



## *Parks & Recreation Commission Agenda*

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### **SPECIAL MEETING OF PARKS & RECREATION COMMISSION**

May 1, 2019

7:00 p.m.

City Council Chamber – 70 N. First Street

#### **CALL TO ORDER**

Chair Ishibashi

#### **ROLL CALL:**

Chair Ishibashi

Commissioners: Abraham, Beitz, Doherty, Fidrych,  
Ishibashi, Mitchell, and Teeter

#### **APPROVAL OF MINUTES**

- A. Regular Meeting – April 3, 2019\*

#### **ORAL REQUESTS**

#### **OLD BUSINESS**

- A. FY 2019-20 Work Plan Approval\*

#### **COMMITTEE REPORTS:**

- A. Parks & Creek Trail: Chair Fidrych – Members Doherty and Teeter
- B. Trees: Chair Mitchell – Members Beitz and Ishibashi
- C. Special Events: Chair Abraham – Members Beitz and Mitchell

#### **STAFF REPORTS**

- A. Parks (Public Works Director Capurso)
- B. Recreation & Community Services (Recreation Manager Bissell)

#### **INFORMATION ONLY**

- A. Good of the Game



## *Parks & Recreation Commission Agenda*

ADJOURNMENT

NEXT MEETING:

Regular Meeting:                      June 5, 2019

In compliance with the Americans with Disabilities Act, assisted listening devices are available for meetings held in the Council Chamber. If you require accommodation to participate in the meeting, please contact Natasha Bissell in the Recreation and Community Services Department at 408.866.2771.

\*indicates written report

**CITY OF CAMPBELL  
PARKS & RECREATION COMMISSION  
CAMPBELL, CALIFORNIA  
April 3, 2019  
MINUTES**

The Parks and Recreation Commission convened in regular session on Wednesday, April 3, 2019 at 7:00 pm, at the Campbell City Hall, Council Chambers, 70 N. First Street, Campbell CA.

ROLL CALL

PRESENT: Doherty, Ishibashi, Abraham, Mitchell, Teeter, Beitz  
Absent: Fidrych (excused)  
STAFF: Recreation Services Manager Bissell, Public Works Parks Supervisor Huppe, Recording Secretary Joy Francois

APPROVAL OF MINUTES:

**MSC:** Doherty/Teeter to approve the minutes of the regular meeting of Parks and Recreation Commission of March 6, 2019.

**AYES:** Ishibashi, Beitz, Abraham, Teeter, Doherty

**NOES:** None

**ABSTAIN:** Mitchell

Oral Requests:

NONE.

New Business:

**A. John D. Morgan Park (Budd Avenue) Improvements – City Engineer Amy Olay**

Ms. Olay gave an update on the All-Inclusive Playground project at John D. Morgan Park (JDM). The projected schedule is:

Issuance of RFP	April 2019
Consultant Selection/Notice to Proceed	June 2019
Develop Conceptual Design	
• Community Input/PRC Engagement/City Council	July-November 2019
Final Design	November 2019-March 2020
City Council Approval of PS&E	April 2020
Award	June 2020
Construction	July 2020 – June 2021

Staff is seeking consent to form a PRC Ad-Hoc Subcommittee to begin conceptualizing possible design alternatives. Staff will come back to the PRC in fall 2019 with information from the community input/outreach effort and design concepts.

The Commissioners that will be on the Ad-Hoc Subcommittee are Doherty, Mitchell and Abraham.

## **B. Campbell Park Improvement Project – Sr. Civil Engineer, Fred Ho**

Mr. Ho gave some background information on the project:

- July 2017 the Commission put together an ad hoc committee and reviewed several levels of concepts.
- November 2017 staff conducted preliminary outreach at the park sites and had an on line survey.
- March 2018 the City issued an RFP for qualified designers.

As of this week staff has negotiated a contract with Callander and Associates. One of their first tasks will be to conduct a second round of outreach. Callander will take the results from both the surveys and the comments from the Ad Hoc committee and will work that into 2 designs which we will then bring back to the Commission and the Council in the fall of 2019. We will then refine the concept and sometime in 2020 we will bring that to the Commission and Council. If the Council adopts that plan the consultant will move forward. We hope to start construction in fall of 2020 and have the project wrapped up by spring of 2021.

### **Questions:**

Is this a redesign for the play areas only? No, for Campbell Park it's the play areas, the restrooms, and horseshoe pits. The swing sets require a huge foot print and the safety requirements have changed quite a bit. We will have to look very hard at that.

Will you solve some of the parking issues? Mr. Ho said we won't be able to do much with the parking at Campbell Park in this scope. But we will take a look at it.

What's the budget for Campbell Park? \$1.3M.

Is there any way to bid these two park projects out together? Mr. Ho said yes, the two bids can be advertised at the same time. However, we may still want to stagger the construction for JDM Budd and Campbell Park to avoid closing both parks at the same time.

## **C. Parkland Dedication Fund Annual Review – Recreation Services Manager Bissell**

Ms. Bissell asked the Commissioners to review and approve recommendations for commitment of Parkland Dedication Fees collected in FY18 and forward the recommendation to the City Council.

This year staff is recommending that all of the fees collected in fiscal year 2018 be allocated to the proposed all-inclusive playground at John D. Morgan Park, Budd Avenue side. This project received a \$1M grant that requires matching funds from the City. Currently this project is short \$120,000 to meet the required matching funds. It is anticipated that this project will exceed the \$2,000,000 threshold and will still need additional funding. Staff plans to request additional funds during the FY20 CIP process. The funds collected in FY18 Parkland Dedication fees would fill the gap needed to having matching funds as well as provide a buffer for unanticipated costs associated with bringing a new playground online.

In the event all the funds allocated are not used for this project, staff recommends that the funds be allocated to other existing projects that may require additional funding per Council approval.

**MSC:** Doherty/Teeter to take the recommendation to Council to move the funds necessary to complete the JDM Park.

**AYES:** Doherty, Teeter, Mitchell, Ishibashi, Abraham, Beitz

**NOES:** None

**ABSTAINS:** None

Commissioner Ishibashi asked if staff is redoing the park-in-lieu funds. Ms. Olay responded that we have hired a consultant to help us with that and we are currently gathering data.

#### **D. Commission Work Plan**

Ms. Bissell explained the Commissioners Work Plan and Goals suggestions for FY 20. She would like the Commission to look it over and add or delete any items they see fit. This will come back in a formal proposal next month.

The Commissioners said to take off the pilot program for dogs on leash, and add the Ad Hoc subcommittee for JDM.

#### **Committee Reports:**

**Parks and Creek Trail:** Commissioner Doherty took Commissioner Teeter on a tour of parks and the San Tomas Aquino Creek Trail.

**Trees:** No report.

**Special Events:** Chair Abraham said the Bunnies and Bonnets parade is coming up. Commissioners Mitchell, Abraham, Doherty, Beitz and Teeter will be attending.

#### **Staff Reports:**

##### **A. Parks: Public Works Parks Supervisor Huppe**

- The Great American Litter Pickup will be April 27 at 9 am at Campbell Park. We expect about 200 people.
- New park regulation signs that include the dogs on leash have been installed at Morley Park and the Community Center and the rest will be up in 2 weeks.
- Staff repaired the rubberized surface at Stojanovich Park. It was our first time doing this patch and it came out beautiful.
- New Par Course exercise signs are on order.
- The asphalt is being removed around the trees near the snack shack at JDM and the tree roots are being trimmed.

B. Recreation and Community Services: Recreation Manager Bissell

- The Bunnies and Bonnets parade is Saturday, April 20, it starts at noon. Check in will be at Blue Line Pizza.
- The Summer Activity Guide is wrapping up.
- Tonight the final show at the Heritage Theatre will be Billy Ocean.
- Summer concert series will be starting soon. There will be no show on July 4.
- There will be 3 movie nights at JDM at the ball park: Ralph Breaks the Internet, Mary Poppins Returns and the Incredibles 2.

C. General Plan Update: Public Works Director Capurso

No update.

Good of the Game

Commissioner Doherty thanked staff for the parks tour.

Commissioner Beitz said he appreciated the tour too. He asked about the Shakespeare Experience – how do you manage to cover things like that. He would be happy to volunteer to help out with that. Ms. Bissel responded that staff is in the process of finding someone to be a Park Ambassador to greet people, have good customer service skills and just speak up and enforce the rules. We are looking for some qualified candidates.

Commissioner Teeter thanked staff for the tour too. She met up with the group at the Rotary Park. And she enjoyed the tour of the parks with Commissioner Doherty.

Commissioner Mitchell is looking forward to the Bunnies and Bonnets parade. It was fun last year.

Commissioner Abraham was walking through Campbell Park and found out that there is a Reddit thread that Campbell Park is the best place to do Fitness and body weights.

Commissioner Ishibashi said he's excited to know that we have almost \$4.5M going into two of our parks. It's quite impressive.

Meeting adjourned at 7:52pm.

Respectfully submitted:



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Joy Francois, Recording Secretary



Category: Old Business

Date: May 1, 2019

## Report to the Parks & Recreation Commission

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**TITLE:** Approval of Fiscal Year 2019-20 Parks and Recreation Commission Workplan and Goals.

### **RECOMMENDATION:**

Approve the Fiscal Year 2019-20 Parks and Recreation Commission Workplan and Goals.

### **BACKGROUND**

At the April 3, 2019 Parks and Recreation Commission meeting, the Commission discussed proposed workplan items and goals for the 2019-20 fiscal year. The list below reflects items that the Commission will be reviewing relating to policy development or park related CIP projects. The goals section highlights some of the events that the Commission traditionally takes part in during the year.

#### Parks and Recreation Commission Workplan

- Provide comment on the General Plan Update as related to parks, open space and recreation
- Conduct annual review of the Parkland Dedication Fund
- Review Park Improvement Projects (Campbell Park and John D. Morgan Park—Budd side)
- Ad hoc subcommittee for JDM Budd Park renovation

#### Parks and Recreation Commission Goals

- Participate in Arbor Day
- Participate in Bunnies and Bonnets Parade
- Participate in Park Volunteer Project
- Hold a PRC meeting in a park
- Conduct a Parks Tour
- Participate in the Oktoberfest and Valentine Fun Runs
- Collaborate with the Campbell Youth Commission on an event or a joint PRC/YAC meeting

**NEXT STEPS**

Upon the Commission's approval of the Workplan and Goals for Fiscal Year 2019-20, the recommendation will be forwarded to City Council as part of the 2019-20 budget process.

**FISCAL IMPACT**

No fiscal impact.

**ALTERNATIVES:**

1. The Commission may wish to modify the proposed Workplan and/or Goals.