted to show how energy and water can be conserved.

**PROJECT SELECTION CRITERION 9(B) {QUALITY OF LIFE BENEFITS} ON PAGE 31**

**Economic Conditions** – to benefit RESIDENTS’ HEALTH and quality of life. Consider the following for the “Economic” section of Project Selection Criterion 9 (B) on page 31.

Employment to Improve Economic Conditions

Skills that RESIDENTS and/or CORPSMEMBERS can gain through Project Selection Criterion 5 on page 24 may lead to new career pathways. Additionally, some PARKS will generate new long-term employment opportunities after PROJECT COMPLETION. Using the PROJECT to create career pathways for RESIDENTS affected by poverty can help meet the intent of Public Resources Code §80001(b)(1) cited below.

Advancing Solutions that Prevent Displacement

Public Resources Code §80001(b)(1) of the 2018 Bond Act (Prop. 68) states: “To the extent practicable, priority for grant funding under this division will be given to a project that advances solutions to prevent displacement.”

When an economically disadvantaged community experiences new for-profit real estate investments, RESIDENTS affected by poverty may be priced out of their homes.

In the response to the “Economic” section on page 31, describe the following:

- If RESIDENTS are vulnerable to “displacement”, describe a plan to partner with an organization(s) that supports “housing-related anti-displacement strategies.” The Prevention Institute’s report titled [Healthy Development Without Displacement: Realizing the Vision of Healthy Communities for All](#) gives helpful technical assistance. “Housing-Related Anti-Displacement Strategies” are listed on page 22 of the Prevention Institute’s report. Additional technical assistance will be posted at [parks.ca.gov/spp](http://parks.ca.gov/spp).\*
- If RESIDENTS are not vulnerable to “displacement”, explain why. For example, is there a lack of current or planned real estate investments that would price-out economically disadvantaged RESIDENTS from their homes? Or, is there effective affordable housing support already in-place? Or, are the RESIDENTS considered an economically secure community? If there are clear reasons why “displacement” is not applicable, a description about advancing displacement solutions is not needed.

\*How can a PARK PROJECT “advance solutions to prevent displacement?”

PARK DESIGN MEETINGS (Project Selection Criterion 4 on page 20) can attract RESIDENTS, agencies, and organizations to work together, leading to innovative partnerships. During site visits for ROUNDS One and Two of this program, the SPP team met RESIDENTS who shared excitement about the MEETINGS held in their neighborhoods for PARK DESIGN. RESIDENTS said the MEETINGS in their neighborhoods helped them feel connected with local government. It also helped them meet other neighbors with similar community service interests. When RESIDENTS work together to transform land into a vibrant PARK, it becomes a symbol of community pride and fosters a belief that they can make a difference with other issues in their neighborhoods.

## PROJECT SELECTION CRITERION 9(C) {READINESS} ON PAGE 31

Applicants will demonstrate project readiness by completing and meeting the intent of all APPLICATION requirements listed in the Application Checklist per page 11.

### PROJECT SELECTION CRITERIA REQUIREMENTS

To ensure there is a clear understanding of required deliverables for PROJECT COMPLETION, avoid discussing future phases in your response to the Project Selection Criteria/APPLICATION. Only discuss elements that will be completed within the GRANT PERFORMANCE PERIOD using the GRANT plus COMMITTED FUNDS.

If the GRANT is awarded, responses to the Criteria listed below will be included in a “Project Status Report” sent to GRANTEES every six months until PROJECT COMPLETION. This serves as a reminder of what the APPLICANT committed to during the competitive process.

- Criterion 4(c) (residents’ ideas that will be included)
- Criterion 5 (employment or learning opportunities)
- Criterion 7 (environmental design)
- Criterion 8 (fees and hours of operation)
- Criterion 9 (b) (project benefits)

## DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

### DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

**ACQUISITION** – to gain ownership of land or obtain a permanent easement. A lease or rental is not considered ACQUISITION.

**ADJACENT** – property next to or across the street from a PARK that existed before the APPROPRIATION DATE.

**APPLICANT** – an entity requesting GRANT funding through a competitive process.

**APPLICATION** – the required attachments listed in the Application Checklist on page 11.

**APPROPRIATION DATE** – begins on July 1<sup>st</sup> of the State fiscal year when program funding is authorized by the legislature.

**AUTHORIZED REPRESENTATIVE** – the position appointed by the APPLICANT’S governing body to sign all required GRANT documents. The AUTHORIZED REPRESENTATIVE can designate an alternate by informing OGALS in writing.

**BROAD REPRESENTATION** – inclusion of DESIGN ideas from RESIDENTS that may have different recreational needs, including youth, seniors, and families. Inclusion of people with disabilities, single adults, and immigrants are also encouraged. Sole involvement of an advocacy group or league likely to promote a specific RECREATION FEATURE does not meet this intent.

**CEQA** – the California Environmental Quality Act as stated in the Public Resources Code §21000 et seq.; Title 14 California Code of Regulations §15000 et seq.  
[opr.ca.gov/ceqa](http://opr.ca.gov/ceqa)

**CHALLENGES** – conditions present in a community affecting the HEALTH and quality of life for YOUTH AT HIGH RISK, seniors, and families. Examples include a lack of safe and affordable recreational opportunities, low performing schools, poverty, high crime rates, brown fields, residential overcrowding, and physical barriers such as freeways and rivers disconnecting neighborhoods.

**COMMITTED FUNDS** – the APPLICANT has secured all additional funds needed to complete the PROJECT. Secured funds are cash in hand or having a contract or other binding agreement with another entity(s) obligating the additional funds. Future fundraising plans are not COMMITTED FUNDS.

### **CONSERVATION CORPS –**

- California Conservation Corps (CCC) – a State workforce development program that employs 18-25 year-olds for environmental conservation or enhancement projects, fire protection, and emergency response. [ccc.ca.gov](http://ccc.ca.gov)
- California Association of Local Conservation Corps (CALCC) – non-profit organizations certified by the California Conservation Corps to provide community and conservation work, education, and job training. [callocalcorps.org](http://callocalcorps.org)

**CORPSMEMBERS** – youth enrolled in the California Conservation Corps and/or Community Conservation Corps, as defined by Public Resources Code 14507.5

**CONSTRUCTION COSTS** – costs incurred starting when ground-breaking construction activities such as site preparation, grading, or gutting begins, and continuing to the end of the GRANT PERFORMANCE PERIOD.

**CONTRACT** – an agreement specifying the GRANT obligations between the GRANTEE and DPR.

**COVERED PARKS** – a large shade or snow protection structure over sports fields, courts, or playgrounds in areas of the State where weather would otherwise diminish seasonal outdoor recreation.

**CRITICALLY UNDERSERVED COMMUNITY** – an area within PROXIMITY of a PROJECT SITE that has a ratio of less than 3 acres of PARK SPACE per 1,000 residents, or a median household income below \$56,982 based on the response to Project Selection Criteria 1 or 2.

**DAILY ACCESS** – after PROJECT COMPLETION, youth, seniors, and families affected by poverty can use the PROJECT seven days a week with no fees or affordable fees.

**DESIGN** – preliminary PROJECT concepts and drawings achieved through the community based planning MEETINGS, before the completion of engineer/construction documents.

**DEVELOPMENT** – to construct a new RECREATION FEATURE or MAJOR SUPPORT AMENITY, or RENOVATION of an existing RECREATION FEATURE.

**DISTRICT** – one of the following as defined in SPP legislation:

1. A recreation and park district formed under Division 5 of the Public Resources Code, Chapter 4 (commencing with Section 5780).
2. A public utility district formed under Division 7 (commencing with Section 15501) of the Public Utilities Code in a non-urbanized area that employs a full-time park and recreation director and offers year-round park and recreation services on lands and facilities owned by that district.

## DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

3. A memorial district formed under Chapter 1 (commencing with Section 1170) of Division 6 of the Military and Veterans Code that employs a full-time park and recreation director and offers year-round park and recreation services on lands and facilities owned by that district.
4. The Malaga County Water District exercising powers authorized under Section 31133 of the Water Code.
5. A community service district formed under Division 3 (commencing with Section 61000) of Title 6 of the Government Code in a nonurbanized area that is authorized to provide public recreation as specified in subdivision (e) of Section 61100 of the Government Code.
6. A county service area or zone in the county service area, within the County of San Bernardino that is empowered to provide public park and recreation services pursuant to Chapter 2.2 (commencing with Section 25210.1) of Part 2 of Division 2 of Title 3 of the Government Code, that is actually providing public park and recreation services that was reorganized prior to January 1, 1987, from a park and recreation district to a county service area or zone.
7. A regional park district formed pursuant to Division 5, Chapter 3, Article 3 (commencing with Section 5500) of the Public Resources Code.

**ELIGIBLE COSTS** – expenses incurred during the GRANT PERFORMANCE PERIOD to complete the GRANT SCOPE approved by OGALS through a fully executed CONTRACT.

**EXISTING PARK** – public land that includes open space with at least one officially designated RECREATION FEATURE and is open to the public for recreation before the APPROPRIATION DATE.

**EXPAND/EXPANSION** – the PROJECT will add PARK SPACE acreage to an existing ADJACENT PARK.

**GRANT** – amount of funds made available to a GRANTEE for completion of the GRANT SCOPE during the GRANT PERFORMANCE PERIOD.

**GRANTEE** – an entity having a CONTRACT with DPR for a GRANT funded by the Statewide Park Program.

**GRANT ADMINISTRATION GUIDE** – the document titled the “GRANT ADMINISTRATION GUIDE for 2018 Bond Act (Proposition 68)” that provides requirements and forms for GRANT administration.

**GRANT PERFORMANCE PERIOD** – the period of time, starting with the APPROPRIATION DATE, when ELIGIBLE COSTS may be incurred by the GRANTEE and charged to the GRANT. Dates for each round will be posted at [parks.ca.gov/spp](https://parks.ca.gov/spp).

## DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

**GRANT SCOPE** – the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form that must be completed prior to final GRANT payment. Also see the definitions of TOTAL PROJECT COST.

**HEALTH** – a state of physical, mental and social well-being and not merely the absence of disease.

**HEALTH ORGANIZATION** – a government, foundation or community-based organization, or private entity with a primary mission of promoting community design principles supporting physical activity, active transportation, social wellness, mental wellness, nutrition, housing-related anti-displacement strategies, and a thriving environment.

**JOINT POWERS AUTHORITY** – an agreement between a City, County, and/or a DISTRICT to perform services, cooperate with, or lend powers for the operation and maintenance of PARK land. For a joint powers authority to be eligible, one of the following must be a member: a City, or a County, or an eligible DISTRICT.

**MAJOR SUPPORT AMENITY** –

1. Parking lot, restroom building, or other non-recreational facility located within a Project site.
2. Lighting and landscaping to improve the appearance of the PARK.

**MEETING** – RESIDENTS worked together as a group in person with the APPLICANT or with the APPLICANT'S partnering community based organization(s) to DESIGN the PARK.

The type of meeting can be creative, cost effective, and non-traditional. Formal public hearings are not required.

**MINOR SUPPORT AMENITY** – a permanent support item such as a sign, bench, small fence, or drinking fountain that costs, by itself, less than \$50,000 at the time of APPLICATION.

**NEW PARK** – the PROJECT will create a PARK on property that was not open to the public as a PARK prior to the application deadline, and is not ADJACENT to an EXISTING PARK.

**NEW RECREATION OPPORTUNITY** – construction of a new RECREATION FEATURE. Or, for RENOVATION, an existing RECREATION FEATURE will be improved beyond its original condition.

## DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

**NON-PROFIT** – any non-profit entity qualified to do business in California under Section 501(c)(3) of Title 26 of the United States Code, and that has among its primary purposes any of the following:

- the recreational, vocational, educational, and other services to improve social and cultural conditions of a community,
- the preservation, protection, or enhancement of land or water resources in their natural, scenic, historical, agricultural, forested, or open-space condition or use,
- the provision of conservation and environmental education and other services to improve environmental conditions of a community.

**OUTDOOR LEARNING OPPORTUNITIES** – employment or volunteer activities for RESIDENTS or CONSERVATION CORPS members during community based planning and PROJECT design, or by PROJECT COMPLETION.

**PARK** – open space land for the general public’s physical and social HEALTH that provides at least one designated RECREATION FEATURE for nature appreciation, athletic activities, cultural enrichment, or other recreational activities.

- A PROJECT that is only for a stand-alone community center, that is not currently in a park or ADJACENT to a park, would be considered ineligible as SPP projects must create, expand, or improve parks.
- School property is considered a park when there is a joint-use agreement and park signage indicating the general public is welcome to use a designated outdoor area, such as a schoolyard, for recreation during appropriate hours such as after-school, weekends, and summer.

**PARK SPACE** – the size of the official PARK boundary determined by acres or fraction thereof.

**PRE-CONSTRUCTION COSTS** – costs incurred before construction during the planning, design, and permitting phase of the PROJECT, limited to 25% of the GRANT amount.

**PROJECT** – the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form to be funded by the GRANT request plus COMMITTED FUNDS.

**PROJECT SITE** – the entire PARK property. When using the California State Parks Community FactFinder, the origin of the half-mile radius can be located at any point within the boundary of the entire PARK.

## DEFINITIONS FOR ALL WORDS AND TERMS IN SMALL CAPS

**PROJECT COMPLETION** – when the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form are complete and the facilities are open and useable by the public.

**PROXIMITY** – the area located within a half mile radius of the PROJECT SITE.

**RECREATION FEATURE** – an element that provides active or passive recreational use.

**RENOVATE/RENOVATION** – construction to improve an EXISTING PARK to either increase public use, operating hours, public safety, energy or water conservation, accessibility compliance, or all of the above. This includes improvement of an existing RECREATION FEATURE, or an existing MAJOR SUPPORT AMENITY.

**RESIDENTS** – the population living within a half mile of the PROJECT SITE including youth, families, and seniors.

**ROUND** – a distinct cycle of APPLICATIONS received and reviewed by DPR, through a competitive process.

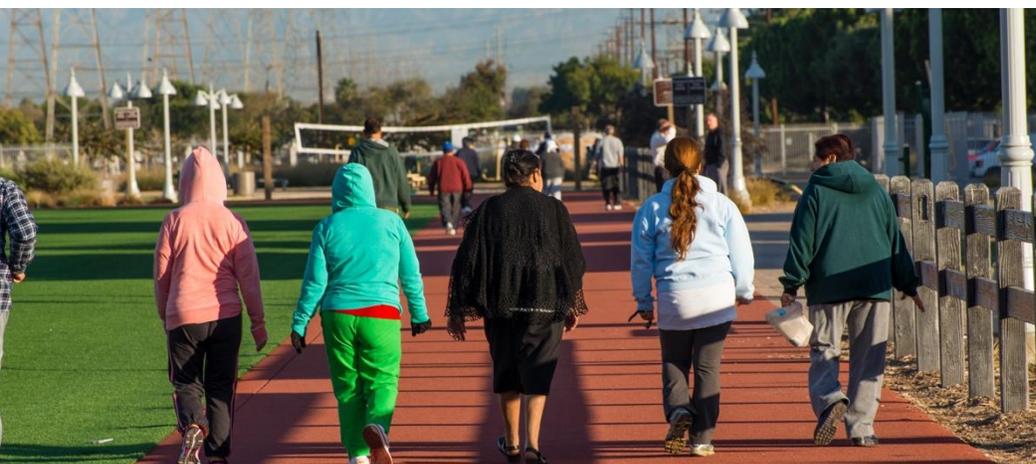
**SITE CONTROL** – when the GRANTEE owns the PROJECT SITE, or has a permanent easement, or has a lease agreement or TURNKEY agreement approved by DPR, that allows for PROJECT COMPLETION and public use to fulfill the CONTRACT obligations.

**TOTAL PROJECT COST** – the combined dollar amount of all funding sources used to complete the RECREATION FEATURES and MAJOR SUPPORT AMENITIES listed in the GRANT SCOPE/Cost Estimate Form.

**TURN-KEY PROJECT** – when an APPLICANT proposes to build a PROJECT, then transfer the CONTRACT to the land owner for long term operation and maintenance with approval from DPR.

**YOUTH AT HIGH RISK** – challenges within the CRITICALLY UNDERSERVED COMMUNITY affecting the health and wellness of youth such as school failure, gangs, insufficient recreational services, pollution, or a blighted environment.

“I made it a goal to walk two miles each day on this park’s track with a group of retired friends. Then I use the outdoor gym equipment. I lost many pounds. It is a positive movement to a healthy lifestyle.”



**Street Address for Overnight Mail:**

Calif. Dept. of Parks and Recreation  
Office of Grants and Local Services  
1416 Ninth Street, Room 918  
Sacramento, CA 95814

**Mailing Address:**

Calif. Dept. of Parks and Recreation  
Office of Grants and Local Services  
P.O. Box 942896  
Sacramento, CA 94296-0001

**MAIN LINE:** (916) 653-7423

**PROGRAM WEBSITES:** [parks.ca.gov/spp](https://parks.ca.gov/spp) | [parksforcalifornia.org/communities](https://parksforcalifornia.org/communities)

# Facility Condition Assessment Report

## Machado Park

*Prepared by Kitchell  
For*

City of Santa Clara, California



**FINAL DRAFT**  
January 31, 2018

Park Survey Date: 06/29/17

Building Survey Date: 07/10/17





## Machado Park Facility Condition Assessment



Facility Statistics	
Address	3360 Cabrillo Avenue
Year Dedicated	1961
Acreage	2.65
Latitude	37.3596
Longitude	-121.9891
APN	220-09-052, 220-09-062
Park Condition	
Current Needs	\$ 257,623
Replacement Value	\$ 959,152
Park Condition Index, PCI	27
Condition Rating	Poor
Building Condition	
Current Needs	\$ 380,100
Replacement Value	\$ 1,784,052
Building Condition Index, BCI	22
Condition Rating	Poor

### I. General Facility Description

Dedicated in 1961, Machado Park contains a recreation building, restrooms, an open play area, a playground, picnic tables, and various other park amenities. The park is bounded by Cabrillo Avenue to the north and east, Briarwood Elementary to the south and residential properties to the west.

### II. Park History

The site was originally dedicated as Killarney Park, one of three parks originally dedicated on November 19, 1961. The developments were made possible through a successful bond election in October 1959. In May 1975, the three and a half acre park was rededicated as Machado Park in honor of Manuel Machado and other members of the pioneering Santa Clara family who had farmed the land. It is the second city park to be named for a living Santa Clara resident.

### III. Park Description

#### A. Playgrounds

- Grade: D (*grade assigned per separate assessment*)  
Playground grade based on elements of play, design elements, and inclusive play.



- The park has one playground area with silica sand surfacing.
- Playground equipment appeared in poor condition and eligible for consideration to be replaced in the current year.
- Playground surfacing appeared to be in fair condition, with additional silica sand needed in a few areas.
- The playground is missing an accessible path from the adjacent walkway to the equipment.
- No age-appropriate signage was noted for the playground equipment.

B. Site Parking Lots

- None.

C. Pedestrian Pathways

- Pedestrian paving throughout the site consists of concrete pavement.
- Paving varies in condition with multiple areas requiring repairs.

D. General Site Amenities (Fencing, Walls, Signage, Other)

- General park signage appeared to be in overall good condition.
- There is no perimeter fencing surrounding the site.
- The retaining walls appeared to be in good condition.

E. Furnishings

- The site includes miscellaneous park furnishings such as picnic tables, benches, drinking fountains, and trash cans.
- The majority of these furnishings were in good condition with only minimal repairs required.

F. Playing Fields and Play Courts

- The site has a basketball court, and open field play areas (natural turf).
- The open play natural turf areas appeared to be in good condition.
- The basketball court appeared to be in good condition.

G. Landscaping (Including Turf)

- General landscaping throughout the park consists of trees, minor shrubs, and natural turf.
- Trees and shrubs appeared to be in good condition with no dead or dying trees or shrubs noted.
- Minor areas of natural turf areas will require maintenance.

H. Stormwater Observations

- Park drainage generally flows into an on-site underground drainage system.
- Overall, the park appears relatively well-drained and was not observed to have areas displaying flooding.



#### IV. Building Description

##### A. Restroom Building

- The wood trellis is in need of replacement.
- The patio concrete is cracking and is in need of replacement.
- The interior casework is in need of replacement.
- The original doors and hardware are in need of replacement.
- The exterior exit doors are not handicap accessible.
- Several of the exterior wood wall panels are damaged or worn and are in need of replacement or repair.
- The electrical system appears to be in poor operational condition and has reached the end of its industry rated useful lifetime. Additionally, the electrical equipment is manufactured by Zinsco and has a reputation for catastrophic failures.
- Fluorescent fixtures provide interior lighting. The fixtures appeared to be in good operational condition. In the future, fixtures should be replaced with an energy efficient LED option.
- High intensity discharge fixtures provide exterior lighting. The fixtures appeared to be in good condition. In the future, fixtures should be replaced with an energy efficient LED option.
- The building is not equipped with a fire alarm system.

##### B. Recreation Building

- The recreation building is supplied power by a panelboard rated 225A at 120/240V, 3 phase, 4 wire.
- During the time of the assessment, there were no issues reported by maintenance personnel.
- Fluorescent fixtures provide interior lighting. The fixtures appeared to be in good operational condition. In the future, fixtures should be replaced with an energy efficient LED option.
- High intensity discharge fixtures provide exterior lighting. The fixtures appeared to be in good condition. In the future, fixtures should be replaced with an energy efficient LED option.
- The building is not equipped with a fire alarm system.

#### V. Park Improvements/Enhancements

- New basketball court goals and restriping of basketball court: 2016

#### VI. Easements & Agreements

A. Park & Recreation staff researched easements and agreements attached to the Park / Facility. The lists of easements / agreements below reflect what staff was able to find at the time of the report release.

- Machado Park: None.



**VII. Assumptions/Inclusions/Exclusions**

- No underground utilities were assessed.
- Deficiencies noted throughout this report are assumed to be replaced in-kind and do not include any technology advancements or system changes for the existing assets.
- The use of this report is not intended to be a recreation demand analysis.
- A rehabilitation and code upgrade does not increase facility capacity.
- The assessment of fire alarm and fire sprinkler systems only include the examination and notation of if either system existed in a building. The assessment of these systems do not include the verification of its condition or useful life.



# Machado Park

## CIP DEFICIENCY DATA SUMMARY - PARK FEATURES

				Construction Increase - Cumulative Escalation							
				1.05%	1.10%	1.16%	1.22%	1.28%	VARIES	VARIES	VARIES
Uniformat Code	Park System Class	Current Costs Without Escalation	Total Costs With Escalation	Priority 1 Year 1	Priority 2 Year 2	Priority 3 Year 3	Priority 4 Year 4	Priority 5 Year 5	Priority 06-10	Priority 11-15	Priority 16-20
G2030	Pedestrian Plazas and Walkways	\$115,124	\$128,911	\$82,663	-	\$2,006	-	\$44,242	-	-	-
G2050	Sports Courts	\$62,829	\$72,731	-	-	\$72,731	-	-	-	-	-
G2050	Playgrounds	\$46,806	\$54,110	\$711	-	\$53,399	-	-	-	-	-
G2060	Site Development	\$189,255	\$292,703	\$3,697	-	\$7,524	-	-	\$271,378	\$767	\$9,337
G2080	Landscaping	\$6,527	\$8,785	\$4,436	-	-	-	-	-	\$4,349	-
G3010	Water Utilities	\$35,748	\$55,509	-	-	-	-	-	\$55,509	-	-
G3030	Storm Drainage Utilities	\$2,708	\$5,417	-	-	-	-	-	\$1,682	-	\$3,735
G4010	Site Electric Distribution Systems	\$8,463	\$17,095	-	\$622	-	-	-	\$3,504	-	\$12,968
G4050	Site Lighting	\$18,054	\$23,043	-	-	-	-	\$23,043	-	-	-
<b>TOTALS</b>		\$485,514	\$658,303	\$91,506	\$622	\$135,660	-	\$67,285	\$332,073	\$5,116	\$26,040
<b>TOTALS (Priority 1-5 Without Escalation)</b>				\$87,149	\$564	\$117,191	-	\$52,719			
				<b>\$257,623</b>							

Site Development Park Class System assets include: Fencing, Trash Cans, Picnic Tables, Signage, Bollards, Shelters, Fitness Equipment, BBQ's, Bike Racks, Walls, etc.

### PCI Summary:

<b>Totals:</b>	
<b>(Priority 1 through 5 Without Escalation)</b>	\$257,623
<b>Total Replacement Cost:</b>	\$959,152
<b>PCI Calculated Value:</b>	27
<b>PCI Condition Rating:</b>	<b>POOR</b>



# Machado Park

## CIP DEFICIENCY DATA SUMMARY - BUILDING FEATURES

Uniformat Code	Building System Class	Current Costs Without Escalation	Total Costs With Escalation	Construction Increase - Cumulative Escalation							
				1.05%	1.10%	1.16%	1.22%	1.28%	VARIES	VARIES	VARIES
				Priority 1 Year 1	Priority 2 Year 2	Priority 3 Year 3	Priority 4 Year 4	Priority 5 Year 5	Priority 06-10	Priority 11-15	Priority 16-20
B1010	Floor Construction	\$5,078	\$5,332	\$5,332	-	-	-	-	-	-	-
B2010	Exterior Walls	\$3,791	\$4,441	-	-	\$3,344	\$1,097	-	-	-	-
B2020	Exterior Windows	\$113	\$144	-	-	-	-	\$144	-	-	-
B2050	Exterior Doors and Grilles	\$30,494	\$32,390	\$24,604	\$7,786	-	-	-	-	-	-
B2080	Exterior Wall Appurtenances	\$230,397	\$294,055	-	-	-	-	\$294,055	-	-	-
C1030	Interior Doors	\$19,860	\$23,565	-	-	\$11,495	\$12,070	-	-	-	-
C2050	Ceiling Finishes	\$1,269	\$1,543	-	-	-	\$1,543	-	-	-	-
D2010	Domestic Water Distribution	\$27,520	\$36,677	\$58	-	-	\$15,087	\$11,867	-	\$9,665	-
D3020	Heating Systems	\$5,236	\$5,772	-	\$5,772	-	-	-	-	-	-
D5020	Electrical Service and Distribution	\$38,541	\$40,468	\$40,468	-	-	-	-	-	-	-
D5040	Lighting	\$3,763	\$4,337	\$2,725	\$143	-	-	\$662	\$806	-	-
E2010	Fixed Furnishings	\$20,311	\$23,512	-	-	\$23,512	-	-	-	-	-
<b>TOTALS</b>		\$386,373	\$472,236	\$73,186	\$13,701	\$38,351	\$29,797	\$306,729	\$806	\$9,665	-
<b>TOTALS (Priority 1-5 Without Escalation)</b>				\$69,701	\$12,427	\$33,130	\$24,514	\$240,327			
				<b>\$380,100</b>							

### BCI Summary:

<b>Totals:</b>	
<b>(Priority 1 through 5 Without Escalation)</b>	\$380,100
<b>Total Replacement Cost:</b>	\$1,784,052
<b>BCI Calculated Value:</b>	22
<b>BCI Condition Rating:</b>	<b>POOR</b>



**Table 1. Facility Condition Index Grade and Impact to Asset Failure Risk, Residents and Staff**

<b>Common Implications of PCI/BCI to Asset Portfolios</b>				
<b>PCI/BCI Grade</b>	<b>Impact to Facilities and Components</b>	<b>Examples of Component Issues</b>	<b>User Complaints and Morale</b>	<b>Maintenance Personnel Impact</b>
Good (PCI/BCI 0 to 4)	Facilities will look clean and functional. Limited and manageable component and equipment failure may occur.	Repairs and replacement are more of an aesthetic or general nature, such as wall painting, carpet replacement, roof repair, window caulking.	User complaints will be low and manageable.  User morale will be positive and evident.	Facilities personnel time will be devoted to regular scheduled maintenance.
Fair (PCI/BCI 5 to 10)	Facilities are beginning to show signs of wear. More frequent component and equipment failure will occur.	Repairs and replacement of specific systems, i.e. boiler, window replacements, interior renovations.	User complaints will occur with higher level of frequency. User morale may be affected.	Facilities personnel time may at times be diverted from regular scheduled maintenance.
Poor (PCI/BCI 11 to 30)	Facilities will look worn with apparent and increasing deterioration. Frequent component and equipment failure may occur. Occasional building shut down will occur.	Replacement of specific major systems required, such as heating and plumbing systems, complete interior renovations, building envelope restoration. Shut down may affect users (i.e. roof or pipe leakage)	User complaints will be high with increased level of frequency. Concern about negative user morale will be raised and become evident.	Facilities personnel time will likely be diverted from regular scheduled maintenance and forced to “reactive” mode.
Critical (PCI over 30)	Facilities may look worn with obvious deterioration. Equipment failure occurring frequently. Occasional building shut down will likely occur. Management risk is high. Health and safety issue figure prominently. Major systems approaching end of industry-standard useful life.	Replacement of multiple systems required (i.e. mechanical, electrical, architectural and structural). Building heating system failure. Evacuation of upper floor due to unaddressed roof leakage. Structural issues including envelope replacement. Major systems approaching end of industry-standard useful life.	User complaints may be very high with an unmanageable level of frequency. Lack of maintenance will affect user attitudes and morale.	Facilities personnel will not be able to provide regular scheduled maintenance due to high levels of “reactive” calls.



# Machado Park

## DEFICIENCY TABLE

(1): Total Deficiency Cost = (Deficiency Cost) x (General Construction Factor) x (City Cost Index) x (Non Construction Cost) x (Cumulative Escalation)  
 General Construction Factor (1.40) = Estimating Contingency, General Conditions, Overhead and Profit, Insurance and Bonds  
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(2): Unit of Measure

(3): TBD = Costs to be determined after further investigation by City of Santa Clara.

System	Item No.	Room Location	Deficiency Description	Description of Work	Qty	UOM (2)	Deficiency Cost	Total Deficiency Cost (1)	Related Asset ID / Comments	Priority (3)
B1010 - Floor Construction	B1010.50.011		No ADA access - add accessible material.	Provide improvements for ADA path of travel.	150	SF	\$2,250	\$5,332	CSC002322	01
B2010 - Exterior Walls	B2010.10.003	Exterior Building	Wood board is in poor condition.	Replace or repair existing wood siding. Place new siding over building paper and plywood sheathing.	40	SF	\$320	\$836	CSC003482 / Wood panels.	03
B2010 - Exterior Walls	B2010.10.003	Exterior Building	Wood board is in poor condition.	Replace or repair existing wood siding. Place new siding over building paper and plywood sheathing.	40	SF	\$320	\$836	CSC003482 / Wood panels.	03
B2010 - Exterior Walls	B2010.10.003	Exterior Building	Wood board is in poor condition.	Replace or repair existing wood siding. Place new siding over building paper and plywood sheathing.	80	SF	\$640	\$1,672	CSC003482 / Wood panels.	03
B2010 - Exterior Walls	B2010.10.007	Exterior Building	Wood trim is worn.	Replace trim and finish to match.	40	LF	\$400	\$1,097	CSC003482 / Damaged trim.	04
B2020 - Exterior Windows	B2020.10.008	Classroom	The paint finish on the window sills is chipped and peeling.	Clean and paint window sills.	10	LF	\$50	\$144	CSC003482 / Wood sills.	05
B2050 - Exterior Doors and Grilles	B2050.10.006	Classroom	Exterior hollow metal doors: Poor closing and latching, worn out door hardware and missing door seals.	Replace doors and hardware with new accessible hardware, including door seals and thresholds. Rework concrete to provide level door landing to meet accessibility standards.	2	EA	\$4,383	\$10,386	CSC003482 / Exit doors, door landings/thresholds do not meet current accessibility standards.	01
B2050 - Exterior Doors and Grilles	B2050.10.007	Exterior Building	Exterior hollow metal doors: Poor closing and latching, worn out door hardware and missing door seals.	Replace doors and hardware with new accessible hardware, including door seals and thresholds.	1	EA	\$1,565	\$3,893	CSC003482 / Store door and hardware.	02
B2050 - Exterior Doors and Grilles	B2050.10.007	Exterior Building	Exterior hollow metal doors: Poor closing and latching, worn out door hardware and missing door seals.	Replace doors and hardware with new accessible hardware, including door seals and thresholds.	1	EA	\$1,565	\$3,893	CSC003482 / Electrical door and hardware.	02
B2050 - Exterior Doors and Grilles	B2050.90.013	Exterior Building Walk	Door thresholds exceed 1/2-inch maximum height.	Saw cut existing concrete and install new concrete landings with required clearances and slopes to adjacent concrete walk.	240	SF	\$6,000	\$14,218	CSC003482 / No ADA exit threshold.	01
B2080 - Exterior Wall Appurtenances	B2080.30.004	Exterior Trellis	Existing 4x4 wood post and 2x8 beam trellis has deteriorated.	Demolish existing wood trellis and replace with similar structure.	3403	SF	\$102,090	\$294,055	CSC003482 / Deteriorating wood trellis.	05
C1030 - Interior Doors	C1030.10.001	Classroom	Interior wood or metal door is in poor condition.	Refurbish or replace existing door.	2	EA	\$4,400	\$11,495	CSC003482 / Classroom	03
C1030 - Interior Doors	C1030.10.001	Classroom	Interior wood or metal door is in poor condition.	Refurbish or replace existing door.	2	EA	\$4,400	\$12,070	CSC003482 / Classroom	04
C2050 - Ceiling Finishes	C2050.10.002	Classroom - Storage	Ceiling is in poor condition.	Remove and replace existing ceiling and replace with new gypsum board. Tape and paint.	90	SF	\$563	\$1,543	CSC003482 / Classroom storage ceiling.	04
D2010 - Domestic Water Distribution	D2010.20.023	Community Storage	Electric water heater is approaching the end of its useful life.	Provide equipment replacement and installation.	1	EA	\$4,120	\$11,867	CSC002234 / 30-gallon storage.	05



# Machado Park

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System	Item No.	Room Location	Deficiency Description	Description of Work	Qty	UOM (2)	Deficiency Cost	Total Deficiency Cost (1)	Related Asset ID / Comments	Priority (3)
D2010 - Domestic Water Distribution	D2010.40.014	Women's Restroom	Insulation missing from sanitary sewer tailpipe for ADA.	Cover sanitary sewer pipe with appropriate ADA-approved insulation.	1	SF	\$12	\$29	CSC002224	01
D2010 - Domestic Water Distribution	D2010.40.014	Men's Restroom	Insulation missing from sanitary sewer tailpipe for ADA.	Cover sanitary sewer pipe with appropriate ADA-approved insulation.	1	SF	\$12	\$29	CSC002227	01
D2010 - Domestic Water Distribution	D2010.60.041		Outside single bubbler drinking fountain and rough-in are at or approaching the end of its expected useful service life.	Provide equipment replacement and installation.	1	EA	\$5,500	\$15,087	CSC003455	04
D2010 - Domestic Water Distribution	D2010.60.051		Plumbing fixtures, cold and hot water piping, sanitary sewer line, and vent lines are at the end of their expected useful service life.	Provide equipment replacement and installation.	150	SF	\$2,550	\$9,665	CSC003482	12
D3020 - Heating Systems	D3020.70.005	Community	Electric unit heater is approaching the end of its useful life.	Provide equipment replacement and installation.	1	EA	\$580	\$1,443	CSC002228 / Equipment appears to be	02
D3020 - Heating Systems	D3020.70.005	Community	Electric unit heater is approaching the end of its useful life.	Provide equipment replacement and installation.	1	EA	\$580	\$1,443	CSC002229 / Equipment appears to be	02
D3020 - Heating Systems	D3020.70.005	Community	Electric unit heater is approaching the end of its useful life.	Provide equipment replacement and installation.	1	EA	\$580	\$1,443	CSC002230	02
D3020 - Heating Systems	D3020.70.005	Community	Electric unit heater is approaching the end of its useful life.	Provide equipment replacement and installation.	1	EA	\$580	\$1,443	CSC002232 / Equipment appears to be	02
D5020 - Electrical Service and Distribution	D5020.10.302	Restroom - Storage	400A Metered main switchboard (3P, 120/208 ) is approaching the end of its expected useful life.	Replace the metered main switchboard.	1	EA	\$5,520	\$13,080	CSC002292 / Switchboard is beyond its useful life.	01
D5020 - Electrical Service and Distribution	D5020.30.1008	Classroom - Storage	225A (42 ckts, 120/208, 3P) Panelboard is approaching the end of its expected useful life.	Replace the panelboard.	1	EA	\$5,779	\$13,694	CSC002288 / Panelboard is beyond its useful life.	01
D5020 - Electrical Service and Distribution	D5020.30.1008	Restroom - Storage	225A (42 ckts, 120/208, 3P) Panelboard is approaching the end of its expected useful life.	Replace the panelboard.	1	EA	\$5,779	\$13,694	CSC002291 / Panelboard is beyond its useful life.	01
D5040 - Lighting	D5040.10.001	Restroom - Storage	Time clock is approaching the end of its expected useful life.	Replace the time clock.	1	EA	\$230	\$662	CSC002290	05
D5040 - Lighting	D5040.10.001	Restroom - Storage	Time clock is approaching the end of its expected useful life.	Replace the time clock.	1	EA	\$230	\$806	CSC002286	10
D5040 - Lighting	D5040.50.203	Classroom	Public areas do not have code required illuminated exit lights.	Add battery backed up illuminated exit lights including circuiting.	2	EA	\$1,150	\$2,725	CSC002285 / Exit light fixtures are not	01
D5040 - Lighting	D5040.50.404	Exterior Courtyard	Exterior lighting fixture lens is yellowing or is in poor condition.	Replace the lighting fixture lens.	1	EA	\$58	\$143	CSC002282 / Cracked lens on floodlight	02
E2010 - Fixed Furnishings	E2010.30.003	Classroom	Original casework and shelving is worn and damaged.	Refinish or replace original cabinets and countertops.	20	LF	\$9,000	\$23,512	CSC003482 / Classroom storage	03



# Machado Park

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G2030 - Pedestrian Plazas and Walkways	G2030.10.008	Exterior Building Walk	Concrete pathway shows evidence of damage.	Replace concrete paving.	80	SF	\$768	\$2,006	CSC003482	03
G2030 - Pedestrian Plazas and Walkways	G2030.10.008	Patio	Concrete pathway shows evidence of damage.	Replace concrete paving.	1600	SF	\$15,360	\$44,242	CSC003482	05
G2030 - Pedestrian Plazas and Walkways	G2030.10.009		Concrete pathway shows evidence of damage.	Replace concrete and base to match existing.	3230	SF	\$34,884	\$82,663	CSC002310	01
G2050 - Sports Courts	G2050.10.008		Concrete court shows evidence of damage.	Replace concrete court.	2900	SF	\$27,840	\$72,731	CSC002312	03
G2050 - Playgrounds	G2050.50.003		Playground equipment is approaching the end of its useful life.	Replace playground equipment.	1	EA	\$1,800	\$4,702	CSC002321	03
G2050 - Playgrounds	G2050.50.003		Playground equipment is approaching the end of its useful life.	Replace playground equipment.	1	EA	\$1,800	\$4,702	CSC003487	03
G2050 - Playgrounds	G2050.50.003		Playground equipment is approaching the end of its useful life.	Replace playground equipment.	1	EA	\$1,800	\$4,702	CSC003488	03
G2050 - Playgrounds	G2050.50.005		Playground equipment is approaching the end of its useful life.	Replace playground equipment.	1	EA	\$1,680	\$4,389	CSC003485	03
G2050 - Playgrounds	G2050.50.005		Playground equipment is approaching the end of its useful life.	Replace playground equipment.	1	EA	\$1,680	\$4,389	CSC003486	03
G2050 - Playgrounds	G2050.50.005		Playground equipment is approaching the end of its useful life.	Replace playground equipment.	1	EA	\$1,680	\$4,389	CSC003489	03
G2050 - Playgrounds	G2050.50.033		Playground age-specific sign is missing.	Install new age-appropriate sign.	1	EA	\$300	\$711	CSC002322	01
G2050 - Playgrounds	G2050.50.038		Swing set structure is approaching the end of its useful life.	Replace swing set structure.	1	EA	\$5,000	\$13,062	CSC003483	03
G2050 - Playgrounds	G2050.50.038		Swing set structure is approaching the end of its useful life.	Replace swing set structure.	1	EA	\$5,000	\$13,062	CSC003484	03
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003496	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003497	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003498	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003499	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003500	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003501	10



# Machado Park

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G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003502	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003503	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003504	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003505	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003506	10
G2060 - Site Development	G2060.25.006		Trash receptacle is approaching the end of its useful life.	Replace trash receptacle.	1	EA	\$1,080	\$3,785	CSC003507	10
G2060 - Site Development	G2060.25.019		Picnic table set is approaching the end of its useful life.	Replace picnic table set.	1	EA	\$1,800	\$6,308	CSC003477	10
G2060 - Site Development	G2060.25.019		Picnic table set is approaching the end of its useful life.	Replace picnic table set.	1	EA	\$1,800	\$6,308	CSC003478	10
G2060 - Site Development	G2060.25.019		Picnic table set is approaching the end of its useful life.	Replace picnic table set.	1	EA	\$1,800	\$6,308	CSC003480	10
G2060 - Site Development	G2060.25.019		Picnic table set is approaching the end of its useful life.	Replace picnic table set.	1	EA	\$1,800	\$6,308	CSC003481	10
G2060 - Site Development	G2060.25.019		Picnic table set is approaching the end of its useful life.	Replace picnic table set.	1	EA	\$1,800	\$9,337	CSC003479	20
G2060 - Site Development	G2060.25.026		Bench shows evidence of damage.	Replace bench.	1	EA	\$960	\$2,508	CSC003450	03
G2060 - Site Development	G2060.25.026		Bench shows evidence of damage.	Replace bench.	1	EA	\$960	\$2,508	CSC003453	03
G2060 - Site Development	G2060.25.026		Bench shows evidence of damage.	Replace bench.	1	EA	\$960	\$2,508	CSC003454	03
G2060 - Site Development	G2060.25.026		Bench is approaching the end of its useful life.	Replace bench.	1	EA	\$960	\$3,364	CSC003449	10
G2060 - Site Development	G2060.25.026		Bench is approaching the end of its useful life.	Replace bench.	1	EA	\$960	\$3,364	CSC003451	10
G2060 - Site Development	G2060.25.026		Bench is approaching the end of its useful life.	Replace bench.	1	EA	\$960	\$3,364	CSC003452	10
G2060 - Site Development	G2060.25.038		Barbeque equipment shows evidence of damage.	Install new barbeque grille.	1	EA	\$390	\$924	CSC002314	01
G2060 - Site Development	G2060.25.038		Barbeque equipment shows evidence of damage.	Install new barbeque grille.	1	EA	\$390	\$924	CSC002318	01
G2060 - Site Development	G2060.25.038		Barbeque equipment shows evidence of damage.	Install new barbeque grille.	1	EA	\$390	\$924	CSC002319	01



# Machado Park

## DEFICIENCY TABLE

(1): Total Deficiency Cost = (Deficiency Cost) x (General Construction Factor) x (City Cost Index) x (Non Construction Cost) x (Cumulative Escalation)  
 General Construction Factor (1.40) = Estimating Contingency, General Conditions, Overhead and Profit, Insurance and Bonds  
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 Non Construction Cost (1.30) = Includes Architect/Engineer Fees, Construction Management, County/Client Administration, Permits, Testing, etc.  
 (2): Unit of Measure  
 (3): TBD = Costs to be determined after further investigation by City of Santa Clara.

System	Item No.	Room Location	Deficiency Description	Description of Work	Qty	UOM (2)	Deficiency Cost	Total Deficiency Cost (1)	Related Asset ID / Comments	Priority (3)
G2060 - Site Development	G2060.25.038		Barbeque equipment shows evidence of damage.	Install new barbeque grille.	1	EA	\$390	\$924	CSC003448	01
G2060 - Site Development	G2060.30.001		Sign is approaching the end of its useful life.	Replace sign.	1	EA	\$180	\$767	CSC003495 / General	15
G2060 - Site Development	G2060.30.010		Sign is approaching the end of its useful life.	Replace sign.	1	EA	\$2,400	\$8,410	CSC002313 / Dog leash law	10
G2060 - Site Development	G2060.30.010		Sign is approaching the end of its useful life.	Replace sign.	1	EA	\$2,400	\$8,410	CSC003494 / Dog leash law	10
G2060 - Site Development	G2060.30.016		Sign is approaching the end of its useful life.	Replace sign.	1	EA	\$1,000	\$3,504	CSC003493	10
G2060 - Site Development	G2060.60.013		Retaining wall is approaching the end of its useful life.	Replace portion of masonry block wall.	450	SF	\$24,300	\$85,156	CSC003509	10
G2060 - Site Development	G2060.60.013		Retaining wall is approaching the end of its useful life.	Replace portion of masonry block wall.	450	SF	\$24,300	\$85,156	CSC003510	10
G2080 - Landscaping	G2080.10.027	Restroom - Storage	Existing Irrigation Controller is approaching the end of its expected useful life.	Replace the existing irrigation controller.	1	EA	\$1,020	\$4,349	CSC002289	15
G2080 - Landscaping	G2080.20.000		Many large trees require trimming.	Trim trees.	-	-	-	-	CSC002311	TBD
G2080 - Landscaping	G2080.20.003		Natural turf areas show evidence of damage.	Repair natural turf areas.	1500	SF	\$1,872	\$4,436	CSC002311	01
G3010 - Water Utilities	G3010.10.009		Water meter is approaching the end of its useful life.	Replace water meter.	1	EA	\$1,440	\$5,046	CSC003511	10
G3010 - Water Utilities	G3010.10.009		Water meter is approaching the end of its useful life.	Replace water meter.	1	EA	\$1,440	\$5,046	CSC003512	10
G3010 - Water Utilities	G3010.10.013		Water valve box lid is approaching the end of its useful life.	Replace water valve box lid.	1	EA	\$240	\$841	CSC003513	10
G3010 - Water Utilities	G3010.10.027		Backflow preventer is approaching the end of its useful life.	Replace backflow preventer.	1	EA	\$6,360	\$22,288	CSC003446	10
G3010 - Water Utilities	G3010.10.027		Backflow preventer is approaching the end of its useful life.	Replace backflow preventer.	1	EA	\$6,360	\$22,288	CSC003447	10
G3030 - Storm Drainage Utilities	G3030.40.004		Drain inlet grate is approaching the end of its useful life.	Replace drain inlet grate.	1	EA	\$240	\$841	CSC002316	10
G3030 - Storm Drainage Utilities	G3030.40.004		Drain inlet grate is approaching the end of its useful life.	Replace drain inlet grate.	1	EA	\$240	\$841	CSC002317	10
G3030 - Storm Drainage Utilities	G3030.40.004		Drain inlet grate is approaching the end of its useful life.	Replace drain inlet grate.	1	EA	\$240	\$1,245	CSC003490	20
G3030 - Storm Drainage Utilities	G3030.40.004		Drain inlet grate is approaching the end of its useful life.	Replace drain inlet grate.	1	EA	\$240	\$1,245	CSC003491	20
G3030 - Storm Drainage Utilities	G3030.40.004		Drain inlet grate is approaching the end of its useful life.	Replace drain inlet grate.	1	EA	\$240	\$1,245	CSC003492	20



# Machado Park

## DEFICIENCY TABLE

(1): Total Deficiency Cost = (Deficiency Cost) x (General Construction Factor) x (City Cost Index) x (Non Construction Cost) x (Cumulative Escalation)  
 General Construction Factor (1.40) = Estimating Contingency, General Conditions, Overhead and Profit, Insurance and Bonds  
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 (2): Unit of Measure  
 (3): TBD = Costs to be determined after further investigation by City of Santa Clara.

System	Item No.	Room Location	Deficiency Description	Description of Work	Qty	UOM (2)	Deficiency Cost	Total Deficiency Cost (1)	Related Asset ID / Comments	Priority (3)
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover shows evidence of damage.	Replace electrical box cover.	1	EA	\$250	\$622	CSC002315	02
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$876	CSC003461	10
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$876	CSC003462	10
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$876	CSC003463	10
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$876	CSC003469	10
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003456	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003457	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003458	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003459	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003460	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003464	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003465	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003466	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003467	20
G4010 - Site Electric Distribution Systems	G4010.20.005		Electrical box cover is approaching the end of its useful life.	Replace electrical box cover.	1	EA	\$250	\$1,297	CSC003468	20



# Machado Park

## DEFICIENCY TABLE

(1): Total Deficiency Cost = (Deficiency Cost) x (General Construction Factor) x (City Cost Index) x (Non Construction Cost) x (Cumulative Escalation)  
 General Construction Factor (1.40) = Estimating Contingency, General Conditions, Overhead and Profit, Insurance and Bonds  
 City Cost Index (1.24) = A Compensation for Cost Variation per Geographical Location  
 Non Construction Cost (1.30) = Includes Architect/Engineer Fees, Construction Management, County/Client Administration, Permits, Testing, etc.

(2): Unit of Measure

(3): TBD = Costs to be determined after further investigation by City of Santa Clara.

System	Item No.	Room Location	Deficiency Description	Description of Work	Qty	UOM (2)	Deficiency Cost	Total Deficiency Cost (1)	Related Asset ID / Comments	Priority (3)
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC002320	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003470	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003471	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003472	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003473	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003474	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003475	05
G4050 - Site Lighting	G4050.10.001		Site lighting fixture is approaching the end of its useful life.	Replace site lighting fixture.	1	EA	\$1,000	\$2,880	CSC003476	05

**END OF DEFICIENCY TABLE**



## APPENDIX A – Deficiency Listing Year 1-5: Current Needs



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2030.10.008



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Patio / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 1600 / SF

**Estimate:** \$44,242

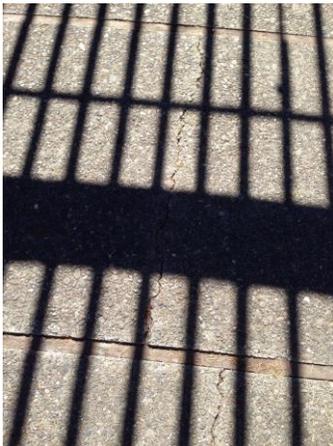
**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Concrete pathway shows evidence of damage.*

**Description of Work:** *Replace concrete paving.*

**Comment:**

System: G2030.10.008



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building Walk / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 80 / SF

**Estimate:** \$2,006

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Concrete pathway shows evidence of damage.*

**Description of Work:** *Replace concrete paving.*

**Comment:**

System: G2030.10.009



**Asset Assigned Common Name (if applicable):** Pathway 01

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002310

**Asset Category (if applicable):** Pathways

**Quantity/Unit of Measure:** 3230 / SF

**Estimate:** \$82,663

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Concrete pathway shows evidence of damage.*

**Description of Work:** *Replace concrete and base to match existing.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2050.50.038



**Asset Assigned Common Name (if applicable):** Play Equip Line 01

**Area/Floor (if applicable):**

**Asset ID:** CSC003483

**Asset Category (if applicable):** Playground Equipment

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$13,062

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Swing set structure is approaching the end of its useful life.*

**Description of Work:** *Replace swing set structure.*

**Comment:**

System: G2050.50.038



**Asset Assigned Common Name (if applicable):** Play Equip Line 02

**Area/Floor (if applicable):**

**Asset ID:** CSC003484

**Asset Category (if applicable):** Playground Equipment

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$13,062

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Swing set structure is approaching the end of its useful life.*

**Description of Work:** *Replace swing set structure.*

**Comment:**

System: G2050.50.005



**Asset Assigned Common Name (if applicable):** Play Equip Pt 01

**Area/Floor (if applicable):**

**Asset ID:** CSC003485

**Asset Category (if applicable):** Playground Equipment

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$4,389

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Playground equipment is approaching the end of its useful life.*

**Description of Work:** *Replace playground equipment.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2050.50.003



**Asset Assigned Common Name (if applicable):** Play Equip Pt 02

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002321

**Asset Category (if applicable):** Playground Equipment

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$4,702

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Playground equipment is approaching the end of its useful life.*

**Description of Work:** *Replace playground equipment.*

**Comment:**

System: G2050.50.005



**Asset Assigned Common Name (if applicable):** Play Equip Pt 03

**Area/Floor (if applicable):**

**Asset ID:** CSC003486

**Asset Category (if applicable):** Playground Equipment

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$4,389

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Playground equipment is approaching the end of its useful life.*

**Description of Work:** *Replace playground equipment.*

**Comment:**

System: G2050.50.003



**Asset Assigned Common Name (if applicable):** Play Equip Pt 04

**Area/Floor (if applicable):**

**Asset ID:** CSC003487

**Asset Category (if applicable):** Playground Equipment

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$4,702

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Playground equipment is approaching the end of its useful life.*

**Description of Work:** *Replace playground equipment.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2050.50.003



**Asset Assigned Common Name (if applicable):** Play Equip Pt 05  
**Area/Floor (if applicable):**  
**Asset ID:** CSC003488  
**Asset Category (if applicable):** Playground Equipment  
**Quantity/Unit of Measure:** 1 / EA  
**Estimate: (Escalated to Priority Year)** \$4,702  
**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03  
**Deficiency Description:** *Playground equipment is approaching the end of its useful life.*  
**Description of Work:** *Replace playground equipment.*  
**Comment:**

System: G2050.50.005



**Asset Assigned Common Name (if applicable):** Play Equip Pt 06  
**Area/Floor (if applicable):**  
**Asset ID:** CSC003489  
**Asset Category (if applicable):** Playground Equipment  
**Quantity/Unit of Measure:** 1 / EA  
**Estimate: (Escalated to Priority Year)** \$4,389  
**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03  
**Deficiency Description:** *Playground equipment is approaching the end of its useful life.*  
**Description of Work:** *Replace playground equipment.*  
**Comment:**

System: G2050.50.033



**Asset Assigned Common Name (if applicable):** Playground 01  
**Area/Floor (if applicable):** Grounds  
**Asset ID:** CSC002322  
**Asset Category (if applicable):** Playground Area  
**Quantity/Unit of Measure:** 1 / EA  
**Estimate: (Escalated to Priority Year)** \$711  
**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01  
**Deficiency Description:** *Playground age-specific sign is missing.*  
**Description of Work:** *Install new age-appropriate sign.*  
**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2050.10.008



**Asset Assigned Common Name (if applicable):** Sports Court 01

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002312

**Asset Category (if applicable):** Sports Courts

**Quantity/Unit of Measure:** 2900 / SF

**Estimate: (Escalated to Priority Year)** \$72,731

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Concrete court shows evidence of damage.*

**Description of Work:** *Replace concrete court.*

**Comment:**



System: G2060.25.038



**Asset Assigned Common Name (if applicable):** BBQ 01

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002319

**Asset Category (if applicable):** BBQs

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$924

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Barbeque equipment shows evidence of damage.*

**Description of Work:** *Install new barbeque grille.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2060.25.038



**Asset Assigned Common Name (if applicable):** BBQ 02

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002318

**Asset Category (if applicable):** BBQs

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$924

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Barbeque equipment shows evidence of damage.*

**Description of Work:** *Install new barbeque grille.*

**Comment:**

System: G2060.25.038



**Asset Assigned Common Name (if applicable):** BBQ 03

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002314

**Asset Category (if applicable):** BBQs

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$924

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Barbeque equipment shows evidence of damage.*

**Description of Work:** *Install new barbeque grille.*

**Comment:**

System: G2060.25.038



**Asset Assigned Common Name (if applicable):** BBQ 04

**Area/Floor (if applicable):**

**Asset ID:** CSC003448

**Asset Category (if applicable):** BBQs

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$924

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Barbeque equipment shows evidence of damage.*

**Description of Work:** *Install new barbeque grille.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2060.25.026



**Asset Assigned Common Name (if applicable):** Bench 02  
**Area/Floor (if applicable):**  
**Asset ID:** CSC003450  
**Asset Category (if applicable):** Benches  
**Quantity/Unit of Measure:** 1 / EA  
**Estimate: (Escalated to Priority Year)** \$2,508  
**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03  
**Deficiency Description:** *Bench shows evidence of damage.*  
**Description of Work:** *Replace bench.*  
**Comment:**

System: G2060.25.026



**Asset Assigned Common Name (if applicable):** Bench 05  
**Area/Floor (if applicable):**  
**Asset ID:** CSC003453  
**Asset Category (if applicable):** Benches  
**Quantity/Unit of Measure:** 1 / EA  
**Estimate: (Escalated to Priority Year)** \$2,508  
**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03  
**Deficiency Description:** *Bench shows evidence of damage.*  
**Description of Work:** *Replace bench.*  
**Comment:**

System: G2060.25.026



**Asset Assigned Common Name (if applicable):** Bench 06  
**Area/Floor (if applicable):**  
**Asset ID:** CSC003454  
**Asset Category (if applicable):** Benches  
**Quantity/Unit of Measure:** 1 / EA  
**Estimate: (Escalated to Priority Year)** \$2,508  
**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03  
**Deficiency Description:** *Bench shows evidence of damage.*  
**Description of Work:** *Replace bench.*  
**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G2080.20.003



**Asset Assigned Common Name (if applicable):** Landscaping 01

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002311

**Asset Category (if applicable):** Landscaping

**Quantity/Unit of Measure:** 1500 / SF

**Estimate:** \$4,436

**(Escalated to Priority Year)**

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Natural turf areas show evidence of damage.*

**Description of Work:** *Repair natural turf areas.*

**Comment:**



System: G4010.20.005



**Asset Assigned Common Name (if applicable):** Elec Box 10

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002315

**Asset Category (if applicable):** Electrical Boxes

**Quantity/Unit of Measure:** 1 / EA

**Estimate:** \$622

**(Escalated to Priority Year)**

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Electrical box cover shows evidence of damage.*

**Description of Work:** *Replace electrical box cover.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 01

**Area/Floor (if applicable):**

**Asset ID:** CSC003470

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 02

**Area/Floor (if applicable):**

**Asset ID:** CSC003471

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 03

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002320

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 04

**Area/Floor (if applicable):**

**Asset ID:** CSC003472

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 05

**Area/Floor (if applicable):**

**Asset ID:** CSC003473

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 06

**Area/Floor (if applicable):**

**Asset ID:** CSC003474

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - PARK FEATURES

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 07

**Area/Floor (if applicable):**

**Asset ID:** CSC003475

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**

System: G4050.10.001



**Asset Assigned Common Name (if applicable):** Light Pole 08

**Area/Floor (if applicable):**

**Asset ID:** CSC003476

**Asset Category (if applicable):** Light Poles

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$2,880

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Site lighting fixture is approaching the end of its useful life.*

**Description of Work:** *Replace site lighting fixture.*

**Comment:**

## END OF DEFICIENCY LISTING - PARK FEATURES



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: B1010.50.011



**Asset Assigned Common Name (if applicable):** Playground 01

**Area/Floor (if applicable):** Grounds

**Asset ID:** CSC002322

**Asset Category (if applicable):** Playground Area

**Quantity/Unit of Measure:** 150 / SF

**Estimate:** \$5,332

**(Escalated to Priority Year)**

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *No ADA access - add accessible material.*

**Description of Work:** *Provide improvements for ADA path of travel.*

**Comment:**

System: B2010.10.007



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 40 / LF

**Estimate:** \$1,097

**(Escalated to Priority Year)**

**Priority Year Description:** 04 - Address deficiency or Capital Requirement in Year 04

**Deficiency Description:** *Wood trim is worn.*

**Description of Work:** *Replace trim and finish to match.*

**Comment:** Damaged trim.

System: B2010.10.003



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 80 / SF

**Estimate:** \$1,672

**(Escalated to Priority Year)**

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Wood board is in poor condition.*

**Description of Work:** *Replace or repair existing wood siding. Place new siding over building paper and plywood sheathing.*

**Comment:** Wood panels.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: B2010.10.003



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 40 / SF

**Estimate:** \$836

**(Escalated to Priority Year)**

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Wood board is in poor condition.*

**Description of Work:** *Replace or repair existing wood siding. Place new siding over building paper and plywood sheathing.*

**Comment:** Wood panels.

System: B2010.10.003



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 40 / SF

**Estimate:** \$836

**(Escalated to Priority Year)**

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Wood board is in poor condition.*

**Description of Work:** *Replace or repair existing wood siding. Place new siding over building paper and plywood sheathing.*

**Comment:** Wood panels.

System: B2020.10.008



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Classroom / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 10 / LF

**Estimate:** \$144

**(Escalated to Priority Year)**

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *The paint finish on the window sills is chipped and peeling.*

**Description of Work:** *Clean and paint window sills.*

**Comment:** Wood sills.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: B2050.10.007



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$3,893

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Exterior hollow metal doors: Poor closing and latching, worn out door hardware and missing door seals.*

**Description of Work:** *Replace doors and hardware with new accessible hardware, including door seals and thresholds.*

**Comment:** Store door and hardware.

System: B2050.10.007



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$3,893

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Exterior hollow metal doors: Poor closing and latching, worn out door hardware and missing door seals.*

**Description of Work:** *Replace doors and hardware with new accessible hardware, including door seals and thresholds.*

**Comment:** Electrical door and hardware.

System: B2050.90.013



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Building Walk / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 240 / SF

**Estimate: (Escalated to Priority Year)** \$14,218

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Door thresholds exceed 1/2-inch maximum height.*

**Description of Work:** *Saw cut existing concrete and install new concrete landings with required clearances and slopes to adjacent concrete walk.*

**Comment:** No ADA exit threshold.



## Machado Park

### DEFICIENCY LISTING - BUILDING FEATURES

System: B2050.10.006



<b>Asset Assigned Common Name (if applicable):</b>	Building 01
<b>Area/Floor (if applicable):</b>	Classroom / 1
<b>Asset ID:</b>	CSC003482
<b>Asset Category (if applicable):</b>	Building
<b>Quantity/Unit of Measure:</b>	2 / EA
<b>Estimate:</b>	\$10,386
<b>(Escalated to Priority Year)</b>	
<b>Priority Year Description:</b>	01 - Address deficiency or Capital Requirement in Year 01
<b>Deficiency Description:</b>	<i>Exterior hollow metal doors: Poor closing and latching, worn out door hardware and missing door seals.</i>
<b>Description of Work:</b>	<i>Replace doors and hardware with new accessible hardware, including door seals and thresholds. Rework concrete to provide level door landing to meet accessibility standards.</i>
<b>Comment:</b>	Exit doors, door landings/thresholds do not meet current accessibility standards.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: B2080.30.004



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Exterior Trellis / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 3403 / SF

**Estimate:** \$294,055

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Existing 4x4 wood post and 2x8 beam trellis has deteriorated.*

**Description of Work:** *Demolish existing wood trellis and replace with similar structure.*

**Comment:** Deteriorating wood trellis.





# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: C1030.10.001



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Classroom / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 2 / EA

**Estimate: (Escalated to Priority Year)** \$12,070

**Priority Year Description:** 04 - Address deficiency or Capital Requirement in Year 04

**Deficiency Description:** *Interior wood or metal door is in poor condition.*

**Description of Work:** *Refurbish or replace existing door.*

**Comment:** Classroom storage doors.

System: C1030.10.001



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Classroom / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 2 / EA

**Estimate: (Escalated to Priority Year)** \$11,495

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Interior wood or metal door is in poor condition.*

**Description of Work:** *Refurbish or replace existing door.*

**Comment:** Classroom storage doors.

System: C2050.10.002



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Classroom - Storage / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 90 / SF

**Estimate: (Escalated to Priority Year)** \$1,543

**Priority Year Description:** 04 - Address deficiency or Capital Requirement in Year 04

**Deficiency Description:** *Ceiling is in poor condition.*

**Description of Work:** *Remove and replace existing ceiling and replace with new gypsum board. Tape and paint.*

**Comment:** Classroom storage ceiling.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: D2010.60.041



**Asset Assigned Common Name (if applicable):** Drinking Fountain 01

**Area/Floor (if applicable):**

**Asset ID:** CSC003455

**Asset Category (if applicable):** Drink Fountains

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$15,087

**Priority Year Description:** 04 - Address deficiency or Capital Requirement in Year 04

**Deficiency Description:** *Outside single bubbler drinking fountain and rough-in are at or approaching the end of its expected useful service life.*

**Description of Work:** *Provide equipment replacement and installation.*

**Comment:**

System: D2010.20.023



**Asset Assigned Common Name (if applicable):** EWH

**Area/Floor (if applicable):** Community Storage / Ground

**Asset ID:** CSC002234

**Asset Category (if applicable):** Water Heater

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$11,867

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Electric water heater is approaching the end of its useful life.*

**Description of Work:** *Provide equipment replacement and installation.*

**Comment:** 30-gallon storage.

System: D2010.40.014



**Asset Assigned Common Name (if applicable):** LAV - Men's Restroom

**Area/Floor (if applicable):** Men's Restroom

**Asset ID:** CSC002227

**Asset Category (if applicable):** Plumbing Fixtures

**Quantity/Unit of Measure:** 1 / SF

**Estimate: (Escalated to Priority Year)** \$29

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Insulation missing from sanitary sewer tailpipe for ADA.*

**Description of Work:** *Cover sanitary sewer pipe with appropriate ADA-approved insulation.*

**Comment:**



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: D2010.40.014



**Asset Assigned Common Name (if applicable):** LAV - Women's Restroom

**Area/Floor (if applicable):** Women's Restroom

**Asset ID:** CSC002224

**Asset Category (if applicable):** Plumbing Fixtures

**Quantity/Unit of Measure:** 1 / SF

**Estimate:** \$29

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Insulation missing from sanitary sewer tailpipe for ADA.*

**Description of Work:** *Cover sanitary sewer pipe with appropriate ADA-approved insulation.*

**Comment:**

System: D3020.70.005



**Asset Assigned Common Name (if applicable):** EUH-1

**Area/Floor (if applicable):** Community / Ground

**Asset ID:** CSC002230

**Asset Category (if applicable):** Air Conditioning Unit

**Quantity/Unit of Measure:** 1 / EA

**Estimate:** \$1,443

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Electric unit heater is approaching the end of its useful life.*

**Description of Work:** *Provide equipment replacement and installation.*

**Comment:**

System: D3020.70.005



**Asset Assigned Common Name (if applicable):** EUH-2

**Area/Floor (if applicable):** Community / Ground

**Asset ID:** CSC002229

**Asset Category (if applicable):** Air Conditioning Unit

**Quantity/Unit of Measure:** 1 / EA

**Estimate:** \$1,443

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Electric unit heater is approaching the end of its useful life.*

**Description of Work:** *Provide equipment replacement and installation.*

**Comment:** Equipment appears to be not in use.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: D3020.70.005



**Asset Assigned Common Name (if applicable):** EUH-3

**Area/Floor (if applicable):** Community / Ground

**Asset ID:** CSC002228

**Asset Category (if applicable):** Air Conditioning Unit

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$1,443

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Electric unit heater is approaching the end of its useful life.*

**Description of Work:** *Provide equipment replacement and installation.*

**Comment:** Equipment appears to be not in use.

System: D3020.70.005



**Asset Assigned Common Name (if applicable):** EUH-4

**Area/Floor (if applicable):** Community / Ground

**Asset ID:** CSC002232

**Asset Category (if applicable):** Air Conditioning Unit

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$1,443

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Electric unit heater is approaching the end of its useful life.*

**Description of Work:** *Provide equipment replacement and installation.*

**Comment:** Equipment appears to be not in use.

System: D5020.10.302



**Asset Assigned Common Name (if applicable):** Metered Main Switchboard

**Area/Floor (if applicable):** Restroom - Storage / 1

**Asset ID:** CSC002292

**Asset Category (if applicable):** Main Switchgear

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$13,080

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *400A Metered main switchboard (3P, 120/208) is approaching the end of its expected useful life.*

**Description of Work:** *Replace the metered main switchboard.*

**Comment:** Switchboard is beyond its useful life. Additionally, Zinsco switchboards are known for their chance of catastrophic failure.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: D5020.30.1008



**Asset Assigned Common Name (if applicable):** Panel A

**Area/Floor (if applicable):** Restroom - Storage / 1

**Asset ID:** CSC002291

**Asset Category (if applicable):** Panel

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$13,694

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *225A (42 ckts, 120/208, 3P) Panelboard is approaching the end of its expected useful life.*

**Description of Work:** *Replace the panelboard.*

**Comment:** Panelboard is beyond its useful life. Additionally, Zinsco panelboards are known for their chance of catastrophic failure.

System: D5020.30.1008



**Asset Assigned Common Name (if applicable):** Panel B

**Area/Floor (if applicable):** Classroom - Storage / 1

**Asset ID:** CSC002288

**Asset Category (if applicable):** Panel

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$13,694

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *225A (42 ckts, 120/208, 3P) Panelboard is approaching the end of its expected useful life.*

**Description of Work:** *Replace the panelboard.*

**Comment:** Panelboard is beyond its useful life. Additionally, Zinsco panelboards are known for their chance of catastrophic failure.

System: D5040.50.203



**Asset Assigned Common Name (if applicable):** Exit Sign

**Area/Floor (if applicable):** Classroom / 1

**Asset ID:** CSC002285

**Asset Category (if applicable):** Exit Lighting

**Quantity/Unit of Measure:** 2 / EA

**Estimate: (Escalated to Priority Year)** \$2,725

**Priority Year Description:** 01 - Address deficiency or Capital Requirement in Year 01

**Deficiency Description:** *Public areas do not have code required illuminated exit lights.*

**Description of Work:** *Add battery backed up illuminated exit lights including circuiting.*

**Comment:** Exit light fixtures are not illuminated.



# Machado Park

## DEFICIENCY LISTING - BUILDING FEATURES

System: D5040.50.404



**Asset Assigned Common Name (if applicable):** Exterior Lighting

**Area/Floor (if applicable):** Exterior Courtyard / 1

**Asset ID:** CSC002282

**Asset Category (if applicable):** Exterior Lighting

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$143

**Priority Year Description:** 02 - Address deficiency or Capital Requirement in Year 02

**Deficiency Description:** *Exterior lighting fixture lens is yellowing or is in poor condition.*

**Description of Work:** *Replace the lighting fixture lens.*

**Comment:** Cracked lens on floodlight fixture.

System: D5040.10.001



**Asset Assigned Common Name (if applicable):** Time Clock 1

**Area/Floor (if applicable):** Restroom - Storage / 1

**Asset ID:** CSC002290

**Asset Category (if applicable):** Time Clock

**Quantity/Unit of Measure:** 1 / EA

**Estimate: (Escalated to Priority Year)** \$662

**Priority Year Description:** 05 - Address deficiency or Capital Requirement in Year 05

**Deficiency Description:** *Time clock is approaching the end of its expected useful life.*

**Description of Work:** *Replace the time clock.*

**Comment:**

System: E2010.30.003



**Asset Assigned Common Name (if applicable):** Building 01

**Area/Floor (if applicable):** Classroom / 1

**Asset ID:** CSC003482

**Asset Category (if applicable):** Building

**Quantity/Unit of Measure:** 20 / LF

**Estimate: (Escalated to Priority Year)** \$23,512

**Priority Year Description:** 03 - Address deficiency or Capital Requirement in Year 03

**Deficiency Description:** *Original casework and shelving is worn and damaged.*

**Description of Work:** *Refinish or replace original cabinets and countertops.*

**Comment:** Classroom storage cabinets.



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**Date:** December 19, 2017

**To:** City Manager for Council Action

**From:** Director of Parks and Recreation

**Subject:** Approve the Schematic Design Plans for Machado Park and Playground Construction Project

### EXECUTIVE SUMMARY

In September 2013, Council adopted a goal to enhance community sports and recreational assets. In particular, older playgrounds that do not meet Americans with Disabilities Act (ADA) and Consumer Product Safety Commission (CPSC) guideline requirements were made a priority for rehabilitation, and funding for playgrounds was identified and allocated in Capital Improvement Project (CIP) #3178—Playground Construction (Project). The playground and park amenities at Machado Park located at 3360 Cabrillo Avenue date from 1961 and the playground is programmed for rehabilitation in Fiscal Year 2017-18.

In August 2017, Council approved a contract with Verde Design, Inc. to work with the Parks & Recreation Department solicit community input on the preferred park elements, to prepare a revised Park Site Plan (Exhibits A and B), to develop playground construction plans (Exhibit C), specifications and cost estimate (PS&E), and to provide bid, construction, and post-construction services for the rehabilitation of the playground at Machado Park.

Community outreach was conducted through E-notify, the City website, the City's social media channels, door hangers and mailings to neighborhood residents within a 1000 foot radius of Machado Park. Staff held two community meetings. On October 31, 2017, 400 adults, teens and children visited the pop-up meeting at the Youth Activity Center's Halloween Party. On November 2, 2017, over 40 people attended a workshop held at the Machado Park Building. In addition, over 100 people completed an Open City Hall online survey. The community input was incorporated into the Proposed Draft Site Plan (Exhibit B) and the Playground Schematic Design for Machado Park (Plans) (Exhibit C).

On November 21, 2017, the Park and Recreation Commission reviewed and recommended Council approval of the proposed Plans for Bowers Park. The Plans addresses all of the Project design principles:

- use research based principles for play and inclusionary/universal design;
- include the seven elements of play that will accommodate additional community use;
- address PlayCore National Demonstration Site criteria to meet three (3) Playcore National Demonstration Site Designation goals—"Play on!" to promote physical activity and health, "NatureGrounds" to integrate built and natural environments, and "Inclusionary Design" to provide inclusive play spaces that promote participation, social activity and developmental growth;
- incorporate community preferences for a playground that is appropriate for ages 6-12 and 2-5 that is integrated into the hilly topography of the park;
- stay within the available space given the size of elements, required fall heights and safety

- zones, and site topography/constraints;
- consider asset lifecycle maintenance costs;
- honor Machado Park's history and integrate the proposed design with existing park features;
- enhance park access and connectivity to the adjacent school site athletic facilities used by the community;
- enhance and integrate play spaces and proposed elements natural elements through plant selection and placement;
- support the City's sustainability and age-friendly goals; and,
- comply with grant guidelines to qualify for Playcore/California Parks & Recreation Society playground equipment purchase matching grant in the amount of \$60,000.

The next steps for the playground Project will be to complete the Plans, Specifications, and Bid Package for Council award in Spring 2018. At this time only funding for the playground has been identified. The Machado Park schematic design anticipates other future, currently unfunded enhancements throughout the park, such as a perimeter park trail with exercise equipment, drinking fountains, picnic facilities, replacement of deteriorated arbor, and basketball court, addition of shade structures, new pathway lighting, park building upgrades and other facility condition assessment identified items.

#### **ADVANTAGES AND DISADVANTAGES OF ISSUE**

Approval of the Plans will allow for completion of the new playground at Machado Park in a timely manner to replace the dated 1961 ADA and CPSC non-compliant playground equipment. The new amenities will accommodate additional community use and provide greater public access. The Plans address all of the Project design principles including: community preferences inclusionary/universal design, the seven elements of play, the Playcore National Demonstration Site criteria, sustainability, and age-friendly goals, among others. The Plans also meet the Playcore/California Parks & Recreation Society matching playground equipment grant eligibility guidelines. There are no known disadvantages.

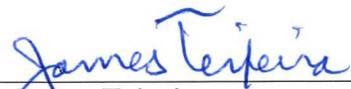
#### **ECONOMIC/FISCAL IMPACT**

Project funding is currently available and allocated in the Capital Improvement Project #3178—Playground Construction (532-1132-80300-3178) from new housing development Quimby Act Fees, a non-General Fund source. The additional Park Site enhancement items identified in the Plans can be considered through the Capital and Operating budget process. There is no additional impact to the General Fund, since general parks maintenance activities are already associated with, and accounted for, in the Parks & Recreation Department's annual operating budget.

Subject: Approve the Schematic Design Plans for Machado Park and Playground Construction Project  
Page 3

**RECOMMENDATION**

That the Council approve the Schematic Design Plans for Machado Park and Playground Construction Project.



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James Teixeira  
Director of Parks and Recreation

APPROVED:



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Deanna J. Santana  
City Manager

*Documents Related to this Report:*

- 1) *Exhibit A- Machado Park Existing Site Plan*
- 2) *Exhibit B- Machado Park Draft Proposed Site Plan*
- 3) *Exhibit C- Machado Park Proposed Playground Schematic Design*



**EXHIBIT A: EXISTING SITE PLAN**  
 Machado Park  
 3360 Cabrillo Ave  
 Santa Clara, CA



LANDSCAPE ARCHITECTURE  
 CIVIL ENGINEERING  
 SPORT PLANNING & DESIGN  
 2455 The Alameda, Ste. 200  
 Santa Clara, CA 95050  
 tel: 408.985.7200  
 fax: 408.985.7260  
 www.verdedesign.com

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**LEGEND**

- |  |                                     |  |   |
|--|-------------------------------------|--|---|
|  | EXISTING CONCRETE PAVING            |  | PLAY AREA (AGES 5-12)   |
|  | NEW CONCRETE PAVING                 |  | PLAY AREA W/ SHADE (AGES 2-5)   |
|  | DECOMPOSED GRANITE                  |  | HILLSIDE SLIDE  |
|  | POURED-IN-PLACE RUBBER SURFACING    |  | ARCH SWING  |
|  | ENGINEERED WOOD FIBER SURFACING     |  | BELT/TOT/ADAPTIVE SWINGS  |
|  | NATURAL/NATIVE PLANTING AREA        |  | MERRY-GO-ALL  |
|  | EXISTING LAWN AREA                  |  | NEW PICNIC AREA WITH BBQS   |
|  | SAND                                |  | UPDATED PARK BUILDING   |
|  | TURF REPAIR                         |  | UPDATED RESTROOM BUILDING   |
|  | ENTRY MONUMENT SIGN                 |  | UPDATED COURTYARD WITH HISTORICAL FOCAL ELEMENT, PLANTERS AND SEATING |
|  | BIKE RACKS                          |  | RESURFACED/REPAVED COURT  |
|  | BENCHES/PICNIC TABLES               |  | BASKETBALL COURT/VOLLEYBALL COURT WITH NET POST SLEEVES               |
|  | TRASH/RECYCLING/COMPOST RECEPTACLES |  | OFF-LEASH DOG AREA WITH 42" FENCE                                     |
|  | DOG BAG DISPENSER                   |  | METAL ARBOR WITH VINES  |
|  | PATHWAY LIGHTING AT 40' O.C.        |  | EXERCISE EQUIPMENT STATION  |
|  | SQUARE-HIP SHADE STRUCTURE          |  | DRINKING FOUNTAIN   |

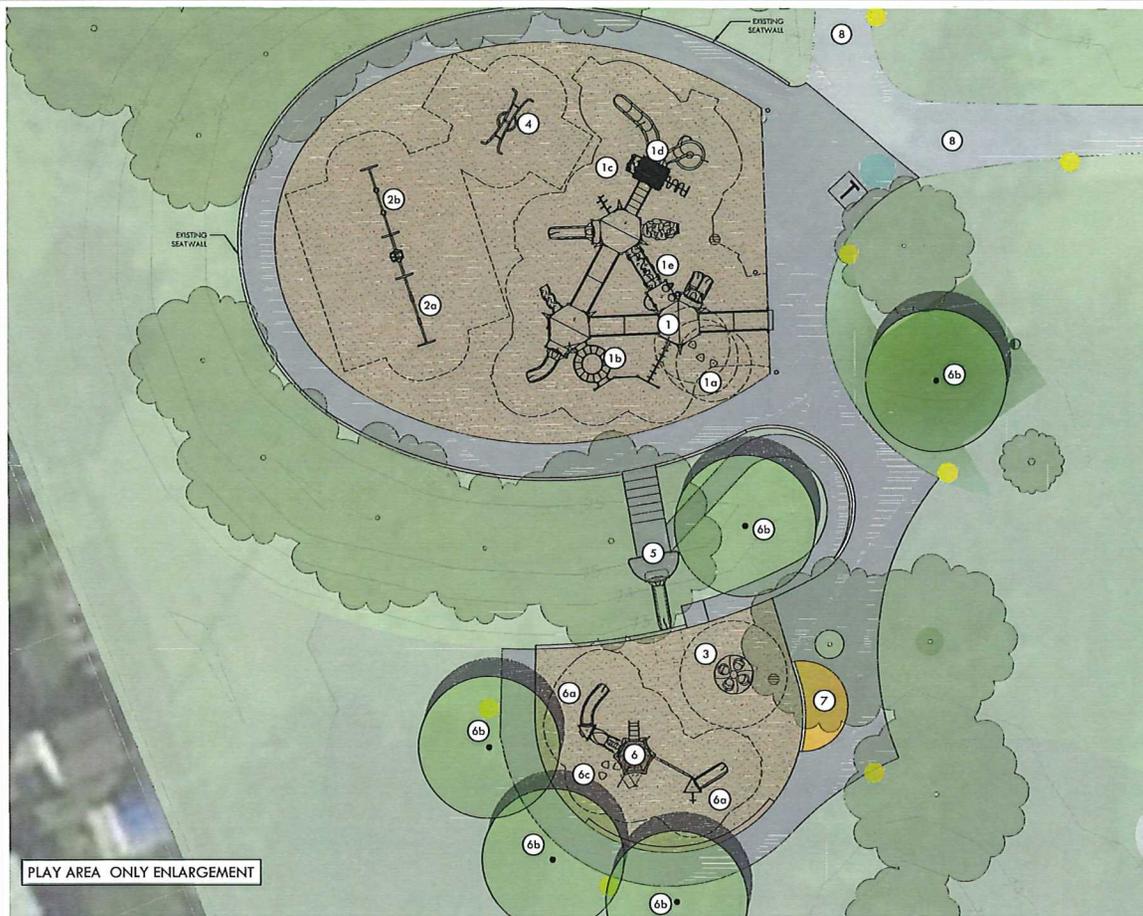
**EXHIBIT B: DRAFT SITE PLAN**

Machado Park  
 3360 Cabrillo Ave  
 Santa Clara, CA



LANDSCAPE ARCHITECTURE  
 CIVIL ENGINEERING  
 SPORT PLANNING & DESIGN  
 2455 The Alameda, Ste. 200  
 Santa Clara, CA 95050  
 Tel: 408.985.7200  
 Fax: 408.985.7260  
 www.verdedesigninc.com

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PLAY AREA ONLY ENLARGEMENT

LEGEND

- |  |                                       |  |                                   |  |                                 |
|--|---------------------------------------|--|-----------------------------------|--|---------------------------------|
|  | EXISTING CONCRETE PAVING              |  | 1 INCLUSIVE PLAY AREA (AGES 5-12) |  | 3 MERRY-GO-ALL                  |
|  | NEW CONCRETE PAVING                   |  | 1a BALANCE PODS (5-12)            |  | 4 ARCH SWINGS                   |
|  | ENGINEERED WOOD FIBER SURFACING       |  | 1b HORIZONTAL LOOP LADDER         |  | 5 HILLSIDE SLIDE                |
|  | EXISTING LAWN AREA                    |  | 1c CLIMBING WALL                  |  | 6 PLAY AREA W/ SHADE (AGES 2-5) |
|  | SAND                                  |  | 1d COMBO SLIDE                    |  | 6a TODDLER SLIDE                |
|  | TURF REPAIR                           |  | 1e ASHIKO AND DJEMBE              |  | 6b SHADE TREES AT PLAY AREA     |
|  | DRINKING FOUNTAIN (FUTURE)            |  | 2a BUCKET SWING                   |  | 6c BALANCE PODS (2-5)           |
|  | TRASH/RECYCLING/COMPOST RECEPTACLES   |  | 2b BELT SWING                     |  | 7 SAND PLAY AREA                |
|  | PATHWAY LIGHTING AT 40' O.C. (FUTURE) |  | 2c ADAPTIVE SWING                 |  | 8 EXISTING SIDEWALK             |



NATIONAL DEMONSTRATION SITE GOALS

- PLAY ON! PROMOTING PHYSICAL ACTIVITY**  
Promoting physical activity through well-designed outdoor play and learning environments.
- 7 PRINCIPLES OF INCLUSIVE PLAYGROUND DESIGN**  
Moving beyond accessibility to provide truly inclusive play spaces that promote participation, healthy activity, and social interaction.

**NATUREGROUNDS**  
Promoting highest use of playgrounds through integration of the built environment and the living landscape

7 ELEMENTS OF PLAY

ELEMENT OF PLAY	EQUIPMENT	ELEMENT OF PLAY	EQUIPMENT
1. BALANCING	BALANCE PODS (5-12) BALANCE PODS (2-5)	5. SLIDING	COMBINATION SLIDE HILLSIDE SLIDE
2. UPPER BODY	HORIZONTAL LADDER LADDER LOOP	6. SPINNING	MERRY-GO-ALL
3. CLIMBING	ROCK CLIMBER ERGO CLIMBER RIVER ROCK CLIMBER WAVE CLIMBER	7. RUNNING/FREE PLAY	DJEMBE PLAYGROUND LAYOUT PERIMETER PATH SAND PLAY AREA
4. SWINGING	ARCH SWING BELT SWING BUCKET SWING ADAPTIVE SWING		

EXHIBIT C: DRAFT PLAYGROUND DESIGN

Machado Park  
3360 Cabrillo Ave  
Santa Clara, CA



LANDSCAPE ARCHITECTURE  
CIVIL ENGINEERING  
SPORT PLANNING & DESIGN  
2455 The Alameda, Ste. 200  
Santa Clara, CA 95050  
tel: 408.985.7200  
fax: 408.985.7260  
www.verdedesign.com

U:\2017\02\0402-Santa Clara Machado Park Playground Exhibit\CAD\_Machado M&E.dwg Date: 03/20/17 09:23am

20.A2

# City of Santa Clara

## City Council Meeting – December 19, 2017

### Approval of Schematic Design Plans for Machado Park & Playground

Item 20.A.2



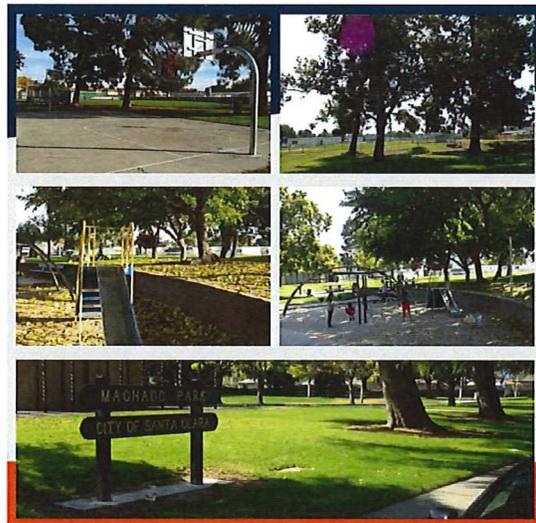
City of Santa Clara  
The Center of What's Possible



City of Santa Clara  
The Center of What's Possible

### Background

- September 2013—Council goal to “enhance community sports and recreational assets”
  - older playgrounds do not meet ADA and CPSC requirements
- FY 2017-18—CIP #3178 Playground Construction
  - Machado Park (1961)
- August 2017—Verde Design
- Oct.-Nov. 2017—Community Input Process
- November 2017—Parks & Recreation Commission recommendation



2



**City of Santa Clara**  
The Center of What's Possible

## Design Guidelines

- Community preferred playground ages 2-5 and 6-12 integrate into hilly area
- Developmental & Inclusionary Design principles
- Seven elements of Play, more "play value"
- PlayCore National Demonstration Site criteria for "Play-On!", Nature Grounds", "Inclusion" & CPRS equipment grant
- Stay within available space, access to school athletic fields
- Sustainable, Age-friendly



3



**City of Santa Clara**  
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## Existing Site Plan



4

# Proposed Site Plan



# Proposed Playground Plan







**City of Santa Clara**  
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## Playground Area (Ages 2-5)



9



**City of Santa Clara**  
The Center of What's Possible

## Playground Area (Ages 5-12)



10



## Elements of Play

Playground Activities	Existing Quantity	Proposed Quantity	Existing Capacity	Proposed Capacity
Balance	0	1 (+1)	0	3 (+3)
Upper Body	0	2 (+2)	0	9 (+9)
Climbers	1	11 (+11)	2	15 (+13)
Swings	6	6 (+0)	6	9 (+3)
Slides	2	9 (+7)	2	9+ (+7)
Spinners	0	1 (+1)	0	8-10 (+8-10)
Running/Free Play	0	3 (+3)	N/A	N/A

# California State Parks Community FactFinder Report

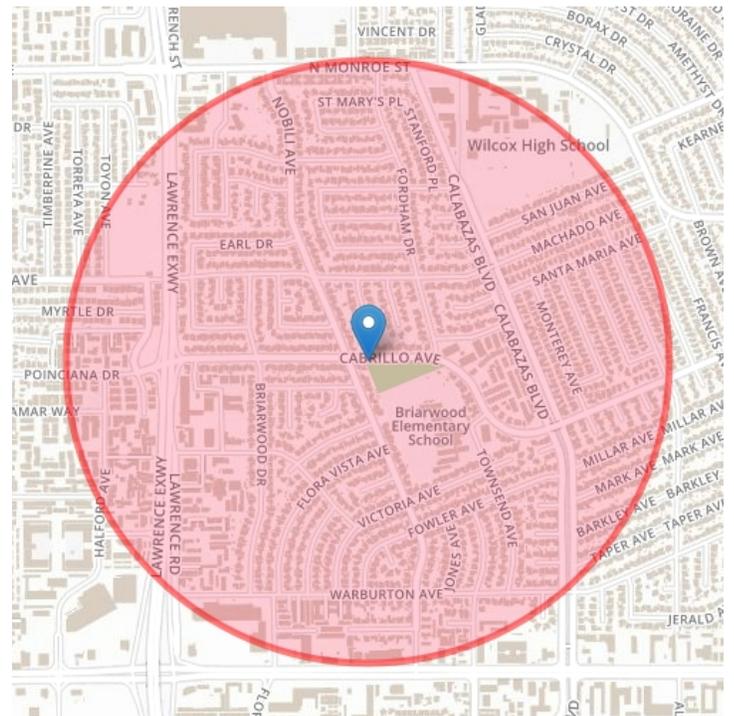
Project ID: 12682  
Coordinates: 37.3598, -121.9899  
Date: 09/16/2020

This is your project report for the site you have defined. Please refer to your **Project ID** above in any future communications about the project.

## PROJECT AREA STATISTICS

County:	Santa Clara
City:	Santa Clara
Total Population:	8,299
Youth Population:	1,684
Senior Population:	902
Households Without Access to a Car:	213
Number of People in Poverty:	403
Median Household Income:	\$125,225
Per Capita Income:	\$51,295
Park Acres:	2.59
Park Acres per 1,000 Residents:	0.31

## PROJECT AREA MAP



## REPORT BACKGROUND

The project statistics have been calculated based on half mile radius around the point location selected. Only park acres within the project area's half mile radius are reported.

Population and people in poverty are calculated by determining the percent of any census block-groups that intersect with the project area. The project area is then assigned the sum of all the census block-group portions. An equal distribution in census block-groups is assumed. Rural areas are calculated at a census block level to improve results.

Median household and per capita income are calculated as a weighted average of the census block- group values that fall within the project area.

More information on the calculations is available on [the methods page »](#)

**Demographics**—American Community Survey (ACS) 5-year estimates 2014-2018; Decennial 2010 Census; the margin of error (MOE) was not analyzed.

**Parks**—California Protected Areas Database 2020a CFF adjusted (6/2020) - more information at <http://www.CALands.org>. Parks and park acres area based on best available source information but may not always contain exact boundaries or all parks in specific locations. Parks are defined further in the 2015 SCORP (pg. 4).

Users can send updated information on parks to [SCORP@parks.ca.gov](mailto:SCORP@parks.ca.gov)



SCORP Community FactFinder is a service of the California Department of Parks and Recreation  
[www.parks.ca.gov](http://www.parks.ca.gov)

SCORP Community FactFinder created by [GreenInfo Network](http://www.greeninfo.org) [www.greeninfo.org](http://www.greeninfo.org)  
in consultation with CA Dept. of Parks and Rec





## Agenda Report

21-28

Agenda Date: 1/19/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Parks & Recreation Commission Work Plan Goals for FY 2020/21

#### BACKGROUND

Annually, the Parks & Recreation Commission considers three to five specific, measurable, attainable, realistic, and time-bound goals and/or activities for the year. These are intended to focus Commission efforts and respond to community and City Council priorities within existing budget direction, resource limitations, and the purview of the Commission as set forth in the City Charter and City Code.

At subsequent meetings, the Commission will discuss the Work Plan and make subcommittee assignments, as necessary. Members then work toward goal completion and provide updates at the regular Commission meetings. The Parks & Recreation Commission FY2019/20 Work Plan Goals were to:

- a) Inform the community about parks and recreation infrastructure conditions and provide leadership and advocacy for any potential new funding strategies;
- b) Review existing park rehabilitation needs and new residential development park project plans;
- c) Host the 39th annual Santa Clara Art & Wine Festival and begin planning celebratory elements for the 40th anniversary event; and,
- d) Provide leadership and guidance for a community input and outreach phase for a new 30+ acre community park in the north of the City.

#### DISCUSSION

At the September 15, 2020 meeting, the Commission reviewed and discussed the Work Plan Goals for Fiscal Year 2019/20 while considering their potential Work Plan for Fiscal Year 2020/21.

The Work Plan Goals for Fiscal Year 2020/21 are to:

- a) Inform the community about parks and recreation infrastructure conditions and provide leadership and advocacy on potential new funding strategies;
- b) Review and provide input on existing City park rehabilitation projects and proposed park projects to serve new residential development;
- c) Host the 40th annual Santa Clara Art & Wine Festival; and,
- d) Provide leadership and guidance for community input and outreach on the proposed 30+/- acre Community Park on a former SCG&TC City owned parcel.

On October 20, 2020, the Commission received an update from the subcommittee for Work Plan Goal d) after a visit to the 30+ acre proposed Community Park site. They noted the topography of the site, which has panoramic views of the South Bay. The slopes along the perimeter of the site have potential for adding unique recreation activities. They discussed how public engagement and

community outreach should be extensive in developing conceptual designs.

At the November 2020 meeting there was no review of work plan goals, due to a very full Parks & Recreation Commission Agenda. The Commission did not meet in December 2020. At the January 2021 meeting, Work Plan Goal “a” will be discussed in the context of a report on the State Proposition 68 Competitive Grant Program and potential for a project proposal for Machado Park rehabilitation and expansion.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **PUBLIC CONTACT**

Public contact was made by posting the Parks & Recreation Commission’s agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, e-mail [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2020/21 and appoint subcommittee(s) as needed.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation