



*Parks & Recreation
Commission
Study Session Agenda*

STUDY SESSION OF PARKS & RECREATION COMMISSION

August 3, 2016

6:30 P.M.

City Council Chambers Alcove – 70 N. First Street

CALL TO ORDER

Chairperson Scholberg

ROLL CALL:

Chairperson Scholberg
Commissioners: Gibson, Davidson, Hughes,
Ptaszynski and Walker

ORAL REQUESTS

ANNOUNCEMENTS

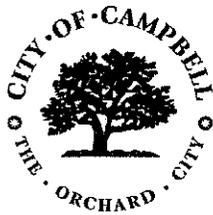
NEW BUSINESS

A. Park Dedication Funds*

ADJOURNMENT

In compliance with the Americans with Disabilities Act, listening assisted devices are available for meeting held in the Council Chamber. If you require accommodation to participate in the meeting, please contact Regina Maurantonio in the Recreation and Community Services Department at 408.866.2106.

*indicates written report



Category: New Business
Date: August 3, 2016

Report to the Parks & Recreation Commission

TITLE: Parkland Dedication Fund

OVERVIEW

The purpose of the Study Session is to discuss and understand the Parkland Dedication Fund, review feedback given by Council and projects approved for FY 17 and discuss a draft policy on prioritizing allocation of the Parkland Dedication Fund.

BACKGROUND

The Parkland Dedication Fund is comprised of revenue collected through park impact fees. These fees are paid by developers in Campbell in-lieu of constructing designated open spaces in the proposed developments in accordance with the Open Space Element of the General Plan. Park impact fees reduce the economic burden on the City's General Fund in response to population growth within a development area and assist the City in meeting its obligation to provide adequate access to open space for Campbell residents.

Park impact fees collected by the City are governed by the Quimby Act and must be allocated to the following types of projects:

- (1) Acquisition of land for new parks
- (2) Development of a park or recreational amenity
- (3) Rehabilitation of amenities at existing parks or recreational facilities

The park impact fees must be committed to projects within five years of the date when the fees were collected. While the fees collected are intended to benefit the development from where the fees originated, the fees can also be utilized to support parks and recreational facilities that provide a City-wide asset. There is not a "specified radius" adopted within ordinance 20.24.100 to require that the fees must be utilized within a particular service distance from the development. The wording of the ordinance is listed below:

20.24.100 – Use of fees and/or dedicate land

The revenue raised by payment of the fees or dedication of land imposed by this chapter shall be used to provide the parks and park improvements specified in the general plan.

- (a) *Use of Money. The money collected under this chapter shall be placed in a special revenue fund which is created and which shall be known as the park*

- (a) *Use of Money.* The money collected under this chapter shall be placed in a special revenue fund which is created and which shall be known as the park dedication in-lieu fund. Moneys within this fund shall be used and expended solely for the acquisition, improvement, expansion or implementation of parks and recreational facilities of the city.
 - (b) *Use of Dedicated Land.* Land dedicated pursuant to this chapter shall be used to provide the parks and park improvements specified in the general plan of the city.
- (Ord. 1905 § 2(part), 1994).

It is helpful to keep in mind the specific open space goals of the General Plan as related to the Parkland Dedication Fund. These goals outline the importance of maintaining and renovating existing open space as well as ensuring that new parks or facilities can be operated and maintained through General Fund revenue after completion. The text from the General Plan is included below:

Goal OSP-2: *Provide and maintain attractive, safe, clean and comfortable open space, park land and recreational facilities and programs for maximum community use, benefit and enjoyment.*

Policy OSP-2.2: Maintain and Renovate Existing Open Space, Park and Recreation Facilities: *Maintain and renovate existing open space, park and recreation facilities to improve their usefulness, safety and appearance.*

Policy OSP-2.4: Maintenance Funding: *Ensure that City financial resources will be available to operate and maintain open space and park sites prior to their acquisition or improvement.*

Parkland Dedication Fund

For the purpose of this discussion it is important to clarify that the revenues associated with the Parkland Dedication Fund are sometimes referred to as Park Impact Fees, Park in-lieu fees, and Park in-lieu fund. All of these terms refer to the same revenue source listed as the Parkland Dedication Fund (295) in the City’s fund balance account.

The current Parkland Dedication Fund balance is approximately \$3.9 million. The table below shows revenues and expenditures for this fund over the last two fiscal years according to the AB1600 report presented to Council on January 5, 2016 as well as year-to-date information for fiscal year 2015-2016.

	FY 14	FY 15	FY 16
Fund Balance, Beginning of Year	\$971,481	\$2,756,433	\$3,193,984
Revenues			
Park Dedication Fees	\$1,800,324	\$443,149	\$750,195
Investment Income	\$11,071	\$17,377	TBD
Total Revenues	\$1,811,395	\$460,526	\$750,195
Expenditures			
	(\$26,443)	(\$22,975)	TBD
Fund Balance, End of Year	\$2,756,433	\$3,193,984	\$3,944,179

Over the last few years, the City’s Parkland Dedication Fund has seen a steady stream of revenue added to the fund with all the new development taking place in Campbell.

From FY 14 to April 2016, the City collected approximately \$2.9 million in park impact fees mainly from the following developments: (Please note numbers listed below are rounded.)

- Penny Lane – 655 W. Hamilton - \$726,000
- Bay West (Revere) 1677 Bascom – \$1,660,000
- Merrill Gardens 2041/2043 Winchester - \$171,000
- 125 S. San Tomas Aquino Rd. - \$183,000
- 258 Union - \$9,700
- 233 E. Rincon - \$17,000
- 18 units – Kennedy - \$129,000
- Various new units - \$34,000

In the future the Community Development department is estimating an additional \$2.17 million in revenue with the following projects that are currently underway:

- Railway (St. Anton Development) - \$1.085 million
- Phase II on Dillon (Robson Development) - \$412,000
- Paul Del Grande Property - \$623,000
- Redding Rd. Townhomes (five) - \$34,000
- 175 W. Rincon - \$16,000

Utilization of Parkland Dedication Fund in FY 2016-2017

Several projects were presented to Council as possible uses for the Parkland Dedication Fund during the CIP process. The City Council approved funding the projects listed below for fiscal year 2016-2017 with the parkland dedication fund.

Campbell Park Improvements – Design	\$50,000
Citywide Park Playground Renovations	\$100,000
Community Center Aquatic Feasibility Study	\$60,000
Community Center Outdoor Exercise Station	\$115,000
Community Center Play Area – Design	\$50,000
Total	\$375,000

A current look at the fund balance is shown below. Please note that these figures are estimates and that final expenses associated with project appropriations have not been finalized. As discussed on the previous page there is an estimated \$2.17 million in revenue to be actualized in FY17 adding to the balance listed below.

Fund Balance Beginning Year FY16	\$3,193,984
Revenues FY 16	\$2,009,244
FY 16 Project Appropriations	(\$2,161,525)
Estimated FY 16 year-end balance	\$3,041,703
YTD Revenue FY 17	\$13,347
FY 17 Project Appropriations	(\$375,000)
Balance as of July 2016	\$2,680,050

Appropriate Uses of the Parkland Dedication Fund

As mentioned earlier in this report, ordinance 20.24.100 states, “Moneys within this fund shall be used and expended solely for the acquisition, improvement, expansion or implementation of parks and recreational facilities of the city.” The Parkland Dedication fund can be used for three different types of projects according to the ordinance. These projects include Acquisition, Development and Rehabilitation. Sample projects for each of these project areas are listed below.

Acquisition

Acquisition of land in strategic areas that are park deficient is a long-term goal for the City. Challenges to acquisition include the extremely high cost for land and very few purchase opportunities within the City limits. An alternative to acquiring land may be to identify goals and strategies through the Envision Campbell process that revolve around long-term joint use agreements or leases as a means to expand available open space in park deficient areas.

Development

A development project would be the installation of a new park amenity at an existing park location or at a new location. An example of this would be the addition of a play structure for children ages 5-12 near the athletic fields at the Community Center. The development of this new amenity at the Community Center would fill a need for a variety of schools that lease space on campus, serve children throughout the neighborhood surrounding the Community Center, and provide an active play location for children before or after recreational activities that take place on campus.

Development projects can also be done through joint use agreements with other agencies. Sample projects include the San Tomas Aquino Creek Trail and the west side of the Los Gatos Creek Trail (between Hamilton and Campbell Ave.) where the land is owned by the Santa Clara Valley Water District. Development along these areas would

positively impact the Campbell community and increase open space. Utilizing the Parkland Dedication Fund to support these types of projects provides residents with more recreational open space through a cooperative agreement with another agency.

There may also be an opportunity to explore options of developing recreational amenities on school district properties as another means of increasing open space options in park deficient areas. This idea could be explored further through the updating of the open space goals as part of the Envision Campbell process.

Rehabilitation

Rehabilitation of existing open space, park amenities or recreational facilities is another option for appropriating the Parkland Dedication Fund. By removing existing park amenities and identifying ways to better utilize the space with new amenities that will expand the capacity or add play value can greatly enhance the usability of a park. Through the Parks Maintenance Program Asset Management Plan high priority projects were identified as needing rehabilitation which equated to 13% of the inventory. The tot lots at a majority of parks in the City were identified as a high or moderate priority. An example of a park rehabilitation project would be the expansion of the playground and the addition of new recreational amenities at Campbell Park. This park is centrally located and near several of the new developments. Replace existing amenities with new ones that maximize the space and better meet the needs of the community would add play value to the new residents in this area as well as benefit the entire community.

Another project under the rehabilitation category is to conduct an Aquatics Feasibility Study. The need to analyze the potential renovation of the pool and locker room buildings at the Community Center was discussed with City Council in October 2015. The feasibility study was approved to be funded in FY17, which will audit the existing pool and mechanical equipment, provide a community needs assessment and offer design options based upon financial criteria.

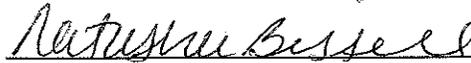
NEXT STEPS

As discussed at the Parks and Recreation Commission meeting on March 2, 2016 the Commission expressed interest in developing and instituting a yearly process for review of the Parkland Dedication Fund and potential related projects.

Staff has identified three agencies with existing policies that provide guidelines on how to allocate funding to projects using Parkland Dedication Funds. All three agencies had unique attributes that staff utilized in the development of the draft policy. The City of Sunnyvale's policy had a clear list of priorities while the City of Mountain View established a review process that involved the Parks and Recreation Commission and the County of San Diego had some great language about joint use of land and facilities. All three sample policies are attached. Using these three policies as a resource, staff has drafted a policy based around highlights found in each one. A general timeline on the review process and a recommended schedule for the Commission to review

potential projects and provide recommendations to Council on an annual basis has also been generated for the review and approval of the Parks and Recreation Commission.

Staff is seeking feedback and direction from the Commission on the prioritization policy and recommended timeline.

Prepared by: 
Natasha Bissell, Recreation Services Manager

Prepared by: 
Regina Maurantonio, Recreation & Community Services Director

Prepared by: 
Todd Capurso, Public Works Director

Attachments

- 1- City of Sunnyvale sample policy
- 2- City of Mountain View sample policy
- 3- County of San Diego sample policy
- 4- City of Campbell draft policy
- 5- City of Campbell draft timeline

**Council Date: October 30, 2012****SUBJECT: City Council Policy for Allocation of Park Dedication Funds****BACKGROUND**

The City expects significant increases in revenue to the Park Dedication Fund as a result of Council's action on April 26, 2011 to increase the park dedication requirements related to new development (RTC 11-083). To assist with the planning of more park and open space projects, staff has created a policy intended to provide guidance in developing the plan for park and open space projects.

On February 7, 2012, Council held a joint study session with the Parks and Recreation Commission to consider Park Dedication Policies and Review Project Priorities (Attachment A – Meeting Minutes Summary). Various aspects of this subject were presented and discussed including funding levels for parkland acquisition, geographic distribution of funds and prioritization guidelines for project funding. Council was informed at the session that staff would return at a later date with suggested policy that would address the subjects discussed and provide both Council and staff with a useful tool to guide park planning in the future. The proposed policy on Park Dedication Fees Allocation and Prioritization (see Attachment B) is intended to provide guidance for the allocation of Park Dedication Fees and the prioritization of funding for related projects.

The draft of this report was reviewed by the Parks and Recreation Commission on October 10, 2012. The Commission voted unanimously (4-0 Commissioner Harms absent) to recommend that Council approve the proposed draft Council Policy on Park Dedication Fee Allocation and Prioritization. (Attachment C - Excerpt from Draft Meeting Minutes of Sunnyvale Parks and Recreation Commission on October 10, 2012.)

EXISTING POLICY

Consolidated General Plan:

Policies supporting Goal LT-8 Adequate and Balanced Open Space:

Policy LT-8.1 Follow management and preventative maintenance strategies to extend the usable life of open spaces and recreational facilities.

Policy LT-8.8 Support the acquisition or joint use through agreements with partners of suitable sites to enhance Sunnyvale's open spaces and recreation facilities based on community need and through such strategies as

development of easements and right-of-ways for open space use, conversion of sites to open space from developed use of land and landbanking.

Policy LT 8.11 Support the acquisition of existing open space within the city limits as long as financially feasible.

Policy LT-8.13 Mitigate as feasible the open space need in areas identified as underserved through the acquisition of new parkland and/or the addition of amenities in order to bring sites in line with design and development guidelines.

DISCUSSION

The proposed Council Policy is to guide and assist staff in the area of park planning including funding levels for parkland acquisition, geographic distribution of funds and project prioritization. The adoption of this policy will supply a functional tool for staff to use to develop recommendations in various areas of park planning. Staff will use the policy to develop the recommended 20-year Capital Improvement Program Budget for park, recreation, and open-space projects. Council would have the final say in how funds are allocated through review and approval of the budget.

This policy will help ensure that funds collected from a developer will be used to provide benefits to the future occupants of a subdivision. The State Subdivision Map Act (Quimby Act) requires, "The amount and location of land to be dedicated or the fees to be paid shall bear a reasonable relationship to the use of the park and recreational facilities by the future inhabitants of the subdivision."

The policy establishes a minimum threshold of funds collected that will be used to acquire and improve new parks, open spaces, and recreation facilities. The policy also creates a new system to improve geographic equity in how park dedication fees are spent and prioritization guidelines that will provide assistance in the ranking of projects for funding. The following is a description of how the policy would apply in each of these areas:

Minimum Funding Levels for Park Acquisition

A minimum of 20% of all park dedication fees collected shall be allocated to acquire and develop new land for the purpose of parks, open space, trails and other recreational facilities. Sunnyvale's Level of Service (LOS) for open space as measured by open space acreage per 1,000 residents is on a downward trend due to the loss of existing open space and increase in the City's population. Loss of acreage has occurred predominantly at school sites as school districts have needed to utilize open space for additional classrooms required for a growing student population. Compounding the problem has been a lack of new land acquisition and park development in the last ten years although Seven Seas Park (5.3 acres) is scheduled to be developed and opened in 2014. Based on 2010 census data, the current Level of Service is 5.19 acres per 1,000 residents.

Over time the City will need to acquire new sites or the LOS may dip below 5.0 acres, which would hinder the City's ability to collect park dedication fees at the 5.0 acre standard as established by Council on April 26, 2011. Unfortunately there is no exact way to determine what percentage of park dedication fees received should be allocated for new land acquisition and development to maintain a minimum LOS of 5.0 acres per 1,000 residents. There are simply too many factors including the cost of development, a changing population total, and the amount of land that is actually dedicated vs. fees paid from future developments. The only other agency in Santa Clara County with a set aside for parkland acquisition and development is the County of Santa Clara. The County's Park Charter Fund requires 80% of funds be used to maintain existing open space, 15% be used to acquire new parkland and 5% be used to develop new parkland.

The City's current long-term financial plan estimates that approximately \$150 million in fees will be generated over the next 20 years. If 20% of that amount were allocated to acquiring new parkland, the City would spend approximately \$30 million on land acquisition and development over that time period. It should be emphasized that 20% of the park dedication fees collected would only be the minimum amount spent on parkland acquisition and development.

Geographic Distribution of Funds

This part of the policy will establish how funds are distributed to ensure that there is a reasonable relationship between where park in-lieu fees are collected and then allocated for improvements. The proposed policy establishes a division of Sunnyvale into three geographic funding zones or areas as depicted in Exhibit A of the draft policy.

Within each zone existing parks and recreational facilities are categorized as either a community or neighborhood facility (see Exhibit B of the proposed Council Policy for a specific listing of facilities). Community parks are typically larger facilities (nine acres and above) or have special features such as sports fields that serve a broad segment of the community. Community parks provide a benefit to all residents of Sunnyvale. Neighborhood Parks (including mini-parks) are intended to serve a particular zone or area within the City.

The draft policy requires that (after setting aside 20% of funds for land acquisition) 40% of the fees collected within each funding zone must be allocated towards eligible projects within that zone for either Neighborhood or Community facilities. The remaining 40% of the fees collected in a geographic area must be allocated towards eligible projects at Community facilities in any of the three geographic areas.

Prioritization Guidelines for Project Funding

A five-level system is proposed to provide a framework that will assist in the selection of projects for funding. The five-levels, listed in priority order, are as follows:

1. Renovate existing facilities on City-owned property.
2. Acquire and develop new parks and open space.
3. Improve or add features to parks on City-owned property.
4. Improve existing parks and open space on non-City-owned property.
5. Develop non-City-owned property.

All proposed projects in a higher priority level are not required to be funded before funding projects at a lower priority level. For example, not all parcels of land identified as possible Level 2 projects (Acquire and develop new parks and open space) would have to be funded for acquisition and/or development before funding Level 3 projects (Improve or add features to parks on City-owned property). This system is consistent with current policy and provides a framework for prioritization while also allowing flexibility to meet special needs and circumstances. These guidelines would be used by staff to develop the proposed Capital Improvement Program Budget. Council would have the final say through the budget process as to which projects are ultimately funded.

FISCAL IMPACT

The City currently estimates that it will receive approximately \$150 million in park dedication fee revenues over the next 20 years. This policy will not affect the amount of funds generated by the park dedication fees under the current City ordinances governing the collection of these fees, but it will provide the necessary guidance to prioritize the projects to be funded by this revenue source.

Once this policy is approved, the next step will be to prioritize park dedication fee-funded projects in compliance with the policy and program them into the 20-year plan. Projects will be funded in the order of priority, and estimated park dedication fee revenue will determine how many projects on the priority list can be funded over the course of the 20-year financial plan. This will be done in conjunction with the development of the FY 2013/14 Recommended Budget, specifically the long-term plan for the Park Dedication Fund. There is no fiscal impact to any other City fund, including the General Fund, resulting from this policy, as projects funded by park dedication fee revenues are not supplemented by any other City funding source.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

On February 7, 2012, Council held a joint study session with the Parks and Recreation Commission to consider Park Dedication Policies and Review Project Priorities (Attachment A).

The Parks and Recreation Commission conducted a public hearing on this item at their meeting of October 10, 2012 (Attachment C).

ALTERNATIVES

1. Adopt the attached draft Council Policy on Park Dedication Fee Allocation and Prioritization.
2. Council takes no action at this time.
3. Other action as determined by Council.

RECOMMENDATION

Staff recommends Alternative No. 1: Adopt the attached draft Council Policy on Park Dedication Fee Allocation and Prioritization. This policy will provide clear guidelines that will enable Council and staff to make strategic decisions for park planning including funding levels, geographic distribution of funds and project prioritization.

The Parks and Recreation Commission voted unanimously (4-0 Commissioner Harms absent) to recommend that Council approve Alternative No. 1. Reasons given included that it was a well thought out plan and would provide clear guidelines for staff to make recommendations for park planning.

Reviewed by:

Kent Steffens, Director, Department of Public Works
Prepared by: Scott Morton, Superintendent of Parks & Golf

Reviewed by:

Lisa Rosenblum, Director of Library and Community Services

Approved by:

Gary M. Luebbbers
City Manager

Attachments

- A. Summary meeting minutes of February 7, 2012 joint study session with City Council and the Parks and Recreation Commission to consider Park Dedication Policies and Review Project Priorities
- B. Draft Council Policy "Park Dedication Fee Allocation and Prioritization"
- C. Excerpt from Draft Meeting Minutes of Sunnyvale Parks and Recreation Commission on October 10, 2012.

CITY OF SUNNYVALE
City Council Study Session Summary
Joint Study Session with Parks and Recreation Commission
February 7, 2012 – 6 P.M.

The City Council met in joint study session with the Parks and Recreation Commission at City Hall in the West Conference Room, Sunnyvale, California on February 7, 2012 at 6:00 p.m. with Vice Mayor Whittum presiding.

City Councilmembers Present:

Mayor Anthony (Tony) Spitaleri
Vice Mayor David Whittum
Councilmember Christopher Moylan
Councilmember Jim Griffith
Councilmember Pat Meyering
Councilmember Tara Martin-Milius
Councilmember Jim Davis

City Councilmembers Absent:

None

Parks and Recreation Commissioners Present:

Chair Robert Pochowski
Commissioner Howard Chuck
Commissioner Robert Harms

Park and Recreation Commissioners Absent:

Vice Chair Robert Kinder
Commissioner Craig Pasqua

City Staff Present:

City Manager Gary Luebbers
Assistant City Manager Robert Walker
Director of Public Works Kent Steffens
Director of Library and Community Services Lisa Rosenblum
Community Services Superintendent Nancy Steward
Parks Superintendent Scott Morton

Call to Order:

6:00 p.m.

Study Session Summary:

Council and Commissioners met to consider Park Dedication Fund policies and to review project priorities and related key issues.

Public Comment:

Skip Gottschalk, resident and 2nd Vice-President of the Lakewood Village Neighborhood Association (LVNA) Board (also represented from the LVNA Board were President Judy Fernandez and 1st Vice-President Joan Simon), requested the Council reconsider their decision to close the Lakewood Pool. They have tried to find a sponsor to pay pool costs and have not been able to do so. The LVNA board feels it is an important recreation resource in the neighborhood, especially for children, and would like it to be funded and open for the summer of 2012.

Susan Muller-Robb, resident, spoke in favor of expediting the expansion of Orchard Gardens Park.

Council Discussion:

Discussion was held on a variety of topics related to the presentation on Park Dedication Fund policies and key issues by Director of Public Works Kent Steffens. Items discussed included joint use agreements for open space including school districts and Baylands Park, mechanism for prioritizing capital projects, golf and tennis enterprise fund projects, location and development of new open space, funding structure and city-owned properties adjacent to Murphy and Orchard Gardens Park.

Adjournment:

6:57 p.m.

Respectfully submitted,

Scott Morton
Superintendent of Parks

COUNCIL POLICY MANUAL

Policy _____ Park Dedication Fee Allocation and Prioritization**POLICY PURPOSE**

The purpose of this policy is to provide guidance for the allocation of park dedication fees and the prioritization of funding for projects. This policy will ensure that funds collected will be spent to provide reasonable benefits to parties required to pay park dedication fees under the City's Ordinance. The policy establishes a minimum threshold of funds collected that will be used to acquire and improve new parks, open spaces, and recreation facilities. The policy also creates a new system to improve geographic equity in how park dedication fees are spent and prioritization guidelines that will provide assistance in the ranking of projects for funding.

POLICY STATEMENTS:**MINIMUM FUNDING LEVELS FOR PARK ACQUISITION**

20% of park dedication fees collected shall be allocated to the Park Acquisition and Improvement Fund (see Exhibit C) and used for projects that expand parks and recreational opportunities at any location in the City of Sunnyvale. These funds may be used to acquire land for new parks, open space, trails, and other recreation facilities. This funding may also be used to develop and make improvements to parkland dedicated and accepted by the City, purchased by the City, or otherwise acquired by agreement for recreational purposes. Eligible projects costs include land acquisition, planning, design, construction, utility services, applicable fees and related costs necessary to develop and improve new park and recreational facilities.

GEOGRAPHIC DISTRIBUTION OF FUNDS

For the purpose of this policy, Sunnyvale shall be divided into three geographic areas as depicted in Exhibit A. Within each of the three areas, each park or facility shall be designated as either a "Community" or "Neighborhood" facility as shown in Exhibit B. Community facilities are generally nine (9) to 20 acres in size or include features such as pools, recreation centers and sports fields that are used by residents or visitors throughout Sunnyvale. Neighborhood facilities are generally less than nine (9) acres in size and are intended to serve the needs of one of the three geographic areas defined in Exhibit A. Unique features or the location of a site may also be used to determine if a particular facility serves a citywide need or local need.

Park dedication fees collected within each of the three geographic areas shall be accounted for separately as shown in Exhibit C and allocated as follows:

- 40% of the fees collected in a geographic area shall be allocated to the Neighborhood Park Fund (North, Central or South) and used for projects within the same geographic area at either Neighborhood or Community facilities.

- 40% of the fees collected shall be allocated to the Community Park Improvement Fund and used for projects at Community facilities located anywhere within Sunnyvale.

PRIORITIZATION GUIDELINES FOR PROJECT FUNDING

The following five-level system, with number one being the highest relative priority, is intended to provide a framework that will assist in the selection of projects for funding. Final decisions about which projects to fund and at what level will be made by the City Council through the Capital Improvement Program bi-annual budgeting process. Because there may be more projects proposed for funding than available funds, these guidelines will be an important tool in this decision making process. All proposed projects in a higher priority level are not required to be funded before funding projects at a lower priority level. Other factors which may be considered will include: the availability of grant or other outside funds; operations and maintenance costs; and facility condition assessments.

1. Renovate existing facilities on City-owned property.
2. Acquire and develop new parks and open space.
3. Improve or add features to parks on City-owned property.
4. Improve existing parks and open space on non-City-owned property.
5. Develop non-City-owned property.

Adopted: RTC ___ - ___, 2012

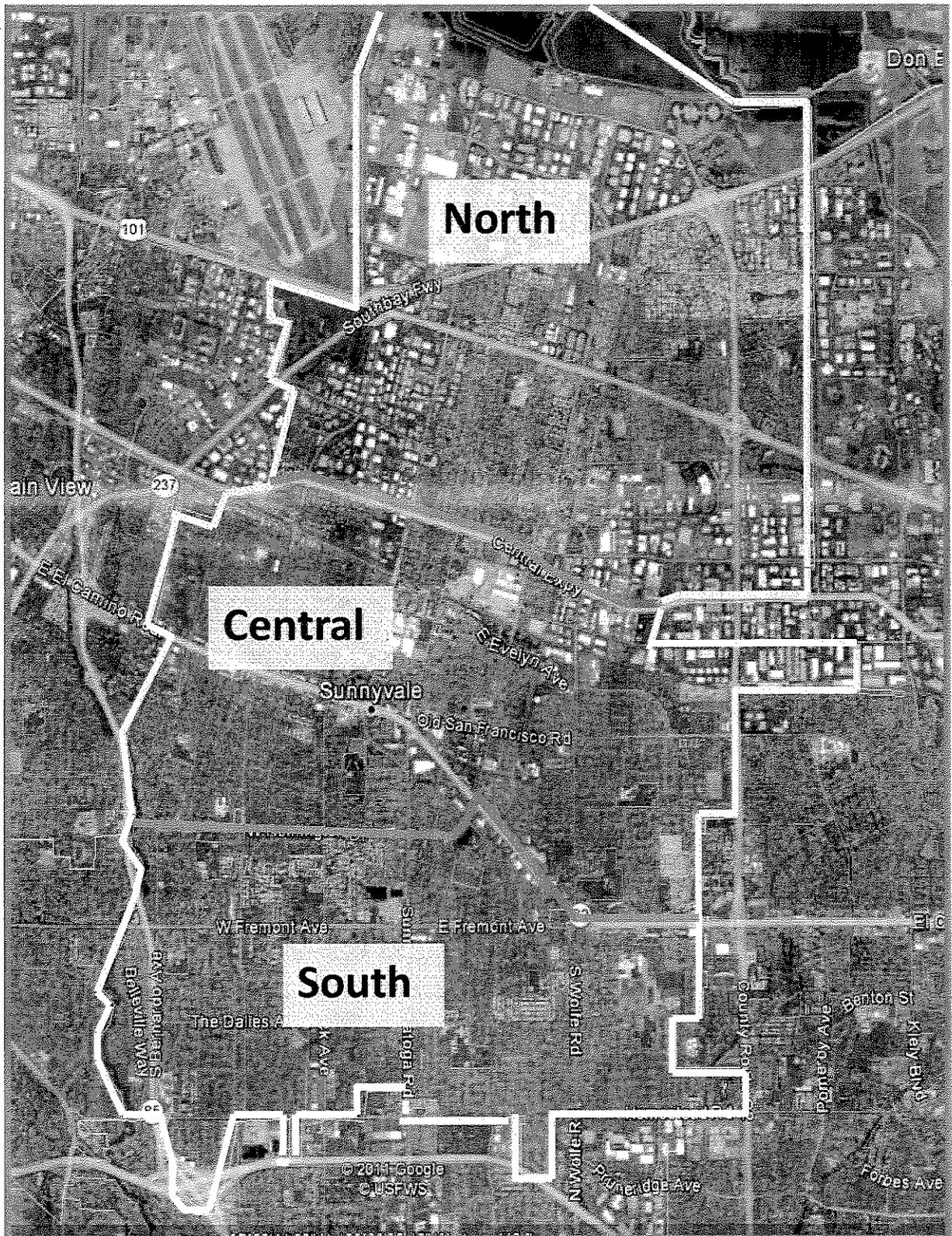
Lead Department: Department of Public Works

Exhibit A – Zones for Park Funding Allocation

Exhibit B – Listing of Community and Neighborhood Parks

Exhibit C – Park Dedication Fee Funding Framework

Zones for Park Funding Allocation



Listing of Community and Neighborhood Parks

North – North of Central Expressway

Community Parks and Open Space	Neighborhood Parks and Open Space
<ul style="list-style-type: none"> • Lakewood Park • Fair Oaks Park • Columbia Park, School, and Pool • Baylands Park • Bay Trail • Landfill Trails/Open Space • Sunnyvale Golf Course • Lakewood Elementary School • Fairwood Elementary School • San Miguel Elementary School • Bishop Elementary School 	<ul style="list-style-type: none"> • Orchard Gardens Park • Encinal Park • Fairwood Park • John W. Christian Greenbelt

Central – North of El Camino/Remington

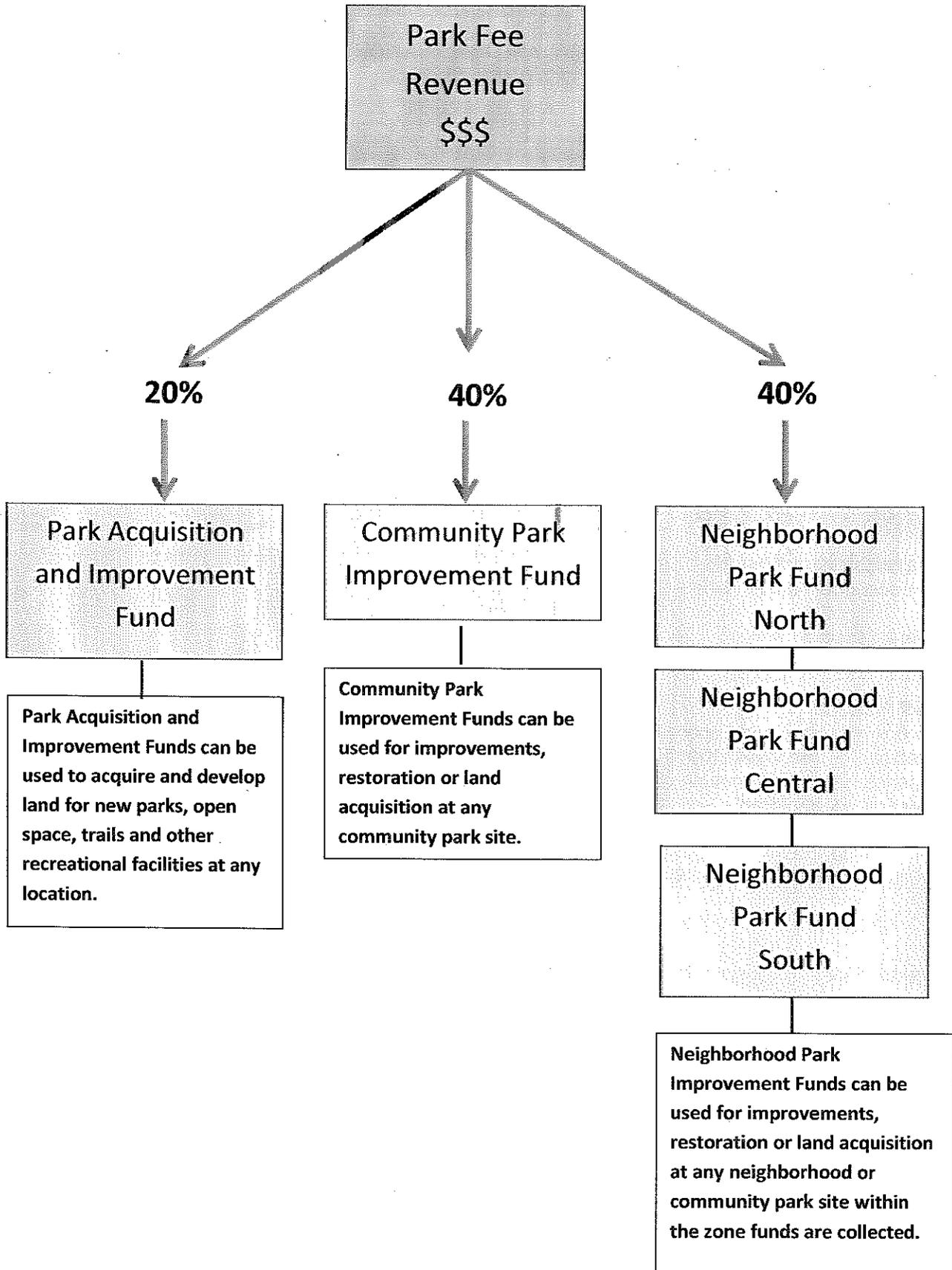
Community Parks and Open Space	Neighborhood Parks and Open Space
<ul style="list-style-type: none"> • Washington Park and Pool • Ponderosa Park • Las Palmas Park • Plaza Del Sol • Sunken Gardens Golf Course • Sunnyvale Tennis Center • Cherry Orchard • Vargas Elementary School • Cherry Chase Elementary School • Sunnyvale Middle School and Pool • Cumberland Elementary School • Ellis Elementary School • Braly Elementary School • Ponderosa Elementary School 	<ul style="list-style-type: none"> • Cannery Park • Greenwood Manor Park • Victory Village • Murphy Park • Mango Park • Braly Park • Civic Center Grounds

South – South of El Camino/Remington

Community Parks and Open Space	Neighborhood Parks and Open Space
<ul style="list-style-type: none"> • Serra park • Ortega park • Raynor Park • De Anza Park • Community Center • Orchard Heritage Park • De Anza School • Fremont High School Pool • Hollenbeck School • Nimitz Elementary School • West Valley Elementary School • Cupertino Middle School • Serra School • Stocklmeier Elementary School 	<ul style="list-style-type: none"> • San Antonio Park • Panama Park • Three Points (Butcher's) Corner

NOTE: This listing will be updated from time to time as new park, open space or recreation sites are added to the City's inventory.

Park Dedication Fee Funding Framework





EXCERPT FROM DRAFT MINUTES

**SUNNYVALE PARKS AND RECREATION COMMISSION
OCTOBER 10, 2012**

The Sunnyvale Parks and Recreation Commission met in regular session in the Community Center Conference Room, 550 E. Remington Drive, Sunnyvale CA 94087 at 7 p.m. with Chair Kinder presiding.

CALL TO ORDER

Chair Kinder called the meeting to order at 7 p.m.

SALUTE TO THE FLAG

ROLL CALL

Commissioners Present:

Chair Robert Kinder
Vice Chair Robert Pochowski
Commissioner Henry Alexander III
Commissioner Craig Pasqua

Commissioners Absent:

Commissioner Robert Harms

Council Liaison:

Councilmember Pat Meyering (arrived 7:15 p.m.)

Staff Present:

Director of Library and Community Services Lisa Rosenblum
Director of Public Works Kent Steffens
Superintendent of Community Services Nancy Bolgard Steward
Superintendent of Parks Scott Morton
Administrative Aide Karen Smith

PUBLIC HEARINGS/GENERAL BUSINESS

2. MOTION City Council Policy for Allocation of Park Dedication Funds

Director Steffens presented the staff report. He said the February 7, 2012, joint study session with Council and the Commission provided direction to draft the Council Policy for Park Dedication Fee Allocation and Prioritization that is before the Commission for recommendation and will be going before Council for action on October 30, 2012.

Commissioners' questions included the scenario of receiving park dedication land instead of funds, revenue increases for FY 11/12, Park Dedication Fund resources, the unfunded CIP Plaza del Sol Phase II, prioritization guidelines, and improvement of existing parks and open space on non-City owned property, such as Baylands Park.

Director Steffens said he would provide the Commissioners with park dedication fund revenue increases for the past five fiscal years through FY 11/12.

The public hearing was opened.

Mr. Michael Goldman spoke in opposition to the proposed City Council Policy. He said General Fund resources should be used to maintain existing parks, and Park Dedication Fund resources should be used for land acquisition. He said maintenance of existing parks has been pushed out of the General Fund into the Park Dedication Fund because of rising employee costs. He said employee costs should be reduced so the General Fund can be used, as it should be, to maintain existing parks. He suggested an indoor pool on the first level and branch library on the second level at Lakewood Park.

The public hearing was closed.

Superintendent Steward referred Commissioners to an email from Mr. Andy Frazer. Mr. Frazer was opposed to the proposed Council Policy for the same reasons as Mr. Goldman and urged Commissioners to reject the proposal.

MOTION: Vice Chair Pochowski moved and Chair Kinder seconded to recommend that Council accept staff's recommendation Alternative No. 1, adopt the attached draft Council Policy on Park Dedication Fee Allocation and Prioritization.

VOTE: 4-0 motion passed unanimously. Commissioner Harms was absent.

Commissioners said it was a well thought out plan and would provide clear guidelines for Council and staff to make decisions for park planning.

City of Mountain View

CITY COUNCIL POLICY

SUBJECT: PRIORITIZATION OF FEES RECEIVED IN LIEU OF LAND DEDICATION NO.: K-15

PURPOSE:

To establish the acquisition of park land as a priority for receiving fees collected for park and recreation purposes in lieu of land dedication.

POLICY:

1. When developers of residential projects pay fees in lieu of dedicating land for parks and recreational facilities, those in-lieu fees shall be appropriated in accordance with the following priorities and guided by the recommendations of the Parks and Open Space Plan:
 - a. First priority shall be given to park acquisition located within one mile of the residential development generating the fee.
 - b. Next priority shall be given to acquisition of park land located in areas outside of one mile of the residential development generating the fee provided the land is to be used for a community-wide asset.
 - c. Next priority shall be given to development of park land located within one mile of the development project generating the fee.
 - d. Next priority shall be given to development of park land located in areas outside of one mile of the development project generating the fee provided the land is used for a community-wide asset.
 - e. Next priority shall be given to rehabilitation of a park or recreational facility located within one mile of the development project generating the fee.
 - f. Next priority shall be given to rehabilitation of a park or recreational facility located outside of one mile of the development project generating the fee provided the park or recreational facility is a community-wide asset or community recreational facility.
2. Before requesting City Council approval of the appropriation of Park Land Dedication In-Lieu Fees, City staff shall submit the request for the appropriation of

CITY COUNCIL POLICY

SUBJECT: PRIORITIZATION OF FEES RECEIVED IN LIEU OF LAND DEDICATION NO.: K-15

Park Land Dedication In-Lieu Fees to the Parks and Recreation Commission for its consideration. The staff report accompanying the request to the City Council shall include a discussion of the recommendation, if any, of the Parks and Recreation Commission. The designation on appropriation of fees shall be made consistent with State law and all such acquisitions, development and rehabilitation projects shall serve the developments which generated the fees.

3. This resolution shall not be interpreted as affecting in any way the requirement contained in Section 41.3 of the Mountain View City Code requiring the use of fees on projects within the serve areas designated in Table 41.3.

Revised: November 28, 2006, Resolution No. 17150

Effective Date: February 25, 1997, Resolution No. 16092

LS/CNLPOL
K15-241CP

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

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Purpose

The purpose of this policy is to establish guidelines and procedures for the acquisition and development of parkland with fees and interest derived from the Park Lands Dedication Ordinance (PLDO).

Background

Section 66477 of the Government Code enables local governments to require the dedication of land or the payment of an in lieu fee, or a combination of both, for neighborhood and community park or recreational purposes. The Park Lands Dedication Ordinance (County Code sections 810.101 through 810.114) provides the mechanism for implementing section 66477 of the Government Code in San Diego County. The words or phrases defined in the Park Lands Dedication Ordinance shall have the same meaning when used in this policy.

Policy

It is the policy of the Board of Supervisors that:

1. To provide maximum possible park acreage for present and future County residents, fees received pursuant to the Park Lands Dedication Ordinance will be used for land acquisition and development of new, or rehabilitation of existing, County local park or recreational facilities or for such facilities when they occur in a regional park and are available to serve the recreational needs of local residents. These funds may be used to develop new local parks only if a source of funds other than the County General Fund will provide for the ongoing maintenance and operation of the new park.

2. The Parks and Recreation Department and cognizant advisory committees will advise and assist in recommending priorities for acquisition and development in addition to standard maintenance and operation programs for parks. The Board of Supervisors may create local park and recreation advisory committees in each Local Park Planning Area or may utilize community planning committees to advise and assist in recommending priorities, site selection and development of park facilities within a Local Park Planning Area. Input from other citizens and community organizations may also be solicited and utilized.

3. On an annual basis, the Department of Parks and Recreation shall request a 5 year priority list from each Planning Group or other approved entity within the unincorporated county, for purposes of defining community recommendations for use of PLDO funds.

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

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DPR shall review these lists for conformance with the requirements of the PLDO ordinance and this Policy. DPR will consider projects on these lists, as well as general community park needs, when determining whether to bring recommendations forward to the Board of Supervisors for consideration. In some instances, DPR may recommend park improvements not on the lists provided by the local Planning Groups or other approved entities.

4. The County encourages the joint use of publicly owned lands and facilities and will cooperate with other public agencies to pursue joint programs or projects for planning, acquisition and development of park facilities where such cooperation will result in better service to the public or a more effective use of public funds and when the other agency provides maintenance and operation services.

5. Interest on Park Lands Dedication Ordinance fees is not subject to any time limitation for expenditure, will be kept in a separate sub-fund in the Park Lands Dedication Ordinance fund and will be accounted for separately by the Auditor and Controller.

Sunset date

This policy will be reviewed for continuance by 12-31-16.

Board Action

- 12-6-73 (3)
- 5-22-79 (150)
- 8-4-81 (12)
- 9-27-83 (82) to be effective 11-3-83
- 6-20-89 (63)
- 12-5-95 (36)
- 8-7-2002 (5)
- 02-24-10 (2)

1. Department of Parks and Recreation
2. Chief Financial Officer/Auditor and Controller

Parkland Dedication Fee Allocation and Prioritization Policy

Purpose

The purpose of this policy is to establish guidelines for the allocation of parkland dedication fees and the prioritization of funding for projects.

Policy

It is the policy of the City of Campbell to provide the maximum possible park acreage for present and future Campbell residents. Parkland Dedication fees are paid by developers in Campbell in-lieu of constructing designated open spaces in the proposed developments in accordance with the Open Space Element of the General Plan. Allocation of these funds to specific projects will be based upon the following five-level system, with number one being the highest relative priority. This prioritization is intended to provide a framework that will assist in the selection of projects for funding. Recommendations from the Park and Recreation Commission will be presented to City Council through the Capital Improvement Program process with the final funding decisions being made by City Council.

All proposed projects in a higher priority level are not required to be funded before funding projects at a lower priority level. Other factors which may be considered will include: the availability of grant or other outside funds; operations and maintenance costs; and asset inventory recommendations.

In addition, the City encourages the joint use of publicly owned lands and facilitates and will cooperate with other public agencies to pursue joint programs or projects for planning, acquisition and development of park facilities where such cooperation will result in better service to Campbell residents.

Prioritization of funds is as follows:

1. Rehabilitation of existing facilities on City-owned property.
2. Acquire and develop new parks and open space.
3. Development of new park facilities on existing City-owned property.
4. Rehabilitate existing recreational facilities and open space on non-City-owned property.
5. Develop non-City-owned property.

**City of Campbell – Parks and Recreation Commission
Parkland Dedication Fund Annual Review Timeline**

September

- Overview of Parkland Dedication Fund Balance
 - Fees collected in previous year and which projects they were associated with
 - How much was spent from the fund and on what projects

October

- Review Asset Inventory report
- Identify potential projects to be funded through Parkland Dedication Fund

November-December

- Prioritize projects and finalize recommendation for Council

January

- Staff to present PRC recommendations to Council prior to Council priority workshop