



# City of Santa Clara

## Meeting Agenda

### Parks & Recreation Commission

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**Tuesday, February 16, 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 21-176** [Action on the Parks & Recreation Commission Minutes of the January 19, 2021 Meeting](#)

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the January 19, 2021 Meeting Meeting.

#### **PUBLIC PRESENTATIONS**

#### **GENERAL BUSINESS**

- 2. 21-281** [Report on an Environmental Protection Agency \(EPA\) Water Quality Improvement Fund Grant Award and Receive Public Input on Bowers Park Parking Lot Improvement Project](#)

**Recommendation:** Receive verbal report on the EPA San Francisco Bay Water Quality Improvement Fund grant award and provide input on the Bowers Park parking lot improvement project.

- 3.     **21-314**     [Community Input on Machado Park and Potential Application for Statewide Park Development and Community Revitalization Program Grant Funds \(Proposition 68\)](#)

**Recommendation:** Note and File Report.

- 4.     **21-113**     [Review Henry Schmidt Park Playground Conditions and Commission’s Current “Top Ten” Priority List of Park Playground Rehabilitation Projects](#)

**Recommendation:** Recommend prioritization of Henry Schmidt Park Playground for consideration in the upcoming Capital Improvement Project Budget development.

- 5.     **21-177**     [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, March 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.

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# City of Santa Clara

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

## Agenda Report

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21-176

Agenda Date: 2/16/2021

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

#### **SUBJECT**

Action on the Parks & Recreation Commission Minutes of the January 19, 2021 Meeting

#### **RECOMMENDATION**

Approve the Parks & Recreation Commission Minutes of the January 19, 2021 Meeting 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 January 19, 2021 Meeting



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

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01/19/2021

7:00 PM

Virtual Meeting

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Via Zoom:

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

Chair Martinez called the meeting to order at 7:00 PM.

**Present** 6 - Commissioner Andrew Knaack, Chair Joe Martinez, Commissioner George Guerra, Vice Chair Eversley Forte, Commissioner Derreck Carter-House, and Commissioner Kelly Gonzalez

**Absent** 1 - Commissioner Burt Field

**Commissioner Carter-House made a motion, seconded by Commissioner Guerra to excuse Commissioner Field.**

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

**Excused:** 1 - Commissioner Field

#### **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.

**Commissioner Forte made a motion, seconded by Commissioner Gonzalez to recommend approval of the Parks & Recreation Commission Minutes of the November 17, 2020 meeting.**

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

**Excused:** 1 - Commissioner Field

### **PUBLIC PRESENTATIONS**

None.

### **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.

Commissioner Field joined the Parks & Recreation Commission meeting at 7:06 PM.

**Commissioner Guerra made a motion, seconded by Commissioner Knaack to approve the beginning of public input and community outreach for the State of California Proposition 68 Competitive Grant Program and potential City application for parkland acquisition, development and rehabilitation project at Machado Park.**

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

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.

On January 19, 2021 the Commission discussed progress on Work Plan Goals: a) Consideration for new funding sources such as the State of California Proposition 68 Grant Program and potential City application for parkland acquisition, development and rehabilitation project at Machado Park; b) The commission's recommendation for approval of the Fairway Glen Park restroom schematic design, and the Magical Bridge All-inclusive Playground schematic design were both approved by Council; and d) The City received a list of professional design firms for developing public input, community outreach, schematic design, etc. which may also be used for the proposed future 30+ acre community park in the northern part of the City.

### **STAFF REPORT**

**Director Teixeira:** The new public neighborhood park located at 1205 Coleman Avenue (Gateway Crossings) will need additional community input per Council, which falls within the Commission's Work Plan Goals. The public comment indicated a need to have more 3-dimensional features in the topography and design.

**Deputy Director Seale:** The Homeridge Park Playground Rehabilitation project, which has a nature theme is now complete and open to the community. Lawrence Station Area Plan parks is progressing with several park sites nearing completion. Creekside Park which has a spiral elevation in the Santa Clara Square area is now open. It is located across the street from Meadow Park. Raymond G. Gamma Dog park construction is still on schedule for opening in the spring. The Fairway Glen Park restroom schematic design, and the Magical Bridge All-inclusive Playground schematic design were both approved by Council. Montague Park Rehabilitation project will soon go out to bid. At Henry Schmidt Park one of the major pieces of the train playground had to be removed due to dry rot and structural concerns.

**Recreation Manager Castro:** Winter programming is underway with virtual programming with the exception of lap swimming. Warburton Park pool is back up and running. The City has completed over 100 days of service for the Senior Nutrition Commodity Point of Distribution (CPOD). The Salvation Army and Second Harvest collaboration CPOD completed week nine, serving an average of 200 families per week.

**COMMISSIONERS REPORT**

**Commissioner Carter-House:** Visited Lick Mill Park and noticed mold in the open lawn area across from the tennis courts, and asked staff to check the area.

**Commissioner Field:** Visited Maywood Park and noticed many more people using the park, and fewer Canada geese. He also visited Reed & Grant Sports Park.

**Commissioner Forte:** Visited Machado Park and noticed wood blocks in the basketball hoops due to COVID-19 protocols. He also visited Bowers Park to work out and encouraged others to do the same.

**Commissioner Gonzalez:** Visited Henry Schmidt Park and often run along the park trail there. She likes the idea of having park loops and trails around parks which also gives parents and children maximum use of the park space. Commissioner Gonzalez also noticed a recent increase in shopping carts and personal items being left at the Geof Goodfellow Sesquicentennial Park.

**Commissioner Guerra:** Visited Reed & Grant Sports Park and Central Park.

**Commissioner Knaack:** Attended the Virtual Holiday Tree Lighting and wanted to congratulate staff on a well produced video. He also visited Fremont Park, Larry J. Marsalli Park, Rotary Park, Civic Center, and Central Park. Commissioner Knaack noticed the good COVID-19 signage at parks, sanitizer stations, and observed patrons wearing face coverings while in city parks.

**Chair Martinez:** Visited Reed & Grant Sports Park.

**ADJOURNMENT**

**Commissioner Guerra made a motion, seconded by Commissioner Carter-House to adjourn the meeting at 8:34 PM until the next scheduled meeting at 7:00 PM on February 16, 2021.**

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

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## Agenda Report

21-281

Agenda Date: 2/16/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Report on an Environmental Protection Agency (EPA) Water Quality Improvement Fund Grant Award and Receive Public Input on Bowers Park Parking Lot Improvement Project

#### BACKGROUND

On August 20, 2019, Council approved the City of Santa Clara's Green Stormwater Infrastructure (GSI) Plan. The Plan requires construction and retrofit of low impact development (LID) measures in storm drain infrastructure on public and private lands, including streets, storm drains, parking lots, and building roofs among others. GSI refers to sustainable storm drain infrastructure that reduces runoff volumes, disperses runoff to vegetated areas, promotes water adsorption into the ground, and treats runoff before it reaches the creeks and Bay. Examples of these facilities include pervious pavement, infiltration basins, bioretention facilities (or raingardens) and green roofs.

City-owned surface parking lots provide an excellent opportunity to install multi-benefit GSI retrofit facilities to enhance environmental sustainability. Parking lots contain large impervious surfaces that generate runoff containing pollutants from vehicles and waste from surrounding areas, such as trash, sediment, metals, PCBs and microplastics. While parking lot and street runoff typically contain similar types and concentrations of pollutants, parking lots are easier than streets to retrofit with GSI due fewer underground utilities crossing the parking lots. Parking lots also offer opportunities to add tree canopy, bike parking, energy-efficient lighting, ADA upgrades, improved pedestrian circulation, and other facilities to achieve environmental and community benefits beyond water quality improvement and control of local flooding. Currently, there is no allocated City funding to construct GSI and limited funding available to re-pave City-owned parking lots.

In April 2020, the City's Department of Public Works (DPW) partnered with the City of Palo Alto to submit an application and proposal titled "Sustainable Green Parking Lots" for a San Francisco Bay Water Quality Improvement Fund (SFBWQIF) grant through the United States EPA Region 9 to demonstrate the effectiveness of parking lot retrofits with GSI.

#### DISCUSSION

The EPA awarded an approximately \$1.2M multi-City grant for the collaborative Sustainable Green Parking Lots Program proposal for which Palo Alto serves as the lead agency (Attachment 1). The City of Santa Clara will receive \$373,392 to retrofit the Bowers Park parking lot with GSI measures and other facilities that contribute sustainable benefits (i.e. ADA upgrades, interpretive signage, bike parking, energy-efficient lighting, pedestrian circulation and aesthetic improvements) (Attachment 2). Water quality monitoring will be conducted to assess water quality outcomes. The City will be required to contribute a 50 percent match that will consist of a combination of CIP allocated project funds, Quimby fees and in-kind staff time.

The Bowers Park Parking Lot GSI Improvement Project (Project) is located on Cabrillo Avenue in the Saratoga Creek sub-watershed of the San Tomas Aquino Creek watershed. It is located within proximity to the Santa Clara Youth Activity Center and Teen Center, Bowers Elementary and Cabrillo Middle schools. These schools have been identified as generating moderate levels of trash. The existing lot contains 15 parking stalls and has one narrow entrance on Cabrillo Avenue.

The grant Project provides a unique opportunity for the City to reassess the Bowers Park parking lot and incorporate improvements identified in the Parks & Recreation Facility Condition Assessment Report (Kitchell, 2018). The existing parking lot, built in the 1950's, does not address issues including:

- Water Quality/drainage/GSI
- Parking demand and efficient vehicle circulation
- Pedestrian circulation, including adjacent pedestrian crosswalk
- Width of driveway aisle for emergency vehicle access
- Energy-efficient lighting
- Wayfinding and interpretive signage
- ADA upgrades
- Bike parking

The grant requires that Bowers Park parking lot improvement project be completed within four years. A design consultant be selected to prepare a project design. Staff will coordinate with Palo Alto on the RFP to construct the project.

At the February 16, 2021 Regular Meeting, the Commission will discuss the opportunities and constraints for the Bowers Park Parking Lot Improvement Project, take public comment, and then make recommendations for project and staff consideration.

### **ENVIRONMENTAL REVIEW**

The project being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15302 (c), Replacement or Reconstruction, because the proposal consists of the replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.

### **FISCAL IMPACT**

The City of Santa Clara will receive \$373,392 in grant funds that requires a 50% match, which can consist of non-federal funds and in-kind match. Matching funds in the approximate not to exceed amount of \$140,000 are anticipated to be provided from available CIP Project funds (Project No. 538-6123) Public Building Parking Lot Improvements, as well as unallocated Quimby Act Fees due in-lieu of parkland dedication, and in-kind value of staff time to manage the project.

### **COORDINATION**

This project involves internal coordination among the Public Works Department, Community Development Department, Parks & Recreation Department, and City Attorney's Office. This project involves external coordination with the City of Palo Alto, Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP), Grassroot Ecology and, San Francisco Estuary Institute.

### **PUBLIC CONTACT**

Public contact was made by posting the Parks & Recreation Commission 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](mailto: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**

Receive verbal report on the EPA San Francisco Bay Water Quality Improvement Fund grant award and provide input on the Bowers Park parking lot improvement project.

Prepared by: Rinta Perkins, Compliance Division Manager, Public Works Department

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

Approved by: James Teixeira, Director, Parks & Recreation

**ATTACHMENTS**

1. Award Letter
2. Bowers Park Parking Lot GSI Concept Drawing

**Subject: Guidance Letter- FY 2021 SF Bay Water Quality Improvement Fund Grant Award**

Dear Pam:

We would like to congratulate you again on the City of Palo Alto's selection as an FY 2021 San Francisco Bay Water Quality Improvement Fund (SFBWQIF) grant recipient based on your application to the FY20 SFBWQIF Request for Applications.

**Funding Information (Greening Parking Facilities):** \$1,216,351 (EPA) + \$1,216,352 (Required Nonfederal Match) = \$2,432,703 (Total Project Cost)

To finalize your EPA application, please e-mail your workplan and budget detail (additional information included in this email) to [grantsregion9@epa.gov](mailto:grantsregion9@epa.gov) and [yelensky.eric@epa.gov](mailto:yelensky.eric@epa.gov) by **February 19, 2021**.

Only the Grants Management Office can issue an award offer to you. You should not incur expenses under your project until the final award offer has been made and executed. Questions regarding the final application package and forms, or for administrative/fiscal matters should be referred to your EPA Grants Management Specialist, Danielle Carr, at [carr.danielle@epa.gov](mailto:carr.danielle@epa.gov).

The workplan is part of a complete application and is negotiated with your EPA Project Officer (Erica Yelensky). Your Project Officer must approve a final workplan before the final award can be executed. Information provided previously as part of the proposal process should be used.

Please include the following in your workplan:

- Background or project summary in an abstract format.
- Project Goals/Objectives.
- Deliverables/Work products to be completed and a timeline for completion.
- Project Schedule that includes work products (tasks) associated outputs, milestones, timeframe and breakdown of costs associated with each work product/task.
- A statement explaining the source of the required matching funds; i.e., whether the match will be provided by the applicant and/or other sources, and how much from each source. This can also be displayed on the detailed task-budget table described above.
- The environmental outcomes resulting from this project. The results must be quantifiable and measurable, may include interim milestones, and should indicate whether environmental outcomes will be achieved in a timeframe beyond the project period. Please provide this information as an updated one-page version of the **Outputs & Outcomes Summary Table** submitted in your proposal.
- Provide the latitude and longitude coordinates of the main facility.
- A representative photo of your project along with the appropriate caption to include on the SFBay Water Quality Improvement Fund Website.
- Reporting requirements that include quarterly reports and a final report containing an assessment of how effective the project was in achieving the stated environmental and public health objectives.

In addition, please review the **Application Checklist** below to ensure you have submitted all of the required forms (you most likely submitted all of them as part of your grants.gov application submitted on May 13, 2020).

***EPA Region 9 – Application Checklist for Financial Assistance (January 2020)***

1. **Application for Federal Assistance (SF 424)** with authorized signature submitted.
2. **Budget Information for Non-Construction Programs (SF 424A)**. See Region 9 Sample on page 9.

3. **Budget Detail-Breakdown by Object Class Categories.** See Region 9 Sample on page 11. **RAIN-2019-G02** at <https://www.epa.gov/grants/rain-2019-g02>
4. **Current Indirect Cost Rate Negotiation Agreement.** If applicable, include Rate and Signature pages (i.e., Sections 1 and 3) of the approved Indirect Cost Rate Agreement with application. **Policy on Indirect Rate Costs (IDC) effective 10/1/2018. RAIN-2018-G02** at <https://www.epa.gov/grants/rain-2018-g02>. Prior to drawing down EPA funds for IDCs, and/or using unrecovered IDCs as cost-share, recipients must have an approved rate and an EPA-approved budget that includes IDCs.
5. **EPA Key Contacts** Form.
6. **Assurances for Non-Construction Programs (SF 424B)** with authorized signature.
7. **Pre-Award Compliance Review Report (EPA Form 4700-4)**, current form with authorized signature.
8. **Certification Regarding Lobbying (EPA Form 6600-06)** with authorized signature. All applicants, including Tribes, are required to submit this certification if the total federal dollar awarded to the applicant/recipient is greater than \$100,000 for the life of the grant. List of application forms located at [https://www.epa.gov/sites/production/files/2014-09/documents/epa\\_form\\_6600\\_06.pdf](https://www.epa.gov/sites/production/files/2014-09/documents/epa_form_6600_06.pdf)
9. **Disclosure of Lobbying Activities (Form SF-LLL)**, with authorized signature attached with the grant application package. For all other applicants, form is required for reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action, or a material change to a previous filing, pursuant to Title 31 U.S.C Section 1352. Used by applicants to disclose lobbying activities that have been secured to influence the outcome of a Federal action
10. **EPA Financial Conflict of Interest (COI) Policy.** Conflicts of Interest (COI): An actual or potential situation that undermines, or may undermine, the impartiality of an individual or non-federal entity because their self-interest conflicts, or may conflict, with their duty and obligations to EPA and the public in performing an EPA financial assistance agreement. The term also includes situations that create, or may create, an unfair competitive advantage, or the appearance of such, for an applicant in competing for federal financial assistance from EPA. If applicable, the applicant's conflict of interest disclosure statement must be prominently titled and attached to the SF 424. If applicable, attach COI statement to Form SF424. EPA's COI Policy is at <https://www.epa.gov/grants/epasfinancial-assistance-conflict-interest-policy>.
11. Additional information for **SF424, Block #19:** The SFBWQIF (Program) is covered by Executive Order (EO) 12372. **The appropriate answer for this box is A.** Since your proposals have been selected for a grant award, you will need to send a copy of your SF 424 to the California Grants Coordination State Clearinghouse.

**Contact:**

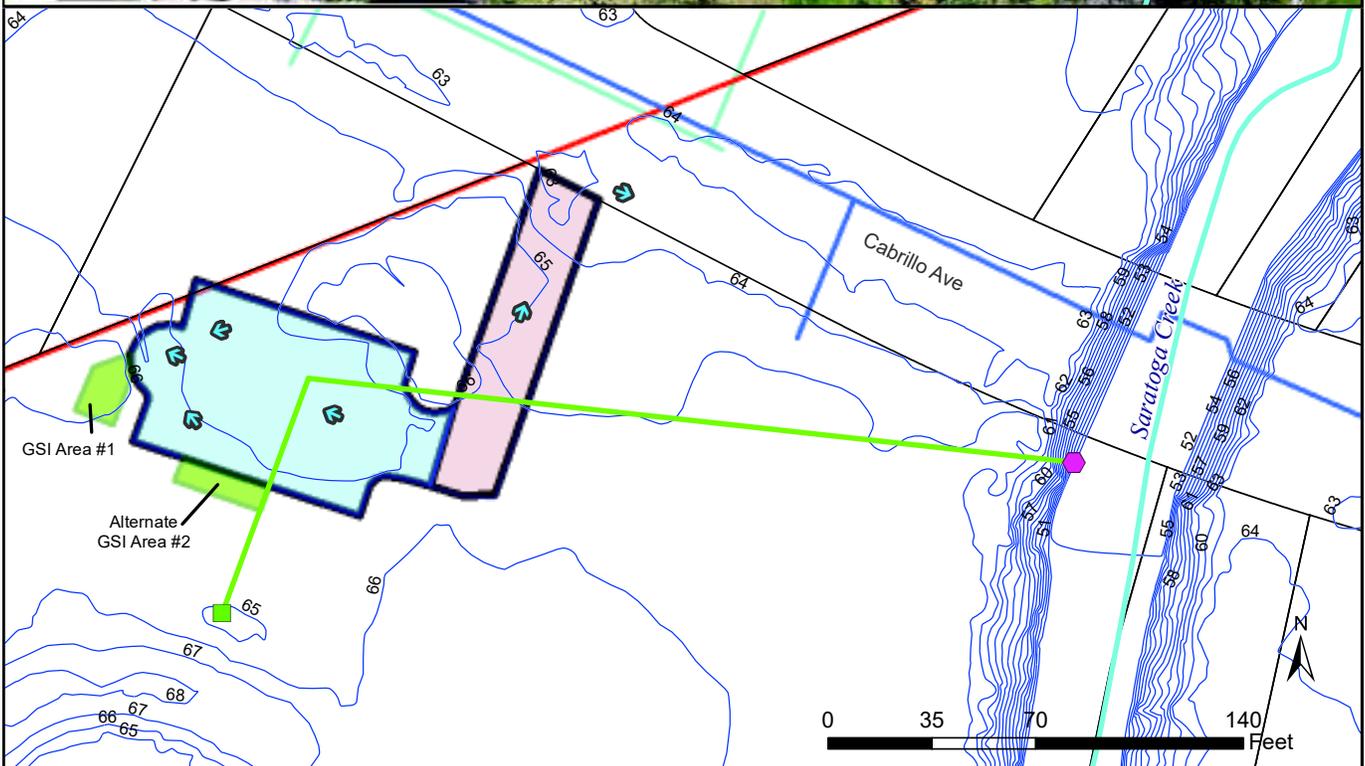
Grants Coordination  
State Clearinghouse,  
Office of Planning and Research  
P.O. Box 3044, Room 222  
Sacramento, California 95812-3044  
Telephone: (916) 445-0613  
Fax: (916) 323-3018  
E-mail: [state.clearinghouse@opr.ca.gov](mailto:state.clearinghouse@opr.ca.gov)

Please note, projects funded by the SFBWQIF are authorized under CWA Section 320 which does not require an Environmental Information Document (EID) under the National Environmental Policy Act. However, compliance with other Federal environmental laws, such as the Endangered Species Act and the National Historic Preservation Act, and state regulations may be required.

I look forward to working with you. If you have any questions regarding the workplan requirements, please contact me at [yelensky.ERICA@epa.gov](mailto:yelensky.ERICA@epa.gov).

Erica Yelensky  
Project Officer

cc: Danielle Carr, MSD-6



**GSI Concept for Bowers Park**

	GSI Area (sq ft)	DMA (sq ft)	GSI Sizing %
GSI Area #1	276	5300	5%
Alternate GSI Area #2	264	5300	5%
Not Treated	-	2453	-
<b>Total</b>	-	<b>7753</b>	-

**Green Stormwater Infrastructure**

- Green Stormwater Infrastructure
- Drainage Management Area
- Untreated Area
- Parking Lot
- Other Parcel

**Storm Drain Network**

- Inlet
- Manhole
- Outfall
- Storm Line

**Other Utilities**

- Communications (NA)
- Electrical
- Gas (NA)
- Sanitary
- Water

**Legend:**

- Inlet that Parking Lot drains to
- Flow Direction
- Contour Line



## Agenda Report

21-314

Agenda Date: 2/16/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Community Input on Machado Park and Potential Application for Statewide Park Development and Community Revitalization Program Grant Funds (Proposition 68)

#### 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 competitive Grant program will create new parks and recreation opportunities in critically underserved communities in California (see Public Resources Code §§5640 through 5653).

At the January 19, 2021 Parks & Recreation Commission meeting, the Commission discussed the Grant guidelines, evaluation criteria, community input process, and neighborhood park needs and priorities (see RTC #21-130). The Commission recognized the unique alignment of State, City and potentially SCUSD goals and objectives. The Commission also initiated community input to gauge neighborhood support for potential park expansion to include the ballfield area at SCUSD Briarwood School Site and potential improvements at Machado Park.

#### DISCUSSION

In discussion with the State Office of Grant and Local Services, it was determined that a Grant eligible project was not feasible at this time. In addition, the Santa Clara Unified School District will be conducting a Briarwood School Site master plan process beginning in the Fall 2021 through Spring 2022 timeframe.

Therefore, the current community input process for a potential Machado Park expansion and renovation as part of the Proposition 68 Competitive Grant process will be suspended. Once the SCUSD Briarwood School Site master plan process begins, the City will look for potential opportunities to collaborate with SCUSD on community park and recreation facilities and uses.

#### 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

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**RECOMMENDATION**

Note and File Report.

Reviewed by: Dale Seale, Deputy Director

Approved by: James Teixeira, Director of Parks & Recreation

**ATTACHMENTS:** None.



## Agenda Report

21-113

Agenda Date: 2/16/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### **SUBJECT**

Review Henry Schmidt Park Playground Conditions and Commission's Current "Top Ten" Priority List of Park Playground Rehabilitation Projects

#### **BACKGROUND**

The City Council has adopted "strategic pillars" to help focus City priorities, including "to enhance community sports, recreational and arts assets", "to deliver and enhance high quality efficient services and infrastructure," and "to enhance community engagement and transparency." The Parks & Recreation Commission in their advisory role periodically reviews the prioritization of park projects and provides feedback based on the park facilities' ages, conditions, usage, new funding opportunities, adjacent projects and community input. In 2017-2018, the City completed a Parks & Recreation Facility Condition Assessment (FCA) (Kitchell, 2018). The FCA inventoried all existing park assets including buildings, major features and amenities such as pathways, sports courts, playing fields, playgrounds, pools, parking lots, etc. The FCA provided a "Park Condition Index" (PCI) or "Building Condition Index" (BCI), based on a numerical rating for each facility: Good (0-4); Fair (5-10); Poor (11-30); and Critical (31+).

On February 19, 2019, the Commission established an ad hoc subcommittee to provide input on a "top ten list" of the most "critical" and "poor" park playground facilities for future Capital Improvement Program (CIP) Budgets. Playgrounds are an integral part of neighborhood parks and provide access for essential recreational activities that include running, climbing, brachiating, swinging, spinning, balancing, sliding, and imaginative play. These activities address the developmental needs of children and the physical, cognitive and social needs of park guests.

On August 20, 2019, the Commission recommended to Council a "Top Ten List of Potential Park Playground and/or Rehabilitation Projects" (Attachment 1). Periodically, the Commission reviews the list and provides feedback to staff when changes in facility conditions occur or when new information or funding becomes available. This review helps inform the Commission and community regarding upcoming projects and any need for potential update of the priorities for consideration by the City Manager and Council for the Parks & Recreation CIP project funding. The CIP Budget is adopted by Council and is available to the public on the City website.

#### **DISCUSSION**

All playgrounds on the Commission's priority list for rehabilitation have a grade of "D". However, several custom wood and metal, "train themed" playground apparatus at Henry Schmidt Park have been removed due to age and structural deterioration (Attachments 2-6). The playground currently has a very limited service capacity and functionality.

The Commission will discuss their "Top Ten" list of recommended playground rehabilitation projects

and whether to recommend Council reconsideration of Henry Schmidt Park playground for earlier project prioritization. Rehabilitation projects for Rotary Playground and Westwood Oaks Park Playground are funded and community outreach is anticipated to commence in the current year. To be clear, there are no currently identified funds to complete the Henry Schmidt playground rehabilitation at this time; any recommendation to reprioritize would need an allocation from another source or reallocation of funds from existing projects.

### **ENVIRONMENTAL REVIEW**

The action being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines sections 15301 "Existing Facilities", 15302 "replacement or reconstruction", and 15303 "new construction or conversion of small structures" as the activity consists of the operation, repair, maintenance, permitting or minor alteration of existing public facilities or topographical features involving negligible expansion of use beyond that existing at the time of the lead agencies determination.

### **FISCAL IMPACT**

There is no fiscal impact on the General Fund at this time. However, any reprioritization or allocation of CIP funds would require development of a scope of work, cost analysis and Council review and approval as part of the Budget process.

### **PUBLIC CONTACT**

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### **RECOMMENDATION**

Recommend prioritization of Henry Schmidt Park Playground for consideration in the upcoming Capital Improvement Project Budget development.

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

Approved by: James Teixeira, Director of Parks & Recreation

### **ATTACHMENTS**

1. File No.19-518 Prioritized List of Potential Playground Rehabilitation Projects
2. Henry Schmidt Park Playground Photo 1
3. Henry Schmidt Park Playground Photo 2
4. Henry Schmidt Park Playground Photo 3
5. Henry Schmidt Park Playground Photo 4
6. Henry Schmidt Park Playground Photo 5

# REPORT TO PARKS & RECREATION COMMISSION

## SUBJECT

..Title

Action to Recommend a “Top Ten” List of Potential Park Playground and/or Rehabilitation Projects For Future Consideration as Capital Improvement Projects Given Age, Condition and Funding Limitations

..Report

## BACKGROUND

On August 21, 2018, the Parks & Recreation Commission established the draft goals for FY2018/19. At subsequent meetings the Commission discussed the Work Plan Goal “a” to inform the community about parks and recreation infrastructure conditions, future funding needs and potential new funding sources, as well as “b” to review existing park rehabilitation needs.

On February 19, 2019 the Commission directed a subcommittee to work on Work Plan Goal b) review existing park rehabilitation needs which would include a top ten list of the most “critical” and “poor” facilities for future Capital Improvement Program funds based on age, condition, use and other information in the Facility Condition Assessment (Kitchell 2018). The Facility Condition Assessment (FCA) inventoried all existing park assets such as pathways, sports courts, playing fields, playgrounds, etc. The FCA provided a “Park Condition Index” (PCI) or “Building Condition Index” (BCI), based on the rating for each facility: Critical (31+); Poor (11-30); Fair (5-10); or Good (0-4). The Commission focused on the parks’ PCIs.

The subcommittee met on February 27, 2019, and March 27, 2019 and generated a “top ten” list of park rehabilitation projects. The committee also considered the existing priorities for Capital Improvement Projects (CIP) that are funded for design and/or construction such as: Reed & Grant Streets Sports Park, Raymond G. Gamma Dog Park, Bowers Park Playground Rehabilitation, Machado Park Playground Rehabilitation, Homeridge Park Playground Rehabilitation, Fuller Street Phase II, Agnew Park Playground Rehabilitation, Magical Bridge All-Inclusive Playground. The committee also considered the recommended projects in the Central Park Master Plan.

## DISCUSSION

The Commission will discuss the “top ten” list of rehabilitation projects produced by the Work Plan Goal “b” subcommittee. Table 1 below illustrates factors for consideration by the Commission in discussion and recommendation of potential park improvement projects.

**Table 1.0**

<b>Priority No.</b>	<b>Park Name</b>	<b>Year Established</b>	<b>PCI</b>	<b>Playground Grade</b>	<b>Unique Park Amenity</b>	<b>Project Focus Options</b>
1	Rotary Park	1970	99	D	Playground	Playground
2	Westwood	1961	41	D	Basketball Court	Playground,

	Oaks Park					Park Pathways
3	Warburton Park	1954	27	D	Pool, Basketball Courts	Playground, Pool, Basketball Courts, Park Pathways
4	Earl R. Carmichael Park	1969	20	D	Gymnasium, Baseball Field, Tennis Courts	Playground
5	Maywood Park	1961	19	D	Tennis Courts	Playground
6	Mary Gomez Park	1958	18	D	Pool, Tennis Courts	Playground, Pool, Park Pathway
7	Henry Schmidt Park	1977	14	D	Softball Field, Basketball Courts, Tennis Courts	Playground, Picnic Areas, Fitness Equipment, Tennis Court Lighting
8	Jenny Stand Park	1987	12	D	Basketball, Tennis Court	Playground, Park Loop
9	Lick Mill Park	1991	7	D	Tennis Courts, Basketball Courts	Playground, Picnic Areas,
10	Larry J. Marsalli Park	1900	7	D	Softball Field, Off-leash Dog Areas	Playground, Softball Field

**ENVIRONMENTAL REVIEW**

The action being considered is exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15301 “Existing Facilities”, 15302 “replacement or reconstruction”, and 15303 “new construction or conversion of small structures” as the activity consists of the operation, repair, maintenance, permitting or minor alteration of existing public facilities or topographical features involving negligible expansion of use beyond that existing at the time of the lead agencies determination.

**FISCAL IMPACT**

There is no fiscal impact on the General Fund at this time. The “top ten” park improvement list may be used as a reference for determining future Capital Improvement Projects (CIP) which will include a feasibility analysis, including a cost estimate and source of funding, which have not been determined at this time.

**PUBLIC CONTACT**

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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**

..Recommendation

Recommend a "Top Ten" List of Potential Park Playground and/or Rehabilitation Projects For Future Consideration as Capital Improvement Projects Given Age, Condition and Funding Limitations.

..Staff

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

Approved by: James Teixeira, Director of Parks & Recreation













## Agenda Report

21-177

Agenda Date: 2/16/2021

### 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 the September 15, 2020 meeting, the Commission considered their prior progress on Work Plan Goals for Fiscal Year 2019/20. Due to the effects on the pandemic on the Commission meetings and events, the Commission determined to continue the prior year's Goals for Fiscal Year 2020/21.

- a) Inform the community about parks and recreation infrastructure conditions and provide leadership and advocacy for any 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 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.

At subsequent meetings, the Commission will discuss the Work Plan, make subcommittee assignments as necessary, and work toward goal completion.

#### DISCUSSION

On October 20, 2020, the Commission received an update on Work Plan "Goal D" following the subcommittee's visit to the 30+ acre undeveloped park site. Commissioners noted the topography of the site, panoramic views of the South Bay, and the potential for perimeter slopes of the site to include unique recreation activities. The Commission also discussed having extensive public engagement and community outreach to during conceptual design development.

At the November 2020 meeting, the Commission did not discuss the Work Plan due time devoted to other Commission business.

In December 2020, the Commission did not meet.

On January 19, 2021, the Commission discussed the State of California Proposition 68 Competitive Grant Program and potential for a project proposal for Machado Park expansion and renovation (Goal A). The Commission reviewed Council approval of their recommendations for the Fairway Glen Park restroom and the Magical Bridge All-inclusive Playground schematic designs (Goal B). The

Commission received a report that staff has an on-call list of professional design firms to assist with public input, community outreach, schematic design, once the Related of Santa Clara provides funding under the Development Agreement for design and engineering of the Community Park (Goal D).

At the February 16, 2021 Regular Meeting, the Commission will discuss activities that may support Work Plan Goals.

### **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**

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### **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