

**CITY OF CAMPBELL**  
**PARKS & RECREATION COMMISSION**  
**CAMPBELL, CALIFORNIA**  
**March 2, 2016**  
**MINUTES**

The Parks and Recreation Commission convened in regular session on Wednesday, March 2, 2016, at 7:30 pm, at Campbell City Hall, Council Chambers, 70 N. First Street, Campbell, California.

**ROLL CALL**

**PRESENT:** Johnson, Gibson, Ptaszynski, Davidson, Walker, Scholberg

**Absent:** Hughes (excused)

**STAFF:** Recreation and Community Services Director Maurantonio, Public Works Director Capurso, Recreation Services Manager Natasha Bissell and Recording Secretary Joy Francois

**APPROVAL OF MINUTES:**

**MSC Gibson/Ptaszynski to approve the minutes of the February 3, 2016 regular Parks and Recreation Commission meeting with minor revisions on pages 2 and 3.**

**AYES:** Johnson, Gibson, Ptaszynski, Scholberg,

**NOES:** None

**ABSTAIN:** Davidson, Walker

**Oral Requests:**

None.

**Announcements:**

None.

**New Business**

**1. Proposed Commission Work Plan**

Director Maurantonio read the proposed work plan items and goals for the Parks and Recreation Commission for FY17.

Chair Scholberg asked if the turf conversion would be converting turf to mulch. Director Capurso responded it would be turf to probably some other vegetation or non-porous surface like decomposed granite. The overall plan is to reduce water use.

She then asked if staff is asking the Commission to discuss the Park Dedication Fees. Are we going to make some sort of recommendation? Director Capurso responded that yes, staff would like to hear their recommendations. Staff is preparing the recommendations for the budget process so it would be great to get some early input. After the budget process, the longer term view is that staff would like to prepare guidelines and strategies moving forward.

Commissioner Gibson commented on the proposed use of park dedication fees in relation to park improvements. One thing he doesn't see and he'd like to propose for consideration is for the Commission to review parks and open space plans for consideration by the City as we move through

this calendar year. He'd like to bring in some other cities' park and open space plans, review them and try to make a recommendation as a supplement to the General Plan that we start to work and develop our own plan. There is only one pot of money and how should it be prioritized? Should the park and open space evaluation come first, then the park projects, then whatever else we're going to do. He feels funny about approving the park improvement projects knowing that personally he'd like to see the money used for land acquisition.

Director Maurantonio clarified that she will add another bullet point "to review parks and open space plans from other agencies".

Director Capurso said he understands Commissioner Gibson's concerns. It is difficult to figure out the correct sequence. The intent is not to spend all the money as fast as possible. The intent is to target some projects that could use funding in the short to intermediate term. Part of the General Plan will be to update the open space element. This will do a certain portion of what Commissioner would like it to do but this will take about 2 years to be completed. He thinks it would be useful to review other agency's plans but does not know what staff could do with that right now. He doesn't know if they'll be able to develop a separate plan.

Commissioner Gibson said he's talking about looking at the foundations for the open space plan and try to set direction if the Council so desired to enact on something like this. . He's tried to get this thing moving for the past 7 years that he's been on the Commission. He's been through 4 directors but can't seem to get it off the mark. There's a lot of good information out there and with a little bit of work, the City would have a better understanding when looking at the General Plan open space element.

Chair Scholberg asked if the Park Dedication Fees are the same as Park in Lieu fees. Director Capurso answered yes they are the same.

Commissioner Ptaszynski would like to be involved in the review of other agencies plans.

Director Capurso said the General Plan currently shows a high level view of the deficiencies in the City. It does not provide a strategy. He thinks what staff is trying to get at here is a Strategy Document, where the City says how it's going to correct those deficiencies.

Commissioner Gibson said Council seemed interested in some sort of opportunity to talk about parks and open space.

Director Maurantonio will make the following changes to the Work Plan. The second bullet will say:

- Make recommendations regarding proposed use of park dedication fees

She will add a bullet before the General Plan bullet that says:

- Review or study open space plans from other agencies.

There was discussion about having a meeting in a park; Gomes Park was a popular choice.

**MSC: Davidson/Walker to approve the Parks and Recreation Commission Work Plan and Goals for FY 2016-2017 as amended.**

AYES: Davidson, Ptaszynski, Gibson, Scholberg, Walker, Johnson

NOES:

ABSTAIN: None

**2. Park Dedication Fees**

Director Capurso would like some input from the Commission. The City has about \$4.9 million in the bank right now in Park Dedication Fees. From FY13 to now the City has spent on average \$30,000. There is supposed to be a 5 year sunset on allocating the money to a project. If it is not used it is supposed to be refunded to the developer that paid the fees. Staff would like to talk to the Commission in more detail if this should be split between acquisition and the development of new sites, but there are some projects staff would like to take forward as being recommended for Capital projects in FY 17.

Some things staff talked to the Commission about in the Park asset plan were:

- Reconstruction of some play lots, meeting ADA guidelines and consumer safety at Campbell Park, Jack Fischer Park, Virginia Park, John D. Morgan Park and Hyde Park
- Replacing adult exercise equipment at the track
- Sports fields – turf and irrigation upgrades
- Restroom replacement

Staff would like the Commission's feedback on what projects should be submitted.

Chair Scholberg would like to see all the lists of both sides and prioritize and rank the projects.

Commissioner Ptaszynski asked when the budget is due. Director Capurso replied that the budget is due in May.

Chair Scholberg asked about the parks/rec projects that have \$4.9 million in the bank, do they have to be in this budget document? Director Capurso stated if we want these projects to move forward they need to be in the CIP document.

Commissioner Walker asked for clarification on the idea of expiration. Who would come in and say this money is about to expire? She also asked if the allocation expires. Director Capurso is trying to find this out. Most likely a developer would come in and ask about the money expiring. The developer could come back 5 years later and say I see no park improvements and ask the City where the money went.

Commissioner Walker said it seems fairly important to spend this money if it's coming up soon. Director Capurso responded that this is what Recreation Services Manager Bissell is working on.

Ms. Bissell said \$1.2 million has been allocated to the CIPR. It's her understanding that annually the City allocates \$600K to the CIPR, which it appears they have done for the past 2 years.

Director Capurso said that the City currently collects 3 impact fees: Park Impact Fees, Storm Impact Fees and Road Impact Fees. Staff has to report to Council annually on how much has been collected and how much has been allocated. The \$1.2M that is allocated is the oldest of the money. So there is \$3.7M that is not yet allocated.

Commissioner Gibson stated that this is one of the problems of not having a plan in place such as a Park and Open Space plan, or a projects plan. If there was a plan in place, for example the Hacienda neighborhood, if in the outcome of a Park and Open space plan it says Hacienda is deficient in open space, money from park dedication fees could then be used to fix this deficiency.

He asked if staff has to do this for the 3 outlying years as well. There is a balance of \$1.2M allocated. Now there's another \$3.7M to allocate.

Ms. Bissell stated that land is at a premium in this area so what could you get with that money, and if you could buy the property what money would be left to improve it.

Commissioner Walker felt that the community would be interested to know there is \$4.9M to spend on parks. Chair Scholberg felt some people might be angry that this money has just been sitting there.

There was discussion about "maintenance" vs. a "project". This money cannot be used for maintenance.

Director Maurantonio stated there is another way to think about this, as in a previous city she worked in. They had a prioritization of Acquisition, Development and then Rehabilitation.

She stated the projects at the Community Center would be the Playground, new pool and locker rooms. The locker rooms could be a separate project from the pool because they are a more immediate need. Staff will push forward for other sources of funding besides the Park Impact fees.

Director Capurso said in any category of spending there are going to be competing needs. The standard CIP funding that might take in some park projects will compete with roadway projects and building rehabilitation projects. The Council may decide to put some of that money in reserve for future projects. Staff will find this out in the April and May meetings.

Director Capurso mentioned that San Jose Water Co. (SJWC) is going to abandon the well site on Virginia Ave. SJWC thinks that the 2 ½ acre parcel is worth \$6M. If the City had identified that as a park deficient area the City could not afford to buy that with every penny of Park Impact fees and there would be no money to develop it.

Commissioner Gibson mentioned that when the Council passes the budget they are passing a one year budget. Projects in the 2, 3 4, 5 years out are placeholders. He also stated he would like to see the pool done as a whole including all the amenities, which may include the locker room. He thinks the City should fund this project through the CIP process. He really thinks the public needs to be here making comments on how this \$4.9M should be allocated. He would like to have community input.

Chair Scholberg suggested that the Commission recommend the planning of the pool be funded by the park fees.

Director Capurso stated that as staff does projects there will be public meetings. When developing strategy and goals that would be an appropriate time to have the public come to a Parks and Recreation Commission meeting.

Director Maurantonio agreed that, in the future, developing more of a yearly process for this sort of thing would be helpful.

Commissioner Davidson agreed with Commissioner Gibson; she feels very strongly about the pool being done as a whole.

Commissioner Gibson asked if the money could be used for pool design. Director Capurso said yes he believes it can, since the Community Center serves the entire community.

Commissioner Scholberg would like a study session or subcommittee to get all the items on one list and prioritize them.

Director Capurso said what staff was trying to do is get some projects in for consideration in the upcoming fiscal year. The first Tuesday in April is a scheduled study session with Council to talk about, categorically, are these types of uses OK. Staff would take their input and prepare projects to put in the CIP.

Commissioner Davidson said she feels there's a fine line, she's very conscious that staff has done a lot of planning, and next year give some more direct input or prioritization. She feels the Commission is coming to the game a little late this year to provide detailed specific input.

Director Maurantonio said maybe the purpose of tonight is to ask the Commissioners if they support the idea that these 2 or 3 projects that staff has identified would be funded out of the parkland dedication fees. Work plan is focusing on a process that we have yearly, so in the fall we would look at what fees came in, what are potential uses and look at public noticed meetings.

Chair Scholberg asked if there is an allocation plan. Director Maurantonio said there are projects proposed for year one. Director Capurso said that is correct and also maybe even beyond because we have both done a different type of assessment of our facilities. At the top of the list is Campbell Park and Jack Fischer, and not long after that are John D. Morgan Park, Virginia, and Hyde. The Campbell Park restroom is a candidate for replacement. A year or two out the track will need resurfacing. There will be these types of projects that will extend the life of our assets. There will be a need for feasibility studies, as we already mentioned the pool and the San Tomas Aquino Creek Trail and the west bank of the Los Gatos Creek Trail.

Commissioner Walker said so the question is do we feel comfortable with the general types of things that you mentioned that you've already done your due diligence on. If that's the question then I'm comfortable with staff moving forward.

Commissioner Johnson agreed with Commissioner Walker.

Director Maurantonio said long term, if staff develops a process so that we have more of an every year discussion on park impact fees that would be the goal.

Commissioner Davidson said what would be helpful to her would be a Park Fees/Capital Improvement 101 class.

Commissioner Gibson does not feel comfortable with what is being proposed. He would like to see an Open Space policy. He thinks if there was a way to determine what funds are going to sunset now, what area of those dollars have been allocated for, there should be a geographical breakdown. Given that, the list staff has is very good, very comprehensive assessment of what needs to take place. Go through the information from the funding and allocate to spend on those particular projects.

Director Capurso said that is very good, just not sure if they can do that by April but staff will regroup and meet with finance and define what development the money came from. Going forward it will be much easier.

### **3. Bunnies and Bonnets Parade**

Ms. Bissell asked if the Commission would like to combine with the Youth Commission for the parade. They will have a banner and have tattoos to pass out to the kids.

Secretary Francois will check the stock of the remaining Campbell shopping bags to give away this year. The Commissioners agreed that was a good give away.

There won't be any decorating on Friday this year.

#### Committee Reports:

**Parks and Creek Trail:** Commissioner Gibson said things are looking pretty good; the turf is looking exceptionally well. Great job.

**Trees:** No Report.

**Special Events:** Commissioner Ptaszynski said Bonnies and Bonnets is coming up.

Walker said the Fun Run was the best thing about Super Bowl weekend.

#### Staff Reports:

##### General Plan Update: Todd Capurso

Director Capurso stated that DeNovo Group has been selected as the consultant for the General Plan. The Community Development Director will take the input from the Council last night and put that into a contract.

Parks: Todd Capurso

- Arbor Day will be celebrated Monday, March 7<sup>th</sup> at Campbell Middle School. The Tree Circus will do a presentation in the gym that morning and the tree planting ceremony will be in JDM about 10:30.
- The Great American Litter Pickup will be April 23<sup>rd</sup> from 9 to noon at Campbell Park.
- Staff will be doing play equipment replacement including the famous merry go round at Campbell Park.
- The County Parks Charter Fund – they will have an item on the June 2016 ballot. He will get a pdf out to the Commissioners this week.
- Santa Clara Valley Open Space Authority passed Measure Q so will have a fairly extensive grant program. They contributed to Stojanovich Family Park, Edith Morley Park and the percolation pond opening on Winchester. They want to spend a greater percentage of their money in urban areas so will be having a series of workshops over the next couple of months. A community meeting will be held April 11<sup>th</sup> at the Community Center.

Recreation and Community Services: Director Maurantonio

- Youth Engagement – Jenny Bybee was selected as the Youth Engagement Specialist.
- Youth Commission will attend the YAC Attack in Redwood City on Saturday, March 5th.
- Interviews will take place Monday for the Nutrition Site Manager position.
- Interviews will be held in mid-March for the Recreation Supervisor position.
- Chinese New Year event was held on February 17<sup>th</sup>. Over 180 participants—great success!
- Staff attended the California Parks and Recreation Society District 4 Awards night. Campbell honored the Friends of Heritage Theatre and Brian Schwatka, a volunteer instructor who teaches seniors an Intro to I-pad course.
- Next week Natasha and Aaron will be attending the CPRS conference.

Police Activity Report

Commissioner Gibson thanked PD and staff for getting am/pm added to the report.

Good of the Game

Commissioner Johnson is looking forward to the parade; he'll be there.

Commissioner Gibson noticed a great deal of work was done on the Portals. He asked if the CalTrans issue has been resolved. Director Capurso responded there are two different issues with Caltrans. One is the catch basin on the freeway; they found that leak and fixed it. There is also a slot drain on the freeway that was supposed to have been capped when the freeway was widened but it was not done. CalTrans will not be able to get that fixed until next year.

Commissioner Walker said Hacienda looks great; she likes the grass.

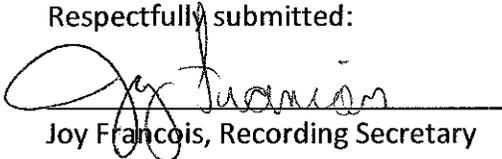
Commissioner Davidson commented that the Campbell Police Department is great, super responsive and the 911 dispatcher was very nice.

Commissioner Ptaszynski said he learned a lot tonight about the process; the more staff can teach the Commission the more the Commissioners can help.

Commissioner Scholberg said she feels the Commission is moving in a good direction to get processes in place.

Meeting adjourned at 9:12 p.m.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Joy Francois", is written over a horizontal line. The signature is cursive and somewhat stylized.

Joy Francois, Recording Secretary