



AGENDA
November 21, 2017
7:00 P.M. REGULAR MEETING
CAFETERIA

1. Call to Order/Roll Call/Order of Agenda
2. Approval of October 17, 2017, Meeting Minutes
3. Correspondence/Communications
4. New Business
 - A. Presentation by Gates & Associates and Input for the Central Park Master Plan Update
 - B. Presentation by Verde Design and Recommendation for Approval of the Schematic Design Plan for the Bowers Park and Playground Rehabilitation Project
 - C. Presentation by Verde Design and Recommendation for Approval of the Schematic Design Plan for the Machado Park and Playground Rehabilitation Project.
5. Old Business
 - A. Commission 2017 Work Plan & Goals
 1. Complete a Facility Condition Assessment and Develop Project and Funding Priorities for Park Acquisition, Development & Rehabilitation (Commission Update)
 2. Review and Update Park Rules, Regulations, Ordinance(s) and Park Signs (Commission Review & Discussion)
 3. Parks & Athletic Fields—Improve Access, Supervision & Enforcement (Commission Update)
 4. Enhance Special Event—Local Focus, Activities & Cultural Commission Collaboration (Update)
6. Staff Reports
 - A. Park Projects & Cemetery Updates
 - B. Recreation Program Updates
 - C. Special Event Updates
7. Commissioner Reports
8. Conference Attendance Reports
9. Public Presentations
10. Adjourn—next regular meeting December 19, 2017, at 7:00 pm, Cafeteria

Public Notice

Public Presentations

- Members of the public are provided an opportunity to directly address the Board, Commissions or Committee on items of public interest that are within the jurisdiction of the Board, Commissions or Committee, and any item listed on the agenda.
- For meetings held in the Council Chambers, please note the speaker timing lights located on the podium. A green light indicates the beginning of the time period, a yellow light will appear when 30 seconds remain, and a red light will appear and a buzzer will sound at the end of the time period.
- Groups are encouraged to appoint a single spokesperson, but all speakers should avoid repetitive comments.
- You may be requested to fill out a speaker card and/or give your name when you speak, but are not required to do either to address the Board, Commissions or Committee.
- Please note that the Board, Commissions or Committee cannot take action on an item of business not appearing on the agenda. The only exceptions are if the Board, Commissions or Committee determines that one of the following emergency situations exist: 1. Work stoppage or other activity which severely impairs public health, safety or both, as determined by a majority of the members of the Board, Commissions or Committee; 2. Crippling disaster which severely impairs public health, safety, or both, as determined by the majority of the Board, Commissions or Committee; or 3. Upon a determination by a two-thirds vote of the Board, Commissions or Committee, or, if less than two thirds of the members are present, that the need to take action arose after the agenda was posted; or the item was posted for a prior meeting of the Board, Commissions or Committee occurring not more than five (5) calendar days prior to the date action is taken.
- In the event of a public presentation, the Board, Commissions or Committee or its staff may briefly respond to statements made or questions asked, or may proceed to the next item of business or adjourn. The communication not acted on shall be accepted by the Board, Commissions or Committee for placement on the agenda for the following Board, Commissions or Committee meeting, if requested by the citizen.
- Electronic presentations should be submitted to the liaison department to enable screening for compatibility and viruses. Contact the liaison department to ascertain when the material should be submitted.
- Written materials should be submitted to the liaison department to allow the City to copy such materials. Contact the liaison department to ascertain when the material should be submitted. Any written materials submitted during the meeting should include sufficient copies for the Board, Commissions or Committee and the public.

Americans with Disabilities Act (ADA)

- In accordance with the Americans with Disabilities Act of 1990, the City of Santa Clara will ensure that all existing facilities will be made accessible to the disabled. Modifications in policies, procedures and/or practices will be made as necessary to ensure access for all individuals with a disability.
- Individuals with disabilities are encouraged to contact the City's ADA Office at (408) 615-3000 to discuss meeting accessibility.
- In order to allow participation by individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, please do not wear scented products to meetings at City facilities.
- For meetings held in the Council Chambers, individuals with a hearing impairment should note that the Council Chamber is equipped with a headset system which allows one to hear more clearly from any seat in the room. Please ask a City staff member present at the meeting for details.
- Upon request by a person with a disability, meeting agendas and writings distributed during the meeting that are public records will be made available in an appropriate alternative format. Please contact the City Clerk's Office at (408) 615-2220 with your request.

Appeal of Council/Board/Commission/Committee Action

- Pursuant to Government Code section 65009, any challenge of Public Hearing matters in court may be limited to only those issues raised at the Public Hearing, or in writing submitted before or at the Public Hearing.
- Any challenge to a Public Hearing matter must be filed in accordance with the provisions of Civil Code section 1094.6, including applicable time limitations.



Date: November 21, 2017

To: Parks & Recreation Commission

From: Director of Parks & Recreation

Subject: Recommend Council Approval of the Proposed Schematic Design Plan for the Bowers Park and Playground Rehabilitation Project

BACKGROUND

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) guidelines requirements were made a priority for rehabilitation as funding was identified and allocated in Capital Improvement Project (CIP) #3178—Playground Construction. The playgrounds and park amenities at Bowers Park (2582 Cabrillo Avenue) are programmed for rehabilitation in Fiscal Year 2017-18. Council approved a contract in August 2017 with Verde Design, Inc. based on a Request for Proposal (RFP) process seeking professional design services to solicit community input, site survey work, develop plans, specifications and cost estimate (PS&E), and provide bid, construction, and post-construction services for the rehabilitation of various park and playgrounds. In addition to City funding for the Project, the City received a matching grant from the California Parks and Recreation Society (CPRS) and Playcore for procurement of playground equipment.

Community outreach was conducted through E-notify, City website, the City's social media channels, door hangers and mailings to the neighborhood residents within a 1000 foot radius of the park. A Public Meeting was held on October 26, 2017 at the Teen Center, with over 27 persons attending. Verde Design held a pop-up meeting at the Youth Activity Center's Halloween Party October 31, 2017 and received input from over 400 people including adults, children and teens. In addition, an Open City Hall survey was online for 10 days and received input from over 100 people.

Community input was considered by Verde Design and incorporated into the Proposed Draft Site Plan and Playground Schematic Design for Bowers Park (see Exhibits B and C). The proposed Design attends to the Project criteria: use research based principles for play and inclusionary/universal design; include the seven elements of play; comply with grant guidelines and National Demonstration Site criteria; incorporate community preferences given size of elements within available space, adhering to safety fall zone requirements, and working with site topography/constraints; select playground items who's cost and lifecycle maintenance are within budget; honor the Park Legacy and integrate proposed design with existing/other park features and connectivity to the adjacent school site athletic facilities used by the community; enhance and integrate play spaces and proposed elements with the vegetation, natural elements, support sustainability and City's age-friendly goals. The park building's facility condition assessment identified needs will guide future rehabilitation under a separate phase.

ADVANTAGES AND DISADVANTAGES OF ISSUE

The Schematic Design Plan for the Bowers Park and Playground Rehabilitation Project takes into consideration the extensive public input, professional research based design principles, and meets the Playcore/CPRS playground grant guidelines. There are no known disadvantages to this project.

ECONOMIC/FISCAL IMPACT

The Project is funded through City Capital Improvement Project Budget #3178 Playground Construction and a matching grant value of \$92,000. Currently, there is no additional impact to the City General Fund. An engineer's cost estimate and analysis will be prepared once the final design is complete and Project is ready for bid.

RECOMMENDATION

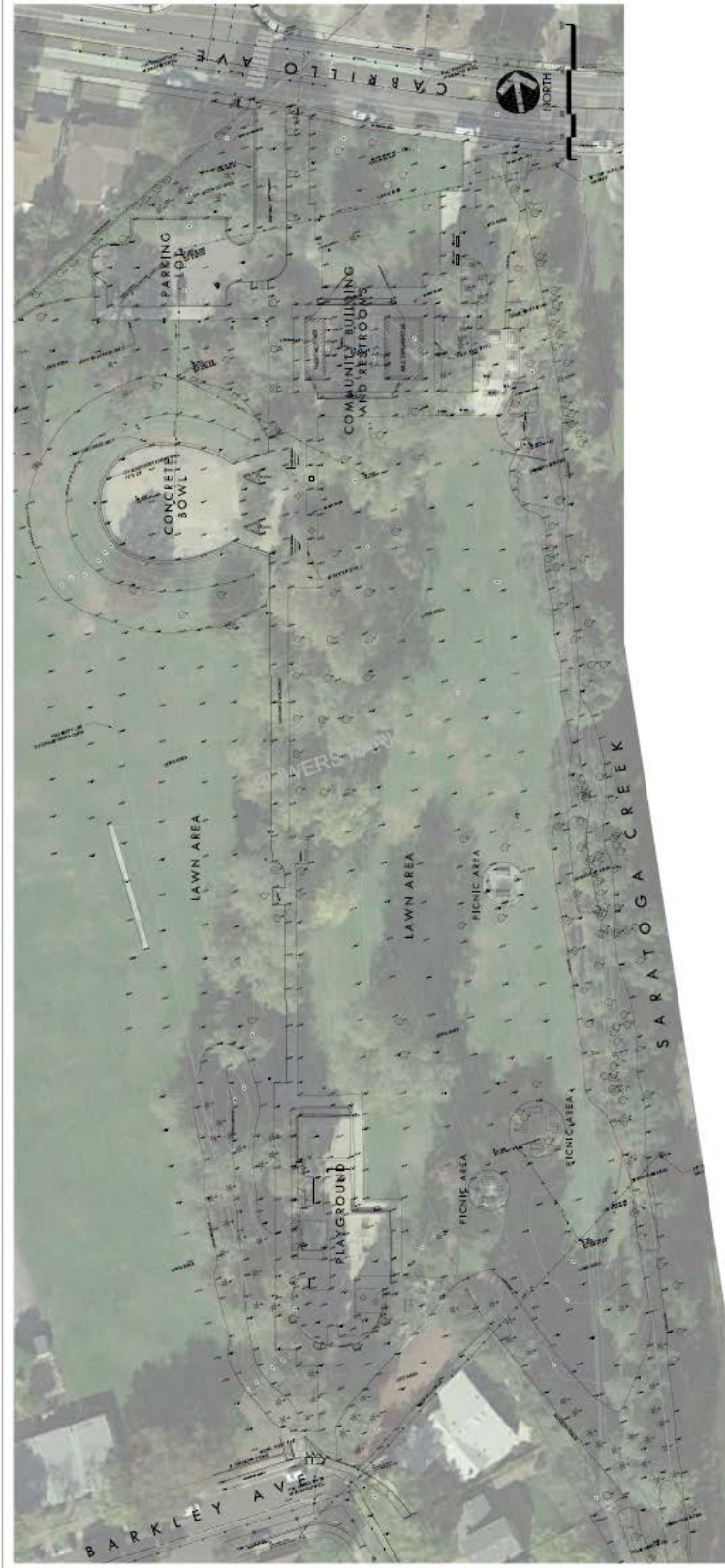
That the Commission recommend Council approval of the Proposed Schematic Design plan for the Bowers Park and Playground Rehabilitation Project.

James Teixeira
Director of Parks and Recreation

Documents Related to this Report:

- 1) *Exhibit A—Existing Site Plan Bowers Park*
- 2) *Exhibit B—Proposed Draft Site Plan Bowers Park*
- 3) *Exhibit C—Proposed Draft Park Playground Schematic Design Bowers Park*

Exhibit –A Existing Site Plan Bowers Park



LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING
2455 El Avila, No. 200
San Jose, CA 95128
Tel: 408.932.7260
www.veede.com



VEEDE DESIGN
November 21, 2017

EXISTING SITE PLAN
Bowers Park
2582 Cabrillo Ave
Santa Clara, CA



Exhibit –B Draft Bowers Proposed Site Plan



Exhibit –C Draft Bowers Proposed Playground Plan





Date: November 21, 2017

To: Parks & Recreation Commission

From: Director of Parks & Recreation

Subject: Recommend Council Approval of the Proposed Schematic Design Plan for the Machado Park and Playground Rehabilitation Project

BACKGROUND

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) guidelines requirements were made a priority for rehabilitation as funding was identified and allocated in Capital Improvement Project (CIP) #3178—Playground Construction. The playgrounds and park amenities at Machado Park (3360 Cabrillo Avenue) are programmed for rehabilitation in Fiscal Year 2017-18. Council approved a contract in August 2017 with Verde Design, Inc. based on a Request for Proposal (RFP) process seeking professional design services to solicit community input, site survey work, develop plans, specifications and cost estimate (PS&E), and provide bid, construction, and post-construction services for the rehabilitation of various park and playgrounds. In addition to City funding for the Project, the City received a matching grant from the California Parks and Recreation Society (CPRS) and Playcore for procurement of playground equipment. The design addresses inclusion, the seven elements of play, nature in an age friendly environment.

Community outreach was conducted through E-notify, City website, the City's social media channels, door hangers and mailings to the neighborhood residents within a 1000 foot radius of the park. A Public Meeting was held on November 2, 2017 at the Machado Park site, with over 40 persons attending. Verde Design held a pop-up meeting at the Youth Activity Center's Halloween Party October 31, 2017 and received input from over 400 people including adults, children and teens. In addition, an Open City Hall survey was online for 10 days and received input from over 100 people.

Community input was considered by Verde Design and incorporated into the Proposed Draft Site Plan and Playground Schematic Design for Machado Park (see Exhibits B and C). The proposed Design attends to the Project criteria: use research based principles for play and inclusionary/universal design; include the seven elements of play; comply with grant guidelines and National Demonstration Site criteria; incorporate community preferences given size of elements within available space, adhering to safety fall zone requirements, and working with site topography/constraints; select playground items who's cost and lifecycle maintenance are within budget; honor the Park Legacy and integrate proposed design with existing/other park features and connectivity to the adjacent school site athletic facilities used by the community; enhance and integrate play spaces and proposed elements with the vegetation, natural elements, support sustainability and City's age-friendly goals. The park building's facility condition assessment identified needs will guide future rehabilitation under a separate phase.

ADVANTAGES AND DISADVANTAGES OF ISSUE

The Schematic Design Plan for the Machado Park and Playground Rehabilitation Project takes into consideration the extensive public input, professional research based design principles, and meets the Playcore/CPRS playground grant guidelines. There are no known disadvantages to this project.

ECONOMIC/FISCAL IMPACT

The Project is funded through City Capital Improvement Project Budget #3178 Playground Construction and a matching grant value of \$92,000. Currently, there is no additional impact to the City General Fund. An engineer's cost estimate and analysis will be prepared once the final design is complete and Project is ready for bid.

RECOMMENDATION

That the Commission recommend Council approval of the Proposed Schematic Design plan for the Machado Park and Playground Rehabilitation Project.

James Teixeira
Director of Parks and Recreation

Documents Related to this Report:

- 1) *Exhibit A—Existing Site Plan Machado Park*
- 2) *Exhibit B—Proposed Draft Site Plan Machado Park*
- 3) *Exhibit C—Proposed Draft Park Playground Schematic Design Machado Park*

Exhibit –A Existing Site Plan Machado Park

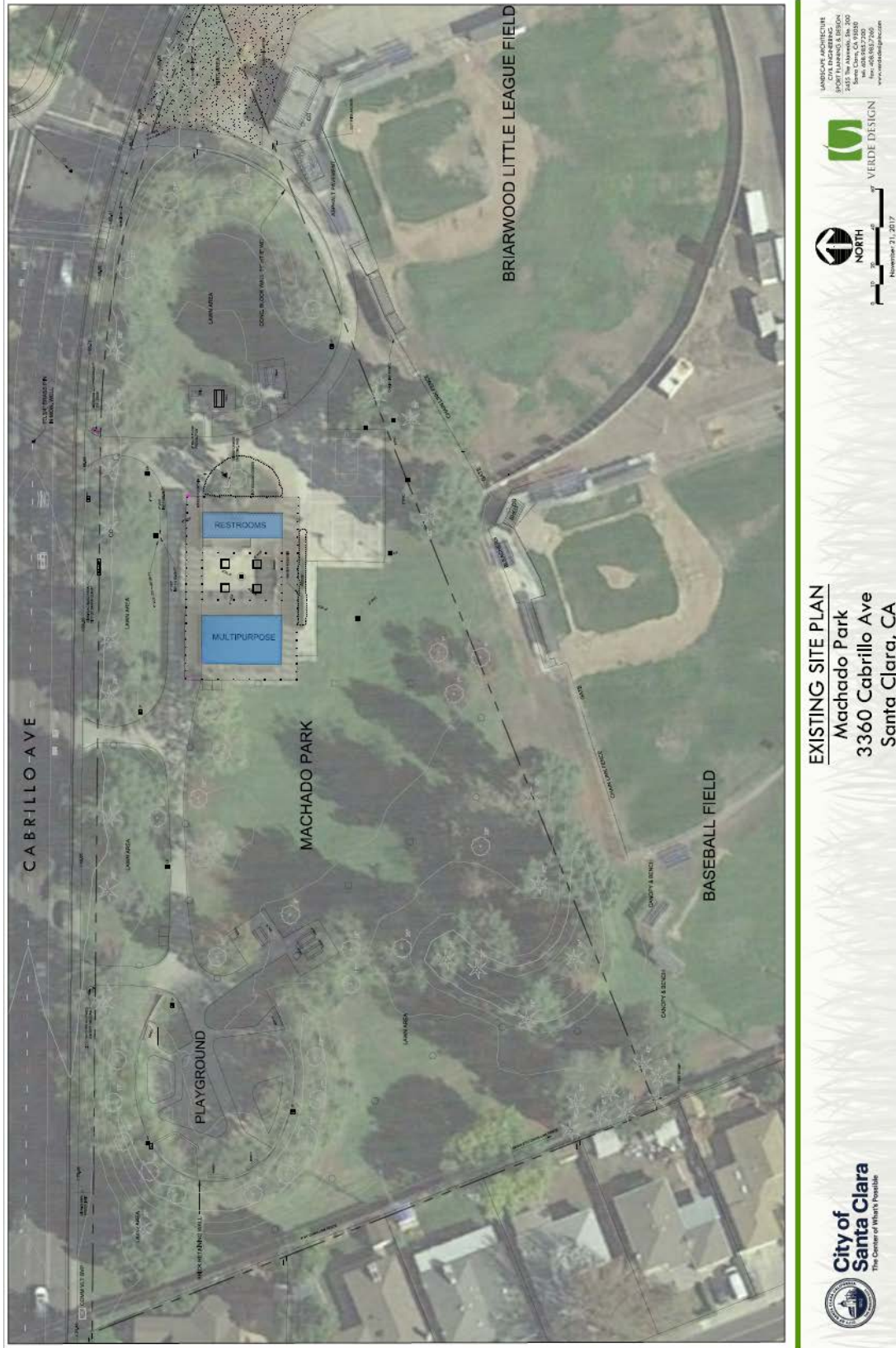


Exhibit –B Draft Proposed Site Plan



- LEGEND**
- EXISTING CONCRETE PAVING
 - NEW CONCRETE PAVING
 - DECOMPOSED GRANITE
 - POURED-IN-PLACE RUBBER SURFACING
 - RIMS SURFACING
 - NATURAL/NATIVE PLANTING AREA
 - EXISTING LAWN AREA
 - SAND
 - DRINKING FOUNTAIN
 - EXERCISE EQUIPMENT ALONG PARK COURSE
 - ENTRY MONUMENT SIGN
 - BIKE RACKS
 - TRASH/RECYCLING/COMPOST RECEPTACLES
 - DOG BAG DISPENSER
 - PATHWAY LIGHTING AT 40' O.C.
 - SQUARESHIP SHADE STRUCTURE
 - PLAY AREA (AGES 3-12)
 - PLAY AREA W/ SHADE (AGES 2-5)
 - HILLSIDE SIDE
 - ANCHOR SWING
 - BET/HOT SWINGS
 - MERRY-GO-ROUND
 - NEW PICNIC AREA WITH BENCHES
 - UPDATED PARK BUILDING
 - UPDATED RESTROOM BUILDING
 - UPDATED COURTYARD WITH METEORICAL FOCAL ELEMENT, PLANTERS AND SEATING
 - RESURFACED/REPAVED COURT
 - BASKETBALL COURT/OLYMPIAN COURT WITH NET POST SLURVES
 - OP/FLASH DOG PARK WITH 42" FENCE
 - METAL ARBOR WITH VINES

DRAFT SITE PLAN
 Machado Park
 3360 Cabrillo Ave
 Santa Clara, CA




November 21, 2017

Exhibit –C Draft Proposed Playground Plan





**DRAFT Meeting
Minutes October 17,
2017**

Organization

Name

City of Santa Clara

Commissioner Chuck Blair
Commissioner George Guerra
Commissioner Andrew Knaack
Commissioner Roseann Alderete LaCoursiere
Commissioner Joe Martinez
Commissioner Tino Silva
Commissioner Kevan Michael Walke
Director of Parks & Recreation, James Teixeira
Deputy Parks & Recreation Director, Dale Seale
Recreation Manager, Kim Castro

Matters for Council Action:

- 1) The Commission recommended (6-0-1) that Council approve the schematic design for the Summerhill-Lawrence Station Area Public Parkland with a recommendation to require Park G Off Leash Dog Area have a flat surface with K9 Turf and that Park E natural grass have synthetic turf. *(Note: Parks & Recreation staff have maintenance, operations and cost concerns related to Park E synthetic turf.)*
- 2) The Commission recommended (6-0-1) that Council approve the distribution of \$89,000 of net proceeds from the 37th annual Santa Clara Art & Wine Festival to local programs and services as follows: Santa Clara Friends of Parks & Recreation Department (\$16,000), Santa Clara Schools Foundation (\$16,000), Santa Clara Senior Center Health & Wellness Program (\$15,000), Santa Clara Police Activities League (\$14,000), Santa Clara High School Grad Night (\$8,000), Wilcox High School Grad Night (aka Senior Send Off) (\$8000), Rotary Club of Santa Clara (\$6,000), and Wade Brummal Youth Sports Grant Program (\$6,000). Recommendation sent to City Council as a Special Order of Business—Presentation of Funds to Local Charities from the 2017 Santa Clara Art & Wine Festival Proceeds. *(Note: This item was on November 7, 2017 Council Agenda).*

1. Call to Order/Roll Call/Order of Agenda: The meeting was called to order by Chair LaCoursiere at 7:02 p.m. The Commission excused Commissioner Walke on a motion by Commissioner Silva and seconded by Commissioner Martinez (6-0-1).
2. Approval of Minutes: On a motion by Commissioner Silva and seconded by Commissioner Martinez, the Commission approved the September minutes (6-0-1).
3. Correspondence & Communications: Recreation Manager Castro reviewed correspondence and communications with the Commission.
4. New Business:

- A. Presentation and Review for Recommendation: Summerhill-Lawrence Station Area Public Parkland. The Commission reviewed the presentation on the Summerhill-Lawrence Station Area Public Parkland. On a motion by Commissioner Guerra and seconded by Commissioner Blair, the Commission recommended (6-0-1) that City Council approve the schematic design for the Summerhill-Lawrence Station Area Public Parkland with the requirement that Park E must be synthetic turf and that flat surface K9 Turf be installed in Park G. *(Note: Mini Park E (Lot N) has a below grade water treatment silva cell approximately 260 feet long by 40 feet wide, (34% of Mini Park E) and developer proposed natural grass. While, the Community Facilities District (CFD) formed for this development will contribute towards public park maintenance costs, the Parks & Recreation Department recommends natural turf be installed at this location due to maintenance, use/operations and cost concerns related to Park E synthetic turf.)*
- B. Art & Wine Festival 2017 Commission Grant Recommendation. On a motion by Commissioner Knaack and seconded by Commissioner Guerra, the Commission recommended (6-0-1) that City Council approve the distribution of \$89,000 of net proceeds from the 37th annual Santa Clara Art & Wine Festival to local programs and services as follows: Santa Clara Friends of Parks & Recreation Department (\$16,000), Santa Clara Schools Foundation (\$16,000), Santa Clara Senior Center Health & Wellness Program (\$15,000), Santa Clara Police Activities League (\$14,000), Santa Clara High School Grad Night (\$8,000), Wilcox High School Grad Night (aka Senior Send Off) (\$8000), Rotary Club of Santa Clara (\$6,000), and Wade Brummal Youth Sports Grant Program (\$6,000). Recommendation sent to City Council as a Special Order of Business—Presentation of Funds to Local Charities from the 2017 Santa Clara Art & Wine Festival Proceeds.
- C. Presentation: Neighborhood Park Playground Project Community Outreach Plan. Recreation Manager Castro reviewed the format, purpose and location for each community outreach meeting inclusive of Homeridge Park, Montague Park, Bowers Park, Machado Park, Fuller Street Park, Agnew Park and the Central Park Master Plan Update.
- D. Discuss including Handball Courts at Neighborhood Parks. On a motion by Commissioner Guerra and seconded by Commissioner Blair the Commission agreed (4-2-1) to further discuss handball courts at neighborhood parks, considering potential costs, at a future meeting.

The following members of the public spoke in favor of having handball courts in the City of Santa Clara: Matt Sullivan, Joe Lenhardt and Arthur Vences.

The following members of the public spoke to move the handball courts to a City of Santa Clara park location: Craig Connelly, Monica Stoffal and Amy Gurich.

- E. Discuss Holiday Tree Lighting Special Event
1. Nominate 2017 “Honorary Tree Lighter.” On a motion by Commissioner Guerra, and seconded by Commissioner Silva the Commission recommended consideration of George Santich as the Tree Lighter for the Tree Lighting Ceremony.
 2. Discuss Beer & Wine Booth. The commission will serve Golden State Beer and wines from Bargetto, Fortino and Guglielmo at the Tree Lighting event. All

beverages will be sold for \$5 with a glass.

- F. Recommend Approval of \$1,000 Grant For SC Host Lions Spring and Summer Football and Cheer Program. On a motion by Commissioner Silva and seconded by Commissioner Guerra, the Commission recommends that City Council approve a \$1,000 Grant for SC Host Lions Spring and Summer Football and Cheer Program.

5. Old Business:

A. Commission 2017 Work Plan & Goals

1. Complete Facility Condition Assessment and Develop Project and Funding Priorities for Park Acquisition, Development & Rehabilitation (Commission Update). The Facilities Condition Assessment is proceeding with over 40 buildings and park sites in draft format that is currently being reviewed by the Department.
2. Review and Update Park Rules, Regulations, Ordinance(s) and Park Signs (Commission Review & Discussion). Deputy Director Seale provided the Commission with a sample sign for Tennis Court Rules.
3. Parks & Athletic Fields—Improve Access, Supervision & Enforcement (commission Update). None.
4. Enhance Special Events—Local Focus, Activities & Cultural Commission Collaboration.

6. Staff Reports:

- A. Park Division & Cemetery Updates: Deputy Director Seale reviewed upcoming projects with the Commission that included preparation for the ice rink, lawn bowl natural turf maintenance renovation, overhead shelter for bleachers at the Central Park Tennis Center and the completion of the two ramp repairs at Ulistac Natural Area.
- B. Recreation Division Updates: Covered in Item 4C above, Jack and Beanstalk opens October 27 and planning for winter mini special events to promote the ice rink.
- C. Special Events Updates: The Children's Halloween Party at the Youth Activity Center is scheduled for Tuesday, October 31, 2017 from 3-6 p.m.

7. Commissioner Reports:

- A. Commissioner Blair: Visited Henry Schmidt Park.
- B. Commissioner Knaack: Is currently participating in a recreational basketball league at Buchser Middle School.
- C. Commissioner LaCoursiere: Visited Steve Carli Park with family and observed the amount of play elements in the playground that kids are actively using.
- D. Commissioner Martinez: Visited Steve Carli Park and Fremont Park.

8. Conference & Attendance Reports: None.

9. Public Presentations: Ray Gamma commented on the need for synthetic dog turf at the proposed new dog park in the Summerhill-Lawrence Station Area Public Parkland.
10. Adjournment: On a motion by Commissioner Guerra and second by Commissioner Silva to cancel (6-0-1) the December meeting. On a motion by Commissioner Guerra and second by Commissioner Martinez, the meeting was adjourned (6-0-1) at 9:30 p.m.

Prepared by: _____ Reviewed by: _____
Dale Seale Andrew Knaack
Deputy Director of Parks & Recreation Commission Secretary

Submitted by: _____
James Teixeira
Director of Parks & Recreation
Commission Liaison