



City of Santa Clara

Meeting Agenda

Parks & Recreation Commission

Tuesday, June 19, 2018

7:00 PM

City Hall - East Wing - Cafeteria
1500 Warburton Avenue
Santa Clara, CA 95050

1.A 18-857 [Parks and Recreation Commission Minutes of May 15, 2018](#)

Recommendation: Approve the Parks and Recreation Commission Minutes of May 15, 2018

PUBLIC PRESENTATIONS

GENERAL BUSINESS

2. 18-858 [Parks & Recreation Commission 2017-18 Work Plan & Goals Update](#)

3. 18-859 [Art & Wine Festival 2018 - Beer Selection](#)

4. 18-862 [Art & Wine Festival 2018 - Grant Applications and Volunteer Commitment](#)

5. 18-861 [Review and Recommend Approval of Community Garden Guiding Principles](#)

Recommendation: Approve the Community Garden Guiding Principles.

6. 18-870 [Presentation Regarding Update of the Parkland In Lieu Fee Schedule for New Residential Development for FY2018-19](#)

7. 18-860 [Parks & Recreation Commission Election of Officers Chair and Vice Chair](#)

Recommendation: Appoint Parks & Recreation Commission Chair and Vice Chair.

STAFF REPORT

COMMISSIONERS REPORT

ADJOURNMENT

Next regularly scheduled meeting is July 17, 2018.



City of Santa Clara

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

Agenda Report

18-857

Agenda Date: 6/19/2018

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Parks and Recreation Commission Minutes of May 15, 2018

RECOMMENDATION

Approve the Parks and Recreation Commission Minutes of May 15, 2018

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

Approved by: James Teixeira, Director of Parks and Recreation

ATTACHMENTS

1. Draft Minutes of the Parks and Recreation Commission May 15, 2018



**Meeting Minutes
May 15, 2018**

Organization

City of Santa Clara

Name

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: None

1. Call to Order/Roll Call/Order of Agenda: The meeting was called to order by Commissioner Walke at 7:00 p.m. On a motion by Commissioner Silva and second by Commissioner Walke the Commission excused Chair LaCoursiere and Commissioner Guerra (4-0-2).
2. Approval of Minutes: On a motion by Commissioner Silva and second by Commissioner Walke, the Commission approved the April 2018 Minutes (4-0-2). Commissioner Guerra arrived after the vote was registered.
3. Correspondence & Communications: Deputy Director Seale and Recreation Manager Castro reviewed correspondence and communications with the Commission.
4. New Business:
 - A. 2018 Easter Egg Hunt Event Debrief: The Commission debriefed the 2018 Easter Egg Hunt and suggested that the "Go Bunny Trail" be extended to all age groups in 2019.
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. Work item completed. On April 24, 2018, Council accepted the final report as recommended by the Commission.
 2. Review and Update Park Rules, Regulations, Ordinance(s) and Park Signs. There was no additional Commission review or discussion of this item.
 3. Parks & Athletic Fields—Improve Access, Supervision & Enforcement. There was no additional Commission review or discussion of this item.
 4. Enhance Special Events—Local Focus, Activities & Cultural Commission Collaboration. There was no additional Commission review or discussion of this item.

- B. Art & Wine Festival 2018 Planning: The Commission approved the glass selection and quantities (4,000 mason jar, 2,750 pilsner beer glass, 2,000 stemmed wine glasses with year), and adopted a poster design.

6. Director Reports:

- A. Park, Recreation and Cemetery Division Updates: Deputy Director Seale provided an update on current park projects, including construction progress at the San Tomas & Monroe Neighborhood Park & Community Garden. The Reed & Grant Street Sports Park Project funding is on agenda item for the Council Meeting on May 22, 2018. Deputy Director Seale informed the Commission about Municipal Code 6.30.010 Restraint of dogs, which addresses the restraint of dogs on a six foot leash throughout the City of Santa Clara.
- B. Special Events Updates: Recreation Manager Castro apprised the Commission on the upcoming “Be Strong, Live Long” Senior Center Health and Wellness Fair on Friday, May 18 (10:00 a.m.—1:00 p.m.).

7. Commissioner Reports:

- A. Commissioner Guerra: Visited Steve Carli Park, and Earl R. Carmichael Park and mentioned that both fields are in great shape. Attended the Taylor Swift concert at the Levi’s Stadium.
- B. Commissioner Knaack: Attended and was impressed with the Black and Blue Olympics at the YAC & Teen Center. YAC & Teen Center staff wer instrumental in the success of the event for Wilson HS and Santa Clara HS students.
- C. Commissioner Martinez: Visited Townsend Field and participated in Relay for Life. Visited Raymond G. Gamma Dog Park, and Warburton Park.
- D. Commissioner Walke: Highlighted 49er Prep on Sundays which is a free flag football for kids, and is coordinated through PAL. Last week seven 49ers attended. The BMX track is being considered as a host site for regional finals in September 2018. Commissioner Walke also visited Earl R. Carmichael Park.

8. Conference & Attendance Reports: None

9. Public Presentations: Ina K. spoke in support of off leash dog areas in City.

10. Adjournment: On a motion by Commissioner Walke and second by Commissioner Knaack the meeting was adjourned (4-0) at 8:25 p.m.

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

Reviewed by: _____
Andrew Knaack
Commission Secretary

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



Agenda Report

18-858

Agenda Date: 6/19/2018

SUBJECT

Parks & Recreation Commission 2017-18 Work Plan & Goals Update

BACKGROUND

At the January 17, 2017 Parks & Recreation Commission meeting, the Commission developed the 2017-18 Work Plan. The plan was created through discussion of current issues and needs relating to city parks operations and maintenance, recreation programs and community services, cemeteries, and special events. The following goals were selected based on priority and community needs:

- Conduct a Comprehensive Facility Condition Assessment and Establish Priorities for Park Acquisition, Development and Rehabilitation
- Update Park Rules, Regulations, and Ordinances and Install new Park Signs
- Improve Access, Supervision & Enforcement at Parks & Athletic Fields
- Enhance Special Events through a Local Focus, new Activities & Collaboration with Cultural Commission

DISCUSSION

The Parks & Recreation Commission will provide monthly updates on the status of the Work Plan Goals for the year:

- A. Facility Condition Assessment
 - Work item completed. Council accepted the final report and Commission recommendation on April 24, 2018.
- B. Update Park Rules, Regulations, and Ordinances and Install new Park Signs
 - Staff is working on draft language for the Ordinance based on Commission recommended updates to park rules.
- C. Improve Access, Supervision & Enforcement at Parks & Athletic Fields
 - Department to assign Recreation staff as park rental monitors starting July 6, 2018, for park buildings and picnic areas.
- D. Enhance Special Events through a Local Focus, new Activities & Collaboration with Cultural Commission
 - Commission continues to evaluate program enhancements at future Citywide special events and include dialogue with Cultural Commission after July 1, 2018.

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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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 or at the public information desk at any City of Santa Clara public library.

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation



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Agenda Report

18-859

Agenda Date: 6/19/2018

SUBJECT

Art & Wine Festival 2018 - Beer Selection

BACKGROUND

The Santa Clara Rotary Foundation provides professional Beer Service for the Art & Wine Festival by agreement. The Park & Recreation Commission reviews and makes recommendations on the beers selection, quantities and service locations for the Citywide Special Event.

DISCUSSION

The Parks & Recreation Commission will discuss the proposed selection with Rotary representative (s) and make suggestions regarding beer to be served at the 2018 Art & Wine Festival.

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.

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Prepared by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation

June 11, 2018

2018 Art and Wine Festival,
September 15-16, 2018

PRC Commission Meeting, June 19, 2019

Santa Clara Rotary Foundation, Beer Selection-Recommendations

Crossroads Beer Booth:

- a. Set up as follows:
 - a. Two, Triple Jockey Box
- b. Beers-Six,
 - a. Stella Artois
 - b. Shock Top
 - c. Elysian Spacedust
 - d. Golden Road Hefe or Golden State Brewery-Octoberfest
 - e. Golden State Brewery-Eureka! IPA
 - f. Breckenridge Brewery-Vanilla Porter

Pavilion Beer Booth:

- a. Set up as follows:
 - a. Two, Triple Jockey Boxes
 - b. One, Double Jockey Box
- b. Beers-Eight
 - a. Stella Artois
 - b. Shock Top
 - c. Elysian Spacedust
 - d. Elysian Superfuzz
 - e. Golden State Brewery-Bay Area Blonde
 - f. Golden State Brewery-Octoberfest
 - g. Golden State Brewery-Eureka! IPA
 - h. Breckenridge Brewery-Vanilla Porter

Craft Beer Garden/ Sports Bar:

- a. Set up Craft Beer Garden
 - a. Two, Triple Jockey Boxes
 - b. One, Double Jockey box
- b. Beers-Eight
 - a. Stella Artois
 - b. Shock Top
 - c. Elysian Spacedust
 - d. Elysian Superfuzz
 - e. Golden State Brewery-Bay Area Blonde
 - f. Golden State Brewery-Octoberfest
 - g. Golden State Brewery-Eureka! IPA
 - h. Breckenridge Brewery-Vanilla Porter

9/19/2017

2017 Santa Clara Art and Wine Festival

Final

	Stella Artois	ShockTop Belgian	Elysian		Golden Road		Breckenridge	Golden State Brewery		Bud Light	Total	Total
	Euro half	half	Spacedust half	SuperFuzz half	Wolf Pup half	Hefe half	Vanilla Porter half	Honey Ale half	Octoberfest half	Light half		
Gallons	<u>13.2</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>	<u>15.5</u>		
Gross Rev. Per Keg-\$7-16oz	\$ 735.00	\$ 868.00	\$ 868.00	\$ 868.00	\$ 868.00	\$ 868.00	\$ 868.00	\$ 868.00	\$ 868.00	\$ 868.00		
Wholesale Costs	\$ 157.00	\$ 98.00	\$ 185.00	\$ 175.00	\$ 162.00	\$ 162.00	\$ 165.00	\$ 160.00	\$ 160.00	\$ 117.00		
	\$ 578.00	\$ 770.00	\$ 683.00	\$ 693.00	\$ 706.00	\$ 706.00	\$ 703.00	\$ 708.00	\$ 708.00	\$ 751.00		

Half Keg Equilivant

Kegs -Original order	<u>40</u>	<u>22</u>	<u>20</u>	<u>10</u>	<u>8</u>	<u>4</u>	<u>6</u>	<u>5</u>	<u>5</u>	<u>2</u>	122	
-Additional order				<u>-3</u>							-3	
Returns	<u>-13</u>	<u>-4</u>	<u>-1</u>	<u>0</u>	<u>-5</u>	<u>-2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-1</u>	-26	
Kegs Tapped	<u>27</u>	<u>18</u>	<u>19</u>	<u>7</u>	<u>3</u>	<u>2</u>	<u>6</u>	<u>5</u>	<u>5</u>	<u>1</u>	<u>93</u>	<u>93</u>

Booth	Saturday	Sunday	Saturday	Sunday	Saturday	Sunday	Saturday	Sunday	Saturday	Sunday	Saturday	Sunday
Beer Booth #1 Bridge Triple Jockey Box	3	2	3	0						0		
											8	
	2	1	1	0				0		0	4	12
Beer Booth #2 Cross Roads Triple & Double Jockey Box	4	3	3	2			1			0		
											13	
	2	2	1	0				0		0	5	18
Beer Booth #3 Pavilion (2) Triple Jockey Boxes	7	3	4	3				2		3		
											22	
	3	2	3	0	1			2	2	0	13	35
Craft Beer Garden (3) Triple Jockey Boxes	4	3	3	2	1			1	3	2	20	
	2	2	1	0	1	1		1		0	8	28

Tapped/Empty Kegs	<u>18</u>	<u>11</u>	<u>13</u>	<u>7</u>	<u>1</u>	<u>1</u>	<u>3</u>	<u>3</u>	<u>5</u>	<u>1</u>	63	63 40 empty 23 tapped
	<u>9</u>	<u>7</u>	<u>6</u>	<u>0</u>	<u>2</u>	<u>1</u>	<u>3</u>	<u>2</u>	<u>0</u>	<u>0</u>	30	30
	<u>27</u>	<u>18</u>	<u>19</u>	<u>7</u>	<u>3</u>	<u>2</u>	<u>6</u>	<u>5</u>	<u>5</u>	<u>1</u>	<u>93</u>	<u>93</u>

	Stella Artois	ShockTop Belgian	Elysian		Golden Road		Breckenridge	Golden State Brewery		Bud Light	Total	Total
			Spacedust	SuperFuzz	Wolf Pup	Hefe	Vanilla Porter	Honey Ale	Octoberfest	Light		
Anheuser Busch	<u>27</u>	<u>18</u>	<u>19</u>	<u>7</u>	<u>3</u>	<u>2</u>	<u>6</u>			<u>1</u>	83	
Golden State Brewery								<u>5</u>	<u>5</u>		10	93

2017 Santa Clara Art & Wine Festival

Beer Selection

Breckenridge Brewery, Vanilla Porter, remarkable, partakable, an ale that has all the chocolate and roasted nut flavor of a classic Porter, with an enigmatic surprise.

Elysian Brewing- Space Dust IPA, a light to medium IPA, the hopping is pure starglow energy, with Chinook to bitter and late and dry additions of Citra and Amarillo.

Elysian Brewing- Superfuzz, Blood Orange Pale, medium body, in a mind-bending whirl of aromas and flavors of blood orange and Northwest hops.

Golden Road, Wolf Pup Session IPA, Hoppy and refreshing, highly drinkable with a wildly aromatic tropical and citrus character

Golden Road, Hefeweizen, Bavarian-style wheat beer with hints of banana and clove on the nose and palate from the German yeast, a medium body with a crisp finish.

Golden State Brewery, Heritage Honey Ale, this golden colored beer is made with Orange Blossom Honey which means only bees that pollenate Orange Blossoms can provide the honey. We use about 15% honey and 85% grains so the beer is NOT sweet yet the honey aroma and flavor comes through with a slight citrus finish. This is an extremely approachable beer that can be enjoyed in warm weather, with spicy or rich foods or simply as a great sessionable ale.

Golden State Brewery, Octoberfest, an amber colored beer, rich with caramel Munich grains and a slight spice from the German hops, with a crisp lager finish

Shock Top-Belgian White, spiced Belgian-style Wheat Ale, brewed with real Orange, Lemon, and Lime peels and then added a little coriander spice to the mix.

Stella Artois-The Original Holiday Lager from Belgium, Nobel Hops, Malted Barley, Maize, and water

2018 Silicon Valley BBQ Championships

Craft Beer Selections

Breckenridge Brewery, Vanilla Porter, ABV 5.4% IBU 16: Real vanilla beans from Madagascar combined with caramel and Munich malts create a beer that's balanced and flavorful. Aromas of vanilla and toasted grain set the stage for mellow flavors of vanilla and dark roasted malts. Don't let its deep mahogany color fool you. Vanilla Porter is dark in color and packed with flavor, yet it is as smooth as they come and easy to enjoy at any time of the year.

Elysian Brewing- Space Dust IPA, ABV 8.2% IBU 73: a light to medium IPA, the hopping is pure starglow energy, with Chinook to bitter and late and dry additions of Citra and Amarillo. A Totally Nebular IPA

Elysian Brewing- Superfuzz, Blood Orange Pale, ABV 6.4% IBU 45%: medium body, in a mind-bending whirl of aromas and flavors of blood orange and Northwest hops.

Combine Superfuzz with Space Dust to create a Fuzzduster!

Golden Road, Wolf Among Weeds IPA, ABV 8.0% IBU 75: Gold in color, this full-bodied IPA is a balanced showcase of the majestic hop species, in Latin, Humulus Lupulus, which translates "Wolf Among Weeds". At 8%, Wolf will sneak up on you from behind the dank earthy hop notes and subtle rye spice

Golden State Brewery, Bay Area Blonde, ABV 4.9% IBU: 17: Lightest of our styles. A nice balance between malt and hops. Hull Melon hops from Australia are used to bring out the flavor of honeydew and cantaloupe.

Golden State Brewery, Eureka! IPA, ABV 7.2% IBU: 90: Eureka!' means "I've found it!" and this IPA surely found its way to some major hops. Warrior, Cascade, and Citra hops help pack a punch while still achieving a smooth finish.

Shock Top-Belgian White, ABV 5.2% IBU 10: This spiced Belgian-style Wheat Ale is the pinnacle of refreshment brewed with real Orange, Lemon, and Lime peels for a smooth, citrusy finish. The beer that's always down to chill-and be chilled.

Stella Artois-ABV 4.8% The Original European Lager from Belgium, a pleasantly bitter hoppiness and refreshing, crisp finish with a distinct pale golden color.



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Agenda Report

18-862

Agenda Date: 6/19/2018

SUBJECT

Art & Wine Festival 2018 - Grant Applications and Volunteer Commitment

BACKGROUND

The annual City of Santa Clara Art & Wine Festival (Festival) relies on Santa Clara based non-profit organizations to provide volunteers that will be assigned by the City to serve in beer, wine and glass booths over the course of the weekend. The organizations may be given a financial grant contribution from the City for their service based on net proceeds from the Festival. In past years, the City has worked with Santa Clara Schools Foundation; Santa Clara High Grad Night Committee; Wilcox High Grad Night Committee; Santa Clara Police Activities League; Santa Clara Senior Center's Health and Wellness Program; and the Santa Clara Rotary Foundation. The Commission will review the applications submitted by the non-profit groups and discuss their involvement in the 2018 Festival and determine assignments.

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.

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Prepared by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation



City of Santa Clara

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Agenda Report

18-861

Agenda Date: 6/19/2018

SUBJECT

Review and Recommend Approval of Community Garden Guiding Principles

BACKGROUND

In September 2014, Council adopted a goal to enhance community sports and recreational assets. The new park at San Tomas & Monroe includes a Community Garden. In 2017, the Parks & Recreation Commission recommended priorities for the eligibility, access and use of the community garden such as residence (City of Santa Clara), proximity (live within ½ mile), income (low and assisted), age (youth & seniors). Two public meetings were held on June 14, 2018 at the Teen Center to explain the Garden Guiding Principles and application process for the Community Garden. The Community Garden is anticipated to be open in late August 2018.

DISCUSSION

Staff developed proposed Community Garden Guiding Principles based on best practices for the sustainable operations and management of the community garden. The City has hired a Recreation Coordinator to supervise the program and develop additional programming for the site. Staff requests Commission comments and recommendation to Council.

ENVIRONMENTAL REVIEW

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RECOMMENDATION

Approve the Community Garden Guiding Principles.

Prepared by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation

Attachment:

- 1. Draft Community Garden Guiding Principles**



DRAFT San Tomas & Monroe Community Garden Guiding Principles March 2018 – February 2019

San Tomas & Monroe Community Garden Purpose

The City of Santa Clara has established a Community Garden adjacent to the San Tomas & Monroe Neighborhood Park, at 2380 Monroe Street. The Community Garden is divided into raised garden beds where members of the general public, schools, and organizations will be able to reserve a garden bed for purposes of growing fruits, vegetables, flowers, herbs and other plants.

The San Tomas & Monroe Community Garden is intended to be a beautiful, safe, and peaceful refuge amidst the fast-paced life of Silicon Valley. This set of guiding principles has been designed for the following reasons:

- To ensure that Community Gardens are safe
- To ensure that Community Gardens are pleasant places to be and to look at for gardeners, neighbors, and the general public
- To establish fairness and equity among community gardeners
- To prevent damage to the land and groundwater
- To restore unused land into places of activity
- To promote a community of gardening neighbors
- To protect the future of Community Gardens in Santa Clara

As in any group endeavor, individuals must give up some of their individuality to accommodate the function of the group. Community gardening is no exception.

Membership

Garden Program Membership includes exclusive access to the community garden, one raised garden bed filled with soil, use of water, access to educational classes, use of the tool shed and its contents, and proportionate yield from community orchard and compost bins.

The Community Garden Program uses the following principles to ensure that this rule is applied uniformly:

- A. A Primary Garden Member may be defined as an individual, a head committee organizer, or an entity having sole access to the garden bed.
- B. The Primary Garden Member may identify a Secondary Garden Member with equal access to the garden bed. Both the Primary Garden Member and Secondary Garden Member are defined as "Garden Members".
- C. Only one garden bed is permitted per household, group or organization.
- D. To become a Garden Member you must do the following before you begin gardening:
 - a) Submit a Garden Application and receive approval.
 - b) Sign the Release of Liability & Assumption of Risk Agreement.
 - c) Pay annual fees and security deposit.
 - d) Attend an orientation.
- E. A Garden Member is allowed to bring guests to show them their garden bed.

- F. Payment in full is to be made by cash, check, VISA/Master Card/Discover/American Express, or money order, payable to the City of Santa Clara.
- G. Garden Membership is for one year (March 1– February 28) with registration happening in February for each sub-sequent year.
- H. Application period for the 2018-2019 Membership year will open June 15. Any Applications submitted after July 27 will be added to the waiting list.
- I. Renewal applications are mailed to current Primary Garden Members in good standing (see “Rules and Regulations”) in January for the following membership year. If the signed rental application, agreement, and annual dues are not received by February 15, the plot will be made available to those on the waitlist. Membership renewals can be made online.
- J. Memberships can be renewed for a maximum of three (3) years. After the three-year term limit, eligible participants can be added to the waiting list.
- K. During registration, returning and new applicants will be required to provide proof of residency in the form of a government issued photo I.D., and a copy of a current utility bill or vehicle registration. Other forms of proof of residency may be considered subject to approval by the City.
- L. Garden Members do not have any ownership in the garden beds and may not sell, transfer, or sublet their garden bed. In the case where the Garden Member(s) is unable to care for their assigned bed, the transfer of a bed will be managed by the City.

Waitlist

If the number of applicants exceeds the available beds, those applicants will be placed on a waiting list in adherence to the priority and eligible qualifications. Garden Members whose 3-year term limit has expired may be added to the waiting list. The Garden Coordinator maintains the waitlist.

Garden Member Eligibility & Priority Categories

- A City of Santa Clara Residents living within a half mile radius of the Garden
- B City of Santa Clara Residents who receive Cal Fresh (WICC, SNAP) benefits
- C City of Santa Clara Residents with children enrolled in SCUSD schools
- D City of Santa Clara Residents aged 55 and up
- E All other City of Santa Clara Residents over 18

Annual Fees

The City will charge an annual membership fee to defray the costs of water, maintenance and administration of the Community Garden Program.

Annual Use Fees			
Bed size (approximate)	Individual 64 sq. ft. Raised Bed	ADA/Senior Citizen 64 sq. ft. Raised Bed	Group plot 96 - 188 sq. ft. Raised Bed
Deposit (refundable)	\$50.00	\$50.00	\$100.00
Participation fee (March 1 – Feb 28)	\$75.00	\$50.00	\$170.00

Membership fees are *non-refundable* and *non-transferable*. Mid-year rentals (on or after March 1) will be prorated accordingly (full deposit required).

Security Deposit

A one-time \$50.00 (\$100 for Group Beds) key, cleaning and compliance deposit will be collected for each garden bed to encourage Garden Members to keep their garden bed active, weed-free, and to comply with all Community Garden Guiding Principles. The deposit is refundable when the bed is vacated, pending approval from the City. (Please see "Termination").

Administrative Procedures

The City of Santa Clara Parks & Recreation Department staff is responsible for administering the Community Garden and enforcing the San Tomas & Monroe Community Garden Guiding Principles. City staff duties include garden inspection, policy enforcement and interpretation, maintenance of physical facilities, organization of work parties, maintenance of approved members list and waitlist, and other recreational and garden community activities.

San Tomas & Monroe Community Garden Guiding Principles may be amended at any time by the City. Garden Members shall be subject to the Guiding Principles as amended regardless of notice of any such amendments, but when possible, the City will notify Garden Members when possible and where appropriate (i.e. bulletin board, garden member meetings, email, etc.) of any change to the program, the guidelines, and/or fees.

The main contact, for any matter relating to the Community Garden Program, is the Community Garden Coordinator:

Derek Bryant
2446 Cabrillo Ave., Santa Clara, CA, 95051
DBryant@SantaClaraCA.gov
(408) 615-3740

Community Garden Advisory Committee

The Community Gardens Advisory Committee will be established to ensure the proper operation of the Community Garden and to ensure opportunity for active membership in the Community Garden Program. The Advisory Committee is chosen in accordance with the approved Community Gardens Advisory Committee Operational Guidelines. The Advisory Committee meets quarterly or as needed, to provide feedback to the Garden Coordinator, to advise and discuss policies, problems and plans for the gardens. Garden Members, Community Partners, and people on the wait list are encouraged to attend the Advisory Committee meetings to discuss garden-related matters. Meeting dates will be posted on the Community Garden Bulletin Board and sent via email to Garden Members. Contact the Garden Coordinator if interested.

RULES AND REGULATIONS:

San Tomas & Monroe Community Garden policies are set by the City of Santa Clara. Failure to comply with the rules and regulations may result in loss of garden bed without refund and prohibition on future membership. City shall have the right to inspect any garden bed at any time.

Garden Member waives any and all claims for personal or property damage against the City, its officers, agents, or employees, arising directly or indirectly out of this policy. Garden Member further agrees to indemnify City against any such claims made by persons coming

into the Community Garden premises at the actual or implied invitation of the Garden Member. The City is not liable for loss or damage to personal property, vandalism to the garden bed, and/or destruction of crops due to disease, pests, rodents, or inclement weather.

City Responsibilities

- A. Assign garden beds to individuals, groups, and community organizations as appropriate and based on priority criteria.
- B. Provide garden bed water, hoses, trash receptacles and various garden tools.
- C. Work to diminish “pest” problems (e.g., rodents, squirrels, etc.), but will not guarantee that pests will not invade the garden.
- D. Perform periodic general cleanup. A notice regarding scheduled work will be posted on the Garden’s bulletin board whenever possible.
- E. Maintain all walkways, fencing, and non-garden bed landscaping, including citrus and fruit trees.
- F. Provide access to storage shed equipped with limited supplies and large tools for gardeners’ use.
- G. Maintain all fruit trees
 - a. All fruit and citrus trees are available for the Garden Members enjoyment and should be eaten on site.
 - b. Do not prune the trees.
- H. Manage the bee hives. Do not kill, harm or poison the bees.
- I. The City is not responsible for the theft of crops, tools, or personal belongings.

Garden Member Responsibilities

The Primary Garden Member on the registration form is solely responsible for the maintenance of the entire garden bed and for payment of all associated fees. It is the responsibility of all Garden Members to supervise minors and guests at all times while in the Community Garden to ensure guests are following all rules and regulations. Garden Members are responsible for the actions of all minors/guests they bring into the Community Garden.

- A. Attend Garden Member Meetings. Garden Members will learn about upcoming events, communicate concerns, share ideas, and build relationships.
- B. Ensure the gate and storage shed are locked when they are the last member leaving for the day. It is also each Garden Members responsibility to close the gate behind them when entering the garden and do not open the gate to allow non-Garden Members to enter the garden.
 - a. Providing the passing key code to anyone not listed on the Membership Application and Agreement is cause for immediate termination.
- C. Provide all personal use tools, seeds, plants, equipment, and other supplies necessary for gardening.
- D. Contact the Garden Coordinator if unable to tend to their garden bed for an extended period.
- E. Inform the Garden Coordinator of any changes to their contact information, including home address and telephone number.
- F. Inform the Garden Coordinator if you wish to discontinue your garden membership, in writing, so that the bed may be reassigned to the next person on the waiting list.
- G. Report conflicts amongst Garden Members, maintenance issues, or unauthorized guests to the Community Garden Coordinator.

Code of Conduct

All Garden Members and guests shall conduct themselves as responsible individuals, and with consideration towards others. Garden Members will be respectful of the fact that the garden is located in a community park where children and families are present, and will not behave in such a way or display items that may be deemed offensive or inappropriate.

Garden Members Shall Not:

- A. Bring vehicles into the Community Garden area at any time.
- B. Enter another Garden Members bed without permission. Removal of any item (crop, plant, tool, etc.) that is not yours is considered theft and cause for permanent loss of participation in Garden.
- C. Bring illegal substances, firearms, weapons or alcoholic beverages on Community Garden premises.
- D. Smoke items such as: cigarettes, e-cigarettes, cigars, or marijuana. No smoking of any kind is allowed in the Community Garden.

Hours of Operation

Sunday – Saturday, 6:00am to ½ hour after sunset, year round.

Garden Amenities

The Community Garden is full of amenities. These amenities were placed for members' use and should be maintained properly to ensure its longevity.

- A. General Common Areas
 - a. No amplified music is allowed in the Community Garden.
 - b. Be sure to clean up after yourself and ensure waste is placed into proper trash containers. Only waste originating from the Community Garden can be disposed in the trash containers.
 - c. No pets are allowed in the Community Garden, with the exception of Service Animals.
- B. Outdoor Classroom
 - a. The general public is only allowed to access the Community Garden during workshops, programs, events, work days, or by special arrangement with the Garden Coordinator. If there is a class in session, please do not interrupt.
 - b. All Garden Members will be able to register for classes with the rest of the public.
 - c. Garden Members and guests are invited to use the Outdoor Classroom area when there is no class or workshop in session.
- C. Cold frame beds
 - a. Cold frame beds are to be maintained by a City appointed volunteer.
 - b. Contact the Garden Coordinator if you wish to use them.
- D. Master Gardeners Display area
 - a. Master gardeners bed(s) will be used as a display for ideas and should not be maintained by anyone but the appointed person.
- E. Children's Raised Beds
 - a. Reserved for visiting student groups.
 - b. Will be maintained by a City appointed volunteer.
- F. Compost
 - a. All organic waste should be deposited in the compost area.
 - b. Participants are welcomed and encouraged to turn compost piles frequently.

- c. All gardeners can use available completed compost.

G. Restrooms

- a. Access is located on the park side.
- b. Restroom sinks shall not be used to wash your harvest.

H. Parking lot

- a. The garden area is not accessible to motorized vehicles. All supplies should be unloaded in the parking area and transported to the garden area via hand, handcart, or wheelbarrow.
- b. The designated parking for community gardeners is on the Monroe side.
- c. The Creekside parking lot should only be used in the case of overflow.
- d. Dumping of any materials in the parking area is strictly prohibited.

I. Water use

- a. There are garden bibs and hoses for Garden Members to share.
- b. Consult with Garden Coordinator before tampering with irrigation or hoses.
- c. For more see "Water" in "Planting Guidelines" Section.

J. Tool Shed and Storage

- a. In the shed you will find a few basic tools.
- b. Please return tools cleaned and promptly when you are through using them, so they are available to other gardeners. Please report missing or broken tools to the Garden Coordinator. Tools are used and maintained at the gardener's own risk. Tools are for garden use.

K. First Aid

- a. In case of an emergency, call 9-1-1.
- b. There is a First Aid kit in the shed, in case of injury.

L. Bulletin Board

The Community Garden Bulletin Board is for the purpose of posting Community Garden related information only. Any items posted by the City will be clearly identified with a City Logo. All items posted on the bulletin board must contain the date posted and the name and Bed number of the Garden Member. Items not in compliance or inappropriate will be removed. All items will be removed after 30 days.

NOTICES, VIOLATIONS, AND PROCEDURES:

Contacting You

It is your responsibility to keep the Garden Coordinator informed of any changes of address, phone numbers, or email address. Important information (renewal packets, etc.) will be mailed to your last known address. Notices to individual Garden Members may be mailed, sent via email, attached to a post in the garden plot, or made by phone. General notices will be posted on the bulletin board.

Inspections

Adherence to established rules and regulations is critical in to ensure the Community Garden remains in quality condition. Periodic checks will be made to all garden spaces to ensure they are being cared for properly and are in compliance with all Community Garden Guiding Principles. The Garden Coordinator is responsible for interpreting and enforcing the policies.

Vacations and Extended Absences

Vacationing Garden Members or those who prefer to "rest" their garden bed during the cold seasons, are not exempt from weed and other maintenance rules, or compliance deadlines.

Abandonment

Any garden bed that appears to be abandoned will be sent an "Abandonment Notice". The Garden Member will have fifteen (15) days to restore the plot. If progress has not been made, the garden bed will be reassigned and the deposit will be forfeit.

Vandalism & Theft

Vandalism and/or theft will not be tolerated. These acts are cause for immediate termination of all Community Garden privileges without refund of participation deposit. Accusations of misconduct, vandalism or theft will be considered by Community Garden Coordinator. If you observe an intruder in the community garden area, please contact the Santa Clara Police Department at (408) 615-4700.

Termination Based on Violations

When a garden bed is found to be in conflict with these regulations, the Primary Garden Member will be notified of the violation(s). Notification of a violation shall be transmitted via letter from the City to the Primary Garden Member as follows:

- a. Letter #1: The first letter will serve as notice of the violation and provide the date (15 days from date sent) that the garden bed will be checked for compliance.
- b. Letter #2: If, after those 15 days, the garden bed is found to still be noncompliant, a second and final letter will be sent to the Primary Garden Member advising them that that compliance must occur by the date provided (15 days from date sent).
- c. If Garden Members fails to comply, then garden bed will be immediately forfeited with no refund of fees.

If a Primary Garden Member receives three (3) separate notifications of noncompliance within a six (6)-month period, then any subsequent violations within that same six (6)-month period will result in forfeiture of garden bed with no refund of fees paid. The Garden Member(s) will not be able to join the waiting list for a calendar year.

Upon any termination due to violations between a Garden Member and the City, a Garden Member will not be entitled to a refund of any fee paid to the City, nor will they be entitled to any payment or reimbursement from the City for any materials planted, growing, or otherwise located within the Community Garden or for any improvements made on the premises. All or any part of such material and improvements shall become the property of the City.

Appeals

All final evictions are reviewed by the Garden Coordinator. Garden Member grievances will be presented to the Community Garden Coordinator.

Garden Members may appeal to the Director of Parks and Recreation, whose decision will be final.

James Teixeira, Director of Parks and Recreation
1500 Warburton Ave, Santa Clara, CA, 95050
(408) 615-2260

GARDENING GUIDELINES:

San Tomas & Monroe Community Garden is composed of redwood raised garden beds with a concrete base- the first of its kind in the county. They come with many advantages to maintain the beauty and quality of the park for the next twenty years. Raised garden beds, or “garden boxes,” keep pathway weeds from your garden soil, prevent soil compaction, provide good drainage, and serve as a barrier to pests such as slugs and snails. The sides of the beds keep your valuable garden soil from eroding or washing away during heavy rains. In many regions, gardeners are able to plant earlier in the season because the soil is warmer and better drained when it is above ground level. By raising the soil level, raised garden beds also reduce back strain when bending over to tend the bed.

Organic Gardening

The Community Garden Program adheres strictly to the gardening principles, concepts, and practices popularly called “organic.” Products simply labeled “organic” or “natural” are not allowed unless they are approved by the U.S. Department of Agriculture’s (USDA) National Organic Program or by the Organics Materials Review Institute (OMRI). To see if a substance is allowed in a community garden check the USDA National Organic Program National List, Subpart G, 205.601 and 205.602 or the OMRI Web site (www.omri.org).

Planting Guidelines

- A. Garden Members may grow fruits, vegetables, herbs, flowers, and edible weeds in their bed. Edible weeds must be harvested and not allowed to go to seed.
- B. Due to the three (3) year term limit, and garden bed design, seasonal or annual crops are encouraged. Therefore the following crops are prohibited:
 - a. Water-intensive crops: Taro, rice, sugar cane.
 - b. Invasive crops and weeds: Bamboo, Japanese Honey Suckle, English Ivy, Passion Flower, Bermuda grass.
 - c. Trees or permanent plants: Trees, grape vines, rose bushes, blackberry, or raspberry bushes, etc.
 - d. Any government regulated illegal plants: cannabis, tobacco, etc.
- C. Crops that produce “runners,” or spread from the roots, should be constantly managed or grown in a container above the soil surface. These plants are, but not limited to, strawberries and the Mint family. Garden Member may be asked to remove the plant if it is not properly contained.
- D. Garden Members are encouraged to plant a variety of crops (at least two). The exception would be if you are growing a cover crop for the duration of the winter.
- E. Beds are not to be used to store materials/tools.
- F. Diseased plants (such as whitefly or powdery mildew) are to be treated or removed within five days of written notification from City. Gardeners are urged to notify the Community Garden Coordinator immediately if they suspect diseased plants on another person’s garden bed.
- G. Respect the need of your neighbors’ plants for sunlight. Do not plant crops in a way that will cause excessive shading to nearby beds.
- H. Trellises, arbors, or fencing around the bed is permitted so long as they follow these guidelines:
 - a. Must be installed inside the bed.
 - b. May not be more than 4 feet high from the soil surface.
 - c. May not shade a neighbor’s bed.
 - d. May not be installed permanently or anchored into the garden bed.

- I. Any permanent drilling into the wooden bed with nails or screws are absolutely prohibited.
- J. All fencing and trellis material must have a pleasant appearance, be an earth tone/neutral color, and be non-toxic and non-rusting.
- K. Tires or any toxic materials are not permitted in the garden.
- L. Vining plants should be either trellised or may hang over the sides of the garden bed, but cannot lie across the ground. The Garden Coordinator or City representative has the right to trim excess plants overhanging into the walkway without prior notification to the Garden Member.
- M. Garden Members are to keep their garden beds clear of all waste materials including, but not limited to, weeds, dead plants, and decaying fruits or vegetables.
- N. All disease-free, non-invasive organic waste should be added to the compost area. All other waste materials must be disposed of in the provided receptacle.
- O. Each garden bed has been provided an ideal soil profile that should produce a healthy harvest. No major amendments or modifications are needed. Accepted soil amendments include:
 - a. Chicken/steer manure applied once a year.
 - b. Raised bed or potting soil applied twice a year.
 - c. No limitations to adding compost.
 - d. No sand amendments.
- P. Soil should stay in the bed and be cleaned up if spilled on to the decomposed granite pathways.
- Q. The Community Garden is a publicly maintained City property and there is no presumption of privacy.
- R. No attachments to the City's fencing are permitted. No Garden Member shall use the City's perimeter fencing as a trellis or to hang garden equipment.

Chemicals and Fertilizers

The San Tomas & Monroe Community Garden is located on City of Santa Clara property and therefore obligated to follow its policies. The City of Santa Clara prohibits the application of chemical pesticides on its property unless approved in writing by the City's Integrated Pest Management (IPM) Coordinator and is applied by a trained, certified technician. Any Garden Member who believes their plot has a pest problem that would justify the use of chemical pesticides should contact the Garden Coordinator for a consultation.

Garden Members must consult with the Garden Coordinator before using any herbicide, including those on the "less-toxic" lists.

The following table includes, but is not limited to, some substances that are allowed and prohibited:

	Allowed	Prohibited	
PEST AND DISEASE CONTROL	- bacillus thuringiensis (Bt)	- baking soda	- rotenone
	- Soap Spray	- borax, boric acid	- pyrethrate, pyrethroids
	- Horticulture pepper/onion spray	- sluggo	- nicotine sulfate
	- sulfur	- wood ashes	- malathion
	- wood ashes	- ladybugs	- diazinon
	- sour mil solution	- tanglefoot	- sevin
	- dormant oils	- marigolds	- organophosphates
	- micro-cop or equivalent	- beneficial	- Roundup
	nematodes		- Finale
	(orchard use only)	- Pyrethrum*	- Dursban
	- diatomaceous earth (DE)		- organ chlorides
			- chlorpyrifos

FERTILIZERS	*Pyrethrin: It is a naturally occurring insect-killing chemical taken from chrysanthemum flowers. In the flowers, these bug-killers exist as a mixture of six separate chemicals that together are called pyrethrum or pyrethrins . Pyrethrins (without piperonyl butoxide or other enhancers) are permitted for use on organically grown crops.	
	Allowed	Prohibited
	<ul style="list-style-type: none"> - cotton seed - kelp - compost - manure - blood, bone, horn, and hoof meals - liquid fish or seaweed - fertilizers classed as "organic" 	<ul style="list-style-type: none"> - ammonium sulfate - ammonium nitrate - muriate of potash -superphosphates - highly soluble chemical fertilize - Ozmicote - Non organic Miracle Grow

Water Use

Drip Irrigation

Each garden bed will be fitted with an irrigation drip line. The automatic time controller has five zones that are color coded. If your line is broken, it may affect other garden beds in your zone. Garden Members will be able to turn off irrigation line with the installed valves with no affect to other garden beds. Cutting, adapting, or removing the drip line is prohibited. If you wish to make changes to your garden bed irrigation, or if you see a broken line in any garden bed, contact the Garden Coordinator immediately. During a declared drought, all watering will be done through the drip line only.

Hoses

The amount of water used determines future fees. Excessive water use may be defined as the following; water allowed to leave the defined vegetable bed, water allowed to run off into the pathway, unattended water hoses left running for extended periods of time. Those Garden Members not adhering to a watering schedule or who continue to use water in excess may be terminated from the program.

Standing Water

To reduce the breeding of mosquitoes and the spread of West Nile Virus, no stagnant/standing water is allowed, including but not limited to water in containers and buckets.



Agenda Report

18-870

Agenda Date: 6/19/2018

SUBJECT

Presentation Regarding Update of the Parkland In Lieu Fee Schedule for New Residential Development for FY2018-19

BACKGROUND

In July 2014, Council adopted Ordinance No.1937 which added [Chapter 17.35](http://www.codepublishing.com/CA/SantaClara/) "Park and Recreational Land" to the Santa Clara City Code to require new residential developments after September 13, 2014 to provide developed park and recreational land, and/or pay a fee in-lieu thereof pursuant to the California Quimby Act (Quimby) and/or the Mitigation Fee Act (MFA). The City completed a "Public Facilities Impact Fee Study" ("Nexus Study") dated June 25, 2014, prepared by Willdan Financial Services, Inc. The Nexus Study provides an analysis and reasonable methodology for the determination of the impact of new housing development in the City on the need for and costs associated with new parkland and recreation facilities/improvements. The Nexus Study is based on the existing level of service for developed parkland and uses a "system plan" method to calculate the maximum allowable fees that would fund the expansion of park facilities at the same standard ratio that currently serves existing residents, and that would assure new development does not pay for existing park and recreation level of service deficiencies.

A fee resolution was proposed for Council review on April 24, 2018. Council requested additional outreach to community stakeholders for discussion and opportunities for comment. Additional outreach was made to the housing developers, consultants and community by email, City website and eNotify. Public meetings were scheduled for June 11 and 18, 2018 with additional meetings to be held with stakeholders as needed.

DISCUSSION

The two key components of fees due in lieu of parkland dedication are land and improvements. Land valuation is updated annually by appraisal and supplemental instructions adopted by Council in 2016. The value of existing park improvements has not been updated since 2013.

The Schmidt-Prescott Group, Inc., an independent real estate appraisal firm, was retained by the City to provide a fair market value of land opinion (as of December 31, 2017) for use in the calculation of the in-lieu fees for FY2018-19. The valuation report was made available on March 9, 2018, posted on the City website for a two week review and comment period, and stakeholders were notified by email regarding the fee resolution and hearing date. No comments were received by March 23, 2018. The per acre land valuation by ZIP Code area is: 95050 \$3.738 million; 95051 \$3.993 million; and, 95054 \$4.035 million

Kitchell CEM completed an updated inventory of all park assets and calculated the value of the existing City parks and buildings and is included in the report titled "Facility Condition Assessment

Report” (“Kitchell Report”) dated February 21, 2018. The Kitchell Report provided a current replacement value for the existing inventory of park improvements which was available on the City website, reviewed with the Parks & Recreation Commission, and reviewed by Council on April 24, 2018. The reported value of existing park improvements is \$1.611 million per acre.

Staff will give a presentation to the Commission and receive Commission and public comment.

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 Park & Recreation Commission’s agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. An email was sent to the existing stakeholder list for this topic. 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>> or at the public information desk at any City of Santa Clara public library.

Reviewed by: Gina Saporito, Staff Aide II

Approved by: James Teixeira, Director of Parks & Recreation

ATTACHMENTS

1. Presentation-Update of Parkland Dedication & Fees In Lieu 2018-2019

City of Santa Clara Parks & Recreation Commission

Parkland Dedication & Fees In Lieu Presentation

June 19, 2018



**City of
Santa Clara**
The Center of What's Possible

Background

- **Santa Clara City Code 17.35 (Park and Recreational Land)**
 - City Ordinance No.1928, September 13, 2014; amendment Ord. No.1937
 - New residential development required to provide developed parkland & recreation assets
 - California Quimby Act (CA Government Code 66477 *et.seq*)
 - Mitigation Fee Act (CA Government Code 66000 *et.seq*)
- **Information Review**
 - City General Plan, including Parks, Recreation, Open Space Goals & Policies
 - Park & Recreation Facilities Development Impact Fee Study, June 25, 2014
 - Annual Land Value Appraisal Report (Schmidt-Prescott, December 31, 2017)
 - Existing Parkland Improvement Value (Kitchell, 2017)



Background

- **Santa Clara's Existing Levels of Service**
 - Residents: 116,468 (2010 U.S. Census); Expected Growth 38,332 (GP)
 - Housing Density: 2.9 Single Family; 2.24 Multi-family (2010 U.S. Census)
 - Parkland: 295.00 (251.53 improved + 43.47 unimproved equivalent)
 - MFA standard = 2.53 acres per 1000 residents
 - Quimby standard = 3.0 acres per 1000 residents
- **Fee Components**
 - Value of Land (current value, set by appraisal annually; or project specific)
 - Value of Existing Park Improvements (current value)
 - Administration (2%)

Background

- **2017-18 Fee Components (Current)**
 - **Land Value** per acre (set by appraisal 12-31-2016)
 - 95050: \$3,315,000
 - 95051: \$3,583,000
 - 95054: \$3,669,000
 - **Existing Park Improvements Value** per acre (City APIP coverage list 2014)
 - \$319,000 per acre (\$80,298,633/251.53 improved acres)
 - \$807 per capita
 - low valuation, incomplete asset inventory
 - Amount determines ability to provide similar park improvements, at existing level of service, in new parks

FY 2017-18 (current)

Table 6: Parkland Unit Costs

Item	Total Value	Cost Per Acre 95050	Cost Per Acre 95051	Cost Per Acre 95054
Improvements and Special Use Facilities	\$ 78,100,633			
Vehicles and Equipment	\$ 2,198,000			
Total - Special Use Facilities, Vehicles, Equipment	\$ 80,298,633			
Improved Park Acres	251.53			
Improvements and Special Use Facilities Cost per Acre	\$ 319,240.78	\$ 319,000	\$ 319,000	\$ 319,000
Land Acquisition		\$ 3,315,000	\$ 3,583,000	\$ 3,669,000
Total Special Use Fac., Park Acquisition & Dev. Cost per Acre		\$ 3,634,000	\$ 3,902,000	\$ 3,988,000

Note: Figures have been rounded to the nearest thousand.

Sources: Wildan Financial Services. APIP.



Table 8: Cost per Capita - Existing Level of Service

	Calculation	Land	Improvements	Total
95050				
Parkland Investment (per acre)	A	\$ 3,315,000	\$ 319,000	\$ 3,634,000
Existing Level of Service (acres per 1,000 residents)	B	2.53	2.53	2.53
Total Cost per 1,000 captia	C = A x B	\$ 8,386,950	\$ 807,070	\$ 9,194,020
Cost Per Resident	D = C / 1,000	\$ 8,387	\$ 807	\$ 9,194
95051				
Parkland Investment (per acre)	A	\$ 3,583,000	\$ 319,000	\$ 3,902,000
Existing Level of Service (acres per 1,000 residents)	B	2.53	2.53	2.53
Total Cost per 1,000 captia	C = A x B	\$ 9,064,990	\$ 807,070	\$ 9,872,060
Cost Per Resident	D = C / 1,000	\$ 9,065	\$ 807	\$ 9,872
95054				
Parkland Investment (per acre)	A	\$ 3,669,000	\$ 319,000	\$ 3,988,000
Existing Level of Service (acres per 1,000 residents)	B	2.53	2.53	2.53
Total Cost per 1,000 captia	C = A x B	\$ 9,282,570	\$ 807,070	\$ 10,089,640
Cost Per Resident	D = C / 1,000	\$ 9,283	\$ 807	\$ 10,090

Sources: Wildan Financial Services. APIP.



Current FY2017-18

Parkland Dedication In Lieu Fee Schedule

		95050		95051		95054	
Variables and applicable fee types	Calculation	Quimby	MFA	Quimby	MFA	Quimby	MFA
\$/Acre (valuation 12-31-2016)	A	\$3,315,000	\$3,315,000	\$3,583,000	\$3,583,000	\$3,669,000	\$3,669,000
Park Acres/1000 Pop. LOS Standard	B	3	2.53	3	2.53	3	2.53
Total Cost per 1,000	$C = A \times B$	\$9,945,000	\$8,386,950	\$10,749,000	\$9,064,990	\$11,007,000	\$9,282,570
Cost per capita	$D = C/1000$	\$9,945	\$8,387	\$10,749	\$9,065	\$11,007	\$9,283
Density Single Family (2010 Census)	$D \times 2.9$	\$28,841	\$24,322	\$31,172	\$26,288	\$31,920	\$26,919
Improvements (2014 Nexus Study)	$\$807 \times 2.90$	\$2,340	\$2,340	\$2,340	\$2,340	\$2,340	\$2,340
Admin Charge	0.02	\$624	\$533	\$670	\$573	\$685	\$585
Total Single Family (SF) Dwelling Fee		\$31,804	\$27,195	\$34,182	\$29,201	\$34,946	\$29,845
Density Multi Family (2010 Census)	$D \times 2.24$	\$22,277	\$18,787	\$24,078	\$20,306	\$24,656	\$20,793
Improvements (2014 Nexus Study)	$\$807 \times 2.24$	\$1,808	\$1,808	\$1,808	\$1,808	\$1,808	\$1,808
Admin Charge	0.02	\$482	\$412	\$518	\$442	\$529	\$452
Total Multi Family (MF) Dwelling Fee		\$24,566	\$21,007	\$26,403	\$22,556	\$26,993	\$23,053



Updated Park Improvement Value

- **Kitchell Report (2017)**
 - Inventory of all Parks & Recreation assets (49 park sites & 65 buildings)
 - Facility Condition Assessment Data entered into the City's Enterprise Asset Management/GIS System
 - Provided a replacement value of existing assets, excludes land value
- **Updated Existing Park Improvements Value**
 - More complete asset list
 - Park site & building improvements: \$403,043,173* (excludes City Cemeteries)
 - Vehicles & equipment: \$2,198,000
 - Total: \$405,241,173
 - \$1,611,105 per acre (\$405,241,173 /251.53 improved acres)

Park Improvement Values

- **Assets are capitalized in the year they are placed into service**
- **Replacement cost is used** (depreciation and deficiency are not subtracted)
- **Central Park Annex 2017**
 - \$976,377 per acre (\$1,464,565; 1.5 acres improved)
- **San Tomas & Monroe Neighborhood Park & Community Garden 2018**
 - \$2,301,149 per acre (\$3,704,850; 1.61 acres improved)
- **Reed & Grant Street Community Sports Facility 2018**
 - \$2,468,278 per acre (\$22,214,500; 9 acres improved)
- **LSAP Parks (2016 estimate)**
 - \$1,775,570 per acre (\$5,662,824; 3.1893 acres improved)

Update

- **2018-19 Fee Components**

- Land Value per acre (set by appraisal 12-31-2017)

- 95050: \$3,738,000
- 95051: \$3,993,000
- 95054: \$4,035,000

- Existing Park Improvements Value (2017)

- \$1,611,105 per acre (\$405,241,173 /251.53 improved acres)
- \$4,076 per capita

FY 2018-19 (proposed)

Table 6: Parkland Unit Costs

Item	Total Value	Cost Per Acre	Cost Per Acre	Cost Per Acre
		95050	95051	95054
Improvements and Special Use Facilities	\$ 403,043,173			
Vehicles and Equipment	\$ 2,198,000			
Total - Special Use Facilities, Vehicles, Equipment	\$ 405,241,173			
Improved Park Acres	251.53			
Improvements and Special Use Facilities Cost per Acre	\$ 1,611,105	\$ 1,611,105	\$ 1,611,105	\$ 1,611,105
Land Acquisition		\$ 3,738,000	\$ 3,993,000	\$ 4,035,000
Total Special Use Fac., Park Acquisition & Dev. Cost per Acre		\$ 5,349,105	\$ 5,604,105	\$ 5,646,105

Note: Figures have not been rounded to the nearest thousand.

Sources: Wildan Financial Services. Kitchell Report.



FY 2018-19 (proposed)

Table 8: Cost per Capita - Existing Level of Service

	Calculation	Land	Improvements	Total
95050				
Parkland Investment (per acre)	A	\$ 3,738,000	\$ 1,611,105	\$ 5,349,105
Existing Level of Service (acres per 1,000 residents)	B	2.53	2.53	2.53
Total Cost per 1,000 capita	C = A x B	\$ 9,457,140	\$ 4,076,096	\$ 13,533,236
Cost Per Resident	D = C / 1,000	\$ 9,457	\$ 4,076	\$ 13,533
95051				
Parkland Investment (per acre)	A	\$ 3,993,000	\$ 1,611,105	\$ 5,604,105
Existing Level of Service (acres per 1,000 residents)	B	2.53	2.53	2.53
Total Cost per 1,000 capita	C = A x B	\$ 10,102,290	\$ 4,076,096	\$ 14,178,386
Cost Per Resident	D = C / 1,000	\$ 10,102	\$ 4,076	\$ 14,178
95054				
Parkland Investment (per acre)	A	\$ 4,035,000	\$ 1,611,105	\$ 5,646,105
Existing Level of Service (acres per 1,000 residents)	B	2.53	2.53	2.53
Total Cost per 1,000 capita	C = A x B	\$ 10,208,550	\$ 4,076,096	\$ 14,284,646
Cost Per Resident	D = C / 1,000	\$ 10,209	\$ 4,076	\$ 14,285

Sources: Wildan Financial Services. Kitchell Report.



Proposed FY2018-19

Parkland Dedication In Lieu Fee Schedule

		95050		95051		95054	
Variables and applicable fee types	Calculation	Quimby	MFA	Quimby	MFA	Quimby	MFA
Parkland \$/Acre (valuation 12-31-2017)	A	\$3,738,000	\$3,738,000	\$3,993,000	\$3,993,000	\$4,035,000	\$4,035,000
Park Acres/1000 Pop. LOS Standard	B	3	2.53	3	2.53	3	2.53
Total Cost per 1,000	$C = A \times B$	\$11,214,000	\$9,457,140	\$11,979,000	\$10,102,290	\$12,105,000	\$10,208,550
Cost per capita	$D = C/1000$	\$11,214	\$9,457	\$11,979	\$10,102	\$12,105	\$10,209
Density Single Family (2010 Census)	$D \times 2.90$	\$32,521	\$27,426	\$34,739	\$29,297	\$35,105	\$29,605
Improvements* (Kitchell 2017)	$\$4076^* \times 2.90$	\$11,820	\$11,820	\$11,820	\$11,820	\$11,820	\$11,820
Admin Charge	0.02	\$887	\$785	\$931	\$822	\$938	\$829
Total Single Family Dwelling Fee		\$45,228	\$40,031	\$47,490	\$41,939	\$47,863	\$42,254
Density Multi Family (2010 Census)	$D \times 2.24$	\$25,119	\$21,184	\$26,833	\$22,629	\$27,115	\$22,867
Improvements* (Kitchell 2017)	$\$4076^* \times 2.24$	\$9,130	\$9,130	\$9,130	\$9,130	\$9,130	\$9,130
Admin Charge	0.02	\$685	\$606	\$719	\$635	\$725	\$640
Total Multi Family Dwelling Fee		\$34,934	\$30,920	\$36,682	\$32,394	\$36,970	\$32,637



Park In Lieu Fee Schedule

Area	Project Type	Quimby Act Fees		Mitigation Fee Act Fees	
		Existing 2017	<i>Proposed</i> 2018	Existing 2017	<i>Proposed</i> 2018
95050	Single Family	\$31,804	\$45,228	\$27,195	\$40,031
	Multi-Family	\$24,566	\$34,934	\$21,007	\$30,920
95051	Single Family	\$34,182	\$47,490	\$29,201	\$41,939
	Multi-Family	\$26,403	\$36,682	\$22,556	\$32,394
95054	Single Family	\$34,946	\$47,863	\$29,845	\$42,254
	Multi-Family	\$26,993	\$36,970	\$23,053	\$32,637



Parkland & Fees Received

Fiscal Year	New Residents	Developed Public Parkland Dedicated	Quimby Fees in lieu	Quimby Reimburse for Park improvement	MFA Fees in lieu	Total Combined
FY2015-16	15	0	\$130,320	\$0	\$0	\$130,320
FY2016-17	4293	4.1150	\$1,108,300	\$0	11,201,595	\$12,309,895
FY2017-18	2270	3.1893	\$192,501	\$1,760,920*	\$3,578,852	\$5,532,273
Total	6578	7.3043	\$1,431,121	\$1,760,920*	\$14,780,447	\$17,972,488

On May 22, 2018 Council requested information related to the amount of fees collected by City. Response included in CM blog May 28-June 8, 2018. Projects of 50 or less units pay fee in lieu of parkland dedication. Larger projects may receive credit for 50% of SF of eligible on-site park & recreational amenities which may reduce the fees in-lieu received by the City.

*Quimby Act requires reimbursement to developer of fees received for the value of park improvements on the parkland dedicated; not required under MFA.



Questions & Comments

- **Fee Components & Calculations**
 - Value of Land
 - Value of Existing Park Improvements
 - Administration
- **Next Steps**
 - Developer meeting June
 - Council presentation August







City of Santa Clara

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Agenda Report

18-860

Agenda Date: 6/19/2018

SUBJECT

Parks & Recreation Commission Election of Officers Chair and Vice Chair

BACKGROUND

At the beginning of each fiscal year, the Parks & Recreation Commission appoints a Chair person to facilitate the monthly meetings and a Vice Chairperson to serve in the role of meeting facilitator in the event the Chair is unavailable. The role of the Chair is to facilitate the monthly Commission meetings, to speak at City Council meetings on behalf of the Commission when requested, and to work with City assigned Staff Liaison to prepare the Commission agenda. The role of the Vice Chair is to fulfill the role and the responsibilities of the Chair when the Chair is not available.

DISCUSSION

The process for selection begins with the current Commission Chairperson requesting the nomination of currently serving and eligible Parks & Recreation Commissioners for Chairperson and Vice Chairperson for the one year term of June to June. Individuals nominated can either accept or decline. The Commission Chairperson then asks the Commissioners to vote for candidates in the role of Chair. The Commissioner with the most votes assumes the responsibilities of Chairperson, and then continues the meeting and selection of the Vice Chair in the same manner. The Commission Chairperson then asks the Commissioners to vote for candidates in the role of Vice Chair. The Vice Chair will assume their position at the July meeting.

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, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Appoint Parks & Recreation Commission Chair and Vice Chair.

Prepared by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation