

# Parks & Recreation Commission



## REGULAR MEETING AGENDA

**Date:** 11/16/2016  
**Time:** 6:30 p.m.  
**Arrillaga Family Recreation Center**  
**Cypress Room**  
**700 Alma St., Menlo Park, CA 94025**

### **A. Call To Order**

### **B. Roll Call**

### **C. Public Comment**

Under "Public Comment," the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

### **D. Presentations and Proclamations**

D1. Update on Special Events and Menlo-Atherton Performing Arts Center programs

### **E. Study Session**

E1. Provide general feedback on the urgency of replacing crumb rubber in fill material on the City's artificial turf fields at Hillview School and Kelly Park ([Staff Report# 16-026-PRC](#))

### **F. Regular Business**

F1. Review and approve staff recommendations for the field user groups for FY 2016-17 ([Staff Report# 16-025-PRC](#))

### **G. Reports and Announcements**

G1. Commissioner Report (Christopher Harris)

G2. Community Services Director's update and announcements ([Staff Report# 16-024-PRC](#))

### **H. Informational Items**

H1. Update on Jack Lyle and Willow Oaks Parks CIP projects

### **I. Adjournment**

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## STAFF REPORT

### Parks and Recreation Commission

**Meeting Date:** 11/16/2016

**Staff Report Number:** 16-026-CC

**Study Session:** Provide general feedback on the urgency of replacing crumb rubber in fill material on the City's artificial turf fields at Hillview School and Kelly Park

### Recommendation

Staff recommends that the Parks and Recreation Commission provide general input to staff on the urgency of replacing the infill material at both Hillview School and Kelly Park fields. Staff also suggests the Commission provide guidance on next steps and the preferred infill option if moving forward with infill material replacement immediately is desired.

### Policy Issues

While the City, desires to be proactive on the concerns regarding crumb rubber infill material, replacing the infill material in the City's artificial turf fields prior to the need for a complete renovation at the end of the turf's lifespan would necessarily displace other high-priority projects in the capital improvement plan and delay other priority projects for a year or more. Federal and State studies are currently underway that will provide additional guidance on the use of crumb rubber infill material. These results are expected in the next six months to a year.

### Background

The Menlo Park City School District recently approached the City of Menlo Park to express concern about the crumb rubber infill material underlying the artificial turf field at Hillview School. The construction of the field was a joint project between the school district and the City. Kelly Park has the same crumb rubber material on the field as well. The Kelly Park field was open in 2011 and is estimated to be at about 50% of its lifespan. The Hillview field opened in 2013 and is estimated at 30% of lifespan.

Synthetic fields have been popular since the mid-1960s with the debut of "AstroTurf" at the Houston Astrodome. In those days, artificial turf was not much more than carpet laid over concrete. Manufacturers introduced a gentler surface using crumb rubber, made from recycled tires, in the 1990's.

Beginning in 2010, anecdotal stories about cancer incidents among goalies arose in various media outlets leading agencies to debate the safety of the crumb rubber infill material to the point where the Federal government commissioned a study attempting to settle the question definitively. It is expected that by the end 2016 the federal government will release a draft status report describing the findings and conclusions of the research through that point in time. The report will also outline any additional research needs and next steps. Additionally, a state of California study is being conducted and the findings and conclusions are expected to be released at the end of 2017.

Although the MPCSD has requested the City to prioritize replacement of the field infill at Hillview, the City believes that a non-negotiable of the project must be that if it is determined that replacement of the infill material is scheduled at Hillview School, the Kelly Park field will also be done.

## **Analysis**

Both Hillview School and Kelly Park have Astro turf fields. Staff has not received any negative comments concerning infill materials at either Kelly Park or Hillview School which the City maintains and schedules. Staff has prepared a table attachment A showing pros and cons of different type of alternative infill materials currently on the market.

Staff would like the Commission to consider and provide feedback on the following questions:

- Should the replacement of infill material at Hillview and Kelly fields be immediately prioritized or should we wait until definitive information from the Federal and or State studies?
- If the Commission determines that the infill should be replaced immediately, which of the infill material options from above should be considered further given their installation and maintenance costs and other pros/cons?
- If the Commission recommends moving forward immediately, what additional information might be needed and what next steps are suggested?

## **Impact on City Resources**

Initial budget estimates indicate in-fill replacement costs varies from \$370,000 to \$850,000 for Hillview and Kelly Park depending on the type of material. The City currently has no budget allocated for either of these projects and would most likely need to delay or eliminate other projects from the Capital Improvement Plan.

## **Environmental Review**

Potential replacement of the turf on existing sports fields is not a project under CEQA.

## **Public Notice**

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

## **Attachments**

A. Infill comparison chart

Report prepared by:

Todd Zeo, Recreation Supervisor; Ruben Nino, Assistant Public Works Director

Hillview Middle School and Kelly Park Turf Infill Replacement						
	SBR(1)	Greenplay Organic	EPDM	ZeoFil	Nike Grand Infill	TPE
Recycled Material?	Yes	No	No	No	Yes	No
Disposal Cost	Higher	Lower	Higher	Lower	Higher	Higher
Plays like Natural Turf	Less so	More so	Less so	More so	Less so	Less so
Product Consistency	Varies with Source	Generally High	Varies with Source	Generally High	Good	Varies with Source
Impact Attention	Good	Fair	Good	Fair	Good	Good
Maintenance Requirement	Lower	\$25,000 - \$30,000/ annually-replacing material and watering	Lower	Unknown	Lower	Lower
Composition	Ground up recycled tires	Produced with a proprietary blend of natural ground cork and coconut fibers	Virgin rubber	Diatomaceous earth	Virgin rubber	Plastic blended with a rubber
Cost to replace infill material at Hillview and Kelly (2)	N/A	\$686,000.00	\$842,800.00	\$372,000.00	\$666,000.00	\$1,136,000.00
Odor	Significant	Earthy	Slight	None	Slight	Slight
Rate of Decomposition	Low	High	Low	Medium (est.)	Low	Low
Prone to Clumping	Low	High	Medium	Unknown	Unknown	Low

(1) Current material in Kelly Park and Hillview School

(2) In our discussion with contractor who represents Astro Turf they have not performed any work removing and replacing infill.

Note: Some of these infill materials have no history so we were unable to get any data.

Staff had the assistance from Callander Associates in preparing this table.



## STAFF REPORT

### Parks and Recreation Commission

**Meeting Date:** 11/16/2016

**Staff Report Number:** 16-025-CC

**Regular Business:**

**Review and approve staff recommendations for the field user groups for FY 2016-17**

### Recommendation

Staff recommends the Parks & Recreation Commission consider and approve the staff recommendations for the Field User Groups in 2017. All 10 current user groups are in good standing and maintain current approved user group status. However, Bulldog Sports and Fitness has chosen not to renew as a user group. Additionally, Belle Haven Soccer Club, has successfully completed their conditional status a probationary user group for 2016 and staff recommends their status be changed to returning user group.

### Policy Issues

The approval of the current Field User Groups is consistent with the current Field User Group policy.

### Background

#### *Field User Group Approval Process*

In March 2010, the Parks and Recreation Commission approved a new athletic field use policy. As part of the policy, athletic field user groups were required to fill out a Field User Group Application. The application requires a presentation to the Parks and Recreation Commission and their approval for all new user groups. Returning user groups are only required to submit their updated paperwork. While the returning user groups are welcome to come to the annual presentation meeting, it is not a requirement for renewal unless the user group violated city field policies during the past year and is on probation.

In admitting new user groups the following criteria have been used by previous Commissions for making recommendations on the approval process:

**Approval:** Complete information; demonstrated ability to follow field use policies; an appropriate and intended use of City athletic fields.

**Conditional Approval:** Incomplete information; on probationary status due to not following field use policies.

**Deny Approval:** Failure to follow field use policies over the past year; not an appropriate or intended use of Menlo Park's athletic fields

Approval of a User Group only guarantees field space for the user group; it does not guarantee the amount of field space, the field location, or times. The field allocation criteria stated in the athletic field policy will guide staff in making these field allocations as equitably as possible.

If additional groups have not filled out their paperwork in advance of the deadline or request field space after the review process, they may still be allotted field space. However, the field space will be allocated after all of the approved user groups have been allocated their field space.

### *New User Group Applications*

New user group applicants' presentations should take no more than 5 minutes and should cover the following:

1. Overview of Organization (location, board members, affiliations, vision/mission)
2. Total number of users
3. Percentage of residents and non-residents
4. Process for registration/enrollment (open, tryouts, etc.)
5. Description of intended use of fields for upcoming year
6. Overview of field needs (locations, times, seasons)
7. Any other comments that would be beneficial to the Commission

### **Analysis**

#### Current User Groups

In 2016 all 10 of the current user groups remain in good standing. The organizations all rented field space in both the spring and fall seasons.

An updated table of our user group resident percentages is included below. All groups continue to maintain or have increased their percentage of Menlo Park residents.

Approved user groups				
Organization	Residents	Non-Residents	Total Users	% of Residents
AYSO	1111	324	1435	77%
Alpine Strikers Football Club (CYSA)	540	313	811	63%
Menlo Atherton Adult Soccer League (MAASL)	20	70	90	22%
Alpine Little League (AWLL)	387	256	643	60%
Menlo-Atherton Little League (MALL)	345	163	508	68%
Menlo Atherton Lacrosse Grizzlies (MAL)	184	41	225	81%
Association de Futbol Latino Americana (ADF)	150	50	200	75%
Extreme Baseball	95	25	120	79%
Mid-Pen High School	65	0	65	100%

<b>Total</b>	<b>2897</b>	<b>1242</b>	<b>4139</b>	<b>70%</b>
City	Adult Sports Leagues, Kids Love Soccer Classes, City Summer Camps, Hi Five Sports Camps			
Other	1-time rentals and other smaller non-approved rental groups			

The total usage of the sports fields for 2016 is provided below:

Total Sports Field Hours in 2016	Hours Used
Oak Knoll	1805
Burgess Park	10250
Kelly Park	7700
Hillview Field	5190
La Entrada	9300
Jack Lyle	6750
Nealon	5100
Willow	4400
Belle Haven	380
<b>Total</b>	<b>50875</b>

While a majority of these fields are heavily used during peak seasons and peak times, space can be found during the following times and days:

- During non-peak season
- Later afternoon during Saturdays and Sundays
- Belle Haven School has additional availability during the weekends

In 2016 several issues have impacted field operations. Staff continues to receive negative comments from Kelly Park users relating to the traffic and the increasing time it takes to get to the park.

Current issues that are impacting operations include the condition of the grass at Nealon Park and the continued deterioration of La Entrada School Field due to construction and irrigation issues. City Staff met with The Las Lomas School District on 10/26 and have confirmed with the public works department and the district that both sides of the field will be able to undergo regular renovation in the summer of 2017 so that fields are playable in the fall. Additionally public works will do a renovation from early December through early February on ½ of the field which should improve quality for the spring season.

Long term the city and the district are beginning discussions to decide the future of the field when construction of the school is completed and a redesign of the field will be needed.



**Impact on City Resources**

The approval of current Field User Groups for use of City operated sports fields is not expected to impact current revenue projections for the current fiscal year.

**Environmental Review**

The annual approval of Field User Groups is not a project under CEQA.

**Public Notice**

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

**Attachments**

None.

Report prepared by:  
Todd Zeo, Recreation Supervisor



## STAFF REPORT

### Parks and Recreation Commission

**Meeting Date:** 11/16/2016

**Staff Report Number:** 16-024-PRC

**Informational Item:** Community Services Director's update and announcements

### Recommendation

Staff recommends that the Commission receive the Community Services Director's update and announcements.

### Policy Issues

City policies are not affected.

### Background

#### I. Jack Lyle Restroom Consultant Report

SSA has been hired to lead the design project, including a community workshop at the Park or Rosener House to review the design, which will be (most likely) two ADA compliant non-gender specific restrooms in a pre-fabricated structure to be located immediately adjacent to Rosener House. We're scheduled to present the draft design to the Peninsula Volunteers Board of Directors at their November 15 meeting.

#### II. Hoop it Up

Have a little one who wants to hoop it up? Looking to get your child involved in team sports? The City of Menlo Park in conjunction with Hi-Five Sports is offering Lil' Ballers and Tot Trifecta for ages 3-5. The second set of fall sessions will begin soon. Lil ballers offers the basics of basketball once a week on kid adjusted heights so your own lil' baller can dribble, pass and shoot his heart out! Tot Trifecta offers a mix of sports including soccer and baseball in each session so your child can gain exposure to several sports every session. In January, the Hoops league returns to the Arrillaga Family Gymnasium on Sundays for kindergarten through second grade. The first day is a jamboree to help select teams and then each Sunday your child's team will have a practice and game.

#### III. City Council Update

On November 17, 2016, the Mayor will present the State of the City address on the Facebook west campus and Commissioners are welcome and encouraged to attend. Commissioners will be receiving invitations to the event.

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Report prepared by:  
Todd Zeo, Recreation Supervisor